

ATHENS METROPOLITAN HOUSING AUTHORITY

ATHENS, OHIO

SINGLE AUDIT

For the Year Ended December 31, 2009



CERTIFIED PUBLIC ACCOUNTANT AND MANAGEMENT CONSULTANTS





Mary Taylor, CPA Auditor of State

Board of Directors Athens Metropolitan Housing Authority 10 Hope Drive Athens, Ohio 45701

We have reviewed the *Independent Auditor's Report* of the Athens Metropolitan Housing Authority, Athens County, prepared by J. L. Uhrig and Associates, Inc., for the audit period January 1, 2009 through December 31, 2009. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Athens Metropolitan Housing Authority is responsible for compliance with these laws and regulations.

Mary Taylor, CPA Auditor of State

Mary Saylor

September 24, 2010



ATHENS METROPOLITAN HOUSING AUTHORITY

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CERTIFIED PUBLIC ACCOUNTANT AND MANAGEMENT CONSULTANTS

Independent Auditor's Report

Board of Directors Athens Metropolitan Housing Authority 10 Hope Drive Athens, Ohio 45701

We have audited the accompanying basic financial statements of the Athens Metropolitan Housing Authority (the Authority) as of and for the year ended December 31, 2009. These basic financial statements are the responsibility of the Authority's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion the basic financial statements referred to above present fairly, in all material respects, the financial position of the Authority as of December 31, 2009, and the results of its operations and changes in its net assets and its cash flows for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated August 18, 2010 on our consideration of the Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report when considering the results of our audit.

Management's Discussion and Analysis is not a required part of the basic financial statements, but is supplementary information required by the Governmental Accounting Standards Board. We applied certain limited procedures, consisting principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.



Board of Directors Athens Metropolitan Housing Authority Independent Auditor's Report

We conducted our audit to opine on the financial statements that collectively comprise the authority's basic financial statements. The accompanying Schedule of Federal Awards Expenditures is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations* and is not required part of the financial statements. The combining financial data schedules are presented for the purpose of additional analysis as required by the Department of Housing and Urban Development and is not required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and in our opinion, is fairly presented in all material respects in relation to the basic financial statements taken as a whole.

J.L. Uhrig and Associates, Inc.

J. L. UHRIG AND ASSOCIATES, INC.

August 18, 2010

Unaudited

The Athens Metropolitan Housing Authority's ("the Authority") Management's Discussion and Analysis (MD&A) is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the Authority's financial activity, (c) identify changes in the Authority's position, and (d) identify individual fund issues or concerns.

Since the MD&A is designed to focus on the 2009 year's activities, resulting changes and currently known facts, please read it in conjunction with the Authority's financial statement.

FINANCIAL HIGHLIGHTS

- The Authority's net assets decreased by \$520,129 or 8% during 2009, resulting from changes in operations. Since the Authority engages only in business-type activities, the increase is all in the category of business-type net assets.
- Revenues decreased by \$62,863 or 1% during 2009.
- The total expenses of all Authority programs increased by \$583,801 or 13%.

Authority Financial statements

The Authority financial statements are designed to be corporate-like in that all business type activities are consolidated into columns, which add to a total for the entire Authority.

These Statements include a <u>Statement of Net Assets</u>, which is similar to a Balance Sheet. The Statement of Net Assets reports all financial and capital resources for the Authority. The Statement is presented in the format where assets, minus liabilities, equal "Net Assets", formerly known as equity. Assets and liabilities are presented in order of liquidity, and are classified as "Current" (convertible into cash within one year), and "Non-current".

The focus of the Statement of Net Assets (the "<u>Unrestricted</u> Net Assets") is designed to represent the net available liquid (non-capital) assets, net of liabilities, for the entire Authority. Net Assets (formerly equity) are reported in three broad categories:

Unaudited

<u>Net Assets, Invested in Capital Assets, net of Related Debt</u>: This component of Net Assets consists of all Capital Assets, reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

<u>Restricted Net Assets</u>: This component of Net Assets consists of restricted assets, when constraints are placed on the asset by creditors (such as debt covenants), grantors, contributors, laws, regulations, etc.

<u>Unrestricted Net Assets</u>: Consists of Net Assets that do not meet the definition of "Net Assets Invested in Capital Assets, Net of Related Debt", or "Restricted Net Assets".

The Authority financial statements also include a <u>Statement of Revenues</u>, <u>Expenses and Changes in Fund Net Assets</u> (similar to an Income Statement). This Statement includes Operating Revenue, such as rental income, Operating Expenses, such as administrative, utilities, and maintenance, and depreciation, and Non-Operating Revenue and Expenses, such as capital grant revenue, investment income and interest expense.

The focus of the Statement of Revenues, Expenses and Changes in Fund Net Assets is the "Change in Net Assets", which is similar to Net Income or Loss.

Fund Financial Statements

The Authority consists of exclusively Enterprise Funds. Enterprise Funds utilize the full accrual basis of accounting. The Enterprise method of accounting is similar to accounting utilized by the private sector accounting.

Many of the programs maintained by the Authority are done so as required by the Department of Housing and Urban Development. Others are segregated to enhance accountability and control.

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The Authority's Programs

<u>Conventional Public Housing</u> – Under the Conventional Public Housing Program, the Authority rents units that it owns to low-income households. The Conventional Public Housing Program is operated under an Annual Contributions Contract (ACC) with HUD, and HUD provides Operating Subsidy and Capital Grant funding to enable the Authority to provide the housing at a rent that is based upon 30% of household income. The Conventional Public Housing Program also includes the Capital Fund Program, which is the primary funding source for physical and management improvements to the Authority's properties.

<u>Housing Choice Voucher Program</u> – Under the Housing Choice Voucher Program, the Authority administers contracts with independent landlords that own the property. The Authority subsidizes the family's rent through a Housing Assistance Payment made to the landlord. The program is administered under an Annual Contribution Contract with HUD. HUD provides Annual Contributions Funding to enable the Authority to structure a lease that sets the participants' rent at 30% of household income. The Authority earns administrative fees to cover the cost of administering the program.

<u>Shelter Plus Care</u> - AMHA has an ongoing collaboration effort with the Athens Country Continuum of Care working group which in 1999 the PHA was successful in receiving grant funding for the Athens County Dual Diagnosis Housing Initiative Shelter Plus Care project which is now completed and up and running. The grant provided 10 years of subsidized rent for 5 units of housing for dually diagnosed persons with mental illness and substance abuse.

<u>State / Local</u> – State / Local represents Authority owned housing properties that are not subsidized by HUD. The revenue and expenses for these services are identified and tracked separate from the HUD activities.

Unaudited

AUTHORITY STATEMENTS

The following table reflects the condensed Statement of Net Assets compared to prior year. The Authority is engaged only in Business-Type Activities.

TABLE 1
STATEMENT OF NET ASSETS

		<u> 2009</u>		<u>2008</u>
Current and Other Assets	\$	2,160,224	\$	1,758,227
Noncurrent Assets		5,424,859		6,022,549
Total Assets	\$	7,585,083	\$	7,780,776
			=	
Current Liabilities	\$	513,352	\$	221,658
Long-Term Liabilities		1,064,712		1,031,970
Total Liabilities		1,578,064		1,253,628
Net Assets:				
Investment in Capital Assets, net of Related Debt		4,321,751		4,405,820
Restricted Net Assets		121,950		442,990
Unrestricted Net Assets	_	1,563,318	_	1,678,338
Total Net Assets		6,007,019	_	6,527,148
Total Liabilities and Net Assets	\$	7,585,083	\$	7,780,776
			=	

For more detail information see Statement of Net Assets presented elsewhere in this report.

Major Factors Affecting the Statement of Net Assets

During 2009, current and other assets increased by \$401,997, and current liabilities increased by \$291,694. The change in current assets was mainly due an increase in receivables from programs administered by the State and Local fund. The change in current liabilities is mainly due to deferred revenue at the end of the year due to receiving January's funds from HUD for the Housing Choice Voucher program in December.

Long Term Liabilities increased by \$32,742 in 2009. This change is mainly attributable to borrowing \$98,824 from Chase Bank as well as retiring \$61,177 of long term debt during the year.

Unaudited

Capital assets also changed, increasing from \$5,471,281 to \$5,424,859. The \$46,422 increase may be contributed primarily to a combination of total acquisitions of \$265,008 less current year depreciation of \$311,430. The current year acquisitions included the building improvements of \$251,625 and \$13,383 of office equipment.

The following table presents details on the change in Unrestricted Net Assets.

TABLE 2

CHANGE OF UNRESTRICTED NET ASSETS

\$ 1,678,338
(520,129)
311,430
(265,008)
98,824
(61,177)
321,040
\$ 1,563,318

- (1) Depreciation is treated as an expense and reduces the results of operations but does not have an impact on Unrestricted Net Assets.
- (2) Capital expenditures represent an outflow of unrestricted net assets, but are not treated as an expense against Results of Operations, and therefore must be deducted.

While the results of operations are a significant measure of the Authority's activities, the analysis of the changes in Unrestricted Net Assets provides a clearer presentation of financial position.

The following schedule compares the revenues and expenses for the current and previous fiscal year. The Authority is engaged only in Business-Type Activities.

Unaudited

TABLE 3

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS				
		<u>2009</u>		<u>2008</u>
Revenues				
Total Tenant Revenues	\$	305,716	\$	255,846
Operating Subsidies		3,933,324		3,977,767
Capital Grants		251,625		274,343
Investment Income		16,755		39,999
Other Revenues	_	107,102		129,430
Total Revenues	_	4,614,522	. <u> </u>	4,677,385
Expenses Administrative		646,758		623,989
Utilities		118,742		133,911
Maintenance		263,236		244,312
General and Interest Expenses		86,735		78,966
Housing Assistance Payments		3,487,128		3,182,841
Depreciation		311,430		286,831
Loss on Sale of Westview	_	220,622		
Total Expenses	_	5,134,651	. <u> </u>	4,550,850
Net Increases (Decreases)	\$	(520,129)	\$_	126,535

MAJOR FACTORS AFFECTING THE STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

Total revenue decreased by \$62,863. This decrease was mainly due decrease in investment income and other miscellaneous revenue.

The expenses increased by \$583,801 during the year. The increase in expenses is mainly attributed to the loss on the sale of the Westview property of \$220,622.

Unaudited

CAPITAL ASSETS

Capital Assets

As of year-end, the Authority had \$5,424,859 invested in a variety of capital assets as reflected in the following schedule, which represents a net decrease of \$46,422 or 1% from the end of last year.

TABLE 4
CAPITAL ASSETS AT YEAR-END (NET OF DEPRECIATON)

	<u>2009</u>	<u>2008</u>
Land and Land Rights	\$ 902,203	\$ 902,203
Buildings	7,062,759	6,806,698
Equipment	430,155	416,771
Construction in Progress	116,024	120,461
Accumulated Depreciation	(3,086,282)	(2,774,852)
Total	\$ 5,424,859	\$ 5,471,281

The following reconciliation identifies the change in Capital Assets.

TABLE 5 CHANGE IN CAPITAL ASSETS

Beginning Balance - December 31, 2008	\$ 5,471,281
Current year Additions	265,008
Current year Depreciation Expense	 (311,430)
Ending Balance - December 31, 2009	\$ 5,424,859
Current year Additions are summarized as follows:	
- Copier	\$ 13,383
- Outdoor Lights	780
- Exterior Doors	108,756
- Plumbing	26,065
- Roof Replacement	 116,024
Total 2009 Additions	\$ 265,008

Unaudited

Debt Outstanding

As of year-end, the Authority has \$1,103,108 in debt (mortgages) outstanding compared to \$1,065,461 last year.

TABLE 6

CONDENSED STATEMENT OF CHANGES IN DEBT OUTSTANDING

\$ 1,065,461
98,824
 (61,177)
 _
\$ 1,103,108
\$ _ \$

ECONOMIC FACTORS

Significant economic factors affecting the Authority are as follows:

- Federal funding provided by Congress to the Department of Housing and Urban Development
- Local labor supply and demand, which can affect salary and wage rates
- Local inflationary, recessionary and employment trends, which can affect resident incomes and therefore the amount of rental income
- Inflationary pressure on utility rates, supplies and other costs

FINANCIAL CONTACT

The individual to be contacted regarding this report is Jodi Rickard, Finance Director of the Athens Metropolitan Housing Authority, at (740) 592-4481 ext. 17, or email at jkr@athensmha.org. Specific requests may be submitted to Athens Metropolitan Housing Authority, 10 Hope Drive, Athens, OH 45701.

Athens Metropolitan Housing Authority Statement of Net Assets Proprietary Funds December 31, 2009

ASSETS

1155215	
Current assets	
Cash and cash equivalents	\$697,837
Restricted cash and cash equivalent	162,825
Investments	841,044
Receivables, net	433,991
Prepaid expenses and other assets	24,527
Total current assets	2,160,224
Noncurrent assets	
Capital assets:	
Land	902,203
Building and equipment	7,492,914
Less accumulated depreciation	(3,086,282)
Construction in Process	116,024
Total capital assets	5,424,859
Total noncurrent assets	5,424,859
Total assets	\$7,585,083
LIABILITIES	
Current liabilities	
Accounts payable	\$25,562
Accrued liabilities	87,637
Intergovernmental payables	4,850
Tenant security deposits	23,924
Current liabilities - other	3,932
Notes and loans payable	58,725
Deferred Revenue	308,722
Total current liabilities	513,352

Athens Metropolitan Housing Authority Statement of Net Assets (Continued) Proprietary Funds December 31, 2009

Noncurrent liabilities

1,044,383
3,378
16,951
1,064,712
\$1,578,064
\$4,321,751
121,950 1,563,318
\$6,007,019

Athens Metropolitan Housing Authority Statement of Revenues, Expenses, and Changes in Fund Net Assets Proprietary Funds

For the Year Ended December 31, 2009

OPERATING REVENUES	
Tenant Revenue	\$305,716
Government operating grants	3,933,324
Other revenue	107,102
Total operating revenues	4,346,142
OPERATING EXPENSES	
Administrative	646,758
Utilities	118,742
Maintenance	263,236
General	42,190
Housing assistance payment	3,487,128
Depreciation	311,430
Total operating expenses	4,869,484
Operating income (loss)	(523,342)
NONOPERATING REVENUES (EXPENSES)	
Capital Grant Revenue	251,625
Interest and investment revenue	16,755
Interest expense	(44,545)
Loss on Sale of Westview	(220,622)
Total nonoperating revenues (expenses)	3,213
Change in net assets	(520,129)
Total net assets - beginning	6,527,148
Total net assets - ending	\$6,007,019

Athens Metropolitan Housing Authority Statement of Cash Flows Proprietary Fund Type For the Year Ended December 31, 2009

CASH FLOWS FROM OPERATING ACTIVITIES	
Operating grants received	\$4,206,828
Tenant revenue received	304,845
Other revenue received	107,102
General and administrative expenses paid	(1,296,941)
Housing assistance payments	(3,487,128)
Write off Note Receivable	551,268
Net cash provided (used) by operating activities	385,974
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest earned	16,755
Transfer to investments	(52,777)
Loss on Investment in Westview	(220,622)
Net cash provided (used) by investing activities	(256,644)
CASH FLOWS FROM CAPITAL AND RELATED ACTIVITIES	
Capital Grant Funds Received	251,625
New Debt Issued	98,824
Debt principal payment	(61,177)
Interest expense paid on debt	(44,545)
Property and equipment purchased	(265,008)
Net cash provided (used) by capital and related activities	(20,281)
Net increase (decrease) in cash	109,049
Cash and cash equivalents - Beginning of year	751,613
Cash and cash equivalents - End of year	\$860,662

Athens Metropolitan Housing Authority Statement of Cash Flows (Continued) Proprietary Funds For the Year Ended December 31, 2009

RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES

Net Operating Income (Loss)	(\$523,342)
Activities	
- Depreciation	311,430
- (Increases) Decreases in Accounts Receivable	(241,093)
- (Increases) Decreases in Prepaid Assets	922
- (Increases) Decreases in Notes and Loans Receivable	551,268
- Increases (Decreases) in Accounts Payable	(22,367)
- Increases (Decreases) in Accrued Liabilities	1,455
- Increases (Decreases) in Accounts Payable - Intergovermental	4,190
- Increases (Decreases) in Tenant Security Deposits	(198)
- Increases (Decreases) in Deferred Revenue	308,722
- Increases (Decreases) in Current Liabilities - Other	230
- Increases (Decreases) in Accrued Compensated Absences	(138)
- Increases (Decreases) in Noncurrent Liabilities - Other	(5,105)
Net cash provided by operating activities	\$385,974

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Summary of Significant Accounting Policies

The financial statements of the Athens Metropolitan Housing Authority (the Authority) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Authority's accounting policies are described below.

Reporting Entity

The Athens Metropolitan Housing Authority was created under the Ohio Revised Code, Section 3735.27. The Authority contracts with the United States Department of Housing and Urban Development (HUD) to provide low and moderate income persons with safe and sanitary housing through subsidies provided by HUD. The Authority depends on the subsidies from HUD to operate.

The accompanying financial statements comply with the provision of Governmental Accounting Standards Board (GASB) Statement 14, the Financial Reporting Entity, in that the financial statements include all organizations, activities and functions for which the Authority is financially accountable. This report includes all activities considered by management to be part of the Authority by virtue of Section 2100 of the Codification of Governmental Accounting and Financial Reporting Standards.

Section 2100 indicates that the reporting entity consists of **a**) the primary government, **b**) organizations for which the primary government is financially accountable, and **c**) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

The definition of the reporting entity is based primarily on the notion of financial accountability. A primary government is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's government body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the primary government. A primary government may also be financially accountable for governmental organizations that are fiscally dependent on it.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Reporting Entity (Continued)

A primary government has the ability to impose its will on an organization if it can significantly influence the programs, projects, or activities of, or the level of services performed or provided by, the organization. A financial benefit or burden relationship exists if the primary government $\bf a$) is entitled to the organization's resources; $\bf b$) is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization; or $\bf c$) is obligated in some manner for the debt of the organization.

Basis of Presentation

The Authority's financial statements consist of a statement of net assets, a statement of revenue, expenses and changes net assets, and a statement of cash flows.

Fund Accounting

The Authority uses the proprietary fund to report on its financial position and the results of its operations for the HUD programs. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Funds are classified into three categories: governmental, proprietary and fiduciary. The Authority uses the proprietary category for its programs.

NOTE 1: <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

Proprietary Fund Types

Proprietary funds are used to account for the Authority's ongoing activities which are similar to those found in the private sector. The following is the proprietary fund type: Enterprise Fund - This fund is used to account for the operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or where it has been decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

Measurement Focus/Basis of Accounting

The proprietary funds are accounted for on the accrual basis of accounting. Revenues are recognized in the period earned and expenses are recognized in the period incurred. Pursuant to GASB Statement No. 20 Accounting and Financial Reporting for / Proprietary Funds and Other Governmental Entities that Use Proprietary Fund Accounting, the Authority follows GASB guidance as applicable to proprietary funds and FASB Statements and Interpretations, Accounting Principles Board Opinions and Accounting Research Bulletins issued after November 30, 1989, that do not conflict with or contradict GASB pronouncements.

Description of programs

The following are the various programs which are included in the single enterprise fund:

A. Public Housing Program

The Public Housing Program is designed to provide low-cost housing within the Athens County. Under this program, HUD provides funding via an annual contribution contract. These funds, combined with the rental income received from tenants, are available solely to meet the operating expenses of the program.

B. Capital Fund Program

The Capital Fund Program provides funds annually, via a formula, to Public Housing Agencies for capital and management activities, including modernization and development housing.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Housing Choice Voucher Program

The Housing Choice Voucher Program was authorized by Section 8 of the National Housing Act and provides housing assistance payments to private, not-for-profit or public landlords to subsidize rentals for low-income persons.

D. Shelter Plus Care

AMHA has an ongoing collaboration effort with the Athens Country Continuum of Care working group which in 1999 the PHA was successful in receiving grant funding for the Athens County Dual Diagnosis Housing Initiative Shelter Plus Care project which is now completed and up and running. The grant provided 10 years of subsidized rent for 5 units of housing for dually diagnosed persons with mental illness and substance abuse.

E. State / Local

State / local represents Authority owned housing properties that are not subsidized by HUD. The revenue and expenses for these services are identified and tracked separate from the HUD activities.

Investments

Investments are restricted by the provisions of the HUD Regulations (See Note 2). Investments are valued at market value. Interest income earned in fiscal year 2009 totaled \$16,755.

Capital Assets

Capital assets are stated at cost. The capitalization policy of the Authority is to depreciate all non-expendable personal property having a useful life of more than one year and purchase price of \$500 or more per unit. Depreciation is calculated using the straight-line method over the estimated useful lives of three years to forty years. Expenditures for repairs and maintenance are charged directly to expense as they are incurred. Expenditures determined to represent additions or betterments are capitalized.

Net Assets

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets – net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any borrowing used for the acquisition, construction or improvement of those assets. Net assets are recorded as restricted when there are limitations imposed on their use by internal or external restrictions.

NOTE 1: <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

Operating Revenues and Expenses

Operating revenues and expenses are those revenues that are generated directly from the primary activities of the proprietary fund and expenses incurred for the day to day operation. For the Authority, operating revenues are tenant rent charges, operating subsidy from HUD and other miscellaneous revenue.

Capital Contributions

This represents contributions made available by HUD with respect to all federally aided projects under an annual contribution contract.

Cash and Cash Equivalents

For the purpose of the statement of cash flows, cash and cash equivalents include all highly liquid debt instruments with original maturities of three months or less.

Compensated Absences

The Authority accounts for compensated absences in accordance with GASB Statement No. 16. Sick leave and other compensated absences with similar characteristics are accrued as a liability based on the sick leave accumulated at the balance sheet date by those employees who currently are eligible to receive termination payments. To calculate the liability, these accumulations are reduced to the maximum amount allowed as a termination payment. All employees who meet the termination policy of the Authority for years of service are included in the calculation of the compensated absences accrual amount.

Vacation leave and other compensated absences with similar characteristics are accrued as a liability as the benefits are earned by the employees if both of the following conditions are met: (1) the employees' rights to receive compensation are attributable to services already rendered and are not contingent on a specific event that is outside the control of the employer and employee. (2) It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments at termination or retirement.

In the proprietary fund, the compensated absences are expensed when earned with the amount reported as a fund liability.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Budgetary Accounting

The Authority annually prepares its budget as prescribed by the Department of Housing and Urban Development. This budget is submitted to the Department of Housing and Urban Development and once approved is adopted by the Board of the Housing Authority.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2: <u>DEPOSITS AND INVESTMENTS</u>

State statutes classify monies held by the Authority into three categories.

- A. Active deposits are public deposits necessary to meet demands on the treasury. Such monies must be maintained either as cash in the Authority's treasury, in commercial accounts payable or withdrawal on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.
- B. Inactive deposits are public deposits that the Authority has identified as not required for use within the current two period of designation of depositories. Inactive deposits must either be evidenced by certificate of deposits maturing not later than the end of the current period of designation of the depositories, or by savings or deposit accounts including, but not limited to passbook accounts.
- C. Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificate of deposit maturing not more than one year from the date of deposit or by savings or deposit accounts including passbook accounts.

Protection of the Authority deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the financial institution as security for repayment, by collateral held by Authority or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

NOTE 2: DEPOSITS AND INVESTMENTS (continued)

At fiscal year end December 31, 2009, the carrying amount of the Authority's deposits totaled \$1,701,706 and its bank balance was \$1,731,340 Based on the criteria described in GASB Statement No. 40, "Deposit and Investment Risk Disclosure," as of December 31, 2009, \$1,481,340 was exposed to custodial risk as discussed below, while \$250,000 was covered by the Federal Depository Insurance Corporation.

Custodial credit risk is the risk that in the event of bank failure, the Authority will not be able to recover the deposits. All deposits are collateralized with eligible securities in amounts equal to at least 105% of the carrying value of the deposits.

Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at the Federal Reserve Banks or at member banks of the federal reserve system, in the name of the respective depository bank and pledged as a pool of collateral against all of the public deposits it holds or as specific collateral held at the Federal Reserve Bank in the name of the Authority.

Investments

In accordance with the Ohio Revised Code and HUD investment policy, the Authority is permitted to invest in certificates of deposit, savings accounts, money market accounts, certain highly rated commercial paper, obligations of certain political subdivisions of Ohio and the United States government and its agencies, and repurchase agreements with any eligible depository or any eligible dealers. Public depositories must give security for all public funds on deposit. Repurchase agreements must be secured by the specific qualifying securities upon which the repurchase agreements are based.

The Authority is prohibited from investing in any financial instruments, contracts, or obligations whose value or return is based upon or linked to another asset or index, or both, separate from the financial instrument, contract, or obligation itself (commonly known as a derivative). The Authority is also prohibited from investing in reverse purchase agreements.

The Authority follows GASB Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools, and records all its investments at fair value.

Interest Rate Risk — The Authority does not have a formal investment policy that limits investments as a means of managing its exposure to fair value losses arising from increasing interest rates. However, it is the Authority practice to limit its investments to less than 5 years.

NOTE 2: DEPOSITS AND INVESTMENTS (continued)

Credit Risk – HUD requires specific collateral on individual accounts in excess of amounts insured by the Federal Deposit Insurance Corporation. The Authority depository agreement specifically requires compliance with HUD requirement.

Concentration of Credit Risk – The Authority places no limit on the amount that may be invested with any one issuer.

Foreign Currency Risk - Foreign currency risk is the risk that changes in exchange rates will adversely affect the fair value of an investment or deposit. As of year-end, the Authority had no exposure to foreign currency rate risk, as regulated by HUD.

A reconciliation of cash and investments as shown on the statement of net assets follows:

Cash and Cash	
Equivalent	Investments
\$860,662	\$841,044
563,751	(563,751)
277,293	(277,293)
	_
\$1,701,706	\$0
	\$860,662 563,751 277,293

NOTE 3: INSURANCE AND RISK MANAGEMENT

The Authority is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Authority participates in the State Housing Authorities Risk Pool (SHARP), a public entity risk plan that operates as a common risk management and insurance program for housing authorities. The Authority pays insurance premiums directly to SHARP. Premiums are paid monthly. The Authority also pays unemployment claims to the State of Ohio as incurred.

The Authority continues to carry commercial insurance for other risks of loss. There has been no significant reduction in insurance coverage from coverage in the prior year. In addition, settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

NOTE 4: SCHEDULE OF EXPENDITURE OF FEDERAL AWARD

The accompanying Schedule of Expenditures of Federal Awards is a summary of the activity of the District's federal awards programs. The schedule has been prepared on the accrual basis of accounting prescribed by the U.S. Department of Housing and Urban Development.

NOTE 5: CAPITAL ASSETS

The following is a summary of changes:

	Balance 12/31/08	Adjust.	Additions	Deletion	Balance 12/31/09
Capital Assets Not Being Depreciated:					
Land	\$902,203	\$0	\$0	\$0	\$902,203
Construction in Progress	120,461	(120,461)	116,024	0	116,024
Total Capital Assets Not					·
Being Depreciated	1,022,664	(120,461)	116,024	0	1,018,227
Capital Assets Being Deprec	iated:				
Buildings	6,806,698	120,461	135,600	0	7,062,759
Furnt, Mach. and Equip.	416,771	0	13,384	0	430,155
Total Capital Assets Being					_
Depreciated	7,223,469	120,461	148,984	0	7,492,914
Accumulated Depreciation:					
Buildings	(2,459,130)	0	(280,099)	0	(2,739,229)
Furnt, Mach. and Equip.	(315,722)	0	(31,331)	0	(347,053)
Total Accumulated					
Depreciation	(2,774,852)	0	(311,430)	0	(3,086,282)
Total Capital Assets Being					
Depreciated, Net	4,448,617	120,461	(162,446)	0	4,406,632
Total Capital Assets, Net	\$5,471,281	\$0	(\$46,422)	0	\$5,424,859

NOTE 6: LONG-TERM DEBT

Long-term debt for the Athens Metropolitan Housing Authority's state/local activities consists of the following:

• Loan payable to Bank One to purchase State Route 78 Buchtel Proper Total borrowing was \$158,275 with a term of 15 years at 2.6% interrate.	•
• Loan payable to Bank One to purchase Walnut Street at Nelsonvi Property. Total borrowing was \$42,665 with a term of 15 years at 2.6	ille 5%
 interest rate. Loan payable to Ohio Department of Mental Health to purchase 430 Unit Street Property. Total borrowing was \$200,000 with a term of 20 years 	
0% interest rate.	171,667
• Note payable to JP Morgan Chase Bank to purchase and rehab 5 MRI Properties. Total borrowing was \$200,000 with a term of 15 years at 5.5	
interest rate.	183,523
• The PHA entered into a contractual agreement with Ohio Department Mental Retardation and Development Disabilities where the Author received 5 properties valued \$110,485 to be use as a residential facility MRDD clients. This agreement carried a restriction that the propert were to be used as residential facilities for MRDD clients and it has remaining obligation amount of \$32,862. In the event of violation of t restriction, the Authority shall pay back the amount equal to the gramount less the prorated amount of number of months used by MRI clients. The expiration date for each property varies, with the long	rity for ies l a his ant DD
obligation expiring on April 2015.	20,218
• Note payable to JP Morgan Chase Bank to purchase and rehab 6 MRI Properties in 2008. Total borrowing was \$601,176 with a term of 15 ye at 4.9% interest rate. From February 23, 2008 through February 23, 200 AMHA is only required to pay interest on this loan. AMHA borrow another \$98,824 in 2009. Monthly installments of principal and interest.	ars 09, ved vest
will commence on February 23, 2009.	674,176
Total Debt	\$1,103,108

NOTE 6: LONG-TERM DEBT(Continued)

The following is a summary of changes in long-term liabilities for the year ended December 31, 2009:

	BALANCE			BALANCE	Due Within	
DESCRIPTION	12/31/08	ISSUED	RETIRED	12/31/09	One Year	
Loan Payable	\$1,065,461	\$98,824	\$61,177	\$1,103,108	\$58,725	
Compensated						
Absences	76,362	53,565	50,203	79,724	76,346	
TOTAL	\$1,141,823	\$152,389	\$111,380	\$1,182,832	\$135,071	

Maturities of the debt over the next thirty-four years are as follows:

Years	<u>Principal</u> <u>Interest</u>		Total	
2010	\$ 58,725	\$ 43,563	\$ 102,288	
2011	60,881	41,407	102,288	
2012	62,319	39,147	101,466	
2013	58,515	36,835	95,350	
2014	46,555	34,730	81,285	
2015-2019	267,504	138,919	406,423	
2020-2024	451,942	62,665	514,607	
2025-2029	25,000	-	25,000	
2030-2034	25,000	-	25,000	
2035-2039	25,000	-	25,000	
2040-2043	21,667	-	21,667	
Total	\$ 1,103,108	\$ 397,266	\$ 1,500,374	

NOTE 7: NON-CURRENT LIABILITIES

The balance of non-current liabilities - other at December 31, 2009 consists of the following:

• FSS escrow funds relating to the Housing Choice Voucher program \$16,951.

NOTE 8: <u>DEFINED BENEFIT PENSION PLANS -PUBLIC EMPLOYEES</u> RETIREMENT SYSTEM

All full-time employees of the Authority participate in the Ohio Public Employees Retirement System (OPERS), a cost-sharing multiple-employer public employee retirement system administered by the Public Employees Retirement Board. OPERS provide basic retirement, disability and survivor benefits, based on eligible service credit to members and beneficiaries. Benefits are established by Chapter 145 of the Ohio Revised Code. OPERS issue a publicly available financial report that includes financial statements and required supplementary information for OPERS. Interested parties may obtain a copy by making a written request to 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 466-2085 or (800) 222-PERS.

Ohio Public Employees Retirement System administers three separate pension plans as described below:

- 1. The Traditional Pension Plan A cost sharing, multiple-employer defined benefit pension plan.
- 2. The Member-Direct Plan A defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20% per year). Under the Member-Direct Plan, members accumulate retirement assets equal to the value of member and (vested) employer contributions, plus any investment earnings.
- 3. The Combined Plan A cost sharing, multiple-employer defined pension plan. Under the Combined Plan, OPERS invests employer contributions to provide a formula retirement benefits similar in nature to the Traditional Pension Plan benefit. Member contributions, the investment of which is self-directed by the members, accumulate retirement assets in a manner similar to the Member-Directed Plan.

Plan members are required to contribute 10 percent of their annual covered salary to fund pension obligations. The 2009 employer pension contribution rate for Authority was 14 percent. Contributions are authorized by state statue. The contribution rates are determined actuarially. The Authority's contribution for the years ended December 31, 2009, 2008, and 2007 amounted to \$64,311, \$60,729, and \$50,674 respectively. All required contributions for all years have been paid.

NOTE 9: <u>POSTEMPLOYMENT BENEFITS PUBLIC EMPLOYEES</u> RETIREMENT SYSTEM

The Public Employees Retirement System of Ohio (OPERS) provides post-employment health care benefits to age and service retirants with ten or more years of qualifying Ohio service credit and to primary survivor recipients of such retirants. Health care coverage for disability recipients is also available. The health care coverage provided by the OPERS is considered an Other Post-employment Benefit (OPEB) as described in GASB Statement No. 45. A portion of each employer's contribution to the OPERS is set aside for the funding of post retirement health care. The Ohio Revised Code provides statutory Authority requiring public employers to fund post-employment health care through their contributions to the OPERS. The portion of the 2009 employer contribution rate (identified above) that was used to fund health care for the year ended December 31, 2009 was 7.0 percent of covered payroll, which amounted to \$32,156. The significant actuarial assumptions and calculations relating to post-employment health care benefits were based on the OPERS' latest actuarial review performed as of December 31, 2008.

An entry age normal actuarial cost method of valuation is used in determining the present value of OPEB. The difference between assumed and actual experience (actuarial gains and losses) becomes part of unfunded actuarial accrued liability. All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Under this approach assets are adjusted annually to reflect 25 percent of unrealized market appreciation or depreciation on investment assets. The investment assumption rate for 2007 was 6.5 percent. An annual increase of 4.0 percent compounded annually is the base portion of the individual pay increase assumption. This assumes no change in the number of active employees. Additionally, annual pay increases, over and above the 4.0 percent base increase, were assumed to range from 0.50 percent to 6.3 percent. Health care costs were assumed to increase at a project wage inflation rate plus an additional factor ranging from .5% to 3% for the next 7 years. In subsequent years (8 and beyond), health care costs were assumed to increase at 4% (the projected wage inflation rate).

Benefits are advanced-funded on an actuarially determined basis. The number of active contributing participants was 357,584. The actuarial value of the OPERS' net assets available for OPEB at December 31, 2008 was \$10.7 billion. The actuarially accrued liability and the unfunded actuarial accrued liability, based on the actuarial cost method used, were \$29.6 billion and \$18.9 billion, respectively.

ATHENS METROPOLITAN HOUSING AUTHORITY

Schedule of Federal Awards Expenditures For the Year Ended December 31, 2009

Federal Grantor / Pass Through Grantor / Program Title U.S. Department of Housing and Urban Development Direct from Federal Government:	Pass Through Entity Number	Federal CFDA Number	Expenditures
Shelter Plus Care		14.238	\$183,171
Low Rent Public Housing		14.850A	341,771
Housing Choice Voucher Program		14.871	3,365,338
Public Housing Capital Fund Program		14.872	167,954
Formula Capital Fund Stimulus		14.885	126,714
Total U.S. Department of Housing and Urban Development			4,184,948
Total Federal Financial Assistance			\$4,184,948



CERTIFIED PUBLIC ACCOUNTANT AND MANAGEMENT CONSULTANTS

Independent Accountant's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Required by Government Auditing Standards

Board of Directors Athens Metropolitan Housing Authority 10 Hope Drive Athens, Ohio 45701

We have audited the financial statements of the Athens Metropolitan Housing Authority (the Authority), as of and for the year ended December 31, 2009 and have issued our report thereon dated August 18, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*.

Internal Control over Financial Reporting

In planning and performing our audit, we considered the Authority's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of opining on the effectiveness of the Authority's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Authority's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent or detect and timely correct misstatements. A *material weakness* is a deficiency, or combination of internal control deficiencies resulting in more than a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and timely corrected.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above.

Compliance and Other Matters

As part of reasonably assuring whether the Authority's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.



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Athens Metropolitan Housing Authority Independent Accountant's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Required by Government Auditing Standards

We intend this report solely for the information and use of the audit committee, the Board of Directors, management and federal awarding agencies. It is not intended for anyone other than these specified parties.

J.L. Uhrig and Associates, Inc.

J. L. UHRIG AND ASSOCIATES, INC.

August 18, 2010



Independent Accountant's Report on Compliance with Requirements Applicable to Each Major Federal Program and on Internal Control over Compliance in Accordance with OMB Circular A-133

Board of Directors Athens Metropolitan Housing Authority 10 Hope Drive Athens, Ohio 45701

Compliance

We have audited the compliance of Athens Metropolitan Housing Authority (the Authority) with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement* that are applicable to its major federal program for the year ended December 31, 2009. The summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs identifies the Authority's major federal programs. The Authority's management is responsible for complying with the requirements of laws, regulations, contracts and grants applicable to each major federal program. Our responsibility is to express an opinion on the Authority's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to reasonably assure whether noncompliance occurred with the types of compliance requirements referred to above that could directly and materially affect on a major federal program. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing other procedures we considered necessary in the circumstances. We believe our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Authority's compliance with those requirements.

In our opinion, the Authority complied, in all material respects, with the requirements referred to above that apply to its major federal program for the year ended December 31, 2009.

Internal Control over Compliance

The Authority's management is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Authority's internal control over compliance with requirements that could directly and materially affect a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of internal control over compliance.



Board of Directors
Athens Metropolitan Housing Authority
Independent Accountant's Report on Compliance with Requirements
Applicable to Each Major Federal Program and on Internal Control
over Compliance in Accordance with OMB Circular A-133

A *control deficiency* in internal control over compliance exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent or detect noncompliance with a federal program compliance requirement on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that the entity's internal control will not prevent or detect more-than-inconsequential noncompliance with a federal program compliance requirement.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that the Authority's internal control will not prevent or detect material noncompliance with a federal program's compliance requirements.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

We intend this report solely for the information and use of the audit committee, the Board of Directors, management and federal awarding agencies. It is not intended for anyone other than these specified parties.

J.L. Uhrig and Associates, Inc.

J. L. UHRIG AND ASSOCIATES, INC.

August 18, 2010

ATHENS METROPOLITAN HOUSING AUTHORITY

Schedule of Findings and Questioned Costs For the Year Ended December 31, 2009

A. SUMMARY OF AUDITOR'S RESULTS

1.	Type of Financial Statement Opinion	Unqualified
2.	Were there any material internal control weaknesses reported at the financial statement level (GAGAS)?	No
3.	Were there any other significant deficiencies internal control reported at the financial statement level (GAGAS)?	No
4.	Was there any material noncompliance reported at the financial statement level (GAGAS)?	No
5.	Were there any material internal control weaknesses reported for major federal programs?	No
6.	Were there any other reportable internal control weaknesses reported for major federal programs?	No
7.	Type of Major Program Compliance Opinion	Unqualified
8.	Are there any reportable findings under § .510?	No
9.	Major Program (list):	Housing Choice Voucher Program CFDA #14.871and Formula Capital Fund Stimulus CFDA #14.885
10.	Dollar Threshold: Type A/B Programs	Type A: >\$300,000 Type B: All Other Programs
11.	Low Risk Auditee?	Yes

B. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

There were no findings related to the financial statements required to be reported in accordance with GAGAS.

ATHENS METROPOLITAN HOUSING AUTHORITY

Schedule of Findings and Questioned Costs For the Year Ended December 31, 2009

C. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

There were no findings and questioned costs for federal awards.



Mary Taylor, CPA Auditor of State

ATHENS METROPOLITAN HOUSING AUTHORITY

ATHENS COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

CLERK OF THE BUREAU

Susan Babbitt

CERTIFIED SEPTEMBER 30, 2010