



Financial Statements  
September 30, 2019

# Ada County Housing Authority

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## Independent Auditor's Report

Board of Commissioners  
Ada County Housing Authority  
Boise, Idaho

### Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities of Ada County Housing Authority (the Housing Authority) as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Housing Authority's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Housing Authority's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of Ada County Housing Authority, as of September 30, 2019, and the changes in financial position and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## **Other Matters**

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, identified in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods or preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Housing Authority's financial statements. The combining statement of net position and combining statement of revenues, expenses and changes in net position (supplementary information) are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying schedule of expenditures of federal awards (SEFA) is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and the Financial Data Schedules (FDS) are presented for purposes of additional analysis as required by the Housing and Urban Development Real Estate Assessment Center. The SEFA, combining schedules, and the FDS are also not a required part of the financial statements.

The supplementary information, the SEFA and the FDS are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards are accepted in the United States of America. In our opinion, the supplementary information, the FDS and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the financial statements taken as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated February 12, 2020, on our consideration of Ada County Housing Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Housing Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Housing Authority's internal controls over financial reporting and compliance.

A handwritten signature in black ink that reads "Eide Bailly LLP". The signature is written in a cursive, flowing style.

Boise, Idaho  
February 12, 2020

Our discussion and analysis of the Ada County Housing Authority's financial performance provides an overview of the Housing Authority's financial activities for the fiscal year ended September 30, 2019. Please read it in conjunction with the Housing Authority's financial statements.

### **FINANCIAL HIGHLIGHTS**

- The Housing Authority reported combined net position (assets less liabilities) of \$2,605,490 as of September 30, 2019. This represents an increase of \$398,107 or 18%, above the prior year.
- Total operating revenue for the year ended September 30, 2019 of \$6,482,287 represents an increase of \$529,678 or 9% compared to fiscal year 2018. Operating revenues exceeded expenses by \$365,530, as compared to operating revenues exceeding expenses by \$1,630 in 2018.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

The Financial Statements consist of management's discussion and analysis (this section) and the basic financial statements. The basic financial statements include a Statement of Net Position, a Statement of Revenues, Expenses and Changes in Net Position, a Statement of Cash Flows, and Notes to the Financial Statements section.

The Statement of Net Position is presented in a classified format that displays assets minus liabilities equal net position. The Statement of Net Position details the assets and liabilities of the Housing Authority based on their liquidity, utilizing current (maturing within twelve months) and non-current (maturing in more than twelve months) categories. The resulting net position in this statement is displayed as investment in capital assets, restricted or unrestricted. Under Generally Accepted Accounting Principles, assets are restricted when their use is subject to external restrictions (such as bond resolutions, legal agreements, statutes, etc.), with assets not falling under this category being characterized as unrestricted. Please note, however, that unrestricted net position includes assets that have been committed by the Housing Authority for certain specific uses, but for which an agreement may not yet be in place.

The Statement of Revenues, Expenses and Changes in Net Position presents the operating income (loss), which consists of operating revenues less operating expenses. In addition, the Statement of Revenues, Expenses and Changes in Net Position details non-operating revenues and expenses. The resulting amount (revenues less expenses) is the change in net position for FY 19 which amount is then added to the ending balance of net position from FY 18 to arrive at net position for FY 19.

The Statement of Cash Flows reports the net increase (decrease) in cash and cash equivalents (highly liquid investments with a maturity of three months or less when purchased) for the fiscal year. This statement includes cash flows from operating activities, cash flows from capital financing activities (such as issuance of bonds and acquisition of capital assets), non-capital financing activities, and cash flows from investing activities. The resulting net increase (or decrease) in cash and cash equivalents is then added to the balance of cash and cash equivalents at the beginning of the year to determine the FY 19 ending cash and cash equivalent balance.

**AUTHORITY-WIDE FINANCIAL ANALYSIS**

**Net Position**

Net position increased by \$398,107 compared to \$25,621 in FY 2018.

Table I - Net Position

	2019	2018	Change
<b>Assets</b>			
Current and other assets	\$ 2,436,433	\$ 2,091,642	\$ 344,791
Capital assets, net	402,393	341,679	60,714
Total assets	<u>2,838,826</u>	<u>2,433,321</u>	405,505
<b>Liabilities</b>			
Current liabilities	133,085	103,043	30,042
Other liabilities	100,251	122,895	(22,644)
Total liabilities	<u>233,336</u>	<u>225,938</u>	7,398
<b>Net Position</b>			
Invested in capital assets	402,393	341,679	60,714
Restricted for housing assistance payment equity	208,553	32,917	175,636
Unrestricted	1,994,544	1,832,787	161,757
Total net position	<u>\$ 2,605,490</u>	<u>\$ 2,207,383</u>	<u>\$ 398,107</u>

Other liabilities decreased \$22,644. This amount represents the escrow held for the Family Self Sufficiency program tenants. The decrease is due to a large amount of escrow being forfeited. During FY 19, \$28,524 in escrow was forfeited by tenants while \$10,661 was forfeited by tenants during FY 18. Forfeitures occur when tenants do not meet the goals to meet self-sufficiency within five years.

**Changes in Net Position**

Operating revenues increased by \$529,678. HUD contributions increased \$487,231. The Housing Choice Voucher program was 92.8% leased during FY 19 compared to 97.2% during FY 18. HUD revenue increased \$489,738 as a result of increased payment standards and the addition of the Mainstream Voucher program. Housing Assistance Payments increased \$169,278 or 3.4% above FY 18. The Housing Authority management staff continues to monitor the leasing situation on a weekly basis.

Table II - Changes in Net Position

	2019	2018	Change
Operating Income			
Dwelling and rental income	\$ 196,656	\$ 181,714	\$ 14,942
Tenant revenue, other	104	34	70
HUD contributions/grants	6,234,455	5,747,224	487,231
Other revenue	51,072	23,637	27,435
Total operating income	<u>6,482,287</u>	<u>5,952,609</u>	<u>529,678</u>
Operating Expenses			
Administration	568,955	565,075	3,880
Utilities	10,904	10,106	798
Tenant services	299,829	302,146	(2,317)
Ordinary maintenance and operations	13,983	21,207	(7,224)
General expenses	60,238	58,420	1,818
Rental assistance payments	5,135,366	4,966,088	169,278
Depreciation	27,482	27,937	(455)
Total operating expenses	<u>6,116,757</u>	<u>5,950,979</u>	<u>165,778</u>
Net Operating Income	<u>365,530</u>	<u>1,630</u>	<u>363,900</u>
Nonoperating Income (Loss)			
Gain on sale of asset	150	-	150
Investment income, unrestricted	12,999	4,758	8,241
Casualty loss	(1,750)	-	(1,750)
Other income	170	515	(345)
Loss on disposal of property	(217)	-	(217)
Total nonoperating income	<u>11,352</u>	<u>5,273</u>	<u>6,079</u>
Income (Loss) Before HUD Capital Grant Income	<u>376,882</u>	<u>6,903</u>	<u>369,979</u>
HUD Capital Grant Income	<u>21,225</u>	<u>18,718</u>	<u>2,507</u>
Change in Net Position	<u>\$ 398,107</u>	<u>\$ 25,621</u>	<u>\$ 372,486</u>

### **Capital Assets**

The Housing Authority has invested approximately \$1,251,954 in a broad range of capital assets over the years. The total accumulated depreciation on these assets amounts to \$849,561.

- Asset acquisitions were \$88,413 for fiscal year 2019.
- The Housing Authority disposed of assets totaling \$88,342 during fiscal year 2019.

See Note 3 for additional information.

### **Long-term Debt**

At year-end the Housing Authority had no long-term debt outstanding.

### **ECONOMIC OUTLOOK**

The Housing Authority anticipates full utilization of the voucher program in fiscal year 2019 within the limitations set by renewal funding and rental availability. The Housing Authority does not anticipate opening the waiting list for the voucher program in fiscal year 2020.

### **CONTACTING ACHA'S FINANCIAL MANAGEMENT**

This financial report is intended to provide its readers with a general overview of Housing Authority's finances and to show the Housing Agency's accountability for the money it receives. If you have questions about this report or wish to request additional information, contact Diana Meo, Finance Director, Ada County Housing Authority, 1001 S Orchard St, Boise, Idaho 83705; email: [dmeo@bcacha.org](mailto:dmeo@bcacha.org); telephone: (208) 345-4907.

Ada County Housing Authority  
Statement of Net Position  
September 30, 2019

Assets

Current Assets

Cash	\$ 2,056,864
Cash restricted - other	308,804
Tenant security deposits	2,900
Accounts receivable - HUD	57,398
Accounts receivable - tenant, net of allowance	1,984
Accounts receivable - other	4,718
Prepaid insurance and other assets	<u>3,765</u>
Total current assets	<u>2,436,433</u>

Land, Building and Equipment

Capital asset, not depreciated	
Land	127,813
Capital assets, depreciated	
Land improvements	70,480
Buildings and improvements	793,482
Furniture and equipment	<u>260,179</u>
	1,251,954
Accumulated depreciation	<u>(849,561)</u>

Total land, building and equipment	<u>402,393</u>
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Total assets	<u>2,838,826</u>
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Liabilities

Current Liabilities

Accounts payable and accrued liabilities	40,030
Employee accrued liabilities	47,123
Payment in lieu of taxes	4,471
Tenant security deposits payable	2,900
Prepaid rent	7,817
Related party payable	<u>30,744</u>
Total current liabilities	<u>133,085</u>

Other Liabilities

Total liabilities	<u>100,251</u>
	<u>233,336</u>

Net Position

Investment in capital assets	402,393
Restricted for Housing Assistance Payments	208,553
Unrestricted	<u>1,994,544</u>
Total net position	<u>\$ 2,605,490</u>

Ada County Housing Authority  
Statement of Revenues, Expenses, and Changes in Net Position  
Year Ended September 30, 2019

Operating Income	
Dwelling and rental income	\$ 196,656
Tenant revenue, other	104
Federal contributions/grants	6,234,455
Other revenue	<u>51,072</u>
Total operating income	<u>6,482,287</u>
Operating Expenses	
Administration	568,955
Utilities	10,904
Tenant services	299,829
Ordinary maintenance and operations	13,983
General expenses	60,238
Rental assistance payments	5,135,366
Depreciation expense	<u>27,482</u>
Total operating expenses	<u>6,116,757</u>
Net Operating Income	<u>365,530</u>
Nonoperating Income	
Gain on sale of property	150
Investment income, unrestricted	12,999
Casualty loss	(1,750)
Other income	170
Loss on disposal of property	<u>(217)</u>
Total nonoperating income	<u>11,352</u>
Income (Loss) Before HUD Capital Grant Income	376,882
HUD Capital Grant Income	<u>21,225</u>
Change in Net Position	<u>398,107</u>
Net Position, Beginning of Year	<u>2,207,383</u>
Net Position, End of Year	<u><u>\$ 2,605,490</u></u>

Ada County Housing Authority  
Statement of Cash Flows  
Year Ended September 30, 2019

Operating Activities	
Rental receipts	\$ 201,043
Other operating revenue	51,072
Federal receipts	6,221,563
Payments on behalf of voucher participants	(5,135,366)
Payments to employees	(626,199)
Payments to suppliers	(318,876)
	<u>393,237</u>
Net Cash from Operating Activities	
Noncapital Financing Activities	
Other income	320
	<u>320</u>
Net Cash from Noncapital Financing Activities	
Capital and Related Financing Activities	
Purchase of land, building and equipment	(88,413)
Capital grants and contributions	21,225
	<u>(67,188)</u>
Net Cash used for Capital and Related Financing Activities	
Investing Activities	
Investment income	11,249
Withdrawal from restricted cash	(152,992)
	<u>(141,743)</u>
Net Cash used for Investing Activities	
Net Change in Cash	184,626
Cash, Beginning of Year	<u>1,872,238</u>
Cash, End of Year	<u>\$ 2,056,864</u>
Operating Activities	
Operating income	\$ 365,530
Adjustments to reconcile operating income to net cash from operating activities	
Depreciation	27,482
Changes in operating assets and liabilities	
Accounts receivable	(6,928)
Related party payables	6,470
Prepaid expenses	(245)
Accounts payable and accrued liabilities	(1,081)
Prepaid rent	2,009
	<u>393,237</u>
Net Cash from Operating Activities	<u>\$ 393,237</u>

**Note 1 - Summary of Significant Accounting Policies**

The Ada County Housing Authority (the Housing Authority) was organized on March 10, 1976, under Section 50-1905 of the Idaho Code, for the purpose of providing housing to low-income residents of Ada County. The Housing Authority provides housing to low-income residents of Ada County through participation in federal assistance programs administered and financed by the U.S. Department of Housing and Urban Development (HUD).

The accounting and reporting policies of the Housing Authority included in the accompanying financial statements conform to generally accepted accounting principles (GAAP) applicable to state and local governments. Generally accepted accounting principles for local governments include those principles prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants in the publication entitled *Audits of State and Local Governments*.

The Housing Authority operates five duplexes under HUD Annual Contribution Contract S-0073. The Housing Authority generally leases the units under an annual lease agreement. The Housing Authority collects rents from tenants based upon the tenants' income and receives operating subsidies from HUD.

The Housing Authority is authorized to administer 763 units under HUD Section 8 Voucher Housing Annual Contribution Contract ID021V. The Housing Authority is also authorized to provide housing to disabled persons under the Supportive Housing for Persons with Disability Program. The Housing Authority receives housing assistance funds and administrative fees from HUD, and provides Housing Assistance Payments to participating owners in the program. The Housing Authority received 25 Mainstream Vouchers effective December 2018. The Housing Authority receives housing assistance funds and administrative fees from HUD and provides the housing assistance payments to participating owners in the program.

The Housing Authority also administers the following programs with grants received from HUD:

1. The Housing Authority is authorized to make capital improvements to HUD properties under HUD Public Housing Capital Fund Program.
2. Under the Shelter Plus Care grant, the Housing Authority pays housing and medical cost for persons with disabilities.
3. Under the Office of Violence Against Women grant, the Housing Authority provides security deposits and rental assistance for transitional housing, along with supportive services, for victims fleeing domestic violence.
4. The Shelter Plus Care program and the CHOIS program combined into the Continuum of Care program upon expiration of their individual grants. Shelter Plus Care became a Continuum of Care grant effective April 1, 2019. The CHOIS grant will become part of this grant effective October 1, 2019.

**Economic Dependency**

The Housing Authority is dependent upon ongoing subsidies from HUD.

**Financial Reporting Entity**

The Housing Authority follows GASB in determining the reporting entity. Accordingly, the financial statements include all organizations for which the Housing Authority is financially accountable and other organizations for which the nature and significance of their relationship with the Housing Authority are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. There are no other organizations that are required to be included within the Housing Authority's financial statements in accordance with GAAP.

The Board of Commissioners of the Housing Authority is also the Board of Boise City Housing Authority (BCHA) and Directors of Shoreline Plaza, Inc. (the Corporation), Nez Perce, LLC, North Liberty, LLC, Shoreline North, LLC, and Vine Street LLC (the LLCs). The Board meetings are joint meetings for the Housing Authority, BCHA, and the Corporation. The Commissioners of the Housing Authority are appointed in alternating years by the Mayor of Boise in odd numbered years and the Ada County Commissioners in even numbered years.

**Fund Accounting**

The accounts of the Housing Authority are organized into a single Enterprise Fund.

Enterprise Fund - The Enterprise Fund is used to account for operations financed and operated in a manner similar to private business enterprises - (a) where the intent of the governing body 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 (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or change in net position is appropriate for public policy, management control, accountability, or other purposes.

**Measurement Focus**

The accounting and reporting treatment applied to a fund is determined by its measurement focus. Proprietary funds are accounted for on an economic resources measurement focus and the accrual basis of accounting. This means that all assets, deferred outflows, liabilities (whether current or non-current), and deferred inflows associated with their activity are included on their statement of net position. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total position.

**Basis of Accounting**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All proprietary funds are accounted for using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

In instances in which both restricted and unrestricted sources of revenues are earned for a similar purpose, the restricted revenues are applied toward expenses first.

### **Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires the use of estimates that affect certain reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. These estimates are based on management's knowledge and experience. Accordingly, actual results could differ from these estimates.

### **Cash and Cash Equivalents**

Cash and cash equivalents include unrestricted cash and investments with maturities of three months or less at the origination date for cash flow purposes. The Housing Authority had no such cash equivalents at September 30, 2019.

For deposits and investments, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Housing Authority will not be able to recover the value of its deposits, investments or collateral securities that are in the possession of an outside party. The Housing Authority's policy is to require collateralization agreements for all deposits. As of September 30, 2019, the Housing Authority was in compliance with their policy.

All cash was insured or collateralized at September 30, 2019.

### **Restricted Cash**

Restricted cash relates to the accrued subsidies for the family self-sufficiency program described later on in Note 1 and to meet guidance provided by HUD that requires the Housing Authority to restrict cash balances that equal restricted net position.

### **Investments**

Idaho Code provides authorization for the investment of funds as well as specific direction as to what constitutes an allowable investment. Housing Authority policy is consistent with this direction. The Housing Authority does not have investment holdings at September 30, 2019.

### **Property Taxes**

As a governmental entity, the Housing Authority is not subject to assessment by taxing authorities. By agreement, the Housing Authority provides payment in lieu of property taxes (P.I.L.O.T.) to Ada County.

**Capital Assets**

Capital additions, improvements and major renewals are classified as land, building and equipment and are recorded at cost. The Housing Authority capitalizes all capital asset purchases with costs in excess of \$500, except for stoves, refrigerators, and air conditioners, which are capitalized regardless of the costs as required by HUD. Computers are not considered for capitalization. Depreciation is recorded by use of the straight-line method. The book value of each asset is reduced by equal amounts over its estimated useful life as follows:

	<u>Estimated Useful Life (Years)</u>
Land improvements	15 - 40
Buildings and improvements	15 - 40
Furniture and equipment	3 - 10

Costs of maintenance repairs that do not improve or extend the useful lives of the respective assets are expensed currently. Maintenance, repairs and minor renewals are charged to operations as incurred. When an asset is disposed of, accumulated depreciation is deducted from the original cost, and any gain or loss arising from its disposal is credited or charged to operations. Interest costs incurred during construction are capitalized net of earnings when they are material. Depreciation expense for the year ended September 30, 2019 was \$27,482.

The Public Housing Capital Fund’s purpose is to provide funding for capital improvements for Low Rent Public Housing – Annual Contributions Fund. The Housing Authority has two years to obligate the funds and four years in which to expend the funds. At the end of the contract, the capital assets are transferred from the Public Housing Capital Fund to the Low Rent Public Housing – Annual Contributions Fund.

The Housing Authority was affiliated with the “Dollar Homes Sales” program, which allows local government agencies to purchase single family homes that are acquired through foreclosure of the Federal Housing Administration. The Housing Authority purchased the homes at a price of \$1 plus closing costs, after the properties have been actively marketed for at least 6 months and remain unsold. The properties were recorded at the fair value of the property at the time of acquisition, which was recognized as a federal contribution in the year of acquisition. The program required homes be sold to low-to moderate-income families. There was one home retained as a rental property under the Housing Authority.

**Compensated Absences**

Vacation is accrued retroactively to the first day of work upon completion of the introductory period of six months of service. Employees may accumulate leave based on their years of service, ranging from 192 to 336 hours.

**Prepaid Rent**

Cash from tenants for rent received prior to year-end related to the following year is classified as a current liability.

**Restricted Net Position**

Excess Housing Assistance Payment (HAP) funds provided by HUD for the Ada County Voucher program and the Mainstream Voucher program are considered restricted. All restricted net position must be used solely for the purpose of the Voucher program HAP expenses with the exception of over-leased units.

When both restricted and unrestricted resources are available for use, it is the Housing Authority's policy to use restricted resources first, if allowed by the program rules and regulations, and then unrestricted resources as they are needed.

**Family Self-Sufficiency**

The Family Self-Sufficiency program (FSS) is an incentive program for low-income persons receiving subsidies to help them find ways to increase their income through schooling, technical training, etc. The Housing Authority sets aside in an escrow account the difference between the participants' starting subsidy and their declining subsidy as their wages increase. When the participants achieve an income level at which they no longer receive subsidies in accordance with program guidelines, they will receive the escrow balance in cash. If the participants fail to comply with the program requirements, their escrow balance is forfeited. The total balance of the escrow accounts at September 30, 2019, was \$100,251. The liability and the corresponding cash are shown on the Housing Authority's Statement of Net Position as Other Liabilities and Restricted Cash.

**Operating and Non-Operating Revenue**

The Housing Authority defines operating revenues as revenues which are directly related to the purpose of providing housing. Accordingly, HUD Capital Fund grants, investment income, and gains on sale of assets are recorded as non-operating.

**Grants and Other Intergovernmental Revenues**

Federal and state reimbursement-type grants are recorded as revenues when the related expenses are incurred. For programs that are supported by multiple funding sources, Federal and state grant monies are applied to expenses first.

**Concentrations**

Revenue is comprised principally of amounts due from HUD for reimbursement of modernization costs and for annual contributions due under grants.

**Note 2 - Account Receivables**

Tenant account receivables are recorded net of an allowance for expected losses. Tenant account receivables are due at the beginning of each month, and are considered overdue if payments are not made, or if the tenant has not obtained approval for specific arrangements for payment. Bad debts are accounted for using the allowance method. The allowance is estimated from historical performance and projections of trends. Bad debts are written off when management has exhausted all efforts to collect. The overdue accounts are non-

interest bearing. The tenant accounts receivable balance at September 30, 2019, was \$4,759, and the estimated allowance was \$2,775.

Receivables from HUD and other receivables are deemed fully collectible and no allowance is necessary.

**Note 3 - Capital Assets**

A summary of activity in the capital assets for the year ended September 30, 2019, is as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Capital assets, not depreciated				
Land	\$ 127,813	\$ -	\$ -	\$ 127,813
Capital assets, depreciated				
Land improvements	49,255	21,225	-	70,480
Buildings and improvements	793,482	-	-	793,482
Furniture and equipment	281,333	67,188	(88,342)	260,179
Total	1,124,070	88,413	(88,342)	1,124,141
Less accumulated depreciation				
Accumulated depreciation	(910,204)	(27,482)	88,125	(849,561)
Total depreciated capital assets, net	213,866	60,931	(217)	274,580
Total capital assets, net	\$ 341,679	\$ 60,931	\$ (217)	\$ 402,393

**Note 4 - Related Party Transactions**

Amounts due to/from a related party include amounts owed to/from BCHA, which acts as a disbursing agent for routine expenses for the Housing Authority. The net amount payable at September 30, 2019, was \$30,744.

There were no transactions that occurred between the Corporation, the LLCs, and the Housing Authority. Transactions between the Housing Authority and Ada County were limited to payments in lieu of taxes of \$4,471, which was payable as of September 30, 2019.

All personnel are employed by BCHA. The salaries and benefits of the Executive Director, other administrative staff, and maintenance personnel are allocated among the Housing Authority, BCHA, the Corporation, and the LLCs. Amounts allocated to the Housing Authority for the year ended September 30, 2019, for salaries and benefits were \$459,204 and \$170,474, respectively.

The Housing Authority office space and equipment are located at 1001 S. Orchard. BCHA purchased the building in September of 2018 and performed major renovations to the building which were completed in February 2019. The Housing Authority moved in March of 2019 to their new space. Equipment owned by the respective programs of the Housing Authority and BCHA is not segregated and is used by employees while working on various programs of each entity.

**Note 5 - Risk Management**

The Housing Authority purchases liability, medical and disability insurance through a commercial insurance carrier. Workers compensation insurance is maintained through the Idaho State Insurance Fund.



Supplementary Information  
September 30, 2019

# Ada County Housing Authority

Ada County Housing Authority  
Combining Statement of Net Position  
September 30, 2019

	Low Rent Public Housing Annual Contributions Contract S-0073	Capital Fund Program	Section 8 Vouchers- Annual Contributions Contract S-0039V	Mainstream Vouchers	Family Self- Sufficiency Program	Office of Violence Against Women	Supportive Housing for Persons with Disability	Continu- um of Care	Shelter Plus Care	CDBG	Business Activities	Elimin- ations	Total
Assets													
Current Assets													
Cash and cash equivalents	\$ 159,238	\$ -	\$ 894,267	\$ 4,838	\$ -	\$ -	\$ 815,057	\$ 643	\$ 821	\$ -	\$ 182,000	\$ -	\$2,056,864
Cash restricted - other	-	-	211,076	97,728	-	-	-	-	-	-	-	-	308,804
Tenant security deposits	2,100	-	-	-	-	-	-	-	-	-	800	-	2,900
Accounts receivable - HUD	266	-	18,092	-	-	-	38,203	837	-	-	-	-	57,398
Accounts receivable - tenant, net	-	-	-	-	-	-	1,984	-	-	-	-	-	1,984
Accounts receivable - other, net	-	-	-	-	-	4,718	-	-	-	-	-	-	4,718
Interfund receivable, current	-	-	-	-	-	-	-	-	837	-	26,822	(27,659)	-
Prepaid insurance and other assets	81	-	2,757	-	-	108	-	-	-	-	819	-	3,765
Total current assets	161,685	-	1,126,192	102,566	-	4,826	855,244	1,480	1,658	-	210,441	(27,659)	2,436,433
Land, Building and Equipment													
Capital assets, not depreciated													
Land	69,999	-	-	-	-	-	-	-	-	-	57,814	-	127,813
Capital assets, depreciated													
Land improvements	43,408	27,072	-	-	-	-	-	-	-	-	-	-	70,480
Buildings and improvements	656,532	846	-	-	-	-	-	-	-	-	136,104	-	793,482
Furniture and equipment	35,432	3,700	214,346	-	-	-	6,701	-	-	-	-	-	260,179
Total land, building and equipment	805,371	31,618	214,346	-	-	-	6,701	-	-	-	193,918	-	1,251,954
Accumulated depreciation													
	(661,187)	(1,516)	(142,480)	-	-	-	(5,010)	-	-	-	(39,368)	-	(849,561)
	144,184	30,102	71,866	-	-	-	1,691	-	-	-	154,550	-	402,393

Ada County Housing Authority  
Combining Statement of Net Position  
September 30, 2019

	Low Rent Public Housing Annual Contributions Contract S-0073	Capital Fund Program	Section 8 Vouchers- Annual Contributions Contract S-0039V	Mainstream Vouchers	Family Self- Sufficiency Program	Office of Violence Against Women	Supportive Housing for Persons with Disability	Continu- um of Care	Shelter Plus Care	CDBG	Business Activities	Elimin- ations	Total
Liabilities and Net Position													
Current Liabilities													
Accounts payable and accrued liabilities	638	-	2,560	-	-	-	36,247	-	-	-	585	-	40,030
Employee accrued liabilities	1,609	-	38,102	-	-	-	3,920	-	-	-	3,492	-	47,123
Payment in lieu of taxes	4,471	-	-	-	-	-	-	-	-	-	-	-	4,471
Tenant security deposits payable	2,100	-	-	-	-	-	-	-	-	-	800	-	2,900
Prepaid rent	6,013	-	-	-	-	-	1,703	-	-	-	101	-	7,817
Interfund payable	-	-	-	-	-	5,307	-	837	21,515	-	-	(27,659)	-
Related party payable	550	-	23,034	-	-	-	3,491	394	221	-	3,054	-	30,744
<b>Total current liabilities</b>	<b>15,381</b>	<b>-</b>	<b>63,696</b>	<b>-</b>	<b>-</b>	<b>5,307</b>	<b>45,361</b>	<b>1,231</b>	<b>21,736</b>	<b>-</b>	<b>8,032</b>	<b>(27,659)</b>	<b>133,085</b>
Other Liabilities	-	-	100,251	-	-	-	-	-	-	-	-	-	100,251
Net Position													
Investment in capital assets	144,184	30,102	71,866	-	-	-	1,691	-	-	-	154,550	-	402,393
Restricted for Housing Assistance Payments	-	-	110,825	97,728	-	-	-	-	-	-	-	-	208,553
Unrestricted	146,304	-	851,420	4,838	-	(481)	809,883	249	(20,078)	-	202,409	-	1,994,544
<b>Total net position</b>	<b>\$ 290,488</b>	<b>\$ 30,102</b>	<b>\$ 1,034,111</b>	<b>\$ 102,566</b>	<b>\$ -</b>	<b>\$ (481)</b>	<b>\$ 811,574</b>	<b>\$ 249</b>	<b>\$ (20,078)</b>	<b>\$ -</b>	<b>\$ 356,959</b>	<b>\$ -</b>	<b>\$2,605,490</b>

Ada County Housing Authority  
Combining Statement of Revenues, Expenses and Changes in Net Position  
Year Ended September 30, 2019

	Low Rent Public Housing Annual Contributions Contract S-0073	Capital Fund Program	Section 8 Vouchers- Annual Contributions Contract S-0039V	Mainstream Vouchers	Family Self- Sufficiency Program	Office of Violence Against Women	Supportive Housing for Persons with Disability	Continuum of Care	Shelter Plus Care	CDBG	Business Activities	Total
<b>Operating Income</b>												
Dwelling and rental income	\$ 53,358	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 114,820	\$ -	\$ -	\$ -	\$ 28,478	\$ 196,656
Tenant revenue - other	104	-	-	-	-	-	-	-	-	-	-	104
Federal contributions/grants	2,315	2,544	5,104,274	102,566	113,790	97,112	590,574	80,575	120,705	20,000	-	6,234,455
Other revenue	-	-	51,072	-	-	-	-	-	-	-	-	51,072
<b>Total operating income</b>	<b>55,777</b>	<b>2,544</b>	<b>5,155,346</b>	<b>102,566</b>	<b>113,790</b>	<b>97,112</b>	<b>705,394</b>	<b>80,575</b>	<b>120,705</b>	<b>20,000</b>	<b>28,478</b>	<b>6,482,287</b>
<b>Operating Expenses</b>												
Administration	16,622	2,544	463,230	-	-	7,309	41,362	3,777	6,511	-	27,600	568,955
Utilities	8,653	-	-	-	-	-	-	-	-	-	2,251	10,904
Tenant services	-	-	9,556	-	113,790	11,780	158,816	-	5,887	-	-	299,829
Ordinary maintenance and operations	9,294	-	705	-	-	-	-	-	-	-	3,984	13,983
General expenses	10,110	-	37,856	-	-	335	4,861	-	-	-	7,076	60,238
Rental assistance payments	-	-	4,439,153	-	-	76,711	414,288	77,551	107,663	20,000	-	5,135,366
Depreciation expense	11,280	1,137	9,371	-	-	-	250	-	-	-	5,444	27,482
<b>Total operating expenses</b>	<b>55,959</b>	<b>3,681</b>	<b>4,959,871</b>	<b>-</b>	<b>113,790</b>	<b>96,135</b>	<b>619,577</b>	<b>81,328</b>	<b>120,061</b>	<b>20,000</b>	<b>46,355</b>	<b>6,116,757</b>
<b>Net Operating Income (Loss)</b>	<b>(182)</b>	<b>(1,137)</b>	<b>195,475</b>	<b>102,566</b>	<b>-</b>	<b>977</b>	<b>85,817</b>	<b>(753)</b>	<b>644</b>	<b>-</b>	<b>(17,877)</b>	<b>365,530</b>

Ada County Housing Authority  
Combining Statement of Revenues, Expenses and Changes in Net Position  
Year Ended September 30, 2019

	Low Rent Public Housing Annual Contributions Contract S-0073	Capital Fund Program	Section 8 Vouchers- Annual Contributions Contract S-0039V	Mainstream Vouchers	Family Self- Sufficiency Program	Office of Violence Against Women	Supportive Housing for Persons with Disability	Continuum of Care	Shelter Plus Care	CDBG	Business Activities	Total
Nonoperating Income (Expense)												
Other income	126	-	-	-	-	-	21	-	-	-	23	170
Investment income - unrestricted	933	-	6,181	-	-	-	4,769	2	13	-	1,101	12,999
Gain on disposal of property	-	-	150	-	-	-	-	-	-	-	-	150
Casualty Loss	(1,750)	-	-	-	-	-	-	-	-	-	-	(1,750)
Loss on disposal of property	(217)	-	-	-	-	-	-	-	-	-	-	(217)
Total nonoperating income	<u>(908)</u>	<u>-</u>	<u>6,331</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,790</u>	<u>2</u>	<u>13</u>	<u>-</u>	<u>1,124</u>	<u>11,352</u>
Income (Loss) Before HUD												
Capital Grant Income	(1,090)	(1,137)	201,806	102,566	-	977	90,607	(751)	657	-	(16,753)	376,882
HUD Capital Grant Income	-	21,225	-	-	-	-	-	-	-	-	-	21,225
Change in Net Position	<u>(1,090)</u>	<u>20,088</u>	<u>201,806</u>	<u>102,566</u>	<u>-</u>	<u>977</u>	<u>90,607</u>	<u>(751)</u>	<u>657</u>	<u>-</u>	<u>(16,753)</u>	<u>398,107</u>
Transfers	12,176	(12,176)	-	-	-	-	(1,000)	1,000	-	-	-	-
Net Position, Beginning of Year	<u>279,402</u>	<u>22,190</u>	<u>832,305</u>	<u>-</u>	<u>-</u>	<u>(1,458)</u>	<u>721,967</u>	<u>-</u>	<u>(20,735)</u>	<u>-</u>	<u>373,712</u>	<u>2,207,383</u>
Net Position, End of Year	<u>\$ 290,488</u>	<u>\$ 30,102</u>	<u>\$ 1,034,111</u>	<u>\$ 102,566</u>	<u>\$ -</u>	<u>\$ (481)</u>	<u>\$ 811,574</u>	<u>\$ 249</u>	<u>\$ (20,078)</u>	<u>\$ -</u>	<u>\$ 356,959</u>	<u>\$ 2,605,490</u>



Financial Data Schedules  
September 30, 2019

# Ada County Housing Authority

Ada County Housing Authority (ID021)  
Boise, ID  
**Entity Wide Balance Sheet Summary**

Submission Type: Audited/Single Audit

Fiscal Year Ended 09/30/2019

	Project Total	14.896 PIH Family Self-Sufficiency Program	14.218 Community Development Block Grants/Entitlement Grants	14.871 Housing Choice Vouchers	14.879 Mainstream Vouchers	14.181 Supportive Housing for Persons with Disabilities	14.238 Shelter Plus Care	8 Other Federal Program 1	1 Business Activities	14.267 Continuum of Care Program	Subtotal	ELIM	Total
111 Cash - Unrestricted	\$159,238			\$894,267	\$4,838	\$815,057	\$821		\$182,000	\$643	\$2,056,864		\$2,056,864
112 Cash - Restricted - Modernization and Development													
113 Cash - Other Restricted				\$160,749	\$97,728						\$258,477		\$258,477
114 Cash - Tenant Security Deposits	\$2,100								\$800		\$2,900		\$2,900
115 Cash - Restricted for Payment of Current Liabilities				\$50,327							\$50,327		\$50,327
100 Total Cash	\$161,338	\$0	\$0	\$1,105,343	\$102,566	\$815,057	\$821	\$0	\$182,800	\$643	\$2,368,568	\$0	\$2,368,568
121 Accounts Receivable - PHA Projects													
122 Accounts Receivable - HUD Other Projects	\$266			\$18,092		\$38,203	\$0			\$837	\$57,398		\$57,398
124 Accounts Receivable - Other Government								\$4,718			\$4,718		\$4,718
125 Accounts Receivable - Miscellaneous													
126 Accounts Receivable - Tenants	\$114					\$4,645					\$4,759		\$4,759
126.1 Allowance for Doubtful Accounts - Tenants	-\$114					-\$2,661			\$0		-\$2,775		-\$2,775
126.2 Allowance for Doubtful Accounts - Other	\$0	\$0		\$0		\$0	\$0	\$0	\$0	\$0	\$0		\$0
127 Notes, Loans, & Mortgages Receivable - Current													
128 Fraud Recovery													
128.1 Allowance for Doubtful Accounts - Fraud													
129 Accrued Interest Receivable													
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$266	\$0	\$0	\$18,092	\$0	\$40,187	\$0	\$4,718	\$0	\$837	\$64,100	\$0	\$64,100
131 Investments - Unrestricted													
132 Investments - Restricted													
135 Investments - Restricted for Payment of Current Liability													
142 Prepaid Expenses and Other Assets	\$81			\$2,757				\$108	\$819		\$3,765		\$3,765
143 Inventories													
143.1 Allowance for Obsolete Inventories													
144 Inter Program Due From							\$837		\$26,822		\$27,659	-\$27,659	\$0
145 Assets Held for Sale													
150 Total Current Assets	\$161,685	\$0	\$0	\$1,126,192	\$102,566	\$855,244	\$1,658	\$4,826	\$210,441	\$1,480	\$2,464,092	-\$27,659	\$2,436,433

Ada County Housing Authority (ID021)  
Boise, ID  
**Entity Wide Balance Sheet Summary**

Submission Type: Audited/Single Audit

Fiscal Year Ended 09/30/2019

161 Land	\$70,000								\$57,814		\$127,814		\$127,814
162 Buildings	\$657,377								\$136,104		\$793,481		\$793,481
163 Furniture, Equipment & Machinery - Dwellings	\$34,236										\$34,236		\$34,236
164 Furniture, Equipment & Machinery - Administration	\$4,896			\$214,346		\$6,701					\$225,943		\$225,943
165 Leasehold Improvements	\$70,480										\$70,480		\$70,480
166 Accumulated Depreciation	-\$662,703			-\$142,480		-\$5,010			-\$39,368		-\$849,561		-\$849,561
167 Construction in Progress													
168 Infrastructure													
160 Total Capital Assets, Net of Accumulated Depreciation	\$174,286	\$0	\$0	\$71,866	\$0	\$1,691	\$0	\$0	\$154,550	\$0	\$402,393	\$0	\$402,393
171 Notes, Loans and Mortgages Receivable - Non-Current													
172 Notes, Loans, & Mortgages Receivable - Non Current - Past Due													
173 Grants Receivable - Non Current													
174 Other Assets													
176 Investments in Joint Ventures													
180 Total Non-Current Assets	\$174,286	\$0	\$0	\$71,866	\$0	\$1,691	\$0	\$0	\$154,550	\$0	\$402,393	\$0	\$402,393
200 Deferred Outflow of Resources													
290 Total Assets and Deferred Outflow of Resources	\$335,971	\$0	\$0	\$1,198,058	\$102,566	\$856,935	\$1,658	\$4,826	\$364,991	\$1,480	\$2,866,485	-\$27,659	\$2,838,826
311 Bank Overdraft													
312 Accounts Payable <= 90 Days	\$638			\$2,560		\$36,247			\$585		\$40,030		\$40,030
313 Accounts Payable >90 Days Past Due													
321 Accrued Wage/Payroll Taxes Payable													
322 Accrued Compensated Absences - Current Portion	\$1,075			\$24,822		\$1,986			\$2,527		\$30,410		\$30,410
324 Accrued Contingency Liability													
325 Accrued Interest Payable													
331 Accounts Payable - HUD PHA Programs				\$0							\$0		\$0
332 Account Payable - PHA Projects													
333 Accounts Payable - Other Government	\$4,471										\$4,471		\$4,471
341 Tenant Security Deposits	\$2,100								\$800		\$2,900		\$2,900
342 Unearned Revenue	\$6,013					\$1,703			\$101		\$7,817		\$7,817
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue													
344 Current Portion of Long-term Debt - Operating Borrowings													

Ada County Housing Authority (ID021)  
Boise, ID  
**Entity Wide Balance Sheet Summary**

Submission Type: Audited/Single Audit

Fiscal Year Ended 09/30/2019

345 Other Current Liabilities	\$550			\$73,361		\$3,491	\$221		\$3,054	\$394	\$81,071		\$81,071
346 Accrued Liabilities - Other													
347 Inter Program - Due To							\$21,515	\$5,307		\$837	\$27,659	-\$27,659	\$0
348 Loan Liability - Current													
310 Total Current Liabilities	\$14,847	\$0	\$0	\$100,743	\$0	\$43,427	\$21,736	\$5,307	\$7,067	\$1,231	\$194,358	-\$27,659	\$166,699
351 Long-term Debt, Net of Current - Capital Projects/mortgage Revenue													
352 Long-term Debt, Net of Current - Operating Borrowings													
353 Non-current Liabilities - Other				\$49,924							\$49,924		\$49,924
354 Accrued Compensated Absences - Non Current	\$534			\$13,280		\$1,934			\$965		\$16,713		\$16,713
355 Loan Liability - Non Current													
356 FASB 5 Liabilities													
357 Accrued Pension and OPEB Liabilities													
350 Total Non-Current Liabilities	\$534	\$0	\$0	\$63,204	\$0	\$1,934	\$0	\$0	\$965	\$0	\$66,637	\$0	\$66,637
300 Total Liabilities	\$15,381	\$0	\$0	\$163,947	\$0	\$45,361	\$21,736	\$5,307	\$8,032	\$1,231	\$260,995	-\$27,659	\$233,336
400 Deferred Inflow of Resources													
508.4 Net Investment in Capital Assets	\$174,286			\$71,866		\$1,691	\$0		\$154,550	\$0	\$402,393		\$402,393
511.4 Restricted Net Position				\$110,825	\$97,728		\$0				\$208,553		\$208,553
512.4 Unrestricted Net Position	\$146,304	\$0	\$0	\$851,420	\$4,838	\$809,883	-\$20,078	-\$481	\$202,409	\$249	\$1,994,544		\$1,994,544
513 Total Equity - Net Assets / Position	\$320,590	\$0	\$0	\$1,034,111	\$102,566	\$811,574	-\$20,078	-\$481	\$356,959	\$249	\$2,605,490	\$0	\$2,605,490
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$335,971	\$0	\$0	\$1,198,058	\$102,566	\$856,935	\$1,658	\$4,826	\$364,991	\$1,480	\$2,866,485	-\$27,659	\$2,838,826

Ada County Housing Authority (ID021)  
Boise, ID  
**Entity Wide Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year Ended 09/30/2019

	Project Total	14.896 PIH Family Self-Sufficiency Program	14.218 Community Development Block Grants/Entitlement Grants	14.871 Housing Choice Vouchers	14.879 Mainstream Vouchers	14.181 Supportive Housing for Persons with Disabilities	14.238 Shelter Plus Care	8 Other Federal Program 1	1 Business Activities	14.267 Continuum of Care Program	Subtotal	ELIM	Total
70300 Net Tenant Rental Revenue	\$53,358					\$114,820			\$28,478		\$196,656		\$196,656
70400 Tenant Revenue - Other	\$104										\$104		\$104
70500 Total Tenant Revenue	\$53,462	\$0	\$0	\$0	\$0	\$114,820	\$0	\$0	\$28,478	\$0	\$196,760	\$0	\$196,760
70600 HUD PHA Operating Grants	\$4,859	\$113,790	\$20,000	\$5,104,274	\$102,566	\$590,574	\$120,705			\$80,575	\$6,137,343		\$6,137,343
70610 Capital Grants	\$21,225										\$21,225		\$21,225
70710 Management Fee													
70720 Asset Management Fee													
70730 Book Keeping Fee													
70740 Front Line Service Fee													
70750 Other Fees													
70700 Total Fee Revenue											\$0	\$0	\$0
70800 Other Government Grants								\$97,112			\$97,112		\$97,112
71100 Investment Income - Unrestricted	\$933			\$6,181		\$4,769	\$13		\$1,101	\$2	\$12,999		\$12,999
71200 Mortgage Interest Income													
71300 Proceeds from Disposition of Assets Held for Sale													
71310 Cost of Sale of Assets													
71400 Fraud Recovery				\$5,244							\$5,244		\$5,244
71500 Other Revenue	\$126			\$45,828		\$21			\$23		\$45,998		\$45,998
71600 Gain or Loss on Sale of Capital Assets	-\$217			\$150							-\$67		-\$67
72000 Investment Income - Restricted													
70000 Total Revenue	\$80,388	\$113,790	\$20,000	\$5,161,677	\$102,566	\$710,184	\$120,718	\$97,112	\$29,602	\$80,577	\$6,516,614	\$0	\$6,516,614

Ada County Housing Authority (ID021)  
Boise, ID  
**Entity Wide Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year Ended 09/30/2019

91100 Administrative Salaries	\$10,651			\$271,017		\$16,104	\$3,505	\$4,873	\$14,172	\$2,192	\$322,514		\$322,514
91200 Auditing Fees	\$795			\$15,800		\$1,800			\$1,605		\$20,000		\$20,000
91300 Management Fee													
91310 Book-keeping Fee													
91400 Advertising and Marketing	\$243			\$2,861					\$7		\$3,111		\$3,111
91500 Employee Benefit contributions - Administrative	\$4,192			\$102,816		\$6,245	\$1,655	\$1,892	\$6,793	\$833	\$124,426		\$124,426
91600 Office Expenses	\$1,341			\$23,577		\$2,794	\$909	\$488	\$1,696	\$380	\$31,185		\$31,185
91700 Legal Expense													
91800 Travel	\$346			\$5,129					\$1,578		\$7,053		\$7,053
91810 Allocated Overhead													
91900 Other	\$1,598			\$42,030		\$14,419	\$442	\$56	\$1,749	\$372	\$60,666		\$60,666
91000 Total Operating - Administrative	\$19,166	\$0	\$0	\$463,230	\$0	\$41,362	\$6,511	\$7,309	\$27,600	\$3,777	\$568,955	\$0	\$568,955
92000 Asset Management Fee													
92100 Tenant Services - Salaries		\$83,039				\$16,755	\$4,266				\$104,060		\$104,060
92200 Relocation Costs													
92300 Employee Benefit Contributions - Tenant Services		\$30,751				\$6,368	\$1,621				\$38,740		\$38,740
92400 Tenant Services - Other				\$9,556		\$135,693		\$11,780			\$157,029		\$157,029
92500 Total Tenant Services	\$0	\$113,790	\$0	\$9,556	\$0	\$158,816	\$5,887	\$11,780	\$0	\$0	\$299,829	\$0	\$299,829
93100 Water	\$3,606								\$957		\$4,563		\$4,563
93200 Electricity													
93300 Gas													
93400 Fuel													
93500 Labor													
93600 Sewer	\$5,047								\$1,294		\$6,341		\$6,341
93700 Employee Benefit Contributions - Utilities													
93800 Other Utilities Expense													
93000 Total Utilities	\$8,653	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,251	\$0	\$10,904	\$0	\$10,904

Ada County Housing Authority (ID021)  
Boise, ID  
**Entity Wide Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year Ended 09/30/2019

94100 Ordinary Maintenance and Operations - Labor	\$4,063								\$2,039		\$6,102		\$6,102
94200 Ordinary Maintenance and Operations - Materials and Other	\$1,021			\$631					\$195		\$1,847		\$1,847
94300 Ordinary Maintenance and Operations Contracts	\$2,647			\$74					\$976		\$3,697		\$3,697
94500 Employee Benefit Contributions - Ordinary Maintenance	\$1,559								\$774		\$2,333		\$2,333
94000 Total Maintenance	\$9,290	\$0	\$0	\$705	\$0	\$0	\$0	\$0	\$3,984	\$0	\$13,979	\$0	\$13,979
95100 Protective Services - Labor													
95200 Protective Services - Other Contract Costs													
95300 Protective Services - Other	\$4										\$4		\$4
95500 Employee Benefit Contributions - Protective Services													
95000 Total Protective Services	\$4	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4	\$0	\$4
96110 Property Insurance	\$2,978								\$697		\$3,675		\$3,675
96120 Liability Insurance	\$1,071			\$4,892					\$825		\$6,788		\$6,788
96130 Workmen's Compensation	\$419			\$7,550				\$72	\$348		\$8,389		\$8,389
96140 All Other Insurance													
96100 Total insurance Premiums	\$4,468	\$0	\$0	\$12,442	\$0	\$0	\$0	\$72	\$1,870	\$0	\$18,852	\$0	\$18,852
96200 Other General Expenses	\$90			\$1,316					\$192		\$1,598		\$1,598
96210 Compensated Absences	\$1,082			\$24,098		\$1,858		\$263	\$5,014		\$32,315		\$32,315
96300 Payments in Lieu of Taxes	\$4,470										\$4,470		\$4,470
96400 Bad debt - Tenant Rents						\$3,003					\$3,003		\$3,003
96500 Bad debt - Mortgages													
96600 Bad debt - Other													
96800 Severance Expense													
96000 Total Other General Expenses	\$5,642	\$0	\$0	\$25,414	\$0	\$4,861	\$0	\$263	\$5,206	\$0	\$41,386	\$0	\$41,386
96710 Interest of Mortgage (or Bonds) Payable													
96720 Interest on Notes Payable (Short and Long Term)													
96730 Amortization of Bond Issue Costs													
96700 Total Interest Expense and Amortization Cost	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
96900 Total Operating Expenses	\$47,223	\$113,790	\$0	\$511,347	\$0	\$205,039	\$12,398	\$19,424	\$40,911	\$3,777	\$953,909	\$0	\$953,909

Ada County Housing Authority (ID021)  
Boise, ID  
**Entity Wide Revenue and Expense Summary**

Submission Type:      Audited/Single Audit

Fiscal Year Ended 09/30/2019

97000 Excess of Operating Revenue over Operating Expenses	\$33,165	\$0	\$20,000	\$4,650,330	\$102,566	\$505,145	\$108,320	\$77,688	-\$11,309	\$76,800	\$5,562,705	\$0	\$5,562,705
97100 Extraordinary Maintenance													
97200 Casualty Losses - Non-capitalized	\$1,750										\$1,750		\$1,750
97300 Housing Assistance Payments			\$20,000	\$4,439,153		\$414,288	\$107,663	\$76,711		\$77,551	\$5,135,366		\$5,135,366
97350 HAP Portability-In													
97400 Depreciation Expense	\$12,417			\$9,371		\$250			\$5,444		\$27,482		\$27,482
97500 Fraud Losses													
97600 Capital Outlays - Governmental Funds													
97700 Debt Principal Payment - Governmental Funds													
97800 Dwelling Units Rent Expense													
90000 Total Expenses	\$61,390	\$113,790	\$20,000	\$4,959,871	\$0	\$619,577	\$120,061	\$96,135	\$46,355	\$81,328	\$6,118,507	\$0	\$6,118,507
10010 Operating Transfer In													
10020 Operating transfer Out													
10030 Operating Transfers from/to Primary Government													
10040 Operating Transfers from/to Component Unit													
10050 Proceeds from Notes, Loans and Bonds													
10060 Proceeds from Property Sales													
10070 Extraordinary Items, Net Gain/Loss													
10080 Special Items (Net Gain/Loss)													
10091 Inter Project Excess Cash Transfer In													
10092 Inter Project Excess Cash Transfer Out													
10093 Transfers between Program and Project - In	\$12,176										\$12,176		\$12,176
10094 Transfers between Project and Program - Out	-\$12,176										-\$12,176		-\$12,176
10100 Total Other financing Sources (Uses)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	\$18,998	\$0	\$0	\$201,806	\$102,566	\$90,607	\$657	\$977	-\$16,753	-\$751	\$398,107	\$0	\$398,107

Ada County Housing Authority (ID021)  
Boise, ID  
**Entity Wide Revenue and Expense Summary**

Submission Type:      Audited/Single Audit

Fiscal Year Ended 09/30/2019

11020 Required Annual Debt Principal Payments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11030 Beginning Equity	\$301,592	\$0	\$0	\$832,305	\$0	\$721,967	-\$20,735	-\$1,458	\$373,712	\$0	\$2,207,383		\$2,207,383
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors	\$0					-\$1,000				\$1,000	\$0		\$0
11050 Changes in Compensated Absence Balance													
11060 Changes in Contingent Liability Balance													
11070 Changes in Unrecognized Pension Transition Liability													
11080 Changes in Special Term/Severance Benefits Liability													
11090 Changes in Allowance for Doubtful Accounts - Dwelling Rents													
11100 Changes in Allowance for Doubtful Accounts - Other													
11170 Administrative Fee Equity				\$923,286							\$923,286		\$923,286
11180 Housing Assistance Payments Equity				\$110,825							\$110,825		\$110,825
11190 Unit Months Available	120			9156	250	533	163	72	36	115	10445		10445
11210 Number of Unit Months Leased	120			8727	0	533	163	72	36	115	9766		9766
11270 Excess Cash	\$143,034										\$143,034		\$143,034
11610 Land Purchases	\$0										\$0		\$0
11620 Building Purchases	\$0										\$0		\$0
11630 Furniture & Equipment - Dwelling Purchases	\$449										\$449		\$449
11640 Furniture & Equipment - Administrative Purchases	\$0										\$0		\$0
11650 Leasehold Improvements Purchases	\$21,225										\$21,225		\$21,225
11660 Infrastructure Purchases	\$0										\$0		\$0
13510 CFFP Debt Service Payments	\$0										\$0		\$0
13901 Replacement Housing Factor Funds	\$0										\$0		\$0



Federal Awards Reports in Accordance with the Single Audit  
Act and Uniform Guidance  
September 30, 2019

## Ada County Housing Authority

Ada County Housing Authority  
Schedule of Expenditures of Federal Awards  
Year Ended September 30, 2019

<u>Federal Grantor/Pass-through Grantor/Program Title</u>	<u>Federal CFDA Number</u>	<u>Pass-through Entity Identifying Number</u>	<u>Federal Expenditures</u>
<u>U.S. Department of Housing and Urban Development</u>			
Public Low Rent Housing	14.850	N/A	\$ 2,315
Supportive Housing for Persons with Disability	14.181	N/A	590,574
Shelter Plus Care	14.238	N/A	120,705
Section 8 Housing Choice Vouchers	14.871	N/A	4,950,500
Family Self-Sufficiency Program	14.896	N/A	113,790
Continuum of Care Program	14.267	N/A	80,575
Public Housing Capital Fund	14.872	N/A	23,769
Passed through City of Meridian CDBG-Entitlement Grants Cluster: Community Development Block Grant	14.218	B-09-MC-16-0006	<u>20,000</u>
Total U.S. Department of Housing and Urban Development			5,902,228
<u>U. S. Department of Justice</u>			
Office of Violence Against Women	16.736	N/A	<u>97,112</u>
Total Federal Awards			<u>\$ 5,999,340</u>

**Note 1 - Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the schedule) includes the federal award activity of the Housing Authority under programs of the federal government for the year ended September 30, 2019. The information is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the Housing Authority, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Housing Authority. For the year ended September 30, 2019, no amounts were passed through to subrecipients.

**Note 2 - Summary of Significant Accounting Policies**

Expenditures reported on the Schedule are reported on the accrual basis of accounting, except for subrecipient expenditures, which are recorded on the cash basis. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

**Note 3 - Indirect Cost Rate**

The Housing Authority has not elected to use the 10% de minimis cost rate.



**Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards***

To the Board of Commissioners  
Ada County Housing Authority  
Boise, Idaho

We have audited, 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, the financial statements of the business-type activities of Ada County Housing Authority (the Housing Authority), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Housing Authority’s basic financial statements, and have issued our report thereon February 12, 2020.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Housing Authority’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Housing Authority’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority’s internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Housing Authority’s financial statements will not be prevented or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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 material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not yet been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Housing Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on 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 that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Housing Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Housing Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

The image shows a handwritten signature in black ink that reads "Eide Bailly LLP". The signature is written in a cursive, flowing style.

Boise, Idaho  
February 12, 2020



## **Independent Auditor's Report on Compliance for the Major Federal Program; Report on Internal Control Over Compliance Required by the Uniform Guidance**

To the Board of Commissioners  
Ada County Housing Authority  
Boise, Idaho

### **Report on Compliance for the Major Federal Program**

We have audited Ada County Housing Authority's (the Housing Authority) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the Housing Authority's major federal program for the year ended September 30, 2019. The Housing Authority's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### **Management's Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on the compliance for the Housing Authority's major federal program based on our audit of the types of compliance requirements referred to above. 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 the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Housing Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Housing Authority's compliance.

### **Opinion on the Major Federal Program**

In our opinion, the Housing Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect of its major Federal program for the year ended September 30, 2019.

### **Report on Internal Control over Compliance**

Management of the Housing Authority is responsible for establishing and maintaining effective internal control over compliance with the compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Housing Authority's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a compliance requirement will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



Boise, Idaho  
February 12, 2020

**Section I - Summary of Auditor's Results**

Financial Statements

Type of auditor's report issued	Unmodified
Internal control over financial reporting:	
Material weakness identified?	No
Significant deficiencies identified not considered to be material weaknesses	None Reported
Noncompliance material to financial statements noted?	No

Federal Awards

Internal control over major programs:	
Material weakness identified?	No
Significant deficiencies identified not considered to be material weaknesses	None Reported
Type of auditor's report issued on compliance for major programs	Unmodified
Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance 2 CFR 200.516?	No

Identification of major programs:

<u>Name of Federal Program or Cluster</u>	<u>CFDA Number</u>
U.S. Department of Housing and Urban Development Section 8 Housing Choice Vouchers	14.871
Dollar threshold used to distinguish between Type A and Type B programs	\$750,000
Auditee qualified as low-risk auditee?	Yes

**Section II - Financial Statement Findings**

None

**Section III - Federal Award Findings and Questioned Costs**

None

**Certification of Project Owner**

We hereby certify that we have examined the accompanying financial statements and supplemental data of the Ada County Housing Authority, and to the best of our knowledge and belief, the same are accurate and complete.

---

Deanna Watson  
Executive Director  
Ada County Housing Authority  
82-0290739

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Date

**Management Agent's Certification**

We hereby certify that we have examined the accompanying financial statements and supplemental data of the Ada County Housing Authority, and to the best of our knowledge and belief, the same are accurate and complete.

---

Deanna Watson  
Executive Director  
Ada County Housing Authority  
82-0290739

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Date



## Independent Auditor's Report on Additional Information

To the Board of Commissioners  
Ada County Housing Authority  
Boise, Idaho

We have audited the financial statements of Ada County Housing Authority as of and for the year ended September 30, 2019, and our report thereon dated February 12, 2020, which expressed an unmodified opinion on those financial statements, appears on page 2. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The U.S. Department of Housing and Urban Development Form HUD-53001 is presented for the purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

The Form HUD-53001 correctly reports the closing of the Capital Fund Grant for comprehensive grant number ID01P021501-17. The amounts reported appear accurate and appear to have been expended for Capital Fund Purposes. The amounts as reported in the general ledger agree to the amounts included in the Actual Modernization Cost Certificate report.

A handwritten signature in black ink that reads "Eide Bailly LLP".

Boise, Idaho  
February 12, 2020

# Actual Modernization Cost Certificate

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0157 (exp. 01/31/2017)

## Capital Fund Program (CFP)

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0044 and 0157), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Do not send this form to the above address.

This collection of information requires that each Housing Authority (HA) submit information to enable HUD to initiate the fiscal closeout process. The information will be used by HUD to determine whether the modernization grant is ready to be audited and closed out. The information is essential for audit verification and fiscal close out. Responses to the collection are required by regulation. The information requested does not lend itself to confidentiality.

PHA Name: Ada County Housing Authority	Modernization Project Number: ID01P021501-17
---	---

The PHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Modernization Grant, is as shown below:

A. Funds Approved	\$ 14,971.00
B. Funds Disbursed	\$ 14,971.00
C. Funds Expended (Actual Modernization Cost)	\$ 14,971.00
D. Amount to be Recaptured (A-C)	\$ 0
E. Excess of Funds Disbursed (B-C)	\$ 0

- That all modernization work in connection with the Modernization Grant has been completed;
- That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA have been fully paid;
- That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work;
- That the time in which such liens could be filed has expired; and
- That for any years in which the grantee is subject to the audit requirements of the Single Audit Act, 31 U.S.C. § 7501 et seq., as amended, the grantee has or will perform an audit in compliance with said requirements.

7. Please mark one:

- A. This grant will be included in the PHA's next fiscal year audit per the requirements of the Single Audit Act.
- B. This grant will not be included in the PHA's next fiscal year audit per the requirements of the Single Audit Act.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name & Title of Authorized Signatory (type or print clearly):

Signature of Executive Director (or Authorized Designee): X <i>Doreen L. Watson</i>	Date: 9-26-19
--	------------------

For HUD Use Only

The Cost Certificate is approved for audit (if box 7A is marked): Approved for Audit Director, Office of Public Housing: X <b>HARLAN STEWART</b>	DN: CN = HARLAN STEWART C = US O = U.S. Government OU = Department of Housing and Urban Development, Office of Administration Date: 2019.10.01 10:37:26 -0700	Date: 10/01/2019
--	--	---------------------

The costs shown above agree with HUD verified costs (if box 7A or 7B is marked):

Approved: (Director, Office of Public Housing) X	Date:
---	-------

form HUD-53001 (10/96)  
ref Handbooks 7485.1 & 3