

Hancock Metropolitan Housing Authority

Financial Statements

For the Year Ended December 31, 2009





Mary Taylor, CPA  
Auditor of State

Board of Commissioners  
Hancock Metropolitan Housing Authority  
1800 North Blanchard Street, Suite 114  
Findlay, Ohio 45840

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

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

*Mary Taylor*

Mary Taylor, CPA  
Auditor of State

July 19, 2010

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HANCOCK METROPOLITAN HOUSING AUTHORITY  
AUDIT REPORT  
FOR THE YEAR ENDED DECEMBER 31, 2009

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## Independent Auditors' Report

Board of Commissioners  
Hancock Metropolitan Housing Authority

I have audited the accompanying financial statements of the business-type activities of Hancock Metropolitan Housing Authority, Ohio, as of and for the year ended December 31, 2009, which collectively comprise the Authority basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Hancock Metropolitan Housing Authority, Ohio, management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my 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 I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Hancock Metropolitan Housing Authority, Ohio, as of December 31, 2009, and the respective changes in financial position and the cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, I have also issued a report dated April 30, 2010, on my consideration of Hancock Metropolitan Housing Authority, Ohio's internal control over financial reporting and my 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 my testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in conjunction with this report in considering the results of my audit.

The Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information required by the accounting principles generally accepted in the United State of America. I have applied certain limited procedures, which consisted principally of inquiry of management regarding the methods of measurement and presentation of the supplementary information. However, I did not audit the information and express no opinion thereon.

My Audit was performed for the purpose of forming an opinion on the financial statements that collectively comprise the Hancock Metropolitan Housing Authority basic financial statements. The accompanying Schedule of Expenditure of Federal Awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Government and Non-Profit Organizations* and is not a required part of the financial statements. The FDS Schedule Submitted to REAC schedule is presented for purposes of additional analysis as required by the Department of Housing and Urban Development and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, is fairly presented in all material respect in relation to the basic financial statements taken as a whole.

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Salvatore Consiglio, CPA, Inc.  
April 30, 2010

**HANCOCK METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT’S DISCUSSION AND ANALYSIS (M D & A)  
Year Ended DECEMBER 31, 2009**

**Unaudited**

Hancock Metropolitan Housing Authority’s (“the Authority”) management’s discussion and analysis is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the Authority’s financial activity, (c) identify changes in the Authority’s financial position, and (d) identify individual fund issues or concerns.

Since the Management’s Discussion and Analysis (MD&A) is designed to focus on the current years activities, resulting changes and currently known facts, please read it in conjunction with the Authority’s financial statements (beginning on page 12).

**FINANCIAL HIGHLIGHTS**

- During 2009, the Authority’s net assets decreased by \$261,459 (or 23.75 %) during 2009. Since the Authority engages only in business-type activities, the decrease is all in the category of business-type net assets. Net Assets were \$839,401 and \$1,100,860 for 2009 and 2008 respectively.
- Revenues decreased by \$93,824 (or 3.07%) during 2009, and were \$2,966,097 and \$3,059,921 for 2009 and 2008 respectively. The decrease in revenue was mainly due to interest earned on cash on hand and the operating subsidy.
- The total expenses of all Authority programs increased by \$261,955 (or 8.83%). Total expenses were \$3,227,556 and \$2,965,601 for 2009 and 2008 respectively. The increase in expenses was mainly due to an increase in administrative expenses and in Housing Assistance Payments.

**USING THIS ANNUAL REPORT**

The Report includes three major sections, the “Management’s Discussion and Analysis (MD&A)”, “Basic Financial Statements”, and “Other Required Supplementary Information”:

<p>MD&amp;A</p> <p>~ Management’s Discussion &amp; Analysis ~</p>
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**HANCOCK METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (M D & A)  
Year Ended DECEMBER 31, 2009**

**Unaudited**

Basic Financial Statements  
  
~ **Authority-wide Financial Statements** ~

Other Required Supplementary Information  
  
~ **Required Supplementary Information** ~  
(other than the MD&A)

The primary focus of the Authority's financial statements is on both the Authority as a whole (Authority-wide) and the major individual funds. Both perspectives (authority-wide and major fund) allow the user to address relevant questions, broaden a basis for comparison (year to year or Authority to Authority) and enhance the Authority's accountability.

**Authority-Wide Financial Statements**

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

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

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

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

**HANCOCK METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT’S DISCUSSION AND ANALYSIS (M D & A)  
Year Ended DECEMBER 31, 2009**

**Unaudited**

**Authority-Wide Financial Statements (continued)**

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

Unrestricted Net Assets: Consists of Net Assets that do not meet the definition of “Net Assets Invested in Capital Assets, Net of Related Debt”, or “Restricted Net Assets”.

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

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

Finally, a Statement of Cash Flows is included, which discloses net cash provided by, or used for operating activities, non-capital financing activities, and from capital and related financing activities.

**Financial Statements**

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

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

**The Authority’s Funds**

**Business Type Fund**

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’ portion of the rent at 30% of adjusted gross income.

**HANCOCK METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (M D & A)  
Year Ended DECEMBER 31, 2009**

**Unaudited**

**Business Type Fund (continued)**

Other Non-Major Programs – In addition to the program above, the Authority also operates the following programs. The Authority received funding from Putman County's HOME program and Community Housing Improvement Program (CHIP) during the fiscal year. State/Local activities represent non-HUD resources developed from a variety of activities.

**AUTHORITY-WIDE STATEMENTS**

Statement of Net Assets

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

**TABLE 1**

**STATEMENT OF NET ASSETS**

	<u><b>2009</b></u>	<u><b>2008</b></u>
Current and Other Assets	\$ 1,048,273	\$ 1,065,753
Capital Assets	<u>70,474</u>	<u>54,056</u>
<b>Total Assets</b>	<b><u><u>\$ 1,118,747</u></u></b>	<b><u><u>\$ 1,119,809</u></u></b>
Current Liabilities	\$ 275,561	\$ 14,815
Long-Term Liabilities	<u>3,785</u>	<u>4,134</u>
<b>Total Liabilities</b>	<b><u><u>279,346</u></u></b>	<b><u><u>18,949</u></u></b>
Net Assets:		
Investment in Capital Assets, net of Related Debt	70,474	54,056
Restricted net assets	390,876	536,472
Unrestricted Net Assets	<u>378,051</u>	<u>510,332</u>
<b>Total Net Assets</b>	<b><u><u>839,401</u></u></b>	<b><u><u>1,100,860</u></u></b>
<b>Total Liabilities and Net Assets</b>	<b><u><u>\$ 1,118,747</u></u></b>	<b><u><u>\$ 1,119,809</u></u></b>

For more detailed information see page 11 for the Statement of Net Assets.

**HANCOCK METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (M D & A)  
Year Ended DECEMBER 31, 2009**

**Unaudited**

**Major Factors Affecting the Statement of Net Assets**

During 2009, current and other assets decreased by \$17,480. Current liabilities increased by \$260,746. The current and other assets, primarily cash, decreased due to current year activities, especially additional expenses incurred for housing assistance payments.

The increase in liabilities is due to an increase in deferred revenue change in current year activities.

Capital assets increased from \$54,056 to \$70,474. The \$16,418 increase is due to current year purchases less depreciation expense. For more detail see "Capital Assets and Debt Administration" below.

Table 2 presents details on the change in Unrestricted Net Assets

**TABLE 2  
CHANGE OF TOTAL NET ASSETS**

	<u>Unrestricted</u>	<u>Restricted Net Assets</u>	<u>Investment in Capital Assets</u>
Beginning Balance - December 31, 2008	\$ 510,332	\$ 536,472	\$ 54,056
Results of Operation	(115,863)	(145,596)	-
Adjustments:			
Current year Depreciation Expense (1)	16,924	-	(16,924)
Capital Expenditure	<u>(33,342)</u>	<u>-</u>	<u>33,342</u>
Ending Balance - December 31, 2009	<u>\$ 378,051</u>	<u>\$ 390,876</u>	<u>\$ 70,474</u>

(1) Depreciation is treated as an expense and reduces the results of operations but does not have an impact on Unrestricted Net Assets

(2) HUD now requires unspent HAP funding for the Housing Choice Voucher Program be classified as Restricted Net Assets

While the results of operations are a significant measure of the Authority's activities, the analysis of the changes in Total Net Assets provides a clearer change in financial well-being.

**HANCOCK METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (M D & A)  
Year Ended DECEMBER 31, 2009**

**Unaudited**

**TABLE 3**

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS**

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

	<u><b>2009</b></u>	<u><b>2008</b></u>
<b><u>Revenues</u></b>		
Operating Subsidies	\$ 2,942,099	\$ 3,002,344
Other Government Grant	-	19,291
Investment Income	1,281	10,210
Other Revenues	<u>22,717</u>	<u>28,076</u>
<b>Total Revenues</b>	<b><u>2,966,097</u></b>	<b><u>3,059,921</u></b>
<b><u>Expenses</u></b>		
Administrative	498,683	358,561
Utilities	14,261	14,734
Maintenance	1,311	44,417
General Expenses	6,074	3,959
Housing Assistance Payments	2,690,303	2,531,380
Depreciation	<u>16,924</u>	<u>12,550</u>
<b>Total Expenses</b>	<b><u>3,227,556</u></b>	<b><u>2,965,601</u></b>
<b>Net Increases (Decreases)</b>	<b><u>\$ (261,459)</u></b>	<b><u>\$ 94,320</u></b>

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

Total Revenue decreased for the year by \$93,824. The decrease was mainly due to less grant funds received from HUD and also a decrease in interest earned due to change in interest rate and having less cash at bank.

Total expenses increased by \$261,955. This increase was mainly due to an increase in housing assistance payments.

**HANCOCK METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (M D & A)  
Year Ended DECEMBER 31, 2009**

**Unaudited**

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets**

As of year end, the Authority had \$70,474 invested in a variety of capital assets as reflected in the following schedule, which represents a net decrease (addition, deductions and depreciation) of \$16,418 from the end of last year. As explained earlier, the increase is due to administrative equipment purchased less depreciation expense.

**TABLE 4**

**CAPITAL ASSETS AT YEAR-END  
(NET OF DEPRECIATION)**

	<u><b>2009</b></u>	<u><b>2008</b></u>
Equipment - Administrative	\$ 110,885	\$ 91,762
Accumulated Depreciation	<u>(40,411)</u>	<u>(37,706)</u>
 Total	 <u><u>\$ 70,474</u></u>	 <u><u>\$ 54,056</u></u>

The following reconciliation summarizes the change in Capital Assets, which is presented in detail on page 21 of the notes.

**TABLE 5**

**CHANGE IN CAPITAL ASSETS  
(IN THOUSANDS)**

Beginning Balance - December 31, 2008	\$	54,056
Current year Additions		33,342
Current year Depreciation Expense		<u>(16,924)</u>
 Ending Balance - December 31, 2009	 \$	 <u><u>70,474</u></u>
 Current year Additions are summarized as follows:		
- Computers and software	\$	18,219
- Office furniture		13,153
- Scanner		<u>1,970</u>
 Total 2009 Additions	 \$	 <u><u>33,342</u></u>

**HANCOCK METROPOLITAN HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (M D & A)  
Year Ended DECEMBER 31, 2009**

**Unaudited**

The Authority did not have any outstanding debt at December 31, 2009.

**ECONOMIC FACTORS**

Significant economic factors affecting the Authority are as follows:

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

**FINANCIAL CONTACT**

The individual to be contacted regarding this report is Dianne J. Osborn, Executive Director of the Hancock Metropolitan Housing Authority, at (419) 424-7848. Specific requests may be submitted to the Hancock Metropolitan Housing Authority at Suite 114, The Family Center, 1800 North Blanchard Street, Findlay, Ohio 45840.

**HANCOCK METROPOLITAN HOUSING AUTHORITY**  
**Statement of Net Assets**  
**Proprietary Funds**  
**December 31, 2009**

**ASSETS**

**Current assets**

Cash and cash equivalents	\$ 581,087
Restricted cash and cash equivalents	394,388
Receivables, net	66,494
Prepaid expenses and other assets	6,304
<b>Total current assets</b>	<b><u>1,048,273</u></b>

**Noncurrent assets**

Capital assets:	
Building and equipment	110,885
Less accumulated depreciation	(40,411)
<b>Total noncurrent assets</b>	<b><u>70,474</u></b>
<b>Total assets</b>	<b><u><u>\$ 1,118,747</u></u></b>

**LIABILITIES**

**Current liabilities**

Accounts payable	\$ 1,345
Accrued Liabilities	11,033
Deferred revenue	259,671
Other current liabilities	3,512
<b>Total current liabilities</b>	<b><u>275,561</u></b>

**Noncurrent liabilities**

Accrued Compensated Absences	3,785
<b>Total noncurrent liabilities</b>	<b><u>3,785</u></b>
<b>Total liabilities</b>	<b><u><u>\$ 279,346</u></u></b>

**NET ASSETS**

Invested in capital assets, net of related debt	\$ 70,474
Restricted net assets	390,876
Unrestricted net assets	378,051
<b>Total net assets</b>	<b><u><u>\$ 839,401</u></u></b>

The accompanying notes to the Basic Financial Statements are an integral part of these statements.



**HANCOCK METROPOLITAN HOUSING AUTHORITY**  
**Statement of Revenues, Expenses, and Changes in Fund Net Assets**  
**Proprietary Funds**  
**For the Year Ended December 31, 2009**

***OPERATING REVENUES***

Government operating grants	\$ 2,942,099
Other revenue	22,717
<b>Total operating revenues</b>	<b><u>2,964,816</u></b>

***OPERATING EXPENSES***

Administrative	498,683
Utilities	14,261
Maintenance	1,311
General	6,074
Housing assistance payment	2,690,303
Depreciation	16,924
<b><i>Total operating expenses</i></b>	<b><u>3,227,556</u></b>
<b>Operating income (loss)</b>	<b><u>(262,740)</u></b>

***NONOPERATING REVENUES (EXPENSES)***

Interest and investment revenue	1,281
<b><i>Total nonoperating revenues (expenses)</i></b>	<b><u>1,281</u></b>
Change in net assets	(261,459)
Total net assets - beginning	1,100,860
<b>Total net assets - ending</b>	<b><u><u>\$ 839,401</u></u></b>

The accompanying notes to the Basic Financial Statements are an integral part of these statements.

**HANCOCK METROPOLITAN HOUSING AUTHORITY**  
**Statement of Cash Flows**  
**Proprietary Fund Type**  
**For the year ended December 31, 2009**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Operating grants received	\$ 2,908,128
Other revenue received	22,717
Cash payments for administrative	(269,071)
Cash payments for HAP	<u>(2,690,303)</u>

**Net cash provided (used) by operating activities** **(28,529)**

**CASH FLOWS FROM INVESTING ACTIVITIES**

Interest earned	<u>1,281</u>
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**Net cash provided (used) by investing activities** **1,281**

**CASH FLOWS FROM CAPITAL AND FINANCING ACTIVITIES**

Acquisition of capital assets	<u>(33,342)</u>
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**Net cash provided (used) by capital and related activities** **(33,342)**

Net increase (decrease) in cash (60,590)

Cash and cash equivalents - Beginning of year 1,036,065

**Cash and cash equivalents - End of year** **\$ 975,475**

The accompanying notes to the Basic Financial Statements are an integral part of these statements.

**HANCOCK METROPOLITAN HOUSING AUTHORITY**  
**Statement of Cash Flows (Continued)**  
**Proprietary Funds**  
**For the Year Ended December 31, 2009**

**RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES**

Net Operating Income (Loss)	\$ (262,740)
Adjustment to Reconcile Operating Loss to Net Cash Used by Operating Activities	
- Depreciation	16,924
- (Increases) Decreases in Accounts Receivable - HUD	(33,971)
- (Increases) Decreases in Accounts Receivable - Other	(7,405)
- (Increases) Decreases in Prepaid Assets	(1,756)
- (Increases) Decreases in Other Non-Current Assets	22
- Increases (Decreases) in Accounts Payable	(3,740)
- Increases (Decreases) in Accounts Payable -HUD	(60)
- Increases (Decreases) in Deferred Revenue	259,671
- Increases (Decreases) in Accrued Liabilities	1,014
- Increases (Decreases) in Other Current Liabilities	3,512
	3,512
<b>Net cash provided by operating activities</b>	<b><u><u>\$ (28,529)</u></u></b>

The accompanying notes to the Basic Financial Statements are an integral part of these statements.

HANCOCK METROPOLITAN HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009

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

**Summary of Significant Accounting Policies**

The financial statements of the Hancock 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 Hancock Metropolitan Housing Authority is a political subdivision of the State of Ohio, located in Findlay, Ohio. The Authority was created under the Ohio Revised Code, Section 3735.27, to engage in the acquisition, development, leasing, and administration of low-rent housing program. The Authority contracts with the United States Department of Housing and Urban Development (HUD) to provide low and moderate income persons with safe and sanitary housing through subsidies provided by HUD. The Authority depends on the subsidies from HUD to operate.

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

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

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

HANCOCK METROPOLITAN HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009  
(CONTINUED)

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (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 Authority's basic financial statements consist of a statement of net assets, a statement of revenue, expenses and changes net assets, and a statement of cash flows.

**Fund Accounting**

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

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

**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.

HANCOCK METROPOLITAN HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009  
(CONTINUED)

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

**Measurement Focus/Basis of Accounting**

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

**Description of programs**

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

**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.

**Investments**

The provisions of the HUD Regulations restrict investments. Investments are valued at market value. Interest income earned in fiscal year ending December 31, 2009 totaled \$1,281.

**Capital Assets**

Capital assets are stated at cost. The capitalization policy of the Authority is to depreciate all non-expendable personal property having a useful life of more than one year and purchase price of \$500 or more per unit. 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	27 1/2 - 40 year
Buildings Improvements	15 years
Furniture, equipment and machinery	3-7 years

HANCOCK METROPOLITAN HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009  
(CONTINUED)

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

**Net Assets**

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

**Operating Revenues and Expenses**

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

**Capital Contributions**

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

**Cash and Cash Equivalents**

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

**Compensated Absences**

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

HANCOCK METROPOLITAN HOUSING AUTHORITY  
 NOTES TO THE BASIC FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED DECEMBER 31, 2009  
 (CONTINUED)

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

In the proprietary fund, the compensated absences are expensed when earned with the amount reported as a fund liability. The liability amount of \$3,785 was reported as non-current year liability.

The following is a summary of changes in compensated absence liability:

	<b>Balance 12/31/08</b>	<b>Increase</b>	<b>Decrease</b>	<b>Balance 12/31/09</b>	<b>Due within a Year</b>
Total Liability	\$4,134	\$10,322	(\$10,671)	\$3,785	\$0

**Budgetary Accounting**

The Authority is required by contractual agreements to adopt annual, appropriated operating budgets for all its Enterprise Funds receiving federal expenditure awards. All budgets are prepared on a HUD basis, which is materially consistent with accounting principles generally accepted in the United States of America. All annual appropriations lapse at fiscal year end. The Board of Commissioners adopts the budget through passage of a budget resolution.

**Estimates**

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

**NOTE 2: 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 current two year period of designation of depositories. Inactive deposits must either be evidenced by certificate of deposits maturing not later than the end of the current period of designation of the depositories, or by savings or deposit accounts including, but not limited to passbook accounts.



HANCOCK METROPOLITAN HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009  
(CONTINUED)

**NOTE 2: DEPOSITS AND INVESTMENTS** (Continued)

C. Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificate of deposit maturing not more than one year from the date of deposit or by savings or deposit accounts including passbook accounts.

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

At fiscal year end December 31, 2009, the carrying amount of the Authority's deposits totaled \$975,475 and its bank balance was \$996,725. Based on the criteria described in GASB Statement No. 40, "Deposit and Investment Risk Disclosure," as of December 31, 2009, \$746,725 was exposed to custodial risk as discussed below, while \$250,000 was covered by the Federal Depository Insurance Corporation.

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

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

**NOTE 3: RESTRICTED CASH AND INVESTMENT**

Restricted cash balance as of December 31, 2009 of \$394,388 represents cash on hand for the following:

- Cash on hand advance from HUD for housing assistance	\$390,276
- Cash for Hancock County Corporation for Independent Living	3,512

HANCOCK METROPOLITAN HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009  
(CONTINUED)

**NOTE 4: CAPITAL ASSETS**

	<b>Balance 12/31/08</b>	<b>Additions</b>	<b>Deletion</b>	<b>Balance 12/31/09</b>
<b>Capital Assets Being Depreciated:</b>				
Furnt, Mach. and Equip. – Admin	\$91,762	\$33,342	(\$14,219)	\$110,885
Total Capital Assets Being Depreciated	91,762	33,342	(14,219)	110,885
<b>Accumulated Depreciation:</b>				
Furnt, Mach. and Equip. – Admin	(37,706)	(16,924)	14,219	(40,411)
Total Accumulated Depreciation	(37,706)	(16,924)	14,219	(40,411)
<b>Total Capital Assets, Net</b>	<b>\$54,056</b>	<b>(\$16,418)</b>	<b>(\$0)</b>	<b>\$70,474</b>

**NOTE 5: DEFINED BENEFIT PENSION PLANS -PUBLIC EMPLOYEES RETIREMENT SYSTEM**

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

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

HANCOCK METROPOLITAN HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009  
(CONTINUED)

**NOTE 5: DEFINED BENEFIT PENSION PLANS -PUBLIC EMPLOYEES  
RETIREMENT SYSTEM (Continued)**

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

Plan members are required to contribute 10.0 percent of their annual covered salary to fund pension obligations. The 2009 employer pension contribution rate for Authority was 14.0 percent. Contributions are authorized by state statute. The contribution rates are determined actuarially. The Authority's contribution for the years ended December 31, 2009, 2008, and 2007 amounted to \$41,164, \$34,897, and \$34,339, respectively. Ninety-Six percent has been contributed for 2009. All required contributions for the two previous years have been paid.

**NOTE 6: POSTEMPLOYMENT BENEFITS PUBLIC EMPLOYEES  
RETIREMENT SYSTEM**

The Public Employees Retirement System of Ohio (OPERS) provides post-employment health care benefits to age and service retirants with ten or more years of qualifying Ohio service credit and to primary survivor recipients of such retirants. Health care coverage for disability recipients is also available. The health care coverage provided by the OPERS is considered an Other Post-employment Benefit (OPEB) as described in GASB Statement No. 12. A portion of each employer's contribution to the OPERS is set aside for the funding of post retirement health care. The Ohio Revised Code provides statutory Authority requiring public employers to fund post-employment health care through their contributions to the OPERS. The portion of the 2009 employer contribution rate (identified above) that was used to fund health care was 7.0 percent of covered payroll from January 1 through March 31, 2009 and 5.5 percent of covered payroll from April 1 through December 31, 2009, which amounted to \$17,175. The significant actuarial

HANCOCK METROPOLITAN HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009  
(CONTINUED)

**NOTE 6: POSTEMPLOYMENT BENEFITS PUBLIC EMPLOYEES  
RETIREMENT SYSTEM (Continued)**

assumptions and calculations relating to post-employment health care benefits were based on the OPERS' latest actuarial review performed as of December 31, 2008. An entry age normal actuarial cost method of valuation is used in determining the present value of OPEB. The difference between assumed and actual experience (actuarial gains and losses) becomes part of unfunded actuarial accrued liability. All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Under this approach assets are adjusted annually to reflect 25 percent of unrealized market appreciation or depreciation on investment assets, not to exceed a 12 percent corridor. The investment assumption rate for 2008 was 6.5 percent. An annual increase of 4.0 percent compounded annually is the base portion of the individual pay increase assumption. This assumes no change in the number of active employees. Additionally, annual pay increases, over and above the 4.0 percent base increase, were assumed to range from 0.50 percent to 6.3 percent. Health care costs were assumed to increase at a projected wage inflation rate plus an additional factor ranging from .5% to 3% for the next 6 years. In subsequent years (7 and beyond), health care costs were assumed to increase at 4% (the projected wage inflation rate).

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

OPERS Retirement Board Implemented its Health Care Preservation Plan (HCPP). HCPP was adopted on September 9, 2004, and is effective on January 1, 2007. In addition, OPERS created a separate investment pool for health care assets. Members and employers contribution rates increases in January 1, 2006, 2007, and in 2008 will allow additional funds to be allocated to the health care plan.

**NOTE 7: CONSTRUCTION AND OTHER COMMITMENTS**

The Authority had no material operating lease commitments or material capital or construction commitments at December 31, 2009.

**NOTE 8: LITIGATION**

The Authority had no pending litigation or legal issues as of December 31, 2009.

HANCOCK METROPOLITAN HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009  
(CONTINUED)

**NOTE 9: SCHEDULE OF EXPENDITURE OF FEDERAL AWARD**

The accompanying schedule of expenditure of federal award is a summary of the activity of the Authority's federal programs. This schedule has been prepared on the accrual basis of accounting.

Hancock Metropolitan Housing Authority  
FDS Schedule Submitted to REAC  
Proprietary Fund Type - Enterprise Fund  
December 31, 2009

	Supportive Housing	Housing Choice Vouchers	State/ Local	ELIM	Total
111 Cash - Unrestricted	\$ 17,764	\$ 521,370	\$ 41,953	\$ -	\$ 581,087
113 Cash - Other Restricted	\$ -	\$ 390,876	\$ 3,512	\$ -	\$ 394,388
100 Total Cash	\$ 17,764	\$ 912,246	\$ 45,465	\$ -	\$ 975,475
122 Accounts Receivable - HUD Other Projects	\$ 8,621	\$ 25,350	\$ -	\$ -	\$ 33,971
125 Accounts Receivable - Miscellaneous	\$ 272	\$ 48,283	\$ 1,608	\$ -	\$ 50,163
126.2 Allowance for Doubtful Accounts -Other	\$ -	\$ (17,640)	\$ -	\$ -	\$ (17,640)
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$ 8,893	\$ 55,993	\$ 1,608	\$ -	\$ 66,494
142 Prepaid Expenses and Other Assets	\$ -	\$ 6,304	\$ -	\$ -	\$ 6,304
150 Total Current Assets	\$ 26,657	\$ 974,543	\$ 47,073	\$ -	\$ 1,048,273
164 Furniture, Equipment & Machinery - Administration	\$ -	\$ 80,287	\$ 30,598	\$ -	\$ 110,885
166 Accumulated Depreciation	\$ -	\$ (22,916)	\$ (17,495)	\$ -	\$ (40,411)
160 Total Capital Assets, Net of Accumulated Depreciation	\$ -	\$ 57,371	\$ 13,103	\$ -	\$ 70,474
190 Total Assets	\$ 26,657	\$ 1,031,914	\$ 60,176	\$ -	\$ 1,118,747
312 Accounts Payable <= 90 Days	\$ -	\$ 1,345	\$ -	\$ -	\$ 1,345
321 Accrued Wage/Payroll Taxes Payable	\$ -	\$ 11,033	\$ -	\$ -	\$ 11,033
342 Deferred Revenues	\$ 26,293	\$ 233,378	\$ -	\$ -	\$ 259,671
345 Other Current Liabilities	\$ -	\$ -	\$ 3,512	\$ -	\$ 3,512
310 Total Current Liabilities	\$ 26,293	\$ 245,756	\$ 3,512	\$ -	\$ 275,561
354 Accrued Compensated Absences - Non Current	\$ -	\$ 3,785	\$ -	\$ -	\$ 3,785
350 Total Non-Current Liabilities	\$ -	\$ 3,785	\$ -	\$ -	\$ 3,785
300 Total Liabilities	\$ 26,293	\$ 249,541	\$ 3,512	\$ -	\$ 279,346
508.1 Invested In Capital Assets, Net of Related Debt	\$ -	\$ 57,371	\$ 13,103	\$ -	\$ 70,474
511.1 Restricted Net Assets	\$ -	\$ 390,876	\$ -	\$ -	\$ 390,876
512.1 Unrestricted Net Assets	\$ 364	\$ 334,126	\$ 43,561	\$ -	\$ 378,051
513 Total Equity/Net Assets	\$ 364	\$ 782,373	\$ 56,664	\$ -	\$ 839,401
600 Total Liabilities and Equity/Net Assets	\$ 26,657	\$ 1,031,914	\$ 60,176	\$ -	\$ 1,118,747
70600 HUD PHA Operating Grants	\$ 335,659	\$ 2,606,440	\$ -	\$ -	\$ 2,942,099
71100 Investment Income - Unrestricted	\$ 1	\$ 897	\$ -	\$ -	\$ 898
71400 Fraud Recovery	\$ -	\$ 16,444	\$ -	\$ -	\$ 16,444
71500 Other Revenue	\$ -	\$ -	\$ 6,273	\$ -	\$ 6,273
72000 Investment Income - Restricted	\$ -	\$ 383	\$ -	\$ -	\$ 383
70000 Total Revenue	\$ 335,660	\$ 2,624,164	\$ 6,273	\$ -	\$ 2,966,097

Hancock Metropolitan Housing Authority  
FDS Schedule Submitted to REAC  
Proprietary Fund Type - Enterprise Fund  
December 31, 2009

	Supportive Housing	Housing Choice Vouchers	State/ Local	ELIM	Total
91100 Administrative Salaries	\$ 34,200	\$ 266,692	\$ 2,000	\$ -	\$ 302,892
91200 Auditing Fees	\$ -	\$ 12,931	\$ -	\$ -	\$ 12,931
91400 Advertising and Marketing	\$ -	\$ 3,686	\$ -	\$ -	\$ 3,686
91500 Employee Benefit contributions - Administrative	\$ 11,403	\$ 64,175	\$ 500	\$ -	\$ 76,078
91600 Office Expenses	\$ -	\$ 7,524	\$ -	\$ -	\$ 7,524
91700 Legal Expense	\$ -	\$ 1,544	\$ -	\$ -	\$ 1,544
91800 Travel	\$ -	\$ 13,369	\$ -	\$ -	\$ 13,369
91900 Other	\$ -	\$ 80,659	\$ -	\$ -	\$ 80,659
91000 Total Operating - Administrative	\$ 45,603	\$ 450,580	\$ 2,500	\$ -	\$ 498,683
93800 Other Utilities Expense	\$ -	\$ 14,261	\$ -	\$ -	\$ 14,261
93000 Total Utilities	\$ -	\$ 14,261	\$ -	\$ -	\$ 14,261
94300 Ordinary Maintenance and Operations Contracts	\$ -	\$ 1,311	\$ -	\$ -	\$ 1,311
94000 Total Maintenance	\$ -	\$ 1,311	\$ -	\$ -	\$ 1,311
96120 Workmen's Compensation	\$ -	\$ 4,756	\$ -	\$ -	\$ 4,756
96100 Total insurance Premiums	\$ -	\$ 4,756	\$ -	\$ -	\$ 4,756
96200 Other General Expenses	\$ -	\$ 1,318	\$ -	\$ -	\$ 1,318
96000 Total Other General Expenses	\$ -	\$ 1,318	\$ -	\$ -	\$ 1,318
96900 Total Operating Expenses	\$ 45,603	\$ 472,226	\$ 2,500	\$ -	\$ 520,329
97000 Excess of Operating Revenue over Operating Expenses	\$ 290,057	\$ 2,151,938	\$ 3,773	\$ -	\$ 2,445,768
97300 Housing Assistance Payments	\$ 290,056	\$ 2,400,247	\$ -	\$ -	\$ 2,690,303
97400 Depreciation Expense	\$ -	\$ 14,683	\$ 2,241	\$ -	\$ 16,924
90000 Total Expenses	\$ 335,659	\$ 2,887,156	\$ 4,741	\$ -	\$ 3,227,556
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	\$ 1	\$ (262,992)	\$ 1,532	\$ -	\$ (261,459)
11030 Beginning Equity	\$ 363	\$ 1,045,365	\$ 55,132	\$ -	\$ 1,100,860
Ending Equity	\$ 364	\$ 782,373	\$ 56,664	\$ -	\$ 839,401
11170 Administrative Fee Equity	\$ -	\$ 391,497	\$ -	\$ -	\$ 391,497
11180 Housing Assistance Payments Equity	\$ -	\$ 390,876	\$ -	\$ -	\$ 390,876
11190 Unit Months Available	900	9,468	-	-	10,368
11210 Number of Unit Months Leased	900	7,940	-	-	8,840
11270 Excess Cash	\$ -	\$ -	\$ -	\$ -	\$ -
11610 Land Purchases	\$ -	\$ -	\$ -	\$ -	\$ -
11620 Building Purchases	\$ -	\$ -	\$ -	\$ -	\$ -

Hancock Metropolitan Housing Authority  
Schedule of Expenditure of Federal Award  
For the Year Ended December 31, 2009

<b>FEDERAL GRANTOR / PASS THROUGH GRANTOR PROGRAM TITLES</b>	<b>CFDA NUMBER</b>	<b>EXPENDITURES</b>
U.S. Department of Housing and Urban Development Direct Program		
Housing Choice Voucher Program	14.871	\$2,606,440
Supportive Housing for Persons with Disabilities	14.181	<u>335,659</u>
Total Expenditure of Federal Award		<u>\$2,942,099</u>





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**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**

Board of Commissioners  
Hancock Metropolitan Housing Authority

I have audited the financial statements of the business-type activities of the Hancock Metropolitan Housing Authority, Ohio, as of and for the year ended December 31, 2009, which collectively comprise the Hancock Metropolitan Housing Authority basic financial statements and have issued my report thereon dated April 30, 2010. I conducted my 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.

**Internal Control over Financial Reporting**

In planning and performing my audit, I considered Hancock Metropolitan Housing Authority, Ohio's internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the financial statements, but no for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of the entity's internal control over financial reporting.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the authority's financial statements that is more than inconsequential will not be prevented or detected by the authority's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the authority's internal control.

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

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Hancock Metropolitan Housing Authority financial statements are free of material misstatement, I performed tests of its compliance with certain provision of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The result of my tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

I noted certain matters that I have reported to management of Hancock Metropolitan Housing Authority in a separate letter dated April 30, 2010.

This report is intended for the information of the Board of Commissioners, management, and federal awarding agencies and is not intended to be and should not be used by anyone other than those specified parties.

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Salvatore Consiglio, CPA, Inc.  
April 30, 2010



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**REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO  
EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE  
IN ACCORDANCE WITH OMB CIRCULAR A-133**

Board of Directors  
Hancock Metropolitan Housing Authority

**Compliance**

I have audited the compliance of the Hancock Metropolitan Housing Authority, Ohio, with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended December 31, 2009. Hancock Metropolitan Housing Authority, Ohio major federal programs are identified in the summary of auditor's result section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of Hancock Metropolitan Housing Authority, Ohio's management. My responsibility is to express an opinion on Hancock Metropolitan Housing Authority, Ohio's compliance based on my audit.

I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that I 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 Hancock Metropolitan Housing Authority, Ohio's compliance with those requirements and performing such other procedures, as I considered necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination on Hancock Metropolitan Housing Authority, Ohio's compliance with those requirements.

In my opinion, Hancock Metropolitan Housing Authority, Ohio, complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2009.

**Internal Control Over Compliance**

The management of Hancock Metropolitan Housing Authority, Ohio is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing my audit, I considered Hancock Metropolitan Housing

Authority, Ohio's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine my auditing procedures for the purpose of expressing my opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the entity's internal control over compliance.

A control deficiency in an Authority's internal control over compliance 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 noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Authority's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the Authority's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control.

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

This report is intended for the information of the Board of Commissioners, management, and federal awarding agencies and is not intended to be and should not be used by anyone other than those specified parties.

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Salvatore Consiglio, CPA, Inc.  
April 30, 2010

Hancock Metropolitan Housing Authority  
 Schedule of Findings and Questioned Costs  
 OMB Circular A-133 § .505  
 December 31, 2009

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

Type of Financial Statement Opinion	Unqualified
Were there any significant deficiency reported as material weakness at the financial statement level (GAGAS)?	No
Were there any other significant deficiencies in internal control reported at the financial statement level (GAGAS)?	No
Was there any reported material non-compliance at the financial statement level (GAGAS)?	No
Were there any significant deficiencies reported for any major federal programs as material weakness?	No
Were there any other significant deficiencies reported for the major federal programs?	No
Type of Major Programs' Compliance Opinion	Unqualified
Are there any reportable findings under § .510?	No
Major Programs (list):	CFDA # 14.871 Housing choice Voucher Program
Dollar Threshold: Type A/B Programs	Type A: > \$300,000 Type B: All Others
Low Risk Auditee?	Yes

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

There are no Findings or questioned costs for the year ended December 31, 2009.

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

There are no Findings or questioned costs for the year ended December 31, 2009.

Hancock Metropolitan Housing Authority  
Schedule of Prior Year Audit Findings  
December 31, 2009

The audit report for the fiscal year ending December 31, 2008 contained no audit finding.



Mary Taylor, CPA  
Auditor of State

HANCOCK METROPOLITAN HOUSING AUTHORITY

HANCOCK 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 29, 2010