

**WARREN METROPOLITAN  
HOUSING AUTHORITY**

**BASIC FINANCIAL STATEMENTS  
AND SINGLE AUDIT**

**FOR THE YEAR ENDED  
DECEMBER 31, 2016**

***James G. Zupka, CPA, Inc.***  
**Certified Public Accountants**





# Dave Yost • Auditor of State

Board of Trustees  
Warren Metropolitan Housing Authority  
990 East Ridge Drive  
Lebanon, Ohio 45036-1678

We have reviewed the *Independent Auditor's Report* of the Warren Metropolitan Housing Authority, Warren County, prepared by James G. Zupka, CPA, Inc., for the audit period January 1, 2016 through December 31, 2016. 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 Warren Metropolitan Housing Authority is responsible for compliance with these laws and regulations.

A handwritten signature in black ink that reads "Dave Yost".

Dave Yost  
Auditor of State

June 29, 2017

**This page intentionally left blank.**

**WARREN METROPOLITAN HOUSING AUTHORITY  
BASIC FINANCIAL STATEMENTS AND SINGLE AUDIT  
FOR THE YEAR ENDED DECEMBER 31, 2016**

---

---

TABLE OF CONTENTS

	<u>PAGE</u>
Independent Auditor's Report	1-3
Management's Discussion and Analysis	4-11
Basic Financial Statements:	
Statement of Net Position	12
Statement of Revenues, Expenses, and Changes in Net Position	13
Statement of Cash Flows	14
Notes to the Basic Financial Statements	15-36
Required Supplementary Information:	
Schedule of the Authority's Proportionate Share of the Net Pension Liability	37
Schedule of the Authority's Contributions	38
Financial Data Schedules:	
Entity Wide Balance Sheet Summary	39-40
Entity Wide Revenue and Expense Summary	41-42
Schedule of Expenditures of Federal Awards	43
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	44-45
Report on Compliance for Each Major Program and on Internal Control over Compliance Required by Uniform Guidance	46-47
Schedule of Findings and Questioned Costs	48
Status of Prior Citations and Recommendations	49

**JAMES G. ZUPKA, C.P.A., INC.**

*Certified Public Accountants*

*5240 East 98<sup>th</sup> Street*

*Garfield Hts., Ohio 44125*

---

Member American Institute of Certified Public Accountants

(216) 475 - 6136

Ohio Society of Certified Public Accountants

**INDEPENDENT AUDITOR'S REPORT**

To the Members of the Board  
Warren Metropolitan Housing Authority  
Lebanon, Ohio

Regional Inspector General of Audit  
Department of Housing and Urban  
Development

**Report on the Financial Statements**

We have audited the accompanying financial statements of the business-type activities of the Warren Metropolitan Housing Authority, Ohio, (the Authority) as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the 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 Authority'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 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 the Warren Metropolitan Housing Authority as of December 31, 2016, and the changes in financial position and cash flows thereof for the year then ended in accordance 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 and Schedules of Net Pension Liabilities and Pension Contributions, as listed 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 of 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 Authority's basic financial statements. The Financial Data Schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The Schedule of Expenditures of Federal Awards 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 is also not a required part of the basic financial statements.

The Financial Data Schedules and the Schedule of Expenditures of Federal Awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Financial Data Schedules and the Schedule of Expenditures of Federal Awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated May 16, 2017, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 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 Authority's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "James G. Zupka, CPA, Inc." The signature is written in a cursive style.

James G. Zupka, CPA, Inc.  
Certified Public Accountants

May 16, 2017



**WARREN METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2016  
(Unaudited)**

---

---

As management of the Warren Metropolitan Housing Authority (“the Authority”), we offer this narrative and analysis of the financial activities of the Authority for the year ended December 31, 2016. We encourage readers to consider the information presented here in conjunction with the Authority’s financial statements.

**FINANCIAL HIGHLIGHTS**

- The Authority’s assets exceeded its liabilities as of December 31, 2016 by \$10,645,842 (net position).
- The Authority’s cash balance at December 31, 2016 was \$2,517,461, representing an increase of \$90,628 from the prior year.
- The Authority had revenues of \$6,803,759 in HUD Operating grants and \$576,291 of HUD Capital grants for the year ended December 31, 2016.
- The Authority’s total revenues were \$8,443,580 as of December 31, 2016, representing an increase of \$2,111,506. Total expenses were \$8,438,552 representing an increase of \$944,654.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The financial statements included in this annual report are those of a special-purpose government engaged only in a business-type activity. The following statements are included within this report:

- Statement of Net Position - reports the Authority’s current financial resources (short term expendable resources) with capital assets and long-term debt obligations.
- Statement of Revenue, Expenses, and Change in Net Position - reports the Authority’s operating and non-operating revenues, by major sources, along with operating and non-operating expenses and capital contributions.
- Statement of Cash Flows - reports net cash provided by, or used for operating activities, non-capital financing activities, and from capital and related financing activities.

**WARREN METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT’S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2016  
(Unaudited)**

---

---

**THE AUTHORITY’S PROGRAMS**

Conventional Public Housing – 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 PHA to provide the housing at a rent that is based upon 30 percent of household income.

Housing Choice Voucher Program – 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 Contributions Contract (ACC) with HUD. HUD provides Annual Contributions funding to enable the Authority to structure a lease that sets the participants’ rent at 30 percent of household income.

Capital Fund Program (CFP) – This is the current primary funding source for the Authority’s physical and management improvements. While the formula funding methodology used for the CGP was revised for the CFP, funds are still provided by formula allocation and based on size and age of the Authority’s units.

Continuum of Care Program (CoC) - “The Hearth Act” amended the McKinney Vento Homeless act and consolidated the Authority’s Supportive Housing and Shelter Plus Care programs under the Continuum of Care Program. The CoC is designed to promote community-wide commitment to the goal of ending homelessness; providing funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effect utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness.

State Program - Region 14 - The State Program is a pass-through program administered by the Authority for the State of Ohio. The annual funding represents the Ohio’s Homeless Crisis Response program that provides homelessness prevention and rapid re-housing assistance to individuals, families, and individuals who are below 30 percent median income and imminently at risk of homelessness in Butler, Warren, and Clermont Counties (Region 14). The key partners in providing this pass-through assistance are Interfaith Hospitality Network, LifePoint Solutions, Clermont Community Services, Hope House Mission and Serve City.

**WARREN METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)  
FOR THE YEAR ENDED DECEMBER 31, 2016  
(Unaudited)**

**THE AUTHORITY'S STATEMENTS**

**Statement of Net Position**

The following table reflects the condensed Statement of Net Position compared to the prior year.

**Table 1 - Condensed Statement of Net Position Compared to Prior Year**

	<u>2016</u>	<u>2015</u>
<b><u>Assets and Deferred Outflows</u></b>		
Current and Other Assets	\$ 2,805,579	\$ 2,394,950
Current Assets and Other Assets - Restricted	435,443	212,099
Capital Assets - Net	9,059,304	8,969,711
Deferred Outflows of Resources	<u>396,041</u>	<u>124,582</u>
<b>Total Assets and Deferred Outflows</b>	<b><u>\$12,696,367</u></b>	<b><u>\$11,701,342</u></b>
<b><u>Liabilities and Deferred Inflows</u></b>		
Current Liabilities	\$ 634,552	\$ 351,127
Noncurrent Liabilities	1,019,813	696,632
Deferred Inflows of Resources	<u>396,160</u>	<u>12,769</u>
<b>Total Liabilities and Deferred Inflows</b>	<b><u>2,050,525</u></b>	<b><u>1,060,528</u></b>
<b><u>Net Position</u></b>		
Net Investment in Capital Assets	9,059,304	8,969,711
Restricted - HAP	27,338	19,918
Unrestricted	<u>1,559,200</u>	<u>1,651,185</u>
<b>Total Net Position</b>	<b><u>10,645,842</u></b>	<b><u>10,640,814</u></b>
<b>Total Liabilities, Deferred Inflows of Resources and Net Position</b>	<b><u>\$12,696,367</u></b>	<b><u>\$11,701,342</u></b>

For more detail information, see Statement of Net Position presented on page 12.

**MAJOR FACTORS AFFECTING THE STATEMENT OF NET POSITION**

Total Cash of the Authority increased by \$90,628 mainly due to the receipt of January 2017 HAP and Administrative Subsidies for the Housing Choice Voucher Program in December 2016.

Current Assets (not including cash) of the Authority showed an increase of \$542,472 from 2015 to 2016. The main reason for the increase in current assets is Accounts Receivables for HUD.

Current Liabilities increased by \$283,425 due to an increase in Accrued Liabilities related to construction costs.

**WARREN METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)  
FOR THE YEAR ENDED DECEMBER 31, 2016  
(Unaudited)**

**Statement of Revenues, Expenses, and Changes in Net Position**

The following schedule compares the revenues and expenses for the current and previous fiscal year.

**Table 2 - Statement of Revenues, Expenses, and Changes in Net Position**

	<u>2016</u>	<u>2015</u>	<u>Net Change</u>
<b><u>Revenues</u></b>			
Total Tenant Revenues	\$ 381,344	\$ 347,565	\$ 33,779
Operating Subsidies and Grants - HUD	6,803,759	5,268,705	1,535,054
Capital Grants - HUD	576,291	50,838	525,453
Other Government Grants - State	632,500	639,801	(7,301)
Investment Income	2,920	4,068	(1,148)
Gain on Sale of Capital Assets	860	0	860
Other Revenues	<u>45,906</u>	<u>21,097</u>	<u>24,809</u>
<b>Total Revenues</b>	<u>8,443,580</u>	<u>6,332,074</u>	<u>2,111,506</u>
<b><u>Expenses</u></b>			
Administrative	963,724	935,789	27,935
Tenant Services	742,029	713,084	28,945
Utilities	78,882	98,826	(19,944)
Maintenance	497,418	481,986	15,432
General Expenses	325,267	267,543	57,724
Housing Assistance Payments	5,162,702	4,071,425	1,091,277
Depreciation	<u>668,530</u>	<u>703,047</u>	<u>(34,517)</u>
<b>Total Expenses</b>	<u>8,438,552</u>	<u>7,271,700</u>	<u>1,166,852</u>
Net Increase (Decrease)	<u>\$ 5,028</u>	<u>\$ (939,626)</u>	<u>\$ 944,654</u>

*This space is intentionally left blank.*

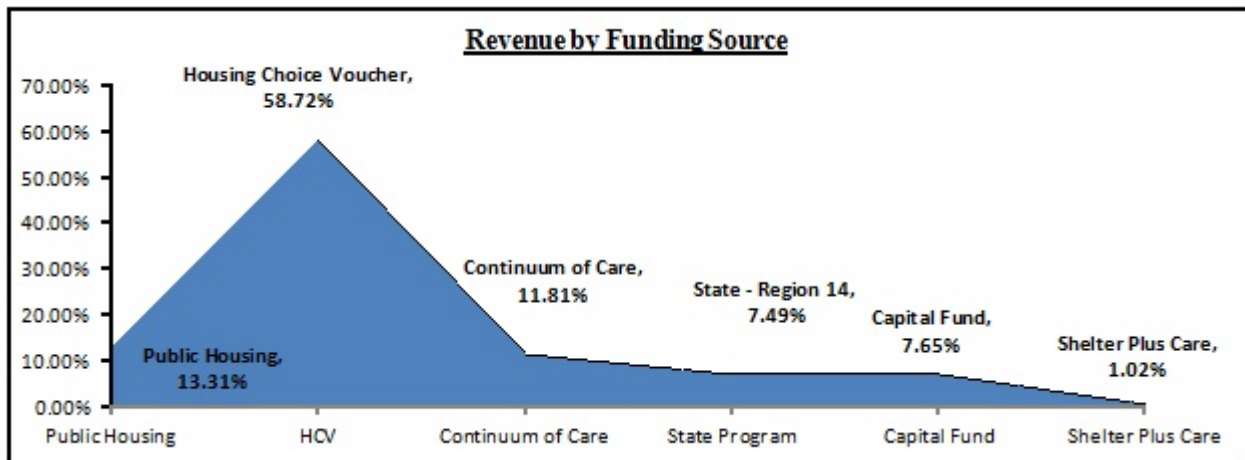
**WARREN METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)  
FOR THE YEAR ENDED DECEMBER 31, 2016  
(Unaudited)**

**MAJOR FACTORS AFFECTING THE STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION**

The major factor increasing the overall revenue was additional operating subsidies for the Housing Choice Voucher Program and Capital Fund Programs. There was an increase in capital grants in 2016 due to HVAC replacements for Public Housing. Tenant revenues increased slightly.

The overall increase in expenses can be attributed to Housing Assistance Payments from the increased leasing and additional vouchers added to the Housing Choice Voucher Program. There was a decrease in spending in utilities due to Agency paying for vacant units in 2015.

The table below shows percentage of total revenue by funding sources.

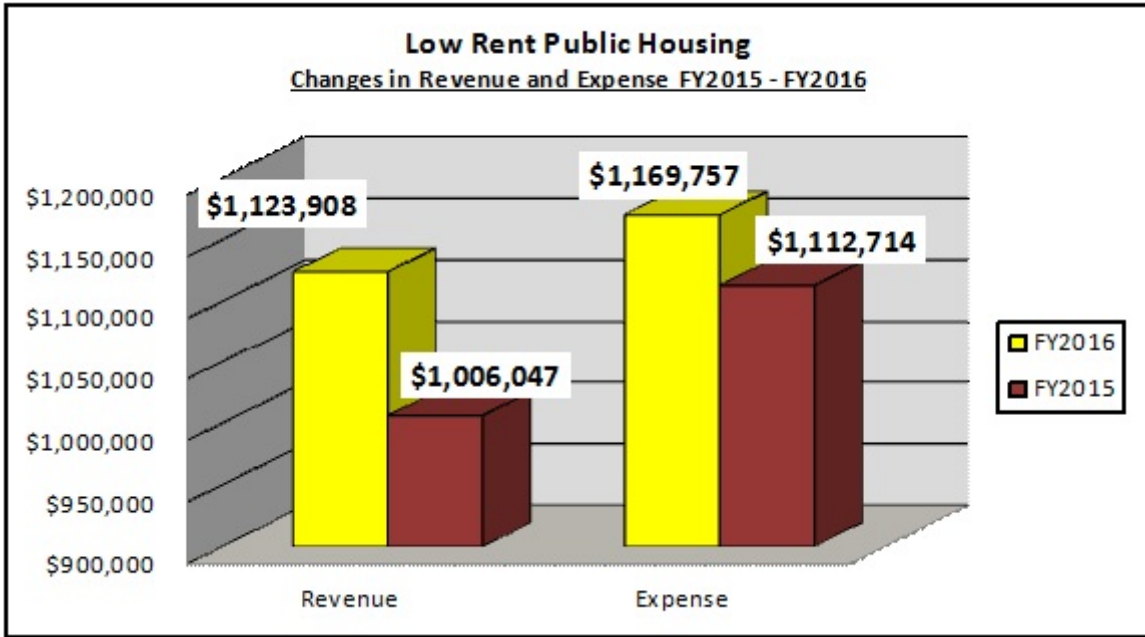


**FINANCIAL OVERVIEW BY PROGRAM**

**Low Rent Public Housing**

The table on the next page shows how the revenue and expenses have changed between the fiscal year ended 2015 and 2016 for the Low Rent Public Housing Program. Total revenue for fiscal year ended 2016 increased from fiscal year ended 2015 revenue by 12 percent which is due to the proration of Operating Subsidy in 2016 and increased tenant revenues. The increase in fiscal year ended 2016 total operating expenses from fiscal year ended 2015 operating expenses is attributed to additional spending in all expense categories

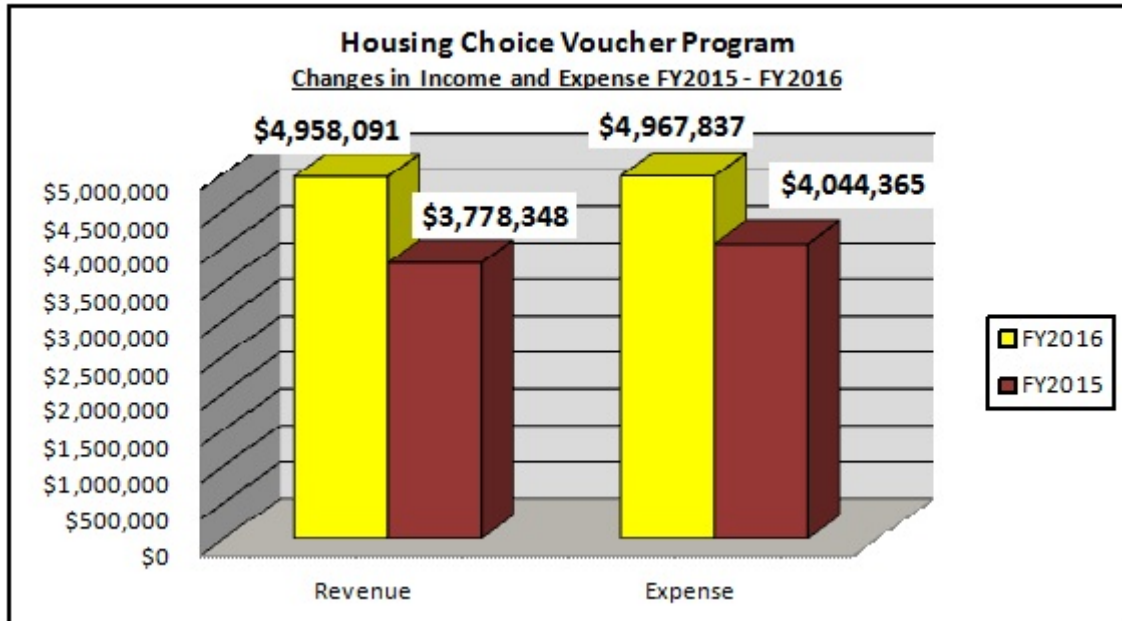
**WARREN METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)  
FOR THE YEAR ENDED DECEMBER 31, 2016  
(Unaudited)**



Note: The above table does not include depreciation.

**Housing Choice Voucher Programs:**

The following chart illustrates the Housing Choice Voucher Program changes in revenue and expenses for the years 2015 to 2016. Revenue and expenses increased in fiscal year ended 2016 for the HCV program due to leasing of additional vouchers.

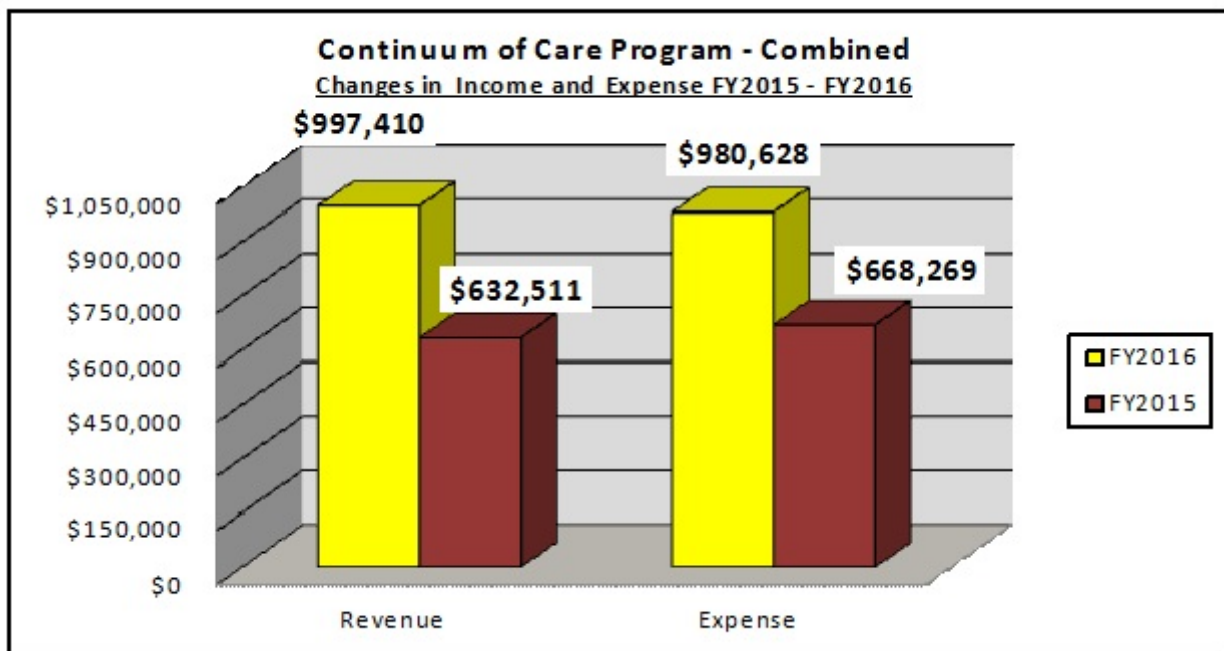


Note: The above table does not include depreciation.

**WARREN METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)  
FOR THE YEAR ENDED DECEMBER 31, 2016  
(Unaudited)**

**Continuum of Care Program:**

The following chart illustrates the Continuum of Care Program (previously reported separately as the Supportive Housing and Shelter Plus Care Programs) changes in income and expenses for the fiscal year ended 2015 and 2016. The total revenue for fiscal year ended 2016 increased from fiscal year ended 2015 revenue by 58 percent which is due to an increase in operating subsidies and the combination of the Shelter Plus Care program. The increase in fiscal year ended 2016 total operating expenses from fiscal year ended 2016 operating expenses is mainly attributed to additional housing assistance payments.



Note: The above table does not include depreciation.

**Capital Assets**

The following table summarizes the changes in capital assets between December 31, 2015 and 2016:

**Table 3 - Condensed Statement of Changes in Capital Assets**

	2016	2015	Net Change
Land	\$ 1,638,445	\$ 1,638,445	\$ 0
Buildings	18,945,363	18,920,938	24,425
Equipment	1,769,185	1,056,116	713,069
Leasehold Improvements	10,731	10,731	0
Accumulated Depreciation	(13,304,420)	(12,656,519)	(647,901)
<b>Total</b>	<b>\$ 9,059,304</b>	<b>\$ 8,969,711</b>	<b>\$ 89,593</b>

**WARREN METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)  
FOR THE YEAR ENDED DECEMBER 31, 2016  
(Unaudited)**

---

---

**Debt**

The Authority had no debt at December 31, 2016.

**Economic Factors**

Significant economic factors affecting the Authority are as follows:

- Federal funding provided by Congress to the U.S. 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**

This financial report is designed to provide a general overview of the Authority's finances for all those with an interest. The individual to be contacted regarding this report is Jacqueline Adkins, Executive Director of the Warren Metropolitan Housing Authority. Specific requests may be submitted to the Warren Metropolitan Housing Authority at 990 East Ridge Drive, Lebanon, Ohio 45036-1678.



**WARREN METROPOLITAN HOUSING AUTHORITY**  
**STATEMENT OF NET POSITION**  
**DECEMBER 31, 2016**

**ASSETS**

**Current Assets**

Cash and Cash Equivalents	\$ 2,082,018
Restricted Cash and Cash Equivalents	435,443
Receivables, Net	682,197
Prepaid Expenses and Other Assets	<u>35,905</u>
<b>Total Current Assets</b>	<b><u>3,235,563</u></b>

**Noncurrent Assets**

<b>Capital Assets:</b>	
Non-Depreciable Capital Assets	1,638,445
Depreciable Capital Assets, Net	<u>7,420,859</u>
<b>Total Noncurrent Assets</b>	<b><u>9,059,304</u></b>

Other Non-Current Assets	<u>5,459</u>
--------------------------	--------------

<b>Deferred Outflow of Resources</b>	<b><u>396,041</u></b>
--------------------------------------	-----------------------

<b>TOTAL ASSETS AND DEFERRED OUTFLOW OF RESOURCES</b>	<b><u>\$ 12,696,367</u></b>
---	-----------------------------

**LIABILITIES**

**Current Liabilities**

Accounts Payable	\$ 30,435
Other Current Liabilities	62,800
Accrued Liabilities	440,241
Intergovernmental Payables	25,225
Tenant Security Deposits	27,908
Unearned Revenue	<u>47,943</u>
<b>Total Current Liabilities</b>	<b><u>634,552</u></b>

**Noncurrent Liabilities**

Accrued Compensated Absences Non-Current	33,606
Other Non-Current Liabilities	5,477
Net Pension Liability	<u>980,730</u>
<b>Total Noncurrent Liabilities</b>	<b><u>1,019,813</u></b>
<b>Total Liabilities</b>	<b><u>1,654,365</u></b>

**DEFERRED INFLOWS OF RESOURCES**

Housing Assistance Payments	374,720
Pension	<u>21,440</u>
<b>Total Deferred Inflow of Resources</b>	<b><u>396,160</u></b>

**Net Position**

Net Investment in Capital Assets	9,059,304
Restricted	27,338
Unrestricted	<u>1,559,200</u>
<b>Total Net Position</b>	<b><u>10,645,842</u></b>

<b>TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES AND NET POSITION</b>	<b><u>\$ 12,696,367</u></b>
---	-----------------------------

The accompanying notes to the basic financial statements are an integral part of these statements.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**

---

**Operating Revenues**

Tenant Revenues	\$ 381,344
Government Operating Grants and Subsidies	7,436,259
Other Revenues	<u>45,906</u>
<b>Total Operating Revenues</b>	<b><u>7,863,509</u></b>

**Operating Expenses**

Administrative	963,724
Tenant Services	742,029
Utilities	78,882
Maintenance	497,418
General	325,267
Housing Assistance Payments	5,162,702
Depreciation	<u>668,530</u>
<b>Total Operating Expenses</b>	<b><u>8,438,552</u></b>
Operating Income (Loss)	<u>(575,043)</u>

**Non-Operating Revenues**

Interest and Investment Revenue	2,920
Gain on Sale of Capital Assets	860
Capital Grants	<u>576,291</u>
<b>Total Non-Operating Revenues</b>	<b><u>580,071</u></b>

Change in Net Position	5,028
Total Net Position at Beginning of Year	<u>10,640,814</u>
<b>Total Net Position at End of Year</b>	<b><u>\$ 10,645,842</u></b>

The accompanying notes to the basic financial statements are an integral part of these statements.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**

<b><u>Cash Flows from Operating Activities</u></b>	
Operating Grants Received	\$ 6,801,808
Tenant Revenue Received	370,137
Other Revenue Received	45,906
Other Operating Expenses	(1,786,469)
Housing Assistance Payments	<u>(5,162,702)</u>
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>268,680</u>
 <b><u>Cash Flows from Investing Activities</u></b>	
Interest Income	<u>2,920</u>
<b>Net Cash Provided (Used) by Investing Activities</b>	<u>2,920</u>
 <b><u>Cash Flows from Capital and Related Activities</u></b>	
Cash from Asset Sale	860
Capital Grant Funds Received	576,291
Property and Equipment Purchased	<u>(758,123)</u>
<b>Net Cash Provided (Used) by Capital and Related Activities</b>	<u>(180,972)</u>
 Net Increase (Decrease) in Cash	 90,628
 Cash and Cash Equivalents at Beginning of Year	 <u>2,426,833</u>
 <b>Cash and Cash Equivalents at End of Year</b>	 <b><u>\$ 2,517,461</u></b>
 <b><u>Reconciliation of Operating Income to Net Cash Provided by Operating Activities</u></b>	
Net Operating Income (Loss)	\$ (575,043)
Adjustments to Reconcile Operating Loss to Net Cash Used by Operating Activities:	
Depreciation	668,530
(Increase) Decrease in:	
Accounts Receivable	(539,974)
Prepaid Assets	(2,498)
Deferred Outflow of Resources	(272,332)
Increase (Decrease) in:	
Accounts Payable	15,884
Intergovernmental Payable	3,376
Accrued Compensated Absences	(3,204)
Accrued Expenses Payable	370,168
Unearned Revenue	(104,016)
Tenant Security Deposits	(1,668)
Non-Current Liabilities - Other	(7,464)
Net Pension Liability	333,530
Deferred Inflow of Resources	<u>383,391</u>
<b>Net Cash Provided by Operating Activities</b>	<b><u>\$ 268,680</u></b>

The accompanying notes to the basic financial statements are an integral part of these statements.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**

---

---

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Summary of Significant Accounting Policies**

The financial statements of the Warren 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 Warren Metropolitan Housing Authority was created under the Ohio Revised Code Section 3735.27. The Authority contracts with the U. S. 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 basic financial statements comply with the provision of Governmental Accounting Standards Board (GASB) Statement No. 61, *The Financial Reporting Entity: Omnibus an amendment of GASB Statement No. 14 and No. 34*, (as amended by GASB Statement No. 61) 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.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

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 **a)** is entitled to the organization's resources; **b)** is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization; or **c)** is obligated in some manner for the debt of the organization.

Management believes the financial statements included in this report represent all of the funds of the Authority over which the Authority is financially accountable.

**Basis of Presentation**

The financial statements of the Authority have been prepared in conformity with accounting principles generally accepted in the United States of America (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.

Pursuant to GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance, contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, the Authority follows GASB guidance as applicable to enterprise funds.

The Authority uses a single enterprise fund to maintain its financial records on an accrual basis. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts.

Enterprise fund reporting focuses on the determination of the changes in net position, financial position, and cash flows. An enterprise fund may be used to account for any activity for which a fee is charged to external users for goods and services.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

NOTE 1: **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**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.

**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.

**Description of Programs**

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

A. Public Housing Program

The public housing program is designed to provide low-cost housing within Warren 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.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

NOTE 1: **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Description of Programs** (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. Continuum of Care Program

“The Hearth Act” amended the McKinney Vento Homeless act and consolidated the Authority’s Supportive Housing and Shelter Plus Care programs under the Continuum of Care (CoC) program. The Continuum of Care (CoC) Program is designed to promote community-wide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effect utilization of mainstream programs by homeless individuals and families ; and optimize self-sufficiency among individuals and families experiencing homelessness.

F. State Program - Region 14

The State Program is a pass-through program administered by the Authority for the State of Ohio. The annual funding represents the Ohio’s Homeless Crisis Response program that provides homelessness prevention and rapid re-housing assistance to individuals, families, and individuals who are below 30 percent median income and imminently at risk of homelessness in Butler, Warren, and Clermont Counties (Region 14). The key partners in providing this pass-through assistance are Interfaith Hospitality Network, LifePoint Solutions, Clermont Community Services, Hope House Mission and Serve City.

**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, and certificates of deposit regardless of original maturity.

**Investments**

The provisions of the HUD regulations restrict investments. Investments are valued at market value. Interest income earned in the fiscal year ending December 31, 2016 totaled \$2,920.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

NOTE 1: **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Prepaid Expenses**

Payments made to vendors for services that will benefit periods beyond the year end, are recorded as prepaid expenses using the consumption method. A current asset for the amount is recorded at the time of the purchase and expense is reported in the year in which the services are consumed.

**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 \$1,000 or more per unit. Expenditures for repairs and maintenance are charged directly to expense as they are incurred. Depreciation is computed using the straight line method over the following estimated useful lives:

Buildings	40 years
Building Improvements	15 years
Furniture, Equipment, and Machinery	3-7 years

**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 absence 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, and 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.



**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

NOTE 1: **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Unearned Revenue**

Unearned revenue arises when revenues are received before revenue recognition criteria have been satisfied.

**Net Position**

Net Position represents the difference between assets plus deferred outflows of resources and liabilities plus deferred inflow of resources. Net investment in capital assets, 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 position is recorded as restricted when there are limitations imposed on its use by internal or external restrictions.

**Operating Revenues and Expenses**

Operating revenues 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.

Operating expenses are those expenses that are generated from the primary activity of the proprietary fund. For the Authority, these expenses are administrative, utilities, maintenance, PILOT, insurance, bad debt and housing assistance payments.

**Capital Grant**

This represents grants provided by HUD that the Authority spends on capital assets.

**Budgetary Accounting**

The Authority annually prepares its budget as prescribed by the Department of Housing and Urban Development. Budgets are submitted to the Department of Housing and Urban Development when applicable. Budgets are 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.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

NOTE 1: **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. Deferred outflows of resources represent a consumption of net position that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until then. For the Authority, deferred outflows of resources are reported on the government-wide statement of net position for pension. The deferred outflows of resources related to pension are explained in Note 6.

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. Deferred inflows of resources represent an acquisition of net position that applies to a future period and will not be recognized until that time. For the Authority, deferred inflows of resources are reported on the statement of net position for pension and Housing Assistance payments. Deferred inflows of resources related to pension are reported in Note 6. Deferred inflows of resources related to Housing Assistance payments represent 2017 payments received in 2016 and reported as such under GASB Statement 65 “ Items Previously Reported as Assets and Liabilities”, as prescribed by HUD.

**Pension**

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the pension plans and additions to/deductions from their fiduciary net position have been determined on the same basis as they are reported by the pension systems. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. The pension systems report investments at fair value.

*This space intentionally left blank.*

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

**NOTE 2: IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS**

For fiscal year 2016, the Authority implemented the Governmental Accounting Standards Board (GASB) Statement No. 72, *Fair Value Measurement and Application*, GASB Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not Within the Scope of GASB Statement No. 68*, and *Amendments to Certain Provisions of GASB Statements 67 and 68*, GASB Statement No. 76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*, and GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*.

GASB Statement No. 72 addresses accounting and financial reporting issues related to fair value measurement. This Statement also provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements. The implementation of GASB Statement No. 72 did not have an effect on the financial statements of the Authority.

GASB Statement No. 73 improves the usefulness of information about pensions included in the general purposes external financial reports for state and local governments for making decisions and assessing accountability. The implementation of GASB Statement No. 73 did not have an effect of the financial statements of the Authority.

GASB Statement No. 76 identified - in the context of the current governmental financial reporting environment - the hierarchy of generally accepted accounting principles (GAAP). This Statement reduces the GAAP hierarchy to two categories of authoritative GAAP and addresses the use of authoritative and nonauthoritative literature in the event that the accounting treatment for a transaction or other event is not specified within a source of authoritative GAAP. The implementation of GASB Statement No. 76 did not have an effect on the financial statements of the Authority.

GASB Statement No. 79 establishes criteria for an external investment pool to qualify for making the election to measure all of its investments at amortized cost for financial reporting purposes. The implementation of GASB Statement No. 79 did not have an effect on the financial statements of the Authority.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

NOTE 3: **DEPOSITS AND INVESTMENTS**

**Deposits**

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 two-year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit 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 current period of designation of depositories. Interim deposits must be evidenced by time certificates 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's 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 the Authority, or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

*This space intentionally left blank.*

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

NOTE 3: **DEPOSITS AND INVESTMENTS**

At fiscal year end, December 31, 2016, the carrying amount of the Authority's deposits totaled \$2,517,461, and its bank balance was \$2,530,993. Based on the criteria described in GASB Statement No. 40, *Deposit and Investment Risk Disclosure*, as of December 31, 2016, \$2,278,219 was exposed to custodial risk as discussed below, while \$252,774 was covered by the Federal Deposit Insurance Corporation.

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

NOTE 4: **RESTRICTED CASH**

The restricted cash balance of \$435,443 on the financial statements represents the following:

Cash on hand for Housing Assistance Payments	\$ 402,058
FSS Escrow Cash Accounts for the Housing Choice Voucher	5,477
Tenant Security deposits in the Low Rent Public Housing Program	<u>27,908</u>
<b>Total Restricted Cash</b>	<b><u>\$ 435,443</u></b>

*This space intentionally left blank.*

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

NOTE 5: **CAPITAL ASSETS**

The following is a summary of changes:

	Balance 12/31/15	Reclasses/ Adjustments	Additions	Deletions	Balance 12/31/16
<b><i>Capital Assets Not Being Depreciated:</i></b>					
Land	\$ 1,638,445	\$ 0	\$ 0	\$ 0	\$ 1,638,445
<b><i>Total Capital Assets Not Being Depreciated</i></b>	<b>1,638,445</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,638,445</b>
<b><i>Capital Assets Being Depreciated:</i></b>					
Buildings	18,920,938	0	24,425	0	18,945,363
Furniture, Machinery, and Equipment	443,712	0	673,070	0	1,116,782
- Dwelling	612,404	0	60,628	(20,629)	652,403
- Administrative	10,731	0	0	0	10,731
Leasehold Improvements	10,731	0	0	0	10,731
<b><i>Total Capital Assets Being Depreciated</i></b>	<b>19,987,785</b>	<b>0</b>	<b>758,123</b>	<b>(20,629)</b>	<b>20,725,279</b>
<b><i>Accumulated Depreciation:</i></b>					
Buildings	(11,810,085)	0	(582,038)	0	(12,392,123)
Furniture, Machinery, and Equipment	(843,296)	0	(85,777)	20,629	(908,444)
Leasehold Improvements	(3,138)	0	(715)	0	(3,853)
<b><i>Total Accumulated Depreciation</i></b>	<b>(12,656,519)</b>	<b>0</b>	<b>(668,530)</b>	<b>20,629</b>	<b>(13,304,420)</b>
<b><i>Total Capital Assets Being Depreciated, Net</i></b>	<b>7,331,266</b>	<b>0</b>	<b>89,593</b>	<b>0</b>	<b>7,420,859</b>
<b>Total Capital Assets, Net</b>	<b>\$ 8,969,711</b>	<b>\$ 0</b>	<b>\$ 89,593</b>	<b>\$ 0</b>	<b>\$ 9,059,304</b>

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

NOTE 6: **DEFINED BENEFIT PENSION PLANS**

*Net Pension Liability*

The net pension liability reported on the statement of net position represents a liability to employees for pensions. Pensions are a component of exchange transactions—between an employer and its employees—of salaries and benefits for employee services. Pensions are provided to an employee—on a deferred-payment basis—as part of the total compensation package offered by an employer for employee services each financial period. The obligation to sacrifice resources for pensions is a present obligation because it was created as a result of employment exchanges that already have occurred.

The net pension liability represents the Authority's proportionate share of each pension plan's collective actuarial present value of projected benefit payments attributable to past periods of service, net of each pension plan's fiduciary net position. The net pension liability calculation is dependent on critical long-term variables, including estimated average life expectancies, earnings on investments, cost of living adjustments and others. While these estimates use the best information available, unknowable future events require adjusting this estimate annually.

Ohio Revised Code limits the Authority's obligation for this liability to annually required payments. The Authority cannot control benefit terms or the manner in which pensions are financed; however, the Authority does receive the benefit of employees' services in exchange for compensation including pension.

GASB 68 assumes the liability is solely the obligation of the employer, because (1) they benefit from employee services; and (2) State statute requires all funding to come from these employers. All contributions to date have come solely from these employers (which also includes costs paid in the form of withholdings from employees). State statute requires the pension plans to amortize unfunded liabilities within 30 years. If the amortization period exceeds 30 years, each pension plan's board must propose corrective action to the State legislature. Any resulting legislative change to benefits or funding could significantly affect the net pension liability. Resulting adjustments to the net pension liability would be effective when the changes are legally enforceable.

The proportionate share of each plan's unfunded benefits is presented as a long-term *net pension liability* on the accrual basis of accounting. Any liability for the contractually-required pension contribution outstanding at the end of the year is included in *intergovernmental payable* on the accrual basis of accounting.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

NOTE 6: **DEFINED BENEFIT PENSION PLANS** (Continued)

Plan Description - Authority employees participate in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The traditional pension plan is a cost-sharing, multiple-employer defined benefit pension plan. The member-directed plan is a defined contribution plan and the combined plan is a cost-sharing, multiple-employer defined benefit pension plan with defined contribution features. While members (e.g. Authority employees) may elect the member-directed plan and the combined plan, substantially all employee members are in OPERS' traditional plan; therefore, the following disclosure focuses on the traditional pension plan.

OPERS provides retirement, disability, survivor and death benefits, and annual cost of living adjustments to members of the traditional plan. Authority to establish and amend benefits is provided by Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report that includes financial statements, required supplementary information and detailed information about OPERS' fiduciary net position that may be obtained by visiting <https://www.opers.org/financial/reports.shtml>, by writing to the Ohio Public Employees System, 277 East Town Street, Columbus, Ohio 43215-4642, or by calling 800-222-7377.

Senate Bill (SB) 343 was enacted into law with an effective date of January 7, 2013. In the legislation, members were categorized into three groups with varying provisions of the law applicable to each group. The following table provides age and service requirements for retirement and the retirement formula applied to final average salary (FAS) for the three member groups under the traditional plan as per the reduced benefits adopted by SB 343 (see OPERS CAFR referenced above for additional information):

<b>Group A</b>	<b>Group B</b>	<b>Group C</b>
Eligible to retire prior to January 7, 2013 or five years after January 7, 2013	20 years of service credit prior to January 7, 2013 or eligible to retire ten years after January 7, 2013	Members not in other Groups and members hired on or after January 7, 2013
<b>State and Local</b>	<b>State and Local</b>	<b>State and Local</b>
<b>Age and Service Requirements:</b>	<b>Age and Service Requirements:</b>	<b>Age and Service Requirements:</b>
Age 60 with 60 months of service credit or Age 55 with 25 years of service credit	Age 60 with 60 months of service credit or Age 55 with 25 years of service credit	Age 57 with 25 years of service credit or Age 62 with 5 years of service credit
<b>Formula:</b>	<b>Formula:</b>	<b>Formula:</b>
2.2% of FAS multiplied by years of service for the first 30 years and 2.5% for service years in excess of 30	2.2% of FAS multiplied by years of service for the first 30 years and 2.5% for service years in excess of 30	2.2% of FAS multiplied by years of service for the first 35 years and 2.5% for service years in excess of 35



**WARREN METROPOLITAN HOUSING AUTHORITY  
 NOTES TO THE BASIC FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED DECEMBER 31, 2016  
 (CONTINUED)**

---

NOTE 6: **DEFINED BENEFIT PENSION PLANS** (Continued)

Final average Salary (FAS) represents the average of the three highest years of earnings over a member's career for Groups A and B. Group C is based on the average of the five highest years of earnings over a member's career.

Members who retire before meeting the age and years of service credit requirement for unreduced benefits receive a percentage reduction in the benefit amount.

When a benefit recipient has received benefits for 12 months, an annual cost of living adjustment (COLA) is provided. This COLA is calculated on the base retirement benefit at the date of retirement and is not compounded. For those retiring prior to January 7, 2013, the COLA will continue to be a 3 percent simple annual COLA. For those retiring subsequent to January 7, 2013, beginning in calendar year 2019, the COLA will be based on the average percentage increase in the Consumer Price Index, capped at 3 percent.

Funding Policy - The Ohio Revised Code (ORC) provides statutory authority for member and employer contributions as follows:

	<u>State and Local</u>
<b>2016 Statutory Maximum Contribution Rates:</b>	
Employer	14.0%
Employee	10.0%
 <b>2016 Actual Contribution Rates:</b>	
Employer:	
Pension	12.0%
Post-employment Health Care Benefits	2.0%
Total Employer	<u>14.0%</u>
Employee	<u>10.0%</u>

The Authority's contractually required contribution was \$81,794 for 2016.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

NOTE 6: **DEFINED BENEFIT PENSION PLANS** (Continued)

*Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions*

The net pension liability was measured as of December 31, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of the date. The Authority's proportion of the net pension liability was based on the Authority's share of contributions to the pension plan relative to the contribution of all participating entities. Following is information related to the proportionate share and pension expense:

<u>Net Pension Liability</u>	<u>Traditional</u>	<u>Combined</u>
Proportionate Share of the Net Pension Liability/Asset		
Prior Measurement Date	\$ 647,200	\$ (4,586)
Proportionate Share of the Net Pension Liability/Asset		
Current Measure Date	980,730	(5,459)
Change in Proportionate Share	<u>\$ 333,530</u>	<u>\$ (873)</u>
Proportion of the Net Pension Liability/Asset	0.005662%	0.011220%
Pension Expense	\$ 137,801	\$ 2,879

At December 31, 2016, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

**Deferred Outflows of Resources**

Net difference between projected and actual earnings on pension plan investments	\$ 290,632
Changes in proportion and differences between City contributions and proportionate share of contributions	23,734
Authority contributions subsequent to the measurement date	81,794
<b>Total Deferred Outflows of Resources</b>	<u>\$ 396,160</u>

**Deferred Inflows of Resources**

Difference between expected and actual experience	\$ 21,440
<b>Total Deferred Inflows of Resources</b>	<u>\$ 21,440</u>

\$81,794 reported as deferred outflows of resources related to pension resulting from Authority contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending December 31, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

NOTE 6: **DEFINED BENEFIT PENSION PLANS** (Continued)

***Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions*** (Continued)

Year Ending December 31:	<u>OPERS</u>
2017	\$ 74,227
2018	78,838
2019	75,513
2020	65,483
2021	(294)
Thereafter	(841)
Total	<u>\$ 292,926</u>

***Actuarial Assumptions - OPERS***

Actuarial valuations of an ongoing plan involve estimates of the values of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and cost trends. Actuarially determined amounts are subject to continual review or modification as actual results are compared with past expectations and new estimates are made about the future.

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employers and plan members) and include the types of benefits provided at the time of each valuation. The total pension liability in the December 31, 2015, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Wage Inflation	3.75 percent
Future Salary Increases, including inflation	4.25 to 10.05 percent including wage inflation
COLA or Ad Hoc COLA	3 percent, simple
Investment Rate of Return	8 percent
Actuarial Cost Method	In individual Entry Age

The total pension asset in the December 31, 2015, actuarial valuation was determined using the following assumptions, applied to all periods included in the measurement:

Wage Inflation	3.75 percent
Future Salary Increases, including inflation	4.25 to 8.05 percent including wage inflation
COLA or Ad Hoc COLA	3 percent, simple
Investment Rate of Return	8 percent
Actuarial Cost Method	In individual Entry Age

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

NOTE 6: **DEFINED BENEFIT PENSION PLANS** (Continued)

*Actuarial Assumptions - OPERS* (Continued)

Mortality rates were based on the RP-2000 Mortality Table projected 20 years using Projections Scale AA. For males, 105 percent of the combined healthy male mortality rates were used. For females, 100 percent of the combined healthy female mortality rates were used. The mortality rates used in evaluating disability allowances were based on the RP-2000 mortality table with no projections. For males 120 percent of the disabled female mortality rates were used set forward two years. For females, 100 percent of the disabled female mortality rates were used.

The most recent experience study was completed for the five year period ended December 31, 2010.

The long-term rate of return on defined benefit investment assets was determined using a building-block method in which best-estimate ranges of expected future real rates of return are developed for each major asset class. These ranges are combined to produce the long-term expected real rate of return by weighting the expected future real rates of return by the target asset allocation percentage, adjusted for inflation.

OPERS manages investments in four investment portfolios: the Defined Benefits portfolio, the Health Care portfolio, the 115 Health Care Trust portfolio and the Defined Contribution portfolio. The Defined Benefit portfolio includes the investment assets of the Traditional Pension Plan, the defined benefit component of the Combined Plan, the annuitized accounts of the Member-Directed Plan and the VEBA Trust. Within the Defined Benefit portfolio, contributions into the plans are all recorded at the same time, and benefit payments all occur on the first of the month. Accordingly, the money-weighted rate of return is considered to be the same for all plans within the portfolio. The money weighted rate of return, net of investments expense, for the Defined Benefit portfolio is 0.4 percent for 2015.

The allocation of investment assets with the Defined Benefit portfolio is approved by the Board of Trustees as outlined in the annual investment plan. Plan assets are managed on a total return basis with a long-term objective of achieving the maintaining a fully funded status for the benefits provided through the defined benefit pension plans. The table below displays the Board-approved asset allocation policy for 2015 and the long-term expected real rates of return:

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

NOTE 6: **DEFINED BENEFIT PENSION PLANS** (Continued)

*Actuarial Assumptions - OPERS* (Continued)

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Weighted Average Long-Term Expected Real Rate of Return (Arithmetic)</u>
Fixed Income	23.00%	2.31%
Domestic Equities	20.70%	5.84%
Real Estate	10.00%	4.25%
Private Equity	10.00%	9.25%
International Equities	18.30%	7.40%
Other Investments	18.00%	4.59%
<b>Total</b>	<b>100.00%</b>	<b>5.28%</b>

***Discount Rate:*** The discount rate used to measure the total pension liability was 8 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the statutorily required rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefits payments of current plan members. Therefore, the long-term expected rate of return on pension plan investment was applied to all period of projected payments to determine the total pension liability.

***Sensitivity of the Authority's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate*** The following table presents the Authority's proportionate share of the net pension liability calculated using the current period discount rate assumption of 8 percent, as well as what the Authority's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one-percentage-point lower (7 percent) or one-percentage-point higher (9 percent) than the current rate:

<u>Authority's proportionate share of the net pension liability (Asset)</u>	<u>1% Decrease (7.00%)</u>	<u>Current Discount Rate (8.00%)</u>	<u>1% Increase (9.00%)</u>
Tradition Plan	\$ 1,562,542	\$ 980,730	\$ 489,989
Combined Plan	(112)	(5,459)	(9,761)
<b>Total</b>	<b>\$ 1,562,430</b>	<b>\$ 975,271</b>	<b>\$ 480,228</b>

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

**NOTE 7: POST-EMPLOYMENT BENEFITS**

**A. Plan Description**

Ohio Public Employees Retirement System (OPERS) administers three separate pension plans: The Traditional Pension Plan - a cost-sharing, multiple-employer defined benefit pension plan; the Member-Directed Plan - a defined contribution plan; and the Combined Plan - a cost-sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan.

OPERS maintains two cost-sharing multiple-employer defined benefit post-employment health care trusts, which fund multiple health care plans including medical coverage, prescription drug coverage, deposits to a Health Reimbursement Arrangement and Medicare Part B premium reimbursements, to qualifying benefit recipients of both the Traditional Pension and the Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits, including OPERS sponsored health care coverage.

In order to qualify for health care coverage, age and service retirees under the Traditional Pension and Combined plans must have 20 or more years of qualifying Ohio service credit. Health care coverage for disability benefit recipients and qualified survivor benefit recipients is available. The health care coverage provided by OPERS meets the definition of an Other Post-Employment Benefit (OPEB) as described in GASB Statement No. 45. Please see the Plan Statement in the OPERS 2015 CAFR for details.

The Ohio Revised Code permits, but does not require, OPERS to provide health care to its eligible recipients. Authority to establish and amend healthcare coverage is provided to the Board in Chapter 145 of the Ohio Revised Code.

OPERS issues a stand-alone financial report. Interested parties may obtain a copy by writing OPERS, 277 East Town Street, Columbus, OH 43215-4642, or by calling 614-222-5601 or 1-800-222-7377, or by visiting <https://www.opers.org/investments/cafr.shtml>.

**B. Funding Policy**

The Ohio Revised Code provides the statutory authority requiring public employers to fund health care through their contributions to OPERS. A portion of each employer's contribution to OPERS is set aside to fund OPERS health care plans.

Employer contribution rates are expressed as a percentage of the earnable salary of active members. In 2015, State and Local employers contributed at a rate of 14.00% of earnable salary. These are the maximum employer contribution rates permitted by the Ohio Revised Code. Active member contributions do not fund health care.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

---

---

NOTE 7: **POST-EMPLOYMENT BENEFITS** (Continued)

B. **Funding Policy** (Continued)

OPERS maintains three health care trusts. The two cost-sharing, multiple-employer trusts, the 401(h) Health Care Trust and the 115 Health Care Trust, work together to provide health care funding to eligible retirees of the Traditional Pension and Combined plans. The third trust is a Voluntary Employee's Beneficiary Association (VEBA) that provides funding for a Retiree Medical Account for Member-Director Plan members. Each year, the OPERS Board of Trustees determines the portion of the employer contribution rate that will be set aside to fund health care plans. The portion of employer contributions allocated to health care for members in the Traditional Pension Plan and Combined Plan was 2.0 percent during calendar year 2015. As recommended by OPERS' actuary, the portion of employer contributions allocated to health care beginning January 1, 2016 remained at 2.0 for both plans.

The Board is also authorized to establish rules for the retiree or their surviving beneficiaries to pay a portion of the health care provided. Payment amounts vary depending on the number of covered dependents and the coverage selected. The employer contribution as a percentage of covered payroll deposited to the VEBA for participants in the Member-Directed Plan for 2015 was 4.5 percent. The portion of actual Authority contributions for the year ended December 31, 2016, 2015 and 2014 which were used by OPERS to fund post-employment benefits were \$15,492, \$15,076, and \$13,990, respectively.

NOTE 8: **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. During fiscal year ending December 31, 2016, the Authority maintained comprehensive insurance coverage with private carriers for health, real property, building contents, and vehicles. Vehicle policies include liability coverage for bodily injury and property damage.

Settled claims have not exceeded this coverage in any of the last three years. There has been no significant reduction in coverage from last year.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2016**  
**(CONTINUED)**

**NOTE 9: CONTINGENCIES**

**Grants**

Amounts grantor agencies pay to the Authority are subject to audit and adjustments by the grantor, principally the federal government. Grantors may require refunding any disallowed costs or excess reserve balances. Management cannot presently determine amounts grants may disallow or recapture. However, based on prior experience, management believes any such disallowed claims or recaptured amounts would not have a material adverse effect on the overall financial position of the Authority at December 31, 2016.

**Litigations and Claims**

In the normal course of operations the Authority may be subject to litigation and claims. At December 31, 2016 the Authority was not aware of any such matters.

**NOTE 10: PAYMENT IN LIEU OF TAXES**

The Authority has cooperation agreements with certain municipalities under which it makes payment in lieu of real estate taxes for various public services. Expenses recognized for payment in lieu of taxes for the year ended December 31, 2016 totaled \$25,225.

**NOTE 11: SUMMARY OF CHANGES IN LONG-TERM LIABILITIES**

The following is a summary of changes in long-term liabilities:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>	<u>Current Portion</u>
FSS Escrows	\$ 12,941	\$ 2,963	\$ (10,427)	\$ 5,477	\$ 0
Compensated Absences	40,543	39,086	(42,290)	37,339	3,733
Net Pension Liability	<u>647,200</u>	<u>418,385</u>	<u>(84,855)</u>	<u>980,730</u>	<u>0</u>
Total	<u>\$ 700,684</u>	<u>\$ 460,434</u>	<u>\$ (137,572)</u>	<u>\$ 1,023,546</u>	<u>\$ 3,733</u>

**NOTE 12: SCHEDULE OF EXPENDITURE OF FEDERAL AWARD**

The accompanying schedule of expenditure of federal awards is a summary of the activity of the Authority's federal programs. This schedule has been prepared on the accrual basis of accounting. The Authority makes no use of the 10 percent de-minimis rate for indirect costs charged to federal programs.



**WARREN METROPOLITAN HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2016  
(CONTINUED)**

---

---

NOTE 13: **SUBSEQUENT EVENTS**

There were no subsequent events through May 16, 2017, the date the financial statements were available to be issued. Any subsequent events after that date have not been evaluated.

**WARREN METROPOLITAN HOUSING AUTHORITY  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF THE AUTHORITY'S PROPORTIONATE SHARE OF  
NET PENSION LIABILITY  
OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM  
LAST THREE FISCAL YEARS (1)**

<u>Traditional Plan</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Authority's Proportion of the Net Pension Liability	0.005662%	0.005366%	0.005366%
Authority's Proportionate Share of the Net Pension Liability	\$980,730	\$647,200	\$632,581
Authority's Covered-Employee Payroll	\$707,233	\$653,675	\$603,985
Authority's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Employee Payroll	138.67%	99.01%	104.73%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	81.08%	86.45%	86.36%
<u>Combined Plan</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Authority's Proportion of the Net Pension (Asset)	0.011220%	0.011910%	0.011911%
Authority's Proportionate Share of the Net Pension (Asset)	(\$5,459)	(\$4,586)	(\$1,249)
Authority's Covered-Employee Payroll	\$40,842	\$41,625	\$38,777
Authority's Proportionate Share of the Net Pension (Asset) as a Percentage of its Covered Employee Payroll	-13.37%	-11.02%	-3.22%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	116.90%	114.83%	104.33%

(1) Information prior to 2013 is not available.

Amounts presented as of the Authority's measurement date which is the prior year end.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**REQUIRED SUPPLEMENTAL INFORMATION**  
**SCHEDULE OF THE AUTHORITY'S CONTRIBUTIONS**  
**OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM**  
**LAST FOUR FISCAL YEARS (1)**

<u>Contractually Required Contributions</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Traditional Plan	\$ 71,870	\$ 84,868	\$ 78,441	\$ 78,518
Combined Plan	<u>9,924</u>	<u>4,901</u>	<u>4,995</u>	<u>5,041</u>
Total Required Contributions	81,794	89,769	83,436	83,559
Contributions in Relation to the Contractually Required Contribution	<u>(81,794)</u>	<u>(89,769)</u>	<u>(83,436)</u>	<u>(83,559)</u>
Contribution Deficiency/Excess	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<u>Authority's Covered-Employee Payroll</u>				
Traditional Plan	\$ 598,917	\$ 707,233	\$ 653,675	\$ 603,985
Combined Plan	\$ 82,700	\$ 40,842	\$ 41,625	\$ 38,777
<u>Pension Contributions as a Percentage of Covered Employee Payroll</u>				
Traditional Plan	12.00%	12.00%	12.00%	13.00%
Combined Plan	12.00%	12.00%	12.00%	13.00%

(1) - Information prior to 2013 is not available.

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**SUPPLEMENTAL FINANCIAL SCHEDULE**  
**ENTITY WIDE BALANCE SHEET SUMMARY**  
**DECEMBER 31, 2016**

	Project Total	14.871 Housing Choice Vouchers	14.238 Shelter Plus Care	14.235 Supportive Housing Program	14.267 Continuum of Care	2 State/Local	COCC	Subtotal	ELIM	Total
111 Cash - Unrestricted	1,135,451	73,207			94,745		778,615	2,082,018		2,082,018
113 Cash - Other Restricted		407,535						407,535		407,535
114 Cash - Tenant Security Deposits	27,908							27,908		27,908
<b>100 Total Cash</b>	<b>1,163,359</b>	<b>480,742</b>	<b>-</b>	<b>-</b>	<b>94,745</b>	<b>-</b>	<b>778,615</b>	<b>2,517,461</b>	<b>-</b>	<b>2,517,461</b>
122 Accounts Receivable - HUD Other Projects	390,673		6,236		247,404			644,313		644,313
124 Accounts Receivable - Other Government						3,369		3,369		3,369
126 Accounts Receivable - Tenants	4,859				6,748			11,607		11,607
126.1 Allowance for Doubtful Accounts -Tenants	-1,967				-851			-2,818		-2,818
127 Notes, Loans, & Mortgages Receivable - Current	25,726							25,726		25,726
<b>120 Total Receivables, Net of Allowances for Doubtful Accounts</b>	<b>419,291</b>	<b>-</b>	<b>6,236</b>	<b>-</b>	<b>253,301</b>	<b>3,369</b>	<b>-</b>	<b>682,197</b>	<b>-</b>	<b>682,197</b>
142 Prepaid Expenses and Other Assets	3,566	5,002			2,733	300	24,304	35,905		35,905
144 Inter Program Due From							8,353	8,353	-8,353	-
<b>150 Total Current Assets</b>	<b>1,586,216</b>	<b>485,744</b>	<b>6,236</b>	<b>-</b>	<b>350,779</b>	<b>3,669</b>	<b>811,272</b>	<b>3,243,916</b>	<b>-8,353</b>	<b>3,235,563</b>
161 Land	1,638,445							1,638,445		1,638,445
162 Buildings	18,552,595						392,768	18,945,363		18,945,363
163 Furniture, Equipment & Machinery - Dwellings	1,116,782							1,116,782		1,116,782
164 Furniture, Equipment & Machinery - Administration	271,886	138,678			102,536		139,303	652,403		652,403
165 Leasehold Improvements		8,379			2,352			10,731		10,731
166 Accumulated Depreciation	-12,842,275	-89,193			-98,989		-273,963	-13,304,420		-13,304,420
<b>160 Total Capital Assets, Net of Accumulated Depreciation</b>	<b>8,737,433</b>	<b>57,864</b>	<b>-</b>	<b>-</b>	<b>5,899</b>	<b>-</b>	<b>258,108</b>	<b>9,059,304</b>	<b>-</b>	<b>9,059,304</b>
174 Other Assets	2,074	1,310			874		1,201	5,459		5,459
<b>180 Total Non-Current Assets</b>	<b>8,739,507</b>	<b>59,174</b>	<b>-</b>	<b>-</b>	<b>6,773</b>	<b>-</b>	<b>259,309</b>	<b>9,064,763</b>	<b>-</b>	<b>9,064,763</b>
200 Deferred Outflow of Resources	150,494	95,050			63,367		87,130	396,041		396,041
<b>290 Total Assets and Deferred Outflow of Resources</b>	<b>10,476,217</b>	<b>639,968</b>	<b>6,236</b>	<b>-</b>	<b>420,919</b>	<b>3,669</b>	<b>1,157,711</b>	<b>12,704,720</b>	<b>-8,353</b>	<b>12,696,367</b>

**WARREN METROPOLITAN HOUSING AUTHORITY**  
**SUPPLEMENTAL FINANCIAL SCHEDULE**  
**ENTITY WIDE BALANCE SHEET SUMMARY**  
**DECEMBER 31, 2016**

	Project Total	14.871 Housing Choice Vouchers	14.238 Shelter Plus Care	14.235 Supportive Housing Program	14.267 Continuum of Care	2 State/Local	COCC	Subtotal	ELIM	Total
312 Accounts Payable <= 90 Days	20,447	1,012			6,945	58	1,973	30,435		30,435
321 Accrued Wage/Payroll Taxes Payable	7,833	3,617	98		2,438	724	27,476	42,186		42,186
322 Accrued Compensated Absences - Current Portion	1,847	726	45		371	22	722	3,733		3,733
333 Accounts Payable - Other Government	25,225							25,225		25,225
341 Tenant Security Deposits	27,908							27,908		27,908
342 Unearned Revenue	4,356	39,489			4,098			47,943		47,943
345 Other Current Liabilities	62,800							62,800		62,800
346 Accrued Liabilities - Other	393,367	420			281		254	394,322		394,322
347 Inter Program - Due To			5,686			2,667		8,353	-8,353	-
<b>310 Total Current Liabilities</b>	<b>543,783</b>	<b>45,264</b>	<b>5,829</b>	<b>-</b>	<b>14,133</b>	<b>3,471</b>	<b>30,425</b>	<b>642,905</b>	<b>-8,353</b>	<b>634,552</b>
353 Non-current Liabilities - Other		5,477						5,477		5,477
354 Accrued Compensated Absences - Non Current	16,627	6,536	407		3,338	198	6,500	33,606		33,606
357 Accrued Pension and OPEB Liabilities	372,676	235,374			156,919		215,761	980,730		980,730
<b>350 Total Non-Current Liabilities</b>	<b>389,303</b>	<b>247,387</b>	<b>407</b>	<b>-</b>	<b>160,257</b>	<b>198</b>	<b>222,261</b>	<b>1,019,813</b>	<b>-</b>	<b>1,019,813</b>
<b>300 Total Liabilities</b>	<b>933,086</b>	<b>292,651</b>	<b>6,236</b>	<b>-</b>	<b>174,390</b>	<b>3,669</b>	<b>252,686</b>	<b>1,662,718</b>	<b>-8,353</b>	<b>1,654,365</b>
400 Deferred Inflow of Resources	8,147	379,865			3,431		4,717	396,160		396,160
508.4 Net Investment in Capital Assets	8,737,433	57,864			5,899		258,108	9,059,304		9,059,304
511.4 Restricted Net Position		27,338						27,338		27,338
512.4 Unrestricted Net Position	797,551	-117,750			237,199		642,200	1,559,200		1,559,200
<b>513 Total Equity - Net Assets / Position</b>	<b>9,534,984</b>	<b>-32,548</b>	<b>-</b>	<b>-</b>	<b>243,098</b>	<b>-</b>	<b>900,308</b>	<b>10,645,842</b>	<b>-</b>	<b>10,645,842</b>
<b>600 Total Liabilities, Deferred Inflow of Resources, and Equity - Net</b>	<b>10,476,217</b>	<b>639,968</b>	<b>6,236</b>	<b>-</b>	<b>420,919</b>	<b>3,669</b>	<b>1,157,711</b>	<b>12,704,720</b>	<b>-8,353</b>	<b>12,696,367</b>

**WARREN METROPOLITAN HOUSING AUTHORITY  
SUPPLEMENTAL FINANCIAL SCHEDULE  
ENTITY WIDE REVENUE AND EXPENSE SUMMARY  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2016**

	Project Total	14.871 Housing Choice Vouchers	14.238 Shelter Plus Care	14.235 Supportive Housing Program	14.267 Continuum of Care	2 State/Local	COCC	Subtotal	ELIM	Total
70300 Net Tenant Rental Revenue	320,061				50,688			370,749		370,749
70400 Tenant Revenue - Other	10,595							10,595		10,595
<b>70500 Total Tenant Revenue</b>	<b>330,656</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,688</b>	<b>-</b>	<b>-</b>	<b>381,344</b>	<b>-</b>	<b>381,344</b>
70600 HUD PHA Operating Grants	843,709	4,930,113	85,716		944,221			6,803,759		6,803,759
70610 Capital Grants	576,291							576,291		576,291
70710 Management Fee							290,753	290,753	-290,753	-
70720 Asset Management Fee							24,960	24,960	-24,960	-
70730 Book Keeping Fee							88,695	88,695	-88,695	-
<b>70700 Total Fee Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>404,408</b>	<b>404,408</b>	<b>-404,408</b>	<b>-</b>
70800 Other Government Grants						632,500		632,500		632,500
71100 Investment Income - Unrestricted	1,720	641			233		326	2,920		2,920
71400 Fraud Recovery		27,337			648			27,985		27,985
71500 Other Revenue	16,301				1,620			17,921		17,921
71600 Gain or Loss on Sale of Capital Assets	860							860		860
<b>70000 Total Revenue</b>	<b>1,769,537</b>	<b>4,958,091</b>	<b>85,716</b>	<b>-</b>	<b>997,410</b>	<b>632,500</b>	<b>404,734</b>	<b>8,847,988</b>	<b>-404,408</b>	<b>8,443,580</b>
91100 Administrative Salaries	104,887	142,698	3,944		57,980	24,388	125,807	459,704		459,704
91200 Auditing Fees	2,534	6,878			1,736	238	724	12,110		12,110
91300 Management Fee	151,941	112,200			26,612			290,753	-290,753	-
91310 Book-keeping Fee	18,570	70,125						88,695	-88,695	-
91400 Advertising and Marketing	3,675	657					118	4,450		4,450
91500 Employee Benefit contributions - Administrative	71,988	125,816	1,476		39,616	4,549	88,606	332,051		332,051
91600 Office Expenses	33,178	49,121			18,351	2,119	17,105	119,874		119,874
91700 Legal Expense	1,352	180			92		503	2,127		2,127
91800 Travel	1,256	486			1,450	49	552	3,793		3,793
91900 Other	2,733	1,230			24		25,628	29,615		29,615
<b>91000 Total Operating - Administrative</b>	<b>392,114</b>	<b>509,391</b>	<b>5,420</b>	<b>-</b>	<b>145,861</b>	<b>31,343</b>	<b>259,043</b>	<b>1,343,172</b>	<b>-379,448</b>	<b>963,724</b>
92000 Asset Management Fee	24,960							24,960	-24,960	-
92100 Tenant Services - Salaries	10,654				63,478			74,132		74,132
92300 Employee Benefit Contributions - Tenant Services	6,572				44,080			50,652		50,652
92400 Tenant Services - Other	1,792				1,100	614,353		617,245		617,245
<b>92500 Total Tenant Services</b>	<b>19,018</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>108,658</b>	<b>614,353</b>	<b>-</b>	<b>742,029</b>	<b>-</b>	<b>742,029</b>
93100 Water	34,761	2,560			1,316		1,008	39,645		39,645
93200 Electricity	26,776	1,629			1,396		1,396	31,197		31,197
93300 Gas	6,273	943			471		353	8,040		8,040
<b>93000 Total Utilities</b>	<b>67,810</b>	<b>5,132</b>	<b>-</b>	<b>-</b>	<b>3,183</b>	<b>-</b>	<b>2,757</b>	<b>78,882</b>	<b>-</b>	<b>78,882</b>
94100 Ordinary Maintenance and Operations - Labor	180,825							180,825		180,825
94200 Ordinary Maintenance and Operations - Materials and Other	92,277	4,147			3,597		1,796	101,817		101,817
94300 Ordinary Maintenance and Operations Contracts	93,460	130			986		111	94,687		94,687
94500 Employee Benefit Contributions - Ordinary Maintenance	120,089							120,089		120,089
<b>94000 Total Maintenance</b>	<b>486,651</b>	<b>4,277</b>	<b>-</b>	<b>-</b>	<b>4,583</b>	<b>-</b>	<b>1,907</b>	<b>497,418</b>	<b>-</b>	<b>497,418</b>

**WARREN METROPOLITAN HOUSING AUTHORITY  
SUPPLEMENTAL FINANCIAL SCHEDULE  
ENTITY WIDE REVENUE AND EXPENSE SUMMARY  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2016**

	Project Total	14.871 Housing Choice Vouchers	14.238 Shelter Plus Care	14.235 Supportive Housing Program	14.267 Continuum of Care	2 State/Local	COCC	Subtotal	ELIM	Total
95200 Protective Services - Other Contract Costs	22,703							22,703		22,703
<b>95000 Total Protective Services</b>	22,703	-	-	-	-	-	-	22,703	-	22,703
96110 Property Insurance	81,685	4,805					9,610	96,100		96,100
96120 Liability Insurance	4,590	1,850			772		6,433	13,645		13,645
96130 Workmen's Compensation	4,539	2,130			1,898	813	1,797	11,177		11,177
96140 All Other Insurance	2,979	660			2,118		989	6,746		6,746
<b>96100 Total insurance Premiums</b>	93,793	9,445	-	-	4,788	813	18,829	127,668	-	127,668
96200 Other General Expenses	3,408	1,023						4,431		4,431
96210 Compensated Absences	29,253	21,289			19,744	3,569	14,540	88,395		88,395
96300 Payments in Lieu of Taxes	25,225							25,225		25,225
96400 Bad debt - Tenant Rents	28,160				28,685			56,845		56,845
<b>96000 Total Other General Expenses</b>	86,046	22,312	-	-	48,429	3,569	14,540	174,896	-	174,896
<b>96900 Total Operating Expenses</b>	1,193,095	550,557	5,420	-	315,502	650,078	297,076	3,011,728	-404,408	2,607,320
<b>97000 Excess of Operating Revenue over Operating Expenses</b>	576,442	4,407,534	80,296	-	681,908	-17,578	107,658	5,836,260	-	5,836,260
97300 Housing Assistance Payments		4,417,280	80,296		665,126			5,162,702		5,162,702
97400 Depreciation Expense	644,794	6,022			2,700		15,014	668,530		668,530
<b>90000 Total Expenses</b>	1,837,889	4,973,859	85,716	-	983,328	650,078	312,090	8,842,960	-404,408	8,438,552
10010 Operating Transfer In	46,000							46,000	-46,000	-
10020 Operating transfer Out	-46,000							-46,000	46,000	-
10093 Transfers between Program and Project - In						17,578		17,578	-17,578	-
10094 Transfers between Project and Program - Out							-17,578	-17,578	17,578	-
<b>10100 Total Other financing Sources (Uses)</b>	-	-	-	-	-	17,578	-17,578	-	-	-
<b>10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses</b>	-68,352	-15,768	-	-	14,082	-	75,066	5,028	-	5,028
11030 Beginning Equity	9,603,336	-16,780		229,016			825,242	10,640,814		10,640,814
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors				-229,016	229,016			-		-
11170 Administrative Fee Equity		-57,179						-57,179		-57,179
11180 Housing Assistance Payments Equity		27,338						27,338		27,338
11190 Unit Months Available	2,484	9,576	136		846			13,042		13,042
11210 Number of Unit Months Leased	2,464	9,350	136		753			12,703		12,703

**WARREN METROPOLITAN HOUSING AUTHORITY  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2016**

<b>Federal Grantor/ Pass Through Grantor/ Program Title</b>	<b>Federal CDA Number</b>	<b>Expenditures</b>
<b><u>U.S. Department of Housing and Urban Development</u></b>		
<i>Direct Programs:</i>		
Low Rent Public Housing Program	14.850	\$ 774,371
Public Housing Capital Fund Program	14.872	645,629
Section 8 Housing Choice Voucher Program	14.871	4,930,113
Continuum of Care	14.267	944,221
Shelter Plus Care	14.238	<u>85,716</u>
<b>Total Direct Awards</b>		<u>7,380,050</u>
<b>Total U. S. Department of Housing and Urban Development</b>		<u>7,380,050</u>
<b>Total Federal Awards</b>		<u><u>\$ 7,380,050</u></u>



**JAMES G. ZUPKA, C.P.A., INC.**

*Certified Public Accountants*

*5240 East 98<sup>th</sup> Street*

*Garfield Hts., Ohio 44125*

---

Member American Institute of Certified Public Accountants

(216) 475 - 6136

Ohio Society of Certified Public Accountants

**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 Members of the Board  
Warren Metropolitan Housing Authority  
Lebanon, Ohio

Regional Inspector General of Audit  
Department of Housing and Urban  
Development

We have audited, in accordance with the 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 the Warren Metropolitan Housing Authority, Ohio, (the Authority) as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated May 16, 2017.

***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the 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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the 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 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 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. 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 been identified.

### ***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the 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 results of that testing, and not to provide an opinion on the effectiveness of the 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 Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



James G. Zupka, CPA, Inc.  
Certified Public Accountants

May 16, 2017

**JAMES G. ZUPKA, C.P.A., INC.**

*Certified Public Accountants  
5240 East 98<sup>th</sup> Street  
Garfield Hts., Ohio 44125*

---

Member American Institute of Certified Public Accountants

(216) 475 - 6136

Ohio Society of Certified Public Accountants

**REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON  
INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE  
UNIFORM GUIDANCE**

To the Members of the Board  
Warren Metropolitan Housing Authority  
Lebanon, Ohio

Regional Inspector General of Audit  
Department of Housing and Urban  
Development

***Report on Compliance for Each Major Federal Program***

We have audited the Warren Metropolitan Housing Authority, Ohio's (the Authority) compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the Authority's major federal programs for the year ended December 31, 2016. The Authority's major federal programs are 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 compliance for each of the Authority's major federal programs 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 the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of 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 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 Authority's compliance.

### ***Opinion on Each Major Federal Program***

In our opinion, the Warren Metropolitan Housing Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2016.

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

Management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Authority's internal control over compliance with the types of requirements that could have a direct and material effect on each 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 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 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 type of compliance requirement of a federal program 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 over compliance 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.



James G. Zupka, CPA, Inc.  
Certified Public Accountants

May 16, 2017

**WARREN METROPOLITAN HOUSING AUTHORITY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2016**

---

**1. SUMMARY OF AUDITOR'S RESULTS**

2016(i)	Type of Financial Statement Opinion	Unmodified
2016(ii)	Were there any material control weaknesses reported at the financial statement level (GAGAS)?	No
2016(ii)	Were there any significant deficiencies in internal control reported at the financial statements level (GAGAS)?	No
2016(iii)	Was there any reported material noncompliance at the financial statement level (GAGAS)?	No
2016(iv)	Were there any material internal control weaknesses reported for major Federal programs?	No
2016(iv)	Were there any significant deficiencies in internal control reported for major Federal programs?	No
2016(v)	Type of Major Programs' Compliance Opinion	Unmodified
2016(vi)	Are there any reportable findings under 2 CFR 200.516(a)?	No
2016(vii)	Major Programs (list):  Continuum of Care - CFDA # 14.267 Public Indian Housing - CFDA #14.850	
2016(viii)	Dollar Threshold: Type A\B Programs	Type A: >\$750,000 Type B: all others
2016(ix)	Low Risk Auditee?	Yes

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

None.

**3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS**

None.

**WARREN METROPOLITAN HOUSING AUTHORITY  
STATUS OF PRIOR CITATIONS AND RECOMMENDATIONS  
FOR THE YEAR ENDED DECEMBER 31, 2016**

---

---

The prior audit report, as of December 31, 2015, did not include any findings or management letter recommendations.



# Dave Yost • Auditor of State

**WARREN METROPOLITAN HOUSING AUTHORITY**

**WARREN 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.**

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
JULY 11, 2017**