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June 13, 2023

Board of Directors
Housing Authority of the City of Bedford
1305 K St.
Bedford, IN 47421

We have reviewed the audit report of the Housing Authority of the City of Bedford, which was opined upon by Audit Solutions, LLC, Independent Public Accountants, for the period April 1, 2021 to March 31, 2022. Per the *Independent Auditor's Report*, the financial statements included in the report present fairly the financial condition of the Housing Authority of the City of Bedford, as of March 31, 2022 and the results of its operations for the period then ended, on the basis of accounting described in the report.

The audit report is filed with this letter in our office as a matter of public record.

A handwritten signature in cursive script that reads "Tammy R. White".

Tammy R. White, CPA
Deputy State Examiner

**HOUSING AUTHORITY OF THE CITY OF BEDFORD
BEDFORD, INDIANA**

**INDEPENDENT AUDITOR'S REPORT
AND
FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED MARCH 31, 2022**

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

TABLE OF CONTENTS

| | <u>PAGE</u> |
|---|--------------------|
| FINANCIAL SECTION | |
| Independent Auditor's Report | 1-3 |
| Management's Discussion and Analysis | i-vii |
| Basic Financial Statements: | |
| Statement of Net Position | 4-5 |
| Statement of Revenue, Expenses and Changes in Net Position | 6 |
| Statement of Cash Flows | 7-8 |
| Notes to the Basic Financial Statements | 9-19 |
| SUPPLEMENTAL INFORMATION | |
| Schedule of Expenditures of Federal Awards | 20 |
| Financial Data Schedule | 21-25 |
| COMPLIANCE SECTION | |
| Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> | 26-27 |
| Independent Auditor's Report on Compliance for each Major Federal Program and on Internal Control over Compliance Required by the Uniform Guidance | 28-29 |
| Independent Auditor's Report on Applying Agreed-Upon Procedures | 30-31 |
| Schedule of Findings and Questioned Costs | 32 |



Audit Solutions, LLC.

Certified Public Accountant

INDEPENDENT AUDITOR'S REPORT

Board of Commissioners
Housing Authority of the City of Bedford
Bedford, Indiana

Report on the Audit of the Financial Statements

Opinions

I have audited the accompanying financial statements of the business-type activities of the Housing Authority of the City of Bedford (Authority), Indiana, as of and for the year ended March 31, 2022, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

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 Authority, as of March 31, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

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. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of the Authority and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that I identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages i-vii, be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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. I 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 my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The accompanying Financial Data Schedule and the Schedule of Expenditures of Federal Awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The 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 my opinion, the accompanying Financial Data Schedule 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*, I have also issued my report dated October 19, 2022, on my consideration of the Authority's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely 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 effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Authority's internal control over financial reporting and compliance.

Audit Solutions, LLC

Chesterfield, Missouri

October 19, 2022

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
March 31, 2022

This section of the Housing Authority of the City of Bedford, Indiana's (Authority) annual financial report presents our management's discussion and analysis of the Authority's financial performance during the fiscal year ended on March 31, 2022. This discussion and analysis is designed to assist the reader in focusing on the significant financial issues and activities and to identify any significant changes in financial position. Please read and consider the information presented in conjunction with the financial statements as a whole.

For accounting purposes, the Housing Authority is classified as an enterprise fund. Enterprise funds account for activities similar to those found in the private business sector, where the determination of net income is necessary or useful to sound financial administration. Enterprise funds are reported using the full accrual method of accounting in which all assets, all deferred outflows of resources, all liabilities, and all deferred inflows of resources, associated with the operation of these funds are included on the Statement of Net Position. The focus of enterprise funds is on income measurement, which, together with the maintenance of equity, is an important financial indication.

FINANCIAL HIGHLIGHTS

- The term "net position" refers to the difference between assets plus deferred outflows of resources less liabilities and deferred inflows of resources. The Authority's total net position as of March 31, 2022 was \$1,526,428. The net position increased by \$298,205, an increase of 24.3% over the prior year.
- Revenues and contributions for the Authority were \$2,221,959 for the year ended March 31, 2022. This was an increase of \$176,111 or 8.6% over the prior year.
- Expenses for the Authority were \$1,923,754 for the year ended March 31, 2022. This was an increase of \$96,309 or 5.3% over the prior year.
- Tenant revenue for the Authority was \$578,481 for the year ended March 31, 2022, an increase of \$30,282 or 5.5% over the prior year.
- Governmental grants and subsidy for the Authority was \$1,410,780 for the year ended March 31, 2022, an increase of \$145,451 or 11.5% over the prior year.
- Capital contributions were \$223,415 for the year ended March 31, 2022, an increase of \$11,171 or 5.3% over the prior year.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report includes this *Management Discussion and Analysis* report, the *Basic Financial Statements* and the *Notes to the Financial Statements*. This report also contains the Financial Data Schedule (FDS) as referenced in the section of *Supplemental Information*. The Authority's financial statements are presented as fund level financial statements because the Authority only has proprietary funds.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) - (Continued)
March 31, 2022

OVERVIEW OF THE FINANCIAL STATEMENTS - (Continued)

Required Financial Statements

The financial statements of the Housing Authority report information of the Authority using accounting methods similar to those used by private sector companies. These statements offer short- and long-term financial information about its activities. The Statement of Net Position includes all the Authority's assets, deferred outflows of resources, liabilities, and deferred inflows of resources and provides information about the nature and amounts of investments in resources (assets and deferred outflows of resources) and obligations of the Authority creditors (liabilities and deferred inflows of resources). It also provides the basis for evaluating the capital structure of the Authority and assessing the liquidity and financial flexibility of the Authority.

All of the current year's revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Fund Net Position. This statement measures the success of the Authority's operations over the past year and can be used to determine whether the Authority has successfully recovered all its costs through its user fees and other charges, profitability, and credit worthiness.

The final required financial statement is the Statement of Cash Flows. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing and financing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in the cash balance during the reporting period.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements and provide more detailed data.

Supplemental Information

This report also contains the Financial Data Schedule (FDS) as referenced in the section of *Supplemental Information*. HUD has established *Uniform Financial Reporting Standards* that require Housing Authority's to submit financial information electronically to HUD using the FDS format. This financial information was electronically transmitted to the Real Estate Assessment Center (REAC) for the year ended March 31, 2022 and is required to be included in the audit reporting package.

FINANCIAL ANALYSIS

Net position may serve, over time, as a useful indicator of a government's financial position. As stated in the table on the following page, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$1,526,428 at the close of the year ended March 31, 2022, up from \$1,228,223 in fiscal year 2021. The increase in net position of \$298,205 was due to the reasons noted below.

- Current and other assets include cash, investments, receivables, materials inventory, and prepaid expenses. Of the \$120,796 increase in this category, cash and investments increased \$73,879, receivables increased \$47,382, materials inventory decreased \$746, and prepaid expenses increased \$281.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) - (Continued)
March 31, 2022

FINANCIAL ANALYSIS - (Continued)

- Capital assets increased \$140,388 because current year capital asset additions exceeded current year depreciation expense. Change in capital assets is explained in section titled "Capital Asset" of this analysis.
- Current liabilities decreased \$40,548 from FY 2021 mainly due to \$33,261 decrease in unearned revenue and a \$5,814 decrease in accounts payable and other accrued liabilities.
- Noncurrent liabilities increased \$3,527 from FY 2021 due to an increase in noncurrent portion of accrued compensated absences.

The unrestricted net position was \$352,585 as of March 31, 2022. This amount may be used to meet the Authority's ongoing obligations. The Authority has sufficient funds to meet requirements for cash outlays for four months. The Authority did not have any net position classified as restricted that is subject to external restrictions on how they may be used. At the end of the current fiscal year, the Authority is able to report positive balances in all categories of net position. The same situation held true for the prior fiscal year.

CONDENSED STATEMENTS OF NET POSITION
MARCH 31,

| | <u>2022</u> | <u>2021</u> | <u>Dollar Change</u> | <u>Percent Change</u> |
|----------------------------------|---------------------|---------------------|--------------------------|---------------------------|
| Current assets | \$ 513,106 | \$ 392,310 | \$ 120,796 | 30.8% |
| Capital assets | <u>1,173,843</u> | <u>1,033,455</u> | <u>140,388</u> | 13.6% |
| Total Assets | <u>1,686,949</u> | <u>1,425,765</u> | <u>261,184</u> | 18.3% |
| Current liabilities | 125,416 | 165,964 | (40,548) | -24.4% |
| Noncurrent liabilities | <u>35,105</u> | <u>31,578</u> | <u>3,527</u> | 11.2% |
| Total Liabilities | <u>160,521</u> | <u>197,542</u> | <u>(37,021)</u> | -18.7% |
| Net Position | | | | |
| Net investment in capital assets | 1,173,843 | 1,033,455 | 140,388 | 13.6% |
| Restricted | - | 3,610 | (3,610) | -100.0% |
| Unrestricted | <u>352,585</u> | <u>191,158</u> | <u>161,427</u> | 84.4% |
| Total Net Position | <u>\$ 1,526,428</u> | <u>\$ 1,228,223</u> | <u>\$ 298,205</u> | 24.3% |

The largest portion of the Authority's net position reflects its investment in capital assets (e.g., land, buildings, and equipment) less accumulated depreciation. The Authority uses these capital assets to provide service and consequently these assets are not available to liquidate liabilities or other spending.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) - (Continued)
March 31, 2022

FINANCIAL ANALYSIS - (Continued)

While the Statement of Net Position shows the change in financial position of net position, the Statements of Revenues, Expenses, and Changes in Net Position provides answers as to the nature and source of these changes.

As can be seen in the table on the following page, total revenues and contributions increased \$176,111 due to the reasons noted below:

- Tenant revenue increased \$30,282 or 5.5% from FY 2021 primarily due to a 2.0% increase in occupancy and an increase in average dwelling rent per unit of \$7.92 or 2.9%.
- Governmental grants and subsidy increased \$145,451 or 11.5% from FY 2021 due to an increase in public housing operating subsidy of \$142,486 or 44.3% and an increase in housing choice voucher program assistance of \$95,336 or 12.3%. This was partially offset by a \$37,108 decrease in funding received for CARES Act and a \$55,263 decrease in capital fund grants used for operating expenditures.
- Miscellaneous income decreased \$10,685 from FY 2021 primarily due to a \$3,765 decrease in income from portability vouchers. The Authority also had a \$1,740 decrease in revenue received from fraud recovery.
- Investment income increased \$617 from FY 2021.
- The Authority had a \$725 gain on disposal of capital assets in FY 2021.
- Capital contributions increased \$11,171 from FY 2021. The Authority is allocated capital fund grants each year as determined by HUD and the amount remains relatively consistent from year to year. HUD capital grant revenues during the year will depend upon timing of projects as outlined in the HUD approved capital grant budget.

Total expenses increased \$96,309 due to the reasons noted below:

- Administrative increased \$937 or 0.3% from FY 2021.
- Tenant services increased \$2,529 from FY 2021.
- Of the \$32,594 increase in utilities, water decreased \$3,687 or 6.2%, electricity increased \$13,206 or 12.3%, and gas increased \$23,075 or 69.8%.
- Ordinary maintenance and operations decreased \$33,814 or 8.8% mostly due to a decrease in maintenance labor and benefits of \$24,919 or 12.2%. The Authority also had a \$12,358 or 10.7% decrease in services contracted for repairs and maintenance. This was partially offset by a \$3,277 or 5.2% increase in maintenance materials purchased during the fiscal year.
- Insurance increased \$211 or 0.4% from FY 2021.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) - (Continued)
March 31, 2022

FINANCIAL ANALYSIS - (Continued)

**CONDENSED STATEMENTS OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
MARCH 31,**

| | <u>2022</u> | <u>2021</u> | <u>Dollar Change</u> | <u>Percent Change</u> |
|---|---------------------|---------------------|--------------------------|---------------------------|
| Revenues and Contributions | | | | |
| Operating - non-operating - capital contributions: | | | | |
| Tenant revenue | \$ 578,481 | \$ 548,199 | \$ 30,282 | 5.5% |
| Governmental grants and subsidy | 1,410,780 | 1,265,329 | 145,451 | 11.5% |
| Miscellaneous income | 7,796 | 18,481 | (10,685) | -57.8% |
| Investment income | 1,487 | 870 | 617 | 70.9% |
| Gain (loss) on disposal of capital assets | - | 725 | (725) | -100.0% |
| Capital Contributions | <u>223,415</u> | <u>212,244</u> | <u>11,171</u> | 5.3% |
| Total Revenues & Contributions | <u>2,221,959</u> | <u>2,045,848</u> | <u>176,111</u> | 8.6% |
| Expenses | | | | |
| Administrative | 302,952 | 302,015 | 937 | 0.3% |
| Tenant services | 3,931 | 1,402 | 2,529 | 180.4% |
| Utilities | 231,679 | 199,085 | 32,594 | 16.4% |
| Ordinary maintenance and operations | 349,577 | 383,391 | (33,814) | -8.8% |
| Insurance | 58,226 | 58,015 | 211 | 0.4% |
| General expenses | 51,327 | 46,638 | 4,689 | 10.1% |
| Non routine maintenance | - | 8,262 | (8,262) | -100.0% |
| Housing assistance payments | 806,612 | 721,681 | 84,931 | 11.8% |
| Depreciation | <u>119,450</u> | <u>106,956</u> | <u>12,494</u> | 11.7% |
| Total Expenses | <u>1,923,754</u> | <u>1,827,445</u> | <u>96,309</u> | 5.3% |
| Change in net position | <u>298,205</u> | <u>218,403</u> | <u>79,802</u> | |
| Net position, beginning of year | 1,228,223 | 1,009,820 | 218,403 | |
| Prior period adjustments | - | - | - | |
| Net position adjusted, beginning of year | <u>1,228,223</u> | <u>1,009,820</u> | <u>218,403</u> | |
| Ending net position | <u>\$ 1,526,428</u> | <u>\$ 1,228,223</u> | <u>\$ 298,205</u> | |

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) - (Continued)
March 31, 2022

FINANCIAL ANALYSIS - (Continued)

- General expenses increased \$4,689 or 10.1% from FY 2021 mainly due to a \$4,923 increase in bad debt expense. The Authority also had a \$1,769 increase in expense for compensated absences, which was partially offset by a \$1,257 decrease in payments in lieu of taxes.
- The Authority had non routine maintenance of \$8,262 in FY 2021.
- Housing assistance payments increased \$84,931 or 11.8% due to an 8.1% increase in number of housing choice vouchers issued and outstanding. The Authority also had an increase in average housing assistance payment per unit of \$16.00 or 4.0%. The average housing assistance payment in FY 2022 was \$414.62, up from \$398.62 in FY 2021.
- The Authority had a \$12,494 or 11.7% increase in depreciation, which is the write-off of capital assets over their estimated useful life.

The Public Housing occupancy rate for fiscal year March 31, 2022 was 99.2%, up from 97.3% in FY 2021.

The Authority is authorized to assist 168 households with the Housing Choice Voucher Rental Assistance Program. The Section 8 lease-up rate for FY 2022 was 95.8%, up from 88.6% in FY 2021.

CAPITAL ASSET

Capital Assets - The Housing Authority of the City of Bedford, Indiana's net investment in capital assets as of March 31, 2022 amounts to \$1,173,843. The investment in capital assets includes land, buildings, improvements, equipment and construction in progress, net of accumulated depreciation.

The total increase in the Authority's capital assets for the current fiscal year was 13.6% in terms of net book value. Actual expenditures to purchase or construct capital assets from revenues and capital contributions were \$259,838 for the year. The Authority has various contract commitments with contractors for the implementation of the HUD capital grants as outlined by the HUD approved Capital Grant Budget. Depreciation charges for the year totaled \$119,450. Additional information on the Authority's capital assets can be found in the notes to the financial statements of this report.

| | Beginning | Additions | Depreciation | Disposals | Ending |
|----------------|-------------|-----------|--------------|-----------|-------------|
| Capital assets | \$1,033,455 | \$259,838 | \$(119,450) | \$(0) | \$1,173,843 |

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) - (Continued)
March 31, 2022

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

The Board of Commissioners and Management of the Housing Authority considered many factors when approving the fiscal year 2023 Public Housing budget. The user charges are based on a tenant's income as established by HUD guidelines and are not adjustable. Operating subsidy is based on occupied units and approved vacancies, utility consumption and rates, approved add-ons, formula income, and transition funding. The amount of funding is also established and approved by HUD. Formula income is based on rental income from the Authority's rent roll records for the period specified by HUD. Operating expenses are expected to increase by the economy's inflation rate.

REQUEST FOR INFORMATION

This financial report is designed to provide a general overview of the Authority's finances for all those with an interest in its finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to Executive Director, Housing Authority of the City of Bedford, 1305 K Street, Bedford, Indiana 47421.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

STATEMENT OF NET POSITION
March 31, 2022

ASSETS

Current Assets:

| | |
|---------------------------------|---------------|
| Cash and cash equivalents | \$ 231,573 |
| Cash - restricted | 46,836 |
| Investments | 142,022 |
| Receivables - net of allowances | 56,039 |
| Inventory - net of allowances | 25,417 |
| Prepaid expenses | <u>11,219</u> |

Total Current Assets 513,106

Capital assets:

| | |
|---|----------------|
| Land and construction in progress | 178,773 |
| Other capital assets, net of depreciation | <u>995,070</u> |

Total Capital Assets - Net 1,173,843

Total Non-current Assets 1,173,843

Total Assets \$ 1,686,949

See accompanying notes to the basic financial statements

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

STATEMENT OF NET POSITION - (Continued)
March 31, 2022

LIABILITIES

Current Liabilities:

| | |
|-----------------------------------|---------------|
| Accounts payable | \$ 56,128 |
| Accrued salaries and benefits | 11,251 |
| Tenant security deposit liability | 46,836 |
| Accrued compensated absences | 710 |
| Unearned revenues | <u>10,491</u> |

Total Current Liabilities 125,416

Non-current Liabilities:

| | |
|----------------------|---------------|
| Compensated absences | <u>35,105</u> |
|----------------------|---------------|

Total Non-current Liabilities 35,105

Total Liabilities 160,521

NET POSITION

| | |
|----------------------------------|----------------|
| Net investment in capital assets | 1,173,843 |
| Unrestricted | <u>352,585</u> |

Total Net Position 1,526,428

Total Liabilities and Net Position \$ 1,686,949

See accompanying notes to the basic financial statements

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
For the Year Ended March 31, 2022

| | |
|--|----------------------------|
| OPERATING REVENUES | |
| Tenant revenue | \$ 578,481 |
| Governmental grants and subsidy | 1,410,780 |
| Miscellaneous | <u>7,796</u> |
| Total operating revenue | <u>1,997,057</u> |
| OPERATING EXPENSES | |
| Administrative | 302,952 |
| Tenant services | 3,931 |
| Utilities | 231,679 |
| Ordinary maintenance and operations | 349,577 |
| Insurance | 58,226 |
| General | 51,327 |
| Housing assistance payment | 806,612 |
| Depreciation expense | <u>119,450</u> |
| Total operating expenses | <u>1,923,754</u> |
| Operating income (loss) | <u>73,303</u> |
| NON-OPERATING REVENUES (EXPENSES) | |
| Investment income | <u>1,487</u> |
| Net non-operating revenues (expenses) | <u>1,487</u> |
| Income (loss) before contributions and transfers | <u>74,790</u> |
| Capital contributions | <u>223,415</u> |
| Change in Net Position | 298,205 |
| Total Net Position - Beginning of year | <u>1,228,223</u> |
| Total Net Position - End of year | <u>\$ <u>1,526,428</u></u> |

See accompanying notes to the basic financial statements

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

STATEMENT OF CASH FLOWS
For the Year Ended March 31, 2022

CASH FLOWS FROM OPERATING ACTIVITIES

| | |
|---|------------------|
| Received from tenants | \$ 568,948 |
| Received from governmental grants and subsidy | 1,337,224 |
| Received from other operating activities | 6,441 |
| Payments for goods and services | (564,865) |
| Payments to employees | (418,039) |
| Payment in lieu of taxes | (14,224) |
| Payment for housing assistance | <u>(806,612)</u> |

Net cash provided by (used in) operating activities 108,873

CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES

| | |
|-------------------------------------|------------------|
| Proceeds from capital contributions | 223,415 |
| Purchases of capital assets | <u>(259,838)</u> |

Net cash provided by (used in) capital and related financing activities (36,423)

CASH FLOWS FROM INVESTING ACTIVITIES

| | |
|---|--------------|
| Proceeds (payments) from sale (purchase) of investments | (71,269) |
| Receipts of interest and dividends | <u>1,429</u> |

Net cash provided by (used in) investing activities (69,840)

| | |
|--|----------------|
| Net increase (decrease) in cash and cash equivalents | 2,610 |
| Cash and cash equivalents at beginning of year | <u>275,799</u> |

| | |
|--|-------------------|
| Cash and cash equivalents at end of year | <u>\$ 278,409</u> |
|--|-------------------|

See accompanying notes to the basic financial statements

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

STATEMENT OF CASH FLOWS - (Continued)
For the Year Ended March 31, 2022

| Reconciliation of operating income (loss) to net cash provided (used) by operating activities | |
|---|-------------------|
| Operating income (loss) | \$ 73,303 |
| Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities: | |
| Depreciation expense | 119,450 |
| Change in assets and liabilities: | |
| Receivables, net | (47,324) |
| Inventories, net | 746 |
| Prepaid expenses | (281) |
| Accounts and other payables | (1,736) |
| Tenant security deposit | 1,064 |
| Unearned revenues | (33,261) |
| Compensated absences | 974 |
| Accrued expenses | <u>(4,062)</u> |
| Net cash provided by (used) by operating activities | <u>\$ 108,873</u> |

See accompanying notes to the basic financial statements

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS
March 31, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Housing Authority of the City of Bedford (Authority) is a public body and a body corporate and politic organized under the laws of the State of Indiana that is legally separate, fiscally independent and governed by a Board of Commissioners. The Authority was established to provide Low-Rent housing for qualified individuals in accordance with the rules and regulations prescribed by the Department of Housing and Urban Development (HUD) and other applicable federal agencies. Additionally, HUD has entered into Annual Contributions Contract with the Authority for the purpose of administering housing and housing relating programs described herein. The Authority is not subject to Federal or State income taxes and is not required to file Federal or State income tax returns.

The financial statements of the Authority have been prepared in conformity with Generally Accepted Accounting Principles (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

1A. Financial Reporting Entity

The Authority's financial reporting entity comprises the following:

Primary Government: Housing Authority

In determining the financial reporting entity, the Authority complies with the provisions of GASB Statement No. 14 as amended by GASB No. 39 and No. 61, "The Financial Reporting Entity," and includes all component units of which the Authority appointed a voting majority of the units' board; the Authority is either able to impose its will on the unit or a financial benefit or burden relationship exists. On the basis of the application of these criteria, there are no component units which are required to be included in the Authority's financial statements.

1B. Basis of Presentation

The accounts of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. The operations of each fund are reported as a separate set of self-balancing accounts that are comprised of each fund's assets, liabilities, fund equity, revenues, and expenditure/expenses. Funds consist of three major categories: governmental, proprietary and fiduciary. Funds within each major category are grouped by fund type in the combined financial statements. The Authority uses the following fund:

Proprietary Fund Types - This fund is used to account for the Authority's ongoing activities that are similar to those often found in the private sector. The accounting objectives are a determination of net income, financial position and changes in cash flow. All assets and liabilities associated with a proprietary fund's activities are included on its statement of net position. Proprietary fund equity is segregated into net investment in capital assets and restricted and unrestricted net position. The following are the Authority's proprietary fund types:

Enterprise Fund - Enterprise funds are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector. The reporting entity includes all of the Authority's programs as an enterprise fund.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS - (Continued)
March 31, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

1B. Basis of Presentation - (Continued)

The Authority operates the following programs in the enterprise fund:

Public and Indian Housing - The objective of the program is to provide decent, safe and sanitary housing and related facilities for eligible low-income individuals.

Public Housing Capital Fund - The purpose of this program is to provide funds annually to housing authorities for the modernization of the housing development and for management improvements.

Section 8 Housing Choice Vouchers - The objective of the program is to help low-income families obtain decent, safe, and sanitary housing through a system of rental assistance. HUD reimburses the Authority for the rental supplements paid to private landlords and the administrative costs of managing the program.

Public Housing and HCV CARES Act - The CARES Act provides funding to prevent, prepare for, and respond to COVID-19, and to maintain normal operations and take other necessary actions during the period the program is impacted by the pandemic.

1C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus - The proprietary fund utilizes an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or non-current) associated with their activities are reported. Proprietary fund equity is classified as net position.

Basis of Accounting - In the financial statements, the proprietary fund utilizes the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

1D. Budgets

Budgets are prepared for regulatory purposes in accordance with the Authority’s contract with HUD on an annual basis for all operating programs and on a project length basis for capital projects funds which are approved by the Board of Commissioners and submitted to HUD for their approval, if required.

1E. Estimates and assumptions

The preparation of financial statements in conformity with Generally Accepted Accounting Principles require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could vary from those estimates.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS - (Continued)
March 31, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

1F. Assets, Liabilities and Equity

Cash and Investments

For the purpose of the Statement of Net Position, “cash and cash equivalents” includes all demand, savings accounts, and certificates of deposits or short-term investments with an original maturity of three months or less. For the purpose of the Statement of Cash Flows, “cash and cash equivalents” include all demand and savings accounts, and certificates of deposit or short-term investments with an original maturity of three months or less.

Investments are carried at fair value except for short-term U.S. Treasury obligations, if any, with a remaining maturity at the time of purchase of one year or less. Those investments, if any, are reported at amortized cost. Fair value is based on quoted market price. Additional cash and investment disclosures are presented in Notes 2B and 3A.

Inter-fund Receivables and Payables

During the course of operations, numerous transactions occur within individual funds that may result in amounts owed between funds. Inter-fund receivables and payables between funds are eliminated for financial statement presentation.

Receivables

Receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. Major receivable balances consist of HUD, tenants, miscellaneous, accrued interest and fraud recovery receivables.

Inventories

Inventories are valued at lower of cost or market on an average cost basis. Inventories consist primarily of maintenance materials and supplies held for consumption. The consumption method is used to account for inventories. Under the consumption method, inventories are recorded as assets when purchased and expenses when used.

Fixed Assets

Fixed assets in the proprietary fund types are stated at historical cost, or estimated historical cost if actual is unavailable, except for donated fixed assets which are recorded at their estimated fair value at the date of donation. It is the policy of the Authority to capitalize all assets with a cost of \$1,000 or greater. The cost of maintenance and repairs are charged to operations as incurred. Costs of major additions, improvements, and betterments are capitalized.

Depreciation of all exhaustible fixed assets is charged as an expense against operations and is recorded in the Statement of Revenues, Expenses and Changes in Net Position with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

| | |
|---|-------------|
| Building | 10-40 years |
| Furniture, equipment and machinery - administrative | 5-10 years |

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS - (Continued)
March 31, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

1F. Assets, Liabilities and Equity - (Continued)

Restricted Assets

Restricted assets include cash of the proprietary fund that are legally restricted as to their use. The primary restricted asset is related to the security deposit fund under the Low Rent program.

Compensated Absences

The Authority's policies regarding vacation time permits employees to carry forward unused vacation leave not to exceed four weeks. The liability for these compensated absences is recorded as long-term and short-term liabilities based on historical trends. Amounts not expected to be paid within the next fiscal year are classified as long-term liabilities.

Equity Classifications

Equity is classified as net position and displayed in two components:

- 1) Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowing that are attributable to the acquisition, construction, or improvement of those assets.
- 2) Unrestricted net position - All other net position that do not meet the definition of "restricted" or "net investment in capital assets."

1G. Revenues, Expenditures, and Expenses

Operating Revenues and Expenses

Operating revenues and expenses are those that result from providing services and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, non-capital financing, or investing activities.

Inter-fund Transfers

Permanent reallocation of resources between programs of the reporting entity is classified as inter-fund transfers. For the purposes of the Statement of Revenues, Expenses and Change in Net Position, all inter-fund transfers between individual programs, if any, have been eliminated.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS - (Continued)
March 31, 2022

NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

The Authority and its component units, if any, are subject to various federal, state, and local laws and contractual regulations. An analysis of the Authority’s compliance with significant laws and regulations and demonstration of its stewardship over Authority resources follows.

2A. Program Accounting Requirements

The Authority's complies with all state and local laws and regulations requiring the use of separate programs. The programs used by the Authority are as follows:

| <u>Program</u> | <u>Required By</u> |
|-----------------------------------|--|
| Public and Indian Housing | U.S. Department of Housing and Urban Development |
| Public Housing Capital Fund | U.S. Department of Housing and Urban Development |
| Section 8 Housing Choice Vouchers | U.S. Department of Housing and Urban Development |
| Public Housing CARES Act | U.S. Department of Housing and Urban Development |
| HCV CARES Act | U.S. Department of Housing and Urban Development |

2B. Deposits and Investments Laws and Regulations

It is the Authority’s policy for deposits to be secured by collateral valued at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation (FDIC) insurance. As reflected in Note 3A, all deposits were fully insured or collateralized.

Investing is performed in accordance with HUD regulations and State Statutes. Funds may be invested in the following type of investments:

- Direct obligations of the U.S. Government pledged by its full faith and credit.
- Demand, savings, money-market and certificates of deposit at commercial banks, mutual savings banks, savings and loan associations and credit unions provided that the entire deposit be insured by the FDIC and any deposits in excess of insured amounts are adequately collateralized.

2C. Revenue Restrictions

The Authority has various restrictions placed over certain revenue sources. The primary restricted revenue sources include:

| <u>Revenue Source</u> | <u>Legal Restrictions of Use</u> |
|-----------------------------------|---|
| Public Housing Capital Fund | Modernization |
| Section 8 Housing Choice Vouchers | Housing assistance payment |
| Public Housing and HCV CARES Act | COVID related expenses |

For the year ended March 31, 2022, the Authority complied, in all material respects, with these revenue restrictions.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS - (Continued)
March 31, 2022

NOTE 3 – DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues, and expenditures/expenses.

3A. Cash and Investments

As of March 31, 2022, the Authority had the following cash deposits:

| | | |
|--------------------------|----|-----------------------|
| Cash deposits | \$ | 277,809 |
| Petty cash / change fund | | 600 |
| Certificate of Deposit | | <u>142,022</u> |
| Total | \$ | <u><u>420,431</u></u> |

Following is a reconciliation of the Authority's deposit balances as of March 31, 2022:

| | | |
|---------------------------|----|-----------------------|
| Cash and cash equivalents | \$ | 231,573 |
| Restricted assets | | 46,836 |
| Investments | | <u>142,022</u> |
| Total | \$ | <u><u>420,431</u></u> |

Deposits

Custodial Credit Risk - Deposits

The custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, the Authority will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. At March 31, 2022, the Authority's bank balances of \$278,379 were entirely covered by FDIC insurance or by the Public Deposit Insurance Fund (PDIF) which was created in 1937 to protect the public funds of the state and its political subdivisions deposited in approved financial institutions in the state of Indiana. The PDIF insures those public funds deposited in approved financial institutions which exceed the limits of coverage provided by federal deposit insurance. The fund is administered by the Indiana Board for Depositories.

Investments

Custodial Credit Risk - Investments

The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty, the Authority will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. At March 31, 2022, the Authority's investment balance of \$142,022 was entirely covered by FDIC and PDIF insurance.

Interest Rate Risk

The Authority does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

State law limits investment in commercial paper, corporate bonds, and mutual bond funds to the top two ratings issued by nationally recognized statistical rating organization. As the Authority's investments consist entirely of certificate of deposits, credit risk is not applicable to the Housing Authority.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS - (Continued)
March 31, 2022

NOTE 3 – DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS – (Continued)

3A. Cash and Investments – (Continued)

Concentration of Credit Risk

The Authority places no limit on the amount the Authority may invest in any one issuer. At March 31, 2022, the concentration of the Authority's investment (excluding cash deposits) was as follows:

| Type of Investment | Market Value | Maturity Date |
|------------------------|-------------------|---------------|
| Certificate of Deposit | \$ <u>142,022</u> | 6/4/2024 |

3B. Restricted Assets

Restricted assets at March 31, 2022 consist of the following:

| Type of Restricted Assets | Cash Including Time Deposits | Investments | Accrued Interest | Total |
|---------------------------|------------------------------------|-------------|---------------------|-----------|
| Security deposit | \$ 46,836 | \$ ---- | \$ ---- | \$ 46,836 |

3C. Accounts Receivable

Receivables at March 31, 2022 consist of the following:

| | | | |
|--|--------------|-------------|------------------|
| Tenants - net of allowance | \$ 5,682 | | |
| Less: Allowance for doubtful account - tenants | <u>(907)</u> | | |
| Tenants - net of allowance | | \$ 4,775 | |
| Fraud recovery | | 2,655 | |
| Less: Allowance for doubtful account fraud | | <u>(27)</u> | |
| Fraud recovery – net of allowance | | | 2,628 |
| HUD | | | 46,271 |
| Miscellaneous | | | 2,294 |
| Accrued interest | | | <u>71</u> |
| Total Accounts Receivable | | | <u>\$ 56,039</u> |

3D. Inventory

Inventory at March 31, 2022 comprised of the following:

| | |
|--|------------------|
| Inventory | \$ 28,241 |
| Less: Allowance for obsolete inventory | <u>(2,824)</u> |
| Inventory - net of allowance | <u>\$ 25,417</u> |

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS - (Continued)
March 31, 2022

NOTE 3 – DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS - (Continued)

3E. Capital Assets

A summary of capital asset activity for the year ended March 31, 2022 is as follows:

| | <u>Balance April 1, 2021</u> | <u>Additions</u> | <u>(Retirement)</u> | <u>Balance March 31, 2022</u> |
|--------------------------------------|--------------------------------------|-------------------|---------------------|---------------------------------------|
| Non-depreciable assets: | | | | |
| Land | \$ 178,773 | \$ - | \$ - | \$ 178,773 |
| Total non-depreciable assets | <u>178,773</u> | <u>-</u> | <u>-</u> | <u>178,773</u> |
| Depreciable assets: | | | | |
| Building | 8,603,531 | 249,515 | - | 8,853,046 |
| Equipment - administration | <u>154,185</u> | <u>10,323</u> | <u>-</u> | <u>164,508</u> |
| Total depreciable assets | 8,757,716 | 259,838 | - | 9,017,554 |
| Accumulated depreciation | <u>(7,903,034)</u> | <u>(119,450)</u> | <u>-</u> | <u>(8,022,484)</u> |
| Total depreciable assets, net | <u>854,682</u> | <u>140,388</u> | <u>-</u> | <u>995,070</u> |
| Capital assets, net | <u>\$ 1,033,455</u> | <u>\$ 140,388</u> | <u>\$ -</u> | <u>\$ 1,173,843</u> |

Depreciation expense is charged to programs as follows:

| <u>Business-type Activities</u> | |
|-----------------------------------|-------------------|
| Public and Indian Housing | \$ 106,011 |
| Public Housing Capital Fund | 12,615 |
| Housing Choice Vouchers | <u>824</u> |
| Total depreciation expense | <u>\$ 119,450</u> |

3F. Accounts Payable

Accounts payable at March 31, 2022 consist of the following:

| | |
|---------------------------|------------------|
| Vendors & contractors | \$ 14,180 |
| Accrued utilities | 18,501 |
| Other current liabilities | 10,312 |
| PILOT | <u>13,135</u> |
| Total | <u>\$ 56,128</u> |

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS - (Continued)
March 31, 2022

NOTE 3 – DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS - (Continued)

3G. Non-current Liabilities

Non-current liabilities at March 31, 2022, consist of the following:

Accrued compensated absences \$ 35,105

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

| | Balance April 1, 2021 | Additions | Deductions | Balance March 31, 2022 | Amounts Due within One Year |
|------------------------------|--------------------------------------|------------------|-------------------|---------------------------------------|--|
| Accrued compensated absences | \$ 31,578 | \$ 3,527 | \$ --- | \$ 35,105 | \$ 710 |

3H. Inter-program Transactions and Balances

Transfers are used to move revenues from one program to the other program in accordance with the budgetary authorizations.

Operating Transfers

| | Transfer In | Transfer Out |
|-----------------------------|------------------------|-------------------------|
| Public and Indian Housing | \$ 41,608 | \$ --- |
| Public Housing Capital Find | --- | (41,608) |
| | \$ 41,608 | \$ (41,608) |

Inter-program Receivable/Payable

Inter-program receivable/payable is eliminated for financial statement presentation. There were no inter-program receivable/payable at March 31, 2022.

NOTE 4 – OTHER NOTES

4A. Employee Pension Plan

The Authority provides pension benefits for all of its full-time employees through a defined contribution plan with Lincoln Financial Group. The Plan administrator has complete control of the administration of the plan, including complete discretions to interpret or construe the provisions of the Plan and under which contributions are established or may be amended.

In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. The plan requires the Authority to contribute 4% of covered wages and employees can voluntary contribute up to 10% of covered wages. Benefits are fully vested at the end of 5 years of service.

The employer contributions for the years ended March 31, 2022, 2021 and 2020 were \$11,903, \$11,995 and \$12,334 respectively.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS - (Continued)
March 31, 2022

NOTE 4 – OTHER NOTES – (Continued)

4B. Contingencies

The Authority is subject to possible examinations made by Federal and State authorities who determine compliance with terms, conditions, laws and regulations governing other grants given to the Authority in the current and prior years. No significant violations of finance-related legal or contractual provisions occurred.

4C. Commitments - Construction

At March 31, 2022, the Authority had the following pending projects in progress:

| | <u>Funds</u> | | <u>Funds Expended -</u> | |
|-------------|-----------------|----|-------------------------|--|
| | <u>Approved</u> | | <u>Project to Date</u> | |
| HCV-CARES | \$ 66,088 | \$ | 66,088 | |
| PH-CARES | \$ 43,070 | \$ | 43,070 | |
| CFP 501-19E | \$ 25,000 | \$ | 16,522 | |
| CFP 501-20 | \$ 310,260 | \$ | 300,260 | |
| CFP 501-21 | \$ 319,817 | \$ | 150,638 | |

4D. Risk Management

The Authority is exposed to various risks of losses related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employee's health and life; and natural disasters. Claims liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. The Authority manages these various risks of loss as follows:

| <u>Type of Loss</u> | <u>Method Managed</u> |
|---|---|
| a. Torts, errors and omissions | Purchased insurance with Auto-Owners Insurance. |
| b. Injuries to employees (workers' compensation) | Purchased insurance with Auto-Owners Insurance. Claims are administered by the same company. |
| c. Physical property loss and natural disasters | Purchased commercial insurance with \$10,000 deductible. |

Management believes such coverage is sufficient to preclude any significant uninsured losses to the Authority. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

4E. Financial Data Schedule

The Authority prepares its Financial Data Schedule (FDS) in accordance with HUD requirements in a prescribed format which differs from the presentation of the basic financial statements. The FDS format excludes depreciation and HAP expense and includes investment income and capital contributions in operating activities, which differs from the presentation of basic financial statements.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS - (Continued)
March 31, 2022

NOTE 4 – OTHER NOTES – (Continued)

4F. Subsequent Events

Events that occur after the balance sheet date but before the financial statements were issued must be evaluated for recognition or disclosure. The effects of subsequent events that provide evidence about conditions that existed at the balance sheet date are recognized in the accompanying financial statements. Subsequent events, which provide evidence about conditions that existed after the balance sheet date, require disclosure in the accompanying notes.

In December 2019, an outbreak of a novel strain of coronavirus (COVID-19) originated in Wuhan, China and has since spread to other countries, including the U.S. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic. In addition, multiple jurisdictions in the U.S. have declared a state of emergency. It is anticipated that these impacts will continue for some time. There has been no immediate impact to the Authority's operations. Future potential impacts may include disruptions or restrictions on our employees' ability to work or the tenants ability to pay the required monthly rent. Operating functions that may be changed include intake, recertifications and maintenance. Changes to the operating environment may increase operating costs. Additional impacts may include the ability of tenants to continue making rental payments as a result of job loss or other pandemic related issues. The future effects of these issues are unknown.

Management evaluated the activity of the Authority through October 19, 2022 and concluded that no additional subsequent events have occurred that would require adjustment to or disclosures within these financial statements except for the one noted above.

4G. Economic Dependency

The Authority is primarily dependent upon HUD for the funding of operations; therefore, the Authority is affected more by the federal budget than by local economic conditions. The funding of programs could be significantly affected by the 2023 federal budget.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended March 31, 2022

| Federal Grantor | Assistance Listings Number | Total Federal Expenditures |
|--|---|---------------------------------------|
| <u>U.S. Department of Housing and Urban Development</u> | | |
| Public and Indian Housing | 14.850 | \$ 464,437 |
| Public and Indian Housing - Cares Act | 14.850 | 7,512 |
| Public Housing Capital Fund | 14.872 | 265,023 |
| Housing Voucher Cluster: | | |
| Section 8 Housing Choice Vouchers | 14.871 | 868,710 |
| Section 8 Housing Choice Vouchers - Cares Act | 14.871 | <u>28,513</u> |
| Total Expenditures of Federal Awards | | \$ <u><u>1,634,195</u></u> |

NOTE 1 – BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the federal grant activity of the Housing Authority of the City of Bedford, Indiana (Authority) under programs of the federal government for the year ended March 31, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Authority, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Authority.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The Authority has elected not to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

FINANCIAL DATA SCHEDULE
Year Ended March 31, 2022

| | Project Total | 14. PHC Public Housing CARES Act Funding | 14.871 Housing Choice Vouchers | 14.HCC HCV CARES Act Funding | Subtotal | ELIM | Total |
|--|---------------|--|---|---------------------------------------|--------------|------|--------------|
| 111 Cash - Unrestricted | \$187,352 | | \$44,221 | | \$231,573 | | \$231,573 |
| 114 Cash - Tenant Security Deposits | \$46,836 | | | | \$46,836 | | \$46,836 |
| 100 Total Cash | \$234,188 | | \$44,221 | | \$278,409 | | \$278,409 |
| 122 Accounts Receivable - HUD Other Projects | \$10,312 | | \$35,959 | | \$46,271 | | \$46,271 |
| 125 Accounts Receivable - Miscellaneous | \$2,294 | | | | \$2,294 | | \$2,294 |
| 126 Accounts Receivable - Tenants | \$5,682 | | | | \$5,682 | | \$5,682 |
| 126.1 Allowance for Doubtful Accounts -Tenants | -\$907 | | | | -\$907 | | -\$907 |
| 128 Fraud Recovery | | | \$2,655 | | \$2,655 | | \$2,655 |
| 128.1 Allowance for Doubtful Accounts - Fraud | | | -\$27 | | -\$27 | | -\$27 |
| 129 Accrued Interest Receivable | \$71 | | | | \$71 | | \$71 |
| 120 Total Receivables, Net of Allowances for Doubtful Accounts | \$17,452 | | \$38,587 | | \$56,039 | | \$56,039 |
| 131 Investments - Unrestricted | \$142,022 | | | | \$142,022 | | \$142,022 |
| 142 Prepaid Expenses and Other Assets | \$5,662 | | \$5,557 | | \$11,219 | | \$11,219 |
| 143 Inventories | \$28,241 | | | | \$28,241 | | \$28,241 |
| 143.1 Allowance for Obsolete Inventories | -\$2,824 | | | | -\$2,824 | | -\$2,824 |
| 150 Total Current Assets | \$424,741 | | \$88,365 | | \$513,106 | | \$513,106 |
| 161 Land | \$178,773 | | | | \$178,773 | | \$178,773 |
| 162 Buildings | \$8,847,052 | | \$5,994 | | \$8,853,046 | | \$8,853,046 |
| 164 Furniture, Equipment & Machinery - Administration | \$128,916 | | \$35,592 | | \$164,508 | | \$164,508 |
| 166 Accumulated Depreciation | -\$7,990,807 | | -\$31,677 | | -\$8,022,484 | | -\$8,022,484 |
| 160 Total Capital Assets, Net of Accumulated Depreciation | \$1,163,934 | | \$9,909 | | \$1,173,843 | | \$1,173,843 |
| 180 Total Non-Current Assets | \$1,163,934 | | \$9,909 | | \$1,173,843 | | \$1,173,843 |
| 290 Total Assets and Deferred Outflow of Resources | \$1,588,675 | | \$98,274 | | \$1,686,949 | | \$1,686,949 |

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

FINANCIAL DATA SCHEDULE - (Continued)
Year Ended March 31, 2022

| | Project Total | 14. PHC Public Housing CARES Act Funding | 14.871 Housing Choice Vouchers | 14. HCC HCV CARES Act Funding | Subtotal | ELIM | Total |
|--|---------------|--|---|--|-------------|------|-------------|
| 312 Accounts Payable <= 90 Days | \$12,937 | | \$1,243 | | \$14,180 | | \$14,180 |
| 321 Accrued Wage/Payroll Taxes Payable | \$9,663 | | \$1,588 | | \$11,251 | | \$11,251 |
| 322 Accrued Compensated Absences - Current Portion | \$685 | | \$25 | | \$710 | | \$710 |
| 333 Accounts Payable - Other Government | \$13,135 | | | | \$13,135 | | \$13,135 |
| 341 Tenant Security Deposits | \$46,836 | | | | \$46,836 | | \$46,836 |
| 342 Unearned Revenue | \$10,491 | | | | \$10,491 | | \$10,491 |
| 345 Other Current Liabilities | \$10,312 | | | | \$10,312 | | \$10,312 |
| 346 Accrued Liabilities - Other | \$18,501 | | | | \$18,501 | | \$18,501 |
| 310 Total Current Liabilities | \$122,560 | | \$2,856 | | \$125,416 | | \$125,416 |
| 354 Accrued Compensated Absences - Non Current | \$34,076 | | \$1,029 | | \$35,105 | | \$35,105 |
| 350 Total Non-Current Liabilities | \$34,076 | | \$1,029 | | \$35,105 | | \$35,105 |
| 300 Total Liabilities | \$156,636 | | \$3,885 | | \$160,521 | | \$160,521 |
| 508.4 Net Investment in Capital Assets | \$1,163,934 | | \$9,909 | | \$1,173,843 | | \$1,173,843 |
| 512.4 Unrestricted Net Position | \$268,105 | | \$84,480 | | \$352,585 | | \$352,585 |
| 513 Total Equity - Net Assets / Position | \$1,432,039 | | \$94,389 | | \$1,526,428 | | \$1,526,428 |
| 600 Total Liabilities, Resources and Equity - Net | \$1,588,675 | | \$98,274 | | \$1,686,949 | | \$1,686,949 |

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

FINANCIAL DATA SCHEDULE - (Continued)
Year Ended March 31, 2022

| | Project Total | 14. PHC Public Housing CARES Act Funding | 14.871 Housing Choice Vouchers | 14. HCC HCV CARES Act Funding | Subtotal | ELIM | Total |
|---|---------------|--|---|--|-------------|------|-------------|
| 70300 Net Tenant Rental Revenue | \$550,690 | | | | \$550,690 | | \$550,690 |
| 70400 Tenant Revenue - Other | \$27,791 | | | | \$27,791 | | \$27,791 |
| 70500 Total Tenant Revenue | \$578,481 | | | | \$578,481 | | \$578,481 |
| 70600 HUD PHA Operating Grants | \$506,045 | \$7,512 | \$868,710 | \$28,513 | \$1,410,780 | | \$1,410,780 |
| 70610 Capital Grants | \$223,415 | | | | \$223,415 | | \$223,415 |
| 71100 Investment Income - Unrestricted | \$1,476 | | \$11 | | \$1,487 | | \$1,487 |
| 71400 Fraud Recovery | | | \$770 | | \$770 | | \$770 |
| 71500 Other Revenue | \$473 | | \$6,553 | | \$7,026 | | \$7,026 |
| 70000 Total Revenue | \$1,309,890 | \$7,512 | \$876,044 | \$28,513 | \$2,221,959 | | \$2,221,959 |
| 91100 Administrative Salaries | \$123,796 | | \$32,838 | | \$156,634 | | \$156,634 |
| 91200 Auditing Fees | \$4,640 | | \$2,320 | | \$6,960 | | \$6,960 |
| 91400 Advertising and Marketing | \$734 | | | | \$734 | | \$734 |
| 91500 Employee Benefit contributions - Administrative | \$44,750 | | \$6,320 | | \$51,070 | | \$51,070 |
| 91600 Office Expenses | \$37,251 | | \$9,617 | | \$46,868 | | \$46,868 |
| 91700 Legal Expense | \$6,319 | | | | \$6,319 | | \$6,319 |
| 91900 Other | \$22,184 | \$720 | \$9,531 | \$1,932 | \$34,367 | | \$34,367 |
| 91000 Total Operating - Administrative | \$239,674 | \$720 | \$60,626 | \$1,932 | \$302,952 | | \$302,952 |
| 92400 Tenant Services - Other | \$3,931 | | | | \$3,931 | | \$3,931 |
| 92500 Total Tenant Services | \$3,931 | | | | \$3,931 | | \$3,931 |
| 93100 Water | \$55,340 | | | | \$55,340 | | \$55,340 |
| 93200 Electricity | \$120,215 | | | | \$120,215 | | \$120,215 |
| 93300 Gas | \$56,124 | | | | \$56,124 | | \$56,124 |
| 93000 Total Utilities | \$231,679 | | | | \$231,679 | | \$231,679 |

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

FINANCIAL DATA SCHEDULE - (Continued)
Year Ended March 31, 2022

| | Project Total | 14. PHC Public Housing CARES Act Funding | 14.871 Housing Choice Vouchers | 14. HCC HCV CARES Act Funding | Subtotal | ELIM | Total |
|---|---------------|--|---|--|-------------|------|-------------|
| 94100 Ordinary Maintenance and Operations - Labor | \$128,403 | | \$4,877 | | \$133,280 | | \$133,280 |
| 94200 Ordinary Maintenance and Operations - Materials and Other | \$66,786 | | | | \$66,786 | | \$66,786 |
| 94300 Ordinary Maintenance and Operations Contracts | \$102,723 | \$688 | | | \$103,411 | | \$103,411 |
| 94500 Employee Benefit Contributions - Ordinary Maintenance | \$45,103 | | \$997 | | \$46,100 | | \$46,100 |
| 94000 Total Maintenance | \$343,015 | \$688 | \$5,874 | | \$349,577 | | \$349,577 |
| 96110 Property Insurance | \$43,758 | | \$2,793 | | \$46,551 | | \$46,551 |
| 96120 Liability Insurance | \$6,509 | | \$415 | | \$6,924 | | \$6,924 |
| 96130 Workmen's Compensation | \$3,959 | | \$500 | | \$4,459 | | \$4,459 |
| 96140 All Other Insurance | \$280 | | \$12 | | \$292 | | \$292 |
| 96100 Total insurance Premiums | \$54,506 | | \$3,720 | | \$58,226 | | \$58,226 |
| 96200 Other General Expenses | | | \$235 | | \$235 | | \$235 |
| 96210 Compensated Absences | \$31,752 | | \$1,282 | | \$33,034 | | \$33,034 |
| 96300 Payments in Lieu of Taxes | \$13,135 | | | | \$13,135 | | \$13,135 |
| 96400 Bad debt - Tenant Rents | \$4,923 | | | | \$4,923 | | \$4,923 |
| 96000 Total Other General Expenses | \$49,810 | | \$1,517 | | \$51,327 | | \$51,327 |
| 96900 Total Operating Expenses | \$922,615 | \$1,408 | \$71,737 | \$1,932 | \$997,692 | | \$997,692 |
| 97000 Excess of Operating Revenue over Operating Expenses | \$387,275 | \$6,104 | \$804,307 | \$26,581 | \$1,224,267 | | \$1,224,267 |
| 97300 Housing Assistance Payments | | | \$777,186 | \$23,446 | \$800,632 | | \$800,632 |
| 97350 HAP Portability-In | | | \$5,980 | | \$5,980 | | \$5,980 |
| 97400 Depreciation Expense | \$118,626 | | \$824 | | \$119,450 | | \$119,450 |
| 90000 Total Expenses | \$1,041,241 | \$1,408 | \$855,727 | \$25,378 | \$1,923,754 | | \$1,923,754 |

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

FINANCIAL DATA SCHEDULE - (Continued)
Year Ended March 31, 2022

| | Project Total | 14. PHC Public Housing CARES Act Funding | 14.871 Housing Choice Vouchers | 14. HCC HCV CARES Act Funding | Subtotal | ELIM | Total |
|---|---------------|--|---|--|-------------|-----------|-------------|
| 10010 Operating Transfer In | \$41,608 | | | | \$41,608 | -\$41,608 | |
| 10020 Operating transfer Out | -\$41,608 | | | | -\$41,608 | \$41,608 | |
| 10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses | \$268,649 | \$6,104 | \$20,317 | \$3,135 | \$298,205 | | \$298,205 |
| 11030 Beginning Equity | \$1,157,286 | | \$70,937 | | \$1,228,223 | | \$1,228,223 |
| 11040 Prior Period Adjustments, Equity Transfers and Correction of Errors | \$6,104 | -\$6,104 | \$3,135 | -\$3,135 | | | |
| 11170 Administrative Fee Equity | | | \$94,389 | | \$94,389 | | \$94,389 |
| 11190 Unit Months Available | 1980 | | 2016 | | 3996 | | 3996 |
| 11210 Number of Unit Months Leased | 1964 | | 1931 | | 3895 | | 3895 |
| 11270 Excess Cash | \$194,218 | | | | \$194,218 | | \$194,218 |
| 11620 Building Purchases | \$249,515 | | | | \$249,515 | | \$249,515 |
| 11640 Furniture & Equipment - Administrative Purchases | \$5,549 | | | | \$5,549 | | \$5,549 |



Audit Solutions, LLC.

Certified Public Accountant

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Commissioners
Housing Authority of the City of Bedford
Bedford, Indiana

I 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 Housing Authority of the City of Bedford (Authority), Indiana, as of and for the year ended March 31, 2022, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued my report thereon dated October 19, 2022.

Internal Control Over Financial Reporting

In planning and performing my audit of the financial statements, I 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 my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, I 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 entity'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.

My 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 my audit I did not identify any deficiencies in internal control that I 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, I 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 my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Audit Solutions, LLC

Chesterfield, Missouri

October 19, 2022



Audit Solutions, LLC.

Certified Public Accountant

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Commissioners
Housing Authority of the City of Bedford
Bedford, Indiana

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

I have audited Housing Authority of the City of Bedford (Authority), Indiana's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Authority's major federal programs for the year ended March 31, 2022. 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.

In my opinion, the 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 March 31, 2022.

Basis for Opinion on Each Major Federal Program

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 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). My responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of my report.

I am required to be independent of the Authority and to meet my other ethical responsibilities, in accordance with relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion on compliance for each major federal program. My audit does not provide a legal determination of the Authority's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Authority's federal programs.

Auditor's Responsibilities for the Audit of Compliance

My objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Authority's compliance based on my audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Authority's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Authority's compliance with the compliance requirements referred to above and performing such other procedures as I considered necessary in the circumstances.
- Obtain an understanding of the Authority's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over compliance. Accordingly, no such opinion is expressed.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that I identified during the audit.

Report on 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 a 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.

My consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during my audit I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

My audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of my 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.

Audit Solutions, LLC

Chesterfield, Missouri
October 19, 2022



Audit Solutions, LLC.

Certified Public Accountant

INDEPENDENT AUDITORS REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Commissioners
Housing Authority of the City of Bedford
Bedford, Indiana

I have performed the procedure described in the second paragraph of this report, which was agreed to by the Housing Authority of the City of Bedford and the U.S. Department of Housing and Urban Development, Public Indian Housing - Real Estate Assessment Center (PIH-REAC), solely to assist them in determining whether the electronic submission of certain information agrees with the related hard copy documents included within the OMB Uniform Guidance reporting package. The Authority is responsible for the accuracy and completeness of the electronic submission. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in the Government Auditing Standards issued by the Comptroller General of the United States. The sufficiency of the procedure is solely the responsibility of those parties specified in this report. Consequently, I make no representation regarding the sufficiency of the procedure described below either for the purpose for which this report has been requested or for any other purpose.

I compared the electronic submission of the items listed in the "UFRS Rule Information" column with the corresponding printed documents listed in the "Hard Copy Documents" column. The results of the performance of my agreed-upon procedure indicate agreement or non-agreement of the electronically submitted information and hard copy documents as shown in the chart below.

I was engaged to perform an audit in accordance with the audit requirements of Title 2 U.S. Code of the Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), by the Authority as of and for the year ended March 31, 2022 and have issued my report thereon dated October 19, 2022. The information in the "Hard Copy Documents" column was included within the scope or was a by-product of that audit. Further, my opinion on the fair presentation of the Financial Data Schedule (FDS) dated October 19, 2022, was expressed in relation to the basic financial statements of the Authority taken as a whole.

A copy of the reporting package required by Uniform Guidance, which includes the auditor's reports, is available in its entirety from the Authority. I have not performed any additional procedures since the date of the aforementioned audit reports. Further, I take no responsibility for the security of the information transmitted electronically to the U.S. Department of Housing and Urban Development, PIH-REAC.

This report is intended solely for the information and use of the Authority and the U.S. Department of Housing and Urban Development, PIH-REAC, and is not intended to be and should not be used by anyone other than these specified parties.

Audit Solutions, LLC

Chesterfield, Missouri
October 19, 2022

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

AGREED UPON PROCEDURES

March 31, 2022

| Procedure | UFRS Rule Information | Hard Copy Document(s) | Agrees |
|------------------|--|--|---------------|
| 1 | Balance Sheet and Revenue and Expense (data line items 111 to 1121) | Financial Data Schedule, all CFDA's | √ |
| 2 | Footnotes (data element G5000-010) | Footnotes to audited basic financial statements | √ |
| 3 | Type of opinion to FDS (data element G5100-010) | Auditor's supplemental report on FDS | √ |
| 4 | Audit findings narratives (data element G5200-010) | Schedule of Findings and Questioned costs | √ |
| 5 | General Information (data element series G2000, G2100, G2200, G2300, G90000, G9100) | OMB Data Collection Form | √ |
| 6 | Financial statement report information (data element G3000-010 to G3000-050) | Schedule of Findings and Questioned costs, Part 1 and OMB Data Collection Form | √ |
| 7 | Federal program report information (data element G4000-020 to G4000-040) | Schedule of Findings and Questioned costs, Part 1 and OMB Data Collection Form | √ |
| 8 | Type of compliance requirement (G4000-020 & G4000-030) | OMB Data Collection Form | √ |
| 9 | Basic financial statements and auditors' reports required to be submitted electronically | Basic financial statements (inclusive of auditor reports) | √ |

HOUSING AUTHORITY OF THE CITY OF BEDFORD
Bedford, Indiana

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
March 31, 2022

Section I - Summary of Auditor's Results

Financial Statements

| | |
|---|---------------|
| Type of auditor's report issued: | Unmodified |
| <u>Internal control over financial reporting:</u> | |
| ➤ Material weakness(es) identified? | No |
| ➤ Significant deficiency(ies) identified? | None Reported |
| Noncompliance material to financial statements noted? | No |

Federal Awards

| | |
|---|---------------|
| <u>Internal control over major programs:</u> | |
| ➤ Material weakness(es) identified? | No |
| ➤ Significant deficiency(ies) identified? | None Reported |
| Type of auditor's report issued on compliance for major programs: | Unmodified |
| Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516 (a)? | No |
| <u>Identification of Major programs:</u> | |
| ➤ ALN #14.871 Housing Choice Vouchers | |
| Dollar threshold used to distinguish between type A and type B programs: | \$750,000 |
| Auditee qualified as low-risk auditee? | Yes |

Section II - Financial Statement Findings

The current audit report for the year ended March 31, 2022 disclosed no Financial Statement audit finding.

Section III - Federal Award Findings and Questioned Costs

The current audit report for the year ended March 31, 2022 disclosed no Federal Awards audit finding and questioned costs.