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June 15, 2023

Board of Commissioners  
Housing Authority of the City of Charlestown  
200 Jennings Street  
Charlestown, IN 47111

We have reviewed the audit report of the Housing Authority of the City of Charlestown, which was opined upon by MCM CPAs & Advisors LLP, Independent Public Accountants, for the period October 1, 2021 to September 30, 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 Charlestown as of September 30, 2022, and the results of its operations for the period then ended, on the basis of accounting described in the report.

In our opinion, MCM CPAs & Advisors LLP prepared the audit report in accordance with the guidelines established by the State Board of Accounts.

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 Charlestown**

**Report on Audit of Financial Statements  
and Supplementary Information**

**Year Ended September 30, 2022**

**Housing Authority of the City of Charlestown**  
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**Year Ended September 30, 2022**

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## **Independent Auditor's Report on Financial Statements**

Board of Commissioners  
Housing Authority of the City of Charlestown

### **Report on the Financial Statements**

#### ***Opinion***

We have audited the accompanying financial statements of the business-type activities of the Housing Authority of the City of Charlestown (the "Authority") as of and for the year ended September 30, 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 our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the business-type activities of the Authority as of September 30, 2022, and its respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinion***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America ("GAAS") and the standards applicable to financial audits contained in the Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### ***Responsibilities of Management for the Financial Statements***

The Authority's Management is responsible for the preparation and fair presentation of 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 know information that may raise substantial doubt shortly thereafter.

MCM CPAs & Advisors LLP

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## **Independent Auditor's Report on Financial Statements (Continued)**

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our 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 our opinion. 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 GAAS 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 GAAS and Governmental Auditing Standards, we:

- 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 our 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.

We are 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 we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis on pages 4 through 11 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## **Independent Auditor's Report on Financial Statements (Continued)**

### *Supplementary Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Authority's basic financial statements. The accompanying Schedule of Expenditures of Federal Awards, as required by Title 2 U.S. Code of Federal Regulations ("CFR") Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* ("Uniform Guidance") and the Financial Data Schedule 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 our opinion, the supplementary information referred to above is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated May 15, 2023, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

MCM CPAs & Advisors LLP

Jeffersonville, Indiana

May 15, 2023

**Housing Authority of the City of Charlestown  
Management's Discussion and Analysis  
Year Ended September 30, 2022**

As management of the Housing Authority of the City of Charlestown (the "Authority"), we offer readers of the Authority's financial statements this narrative overview and analysis of the financial activities of the Authority for the fiscal year ended September 30, 2022.

The MD&A is specifically designed to: 1) assist the reader in focusing on significant financial issues; 2) provide a broad scope overview of the Authority's financial activities; 3) identify and explain changes in the Authority's financial position and 4) highlight any individual funding source issues or concerns.

Since the MD&A is designed to present basic financial statements in a narrative, executive summary format, the reader is encouraged to consider the information presented here in conjunction with the Authority's audited financial statements.

**Overview of the Authority**

The Authority is organized under the laws of the state of Indiana for the purpose of engaging in the development and administration of low-rent housing programs. The Authority owns and operates 250 public housing units and administers 70 Section 8 Housing Choice Vouchers under Annual Contributions Contract 2050-V with the Department of Housing and Urban Development ("HUD"). The Authority is located in Charlestown, Indiana.

The Authority is governed by a seven-member Board of Commissioners who are appointed by the mayor of the City of Charlestown. Under the oversight of that Board, the Authority functions independently from the City of Charlestown government. All revenues, expenses, assets, and obligations of the Authority belong solely to the Authority, not the City of Charlestown or any other entity.

**Reporting on the Authority as a Whole**

The Statements of Revenues, Expenses, and Changes in Net Position report information about the Authority as a whole and about its activities in a format that helps the reader assess the results of operations for the fiscal year ended September 30, 2022. Each statement is a condensed presentation of sources of funding and major activities. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current fiscal year's revenues and expenses are taken into account regardless of when cash is received or paid.

**Financial Highlights**

- Net position of the Authority decreased \$150,484 as of September 30, 2022 from the prior year. That decrease was a direct result of expenses exceeding revenues by \$150,484 during the fiscal year ended September 30, 2022.
- Operating revenue of the Authority increased by \$3,090 compared to the prior fiscal year.
- Operating expenses increased by \$287,112 compared to the prior fiscal year.
- The Authority had unrestricted net position (unrestricted reserves) of \$2,658,226 at September 30, 2022, which is a decrease of \$69,742 from September 30, 2021.

**Housing Authority of the City of Charlestown  
Management's Discussion and Analysis (Continued)  
Year Ended September 30, 2022**

**Fund Financial Statements**

All of the funds of the Authority are reported as proprietary funds. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Enterprises operated by state and local governments, such as the Authority, use fund accounting to ensure compliance with finance-related legal requirements.

The Authority's financial statements report its net position and changes in net position. One can think of the Authority's net position - the difference between assets plus deferred outflows of resources, and liabilities plus deferred inflows of resources - as one way to measure the Authority's financial health, or financial position. Over time, increases and decreases in the Authority's net position are one indicator of whether its financial health is improving or deteriorating. One will need to consider other factors, however, such as the amount of net position (amount of operating reserves), changes in the Authority's occupancy levels, and/or its legal obligations to HUD, to assess the overall health of the Authority. Management of the Authority makes a concerted effort to be fiscally responsible and maintain an operating reserve balance (net position) that is equal to or greater than HUD-recommended operating reserve levels at all times.

**Using This Annual Report**

The Authority's annual report consists of financial statements that show combined information about the Authority's most significant programs, the Public and Indian Housing Program, the Section 8 Housing Choice Vouchers Program, and the Public Housing Capital Fund Program.

The Authority's auditors provided assurance in their independent auditor's report, located immediately preceding the MD&A, that the financial statements are presented fairly in all material respects in accordance with accounting principles generally accepted in the United States of America. The auditors provide varying degrees of assurance regarding the other information included in this report. A user of this report should read the independent auditor's report carefully to determine the level of assurance provided for each of the other parts of this report.

**Reporting the Authority's Most Significant Programs**

The Authority's financial statements provide detailed information about the most significant programs. Some funds are required to be established by HUD. However, the Authority establishes other funds to help it control and manage money for particular purposes, or to show that it is meeting legal responsibilities for using grants and other funds.

The Authority uses the following accounting approach for Proprietary funds. The focus of proprietary funds is on income measurement, which together with the maintenance of net position, is an important financial indicator. The statements evaluated include:

- Statement of Net Position - reports the Authority's current financial resources (short term spendable resources) with capital assets and long-term debt obligations, if any.
- Statement of Revenues, Expenses and Changes in Net Position - reports the Authority's operating and non-operating revenues, by major source along with operating and non-operating expenses.

The Authority maintains its books and records utilizing the accrual basis of accounting. Accrual accounting recognizes revenues and expenses when earned and incurred regardless of when cash is received or paid.

**Housing Authority of the City of Charlestown  
Management's Discussion and Analysis (Continued)  
Year Ended September 30, 2022**

**Reporting the Authority's Most Significant Programs (Continued)**

The following is a description of the programs and services that the Authority provides for its program participants:

***Public and Indian Housing Program***

The Authority owns 250 units in developments within the City of Charlestown, Indiana. The 250 units owned by the Authority consist of elderly/disabled and family units. The Authority rents those units to individuals and families who meet HUD eligibility guidelines in order to provide them with decent, safe, and sanitary rental housing. The Authority is responsible for the management and maintenance of all units, sites and certain utilities. On an annual basis, the Authority submits a request for funding to HUD, known as the Calculation of Operating Subsidy. The basic concept of the Calculation of Operating Subsidy is that the Authority has an Allowable Operating Expense Level, Allowable Utilities Expenses Level, Allowable Add-ons and Audit Cost that becomes the Authority's Total Allowable Expenses. HUD will fund the difference between the Total Allowable Expenses and the amount of rents that the Authority can charge their tenants based upon HUD eligibility calculations. However, funding is subject to proration due to congressional appropriation and may not be sufficient to fund 100% of the requested amount. For calendar year 2022 and calendar year 2021, the funding was not prorated to less than 97% of the full eligibility amount.

***Section 8 Housing Choice Vouchers Program***

This grant program provides rental assistance to help extremely low and low-income families afford decent, safe, and sanitary rental housing. Qualifying participants have their income analyzed utilizing HUD's guidelines and their rental assistance is calculated accordingly. The Authority is awarded a fixed amount of Budget Authority from HUD on an annual basis to assist participants. The Authority had approval and funding for 70 vouchers during the year ended September 30, 2022. Similar to Public Housing operating funding, Section 8 Housing Choice Vouchers administrative funding from HUD is subject to proration due to Congressional appropriation. Section 8 Housing Choice Vouchers administrative funding was prorated to approximately 89% of the full eligibility amount for calendar year 2022 and approximately 84% of the full eligibility amount for calendar year 2021.

***Capital Fund Program***

HUD awards this grant program on an annual basis. The purposes of these grants are to maintain the physical structures within the Authority's sites and the administrative management to ensure completion of site improvements in the most effective and efficient manner. The Authority requisitions funds from HUD as the Authority expends funds. At September 30, 2022 the Authority had approximately \$1,960,700 of capital fund grants that had been awarded by HUD but had not been expended. That grant revenue has not been recognized within the audited financial statements, but those grant funds have been allocated by HUD and will be recognized and expended for capital projects within the next four years.

***Central Office Cost Center***

In addition to the programs noted above, the Authority maintains a Central Office Cost Center ("COCC") as mandated by HUD. All salaries and costs related to administrative functions of the Authority and other costs which do not directly support the specific programs noted above, are charged to the COCC. Funding flows into the COCC from fees which are allowed to be charged to the Public and Indian Housing program and the Section 8 Housing Choice Voucher program, as well as administrative funding provided through the Capital Fund program. Once funds flow through to the COCC they are deemed to be "defederalized" and can then be used by the Authority in any way needed in order to support the Authority's mission.

**Housing Authority of the City of Charlestown  
Management's Discussion and Analysis (Continued)  
Year Ended September 30, 2022**

**Authority-Wide Condensed Financial Statements**

The Authority's overall financial position and operations for the past two years are summarized below based on the information included in the current and prior financial statements.

*The Housing Authority of the City of Charlestown  
Statement of Net Position*

	2022	2021	Increase/decrease	
			Amount	Percentage
Current assets	\$ 2,831,937	\$ 2,994,081	\$ (162,144)	-5.4%
Capital assets, net	<u>5,016,073</u>	<u>5,049,358</u>	<u>(33,285)</u>	-0.7%
Total assets	<u>7,848,010</u>	<u>8,043,439</u>	<u>(195,429)</u>	-2.4%
Current liabilities	<u>173,143</u>	<u>218,088</u>	<u>(44,945)</u>	-20.6%
Total liabilities	<u>173,143</u>	<u>218,088</u>	<u>(44,945)</u>	-20.6%
Net investment in capital assets	5,016,073	5,049,358	(33,285)	-0.7%
Restricted net position	568	48,025	(47,457)	-98.8%
Unrestricted net position	<u>2,658,226</u>	<u>2,727,968</u>	<u>(69,742)</u>	-2.6%
Total net position	<u>\$ 7,674,867</u>	<u>\$ 7,825,351</u>	<u>\$ (150,484)</u>	-1.9%

*Total Assets*

The Authority's total assets at September 30, 2022 were \$7,848,010, a decrease of \$195,429, or 2.4%, from September 30, 2021. The change in total assets was primarily due to a decrease in cash resulting from the net loss from operations in fiscal year 2022, as well as a decrease in receivables from HUD at September 30, 2022 compared to September 30, 2021. The decrease in HUD receivables was due to natural fluctuations the timing of HUD revenue drawdowns near fiscal year end.

*Capital Assets*

Overall, net capital assets decreased by \$33,285, or 0.7%, from September 30, 2021. That was primarily due to the depreciation expense recognized during the fiscal year ended September 30, 2022, totaling \$293,205, exceeding capital asset purchases of \$259,920 during the fiscal year ended September 30, 2022. The fixed asset purchases consisted primarily of sidewalk concrete leveling and bathroom renovations at AMP 1 (Project IN025000001) and the installation of a lift station and improved security cameras at the midrise within AMP 2 (Project IN025000002).

**Housing Authority of the City of Charlestown  
Management's Discussion and Analysis (Continued)  
Year Ended September 30, 2022**

**Authority-Wide Condensed Financial Statements (Continued)**

*Total Liabilities*

The Authority's total liabilities at September 30, 2022 were \$173,143, a decrease of \$44,945 or 20.6%, from September 30, 2021. The change in total liabilities was primarily due to a decrease in accounts payable at September 30, 2022 as compared to September 30, 2021. The decreased accounts payable primarily resulted from capital fund construction related payables at September 30, 2021. Those payable arose from capital fund work completed toward the end of that fiscal year for which invoices weren't received until after fiscal year end. No such capital fund projects were in process at September 30, 2022, so there were no such capital fund construction payables at that date.

*Net Position*

The Authority's total net position at September 30, 2022 was \$7,674,867, a decrease of \$150,484, or 1.9%, from September 30, 2021. The decrease in net position was due to a net loss generated by the Authority's operations in fiscal year 2022.

The results of operations for the Authority are presented on the following page:

**Housing Authority of the City of Charlestown  
Management's Discussion and Analysis (Continued)  
Year Ended September 30, 2022**

*The Housing Authority of the City of Charlestown  
Statement of Revenues, Expenses and Changes in Net Position*

	2022	2021	Increase/decrease	
			Amount	Percentage
Operating revenues				
Tenant revenue	\$ 948,123	\$ 877,435	\$ 70,688	8.1%
HUD PHA operating grants	959,296	1,023,694	(64,398)	-6.3%
Fraud recovery	-	3,200	(3,200)	-100.0%
Other revenue	150	150	-	0.0%
Total operating revenues	<u>1,907,569</u>	<u>1,904,479</u>	<u>3,090</u>	0.2%
Operating expenses				
Administration	467,168	459,518	7,650	1.7%
Tenant services	3,696	3,702	(6)	-0.2%
Utilities	332,051	239,505	92,546	38.6%
Ordinary maintenance	667,352	603,059	64,293	10.7%
Protective services	28,226	26,000	2,226	8.6%
Insurance expense	123,151	97,977	25,174	25.7%
Other general expenses	123,835	90,272	33,563	37.2%
Housing assistance payments	251,388	203,728	47,660	23.4%
Depreciation expense	293,205	279,199	14,006	5.0%
Total operating expenses	<u>2,290,072</u>	<u>2,002,960</u>	<u>287,112</u>	14.3%
Net operating loss	<u>(382,503)</u>	<u>(98,481)</u>	<u>(284,022)</u>	288.4%
Nonoperating revenue				
Interest and investment revenue	6,968	6,333	635	10.0%
Total nonoperating revenue	<u>6,968</u>	<u>6,333</u>	<u>635</u>	10.0%
Net loss before capital fund grant	(375,535)	(92,148)	(283,387)	307.5%
Capital fund grant	<u>225,051</u>	<u>329,438</u>	<u>(104,387)</u>	100.0%
Change in net position	<u>\$ (150,484)</u>	<u>\$ 237,290</u>	<u>\$ (387,774)</u>	-163.4%

**Housing Authority of the City of Charlestown  
Management's Discussion and Analysis (Continued)  
Year Ended September 30, 2022**

**Results of Operations**

The change in net position for the year ended September 30, 2022 was (\$150,484) compared to \$237,290 for the year ended September 30, 2021. Revenues of the Authority's activities are generated principally from HUD operating subsidies and tenant rental receipts. Operating expense of the Authority's activities consist primarily of maintenance, depreciation, administration, utilities, and housing assistance payments.

Tenant revenue increased by approximately \$70,700 from the fiscal year ended September 30, 2021, due primarily to increases in tenant incomes which resulted in rent increases due to HUD's income-based rent calculation formula. HUD PHA operating grant revenue decreased by approximately \$64,400 from the fiscal year ended September 30, 2021. That decrease was primarily due to timing differences in the drawdown of operating and administrative revenue from capital fund grants. In fiscal year 2021, the full operating and administrative funding was drawn down from two capital fund grants since those amounts were not drawn down from any capital fund grants in fiscal year 2020. However, in fiscal year 2022, the full operating and administrative funding was only drawn down from one capital fund grant.

Utilities expenses increased by approximately \$92,500 due to significant rate increases applied by the water company in fiscal years 2021 and 2022. Maintenance expense increased by approximately \$64,300 due primarily to increased maintenance materials and contract costs experienced in fiscal year 2022, stemming from the significant inflation experienced in the economy during that time period. Section 8 housing assistance payment expense increased by approximately \$47,700 due to a higher voucher utilization percentage for fiscal year 2022 as compared to fiscal year 2021.

Capital fund grant revenue decreased by approximately \$104,400. That decrease did not represent a decrease in capital grant funding, but rather just a difference in the timing and significance of capital improvement projects performed in fiscal year 2022 as compared to fiscal year 2021.

**Capital Assets**

At September 30, 2022, the Authority has approximately \$5,016,00 invested in net capital assets. That is reflected in the following schedule, and represents an decrease of approximately \$33,300 (net of depreciation) from the preceding year.

***The Housing Authority of the City of Charlestown  
Capital Assets***

	<u>2022</u>	<u>2021</u>
Land	\$ 1,296,639	\$ 1,296,639
Buildings	12,929,900	12,701,980
Furniture, equipment and machinery - dwellings	297,801	297,801
Furniture, equipment and machinery - administration	209,823	205,823
Construction in process	<u>28,000</u>	<u>-</u>
Total capital assets	14,762,163	14,502,243
Less: accumulated depreciation	<u>(9,746,090)</u>	<u>(9,452,885)</u>
Capital assets, net	<u>\$ 5,016,073</u>	<u>\$ 5,049,358</u>

For additional information, see Note D within the notes to the financial statements.

**Housing Authority of the City of Charlestown  
Management's Discussion and Analysis (Continued)  
Year Ended September 30, 2022**

**Currently Known Facts, Decisions, or Conditions Expected to Affect Future Financial Position or Results of Operations**

The Authority is dependent upon HUD for funding (approximately 55% of fiscal year 2022 revenue came from HUD grants); therefore, the Authority is generally affected more by the federal budget than by local economic conditions.

The amount that the Authority is eligible to receive to cover the gap between public housing rent revenues and operating costs is set by a federal formula. If Congress has failed to provide sufficient funding to cover the full subsidies that the Authority is eligible to receive under the formula, the Authority must find a way to raise revenue, cut costs, or tap other resources to make up for the shortfall. Congress funded the operating subsidy revenue at approximately 105% of the full eligibility amount for calendar year 2022, which helped offset inflationary price increases experienced by the Authority during the fiscal year.

Similar to Public Housing operating subsidy funding, HUD also utilizes a formula to determine the amount of Section 8 Administrative funding they provide to the Authority. In recent years cuts to that funding has been far more extreme than the prorations applied to Public Housing operating subsidy. As noted previously, congress funded Section 8 administrative awards at only approximately 89% of full eligibility for calendar year 2022.

As shown in these financials, Authority management will maintain a fiscally responsible approach regardless of the federal funding situation. This will be done to ensure the Authority is able to continue to serve low-income families and individuals to the greatest extent possible for both the near-term and long-term future.

**Request for Information**

The financial report is designed to provide a general overview of the Authority's finances. Questions concerning any of the information provided in this report should be addressed to the following address:

Leigh Bowyer or Laura Dabney  
Co-Executive Directors  
The Housing Authority of the City of Charlestown  
200 Jennings Street  
Charlestown, IN 47111

**Housing Authority of the City of Charlestown  
Statement of Net Position  
September 30, 2022**

**Assets**

Current Assets

Cash and cash equivalents	\$ 1,432,281
Cash - restricted	568
Cash - security deposits	40,180
Certificates of deposit	1,113,774
Accounts receivable - HUD	73,114
Accounts receivable - tenants, net	17,492
Accounts receivable - fraud recovery, net	210
Inventory - materials and supplies, net	53,802
Prepaid expenses	100,516

Total Current Assets	2,831,937
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Capital Assets

Land	1,296,639
Buildings	12,929,900
Furniture, equipment and machinery - dwellings	297,801
Furniture, equipment and machinery - administration	209,823
Construction in process	28,000

Total Capital Assets	14,762,163
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Less: accumulated depreciation	(9,746,090)
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Capital Assets, Net	5,016,073
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Total Assets	7,848,010
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**Deferred Outflows of Resources**

-

Total Assets and Deferred Outflows of Resources	\$ 7,848,010
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**Liabilities**

Current Liabilities

Accounts payable	\$ 47,830
Accounts payable - HUD	152
Accounts payable - other government	62,339
Security deposits	40,180
Unearned revenue	22,642

Total Current Liabilities	173,143
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Total Liabilities	173,143
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**Deferred Inflows of Resources**

-

Total Liabilities and Deferred Inflows of Resources	173,143
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**Net Position**

Net investment in capital assets	5,016,073
Restricted net position	568
Unrestricted net position	2,658,226

Total Net Position	\$ 7,674,867
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See accompanying notes.

**Housing Authority of the City of Charlestown  
Statement of Revenues, Expenses and Changes in Net Position  
Year Ended September 30, 2022**

Operating Revenues	
Tenant revenue	\$ 948,123
HUD PHA operating grants	959,296
Other revenue	<u>150</u>
Total Operating Revenues	<u>1,907,569</u>
Operating Expenses	
Administration	467,168
Tenant services	3,696
Utilities	332,051
Ordinary maintenance	667,352
Protective services	28,226
Insurance expense	123,151
Other general expenses	123,835
Housing assistance payments	251,388
Depreciation expense	<u>293,205</u>
Total Operating Expenses	<u>2,290,072</u>
Net Operating Loss	(382,503)
Nonoperating Revenue	
Interest and investment revenue	<u>6,968</u>
Net Loss Before Capital Fund Grant	(375,535)
Capital Fund Grant	<u>225,051</u>
Change in Net Position	(150,484)
Net Position, Beginning of Year	<u>7,825,351</u>
Net Position, End of Year	<u><u>\$ 7,674,867</u></u>

See accompanying notes.

**Housing Authority of the City of Charlestown**  
**Statement of Cash Flows**  
**Year Ended September 30, 2022**

Operating Activities	
Cash received from tenants	\$ 945,150
Cash received from HUD PHA operating grants	1,047,130
Other cash received	152
Cash payments for operating expenses	<u>(2,065,690)</u>
Net Cash Used in Operating Activities	<u>(73,258)</u>
Investing Activities	
Interest earned	6,968
Reinvestment of interest earned	<u>(2,566)</u>
Net Cash Provided by Investing Activities	<u>4,402</u>
Capital and Related Financing Activities	
Capital grant receipts	225,051
Purchase of capital assets	<u>(259,920)</u>
Net Cash Used in Capital and Related Financing Activities	<u>(34,869)</u>
Net Decrease in Cash and Cash Equivalents	(103,725)
Cash and Cash Equivalents	
Beginning of year	<u>1,576,754</u>
End of Year	<u><u>\$ 1,473,029</u></u>
* Cash reconciliation as reported on the Statement of Net Position	
Cash and cash equivalents	\$ 1,432,281
Cash - restricted	568
Cash - security deposits	<u>40,180</u>
	<u><u>\$ 1,473,029</u></u>

See accompanying notes.

**Housing Authority of the City of Charlestown  
Statement of Cash Flows (Continued)  
Year Ended September 30, 2022**

Operating Activities	
Net operating loss	\$ (382,503)
Adjustments to reconcile net operating loss to net cash used in operating activities:	
Depreciation expense	293,205
Bad debt expense	62,339
(Increase) decrease in	
Accounts receivable - HUD	87,834
Accounts receivable - tenants	(66,652)
Accounts receivable - fraud recovery	52
Inventory - materials and supplies	(15,006)
Prepaid expenses	(7,582)
(Decrease) increase in	
Accounts payable	(44,529)
Accounts payable - other government	(1,707)
Security deposits	1,435
Unearned revenue	(144)
	<u>                    </u>
Net Cash Used in Operating Activities	<u><u>\$ (73,258)</u></u>

See accompanying notes.

**Housing Authority of the City of Charlestown**  
**Notes to Financial Statements**  
**Year Ended September 30, 2022**

**Note A - Nature of Organization**

The Housing Authority of the City of Charlestown (the "Authority"), a governmental organization, is organized under the laws of the State of Indiana for the purpose of engaging in the development and administration of low-rent housing programs. The Authority owns and operates 250 public housing units and administers 70 Section 8 Housing Choice Vouchers under Annual Contributions Contract 2050-V in Charlestown, Indiana.

In evaluating the Authority as a reporting entity, management has addressed its relationship with the City of Charlestown (the "City") and concluded that the City does not bear responsibility for the Authority's operations. The Mayor of the City appoints an independent Board of Commissioners to oversee the activities of the Authority. The Authority recruits and employs its executive staff and has substantial legal authority to control its affairs without requiring approval of the City government. Debt incurred by the Authority is not an obligation of the City; the City does not review or approve the Authority's budget; is not entitled to any surplus funds generated by the Authority's operations; and is not responsible for any deficits incurred by the Authority. Consequently, in accordance with the Governmental Accounting Standards Board, management has concluded that the Authority is a separate reporting entity.

Funding for the Authority is primarily from HUD and from payments received from tenants of the Authority-owned housing. Under the Public and Indian Housing Program, tenants pay a portion of the rental cost of public housing, based upon their household income. Through operating subsidies, HUD funds the difference between the actual costs to operate an efficiently operated Public and Indian Housing Program and the amounts paid by tenants. These subsidy payments are made to, or on behalf of, the Authority under the terms and conditions of the annual contributions contract with HUD.

The Section 8 Housing Choice Vouchers Program provides rental supplements to the owners of existing private housing who rent to qualifying individuals. The Authority processes all applicants for the Section 8 Housing Choice Vouchers Program, places approved applicants in housing and pays the owner of the private housing a monthly rental supplement. Under the conditions of an annual contributions contract, HUD provides Housing Assistance Payment revenue and Administrative revenue to the Authority for the rental supplements and the administrative cost of managing the Program.

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

The accounting policies of the Authority conform to U.S. generally accepted accounting principles ("GAAP") as applicable to proprietary funds of governments. 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:

1. **Basis of Accounting:** The financial statements of the Authority have been prepared on the accrual basis of accounting and, accordingly, reflect all significant receivables, payables and other liabilities.
2. **Basis of Presentation:** All of the Authority's programs are accounted for as one business-type activity (enterprise) for financial reporting purposes. This financial statement presentation provides an indication of the financial performance of the Authority as a whole. Enterprise designations are used to account for activities (a) which are financed with debt that is solely secured by pledge of the net revenues from fees and charges of the activity; (b) which are governed by laws or regulations that require that the activity's costs of providing services be recovered with fees and charges, rather than taxes or similar revenues; or (c) that the pricing policies of the activity establish fees and charges designated to recover its costs.

In accordance with GASB requirements, the Authority's proprietary funds follow all GASB pronouncements.

**Housing Authority of the City of Charlestown**  
**Notes to Financial Statements (Continued)**  
**Year Ended September 30, 2022**

**Note B - Summary of Significant Accounting Policies (Continued)**

3. Use of Estimates: The preparation of financial statements, in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities (and disclosure of contingent assets and liabilities, if any) at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.
4. Cash Equivalents: The Authority considers all short-term investments with an original maturity of three months or less to be cash equivalents.
5. Allowance for Doubtful Accounts: The Authority uses the allowance for bad debts method of valuing doubtful accounts receivable, which is based on historical experience, coupled with a review of the current status of existing receivables. Management has determined the allowance for doubtful accounts to be \$69,990 for accounts receivable - tenants at September 30, 2022. Additionally, management has determined the allowance related to accounts receivable - fraud recovery to be \$840 at September 30, 2022.
6. Inventories: Inventories, consisting of materials and supplies, are stated at the lower of cost or market, reported on a first-in, first-out basis.
7. Capital Assets: Capital Assets are recorded at cost. Maintenance and repairs are charged to expense as incurred; renewals or betterments are capitalized. Gain or loss on retirements and disposition of assets is credited or charged to operations, and respective costs and accumulated depreciation are eliminated from the accounts.

The capitalization policy for the Authority is that items purchased or betterments, not repairs, in excess of \$3,000 which have a useful life of more than one (1) year will be capitalized.

Depreciation is provided on the basis of the estimated useful lives of the assets using the straight-line method. The estimated useful lives are 10 - 39 years for building and improvements and 5 - 7 years for building equipment, furniture, maintenance equipment and miscellaneous assets.

8. Revenues and Expenses: Revenue from rentals is recorded as earned over the life of the lease, and expenses are charged against such revenue as incurred without regard to the date of receipt or payment of cash. Rental agreements generally do not exceed one year but are renewable.

The Authority has entered into annual contribution contracts with HUD to develop, manage and own public housing projects and to administer the federal Section 8 programs whereby the Authority pays the owner a portion of the rent, a housing assistance payment ("HAP"), on behalf of the family. Such contributions are reflected as HUD grants in the accompanying financial statements.

The Authority distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with the Authority's principal ongoing operations. Principal operating revenues are tenant rents and HUD grants. Operating expenses include administration, tenant services, utilities, maintenance, protective services, insurance, depreciation, housing assistance payments, and other general expenses. All revenues and expenses not meeting these definitions are reported as nonoperating revenues and expenses. This includes capital grants through the Public Housing Capital Fund Program.

**Housing Authority of the City of Charlestown**  
**Notes to Financial Statements (Continued)**  
**Year Ended September 30, 2022**

**Note B - Summary of Significant Accounting Policies (Continued)**

9. Use of Restricted and Unrestricted Resources: When both restricted and unrestricted resources are available for use, it is the Authority's policy to use restricted resources first, and then unrestricted resources as they are needed.
10. Subsequent Events: The Authority has evaluated events and transactions for potential recognition or disclosure through the date of the Independent Auditor's Report, the date the accompanying financial statements were available for issuance.
11. Recent Accounting Pronouncements: In June 2017, The GASB issued Statement No. 87, *Leases*. This Statement established a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. The provisions of this Statement were implemented at the commencement of fiscal year 2022 with no impact to the financial statements. There were no significant leasing arrangements in the scope of the standard.  
In May 2020, the GASB issued Statement No. 96, *Subscription-Based Information Technology Arrangements*. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements ("SBITAs") for governments. This Statement defines an SBITA, establishes that a SBITA results in a right-to-use subscription intangible asset and a corresponding subscription liability, provides the capitalization criteria for outlays other than subscription payments and requires note disclosures regarding an SBITA. The standards for SBITAs are based on the standards established in Statement No.87 – *Leases*. The requirements of this Statement are effective for the fiscal year ending September 30, 2023. The Authority is currently in the process of evaluating this standard and as such cannot estimate any potential impact.

**Note C - Cash Deposits**

In accordance with Section 401-(E) of the HUD/PHA Annual Contributions Contract, it is the policy of the Authority to invest its funds in a manner which will provide the highest investment return with maximum security while meeting the daily cash flow needs of the Authority, and comply with all federal, state and local statutes or ordinances governing the investment of public funds.

- A. Custodial Credit Risk: Custodial credit risk for deposits and investments is the risk that, in the event of failure by a financial institution, the Authority may not be able to recover the value of its deposits and investments or collateral securities that are in the possession of the financial institution. Statutes authorize the Authority to invest in certificates of deposit, money market funds, United States government securities and repurchase agreements fully collateralized by United States government securities. All cash and investments are insured up to \$250,000 by the Federal Deposit Insurance Corporation ("FDIC") or other equivalent insurance company of depository financial institutions. The deposits exceeding the insured or registered limits are public funds covered in full by the State of Indiana Public Deposit Insurance Fund.
- B. Interest Rate Risk: Interest rate risk is the risk that changes in interest rates of investments will adversely affect the fair value of an investment. The Authority's investment policy limits investments to provide the optimum return on the investment consistent with the cash management program of the Authority.

Investments are made based upon prevailing market conditions at the time of the transaction. The Authority reviews its cash and investment needs in order to maintain adequate liquidity to meet its cash flow needs. Investments will typically be limited to securities maturing in periods of up to one year, or such lesser period that coincides with expected disbursements by the Authority.

**Housing Authority of the City of Charlestown**  
**Notes to Financial Statements (Continued)**  
**Year Ended September 30, 2022**

**Note C - Cash Deposits (Continued)**

- C. Credit Risk: Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Investments are made under the 'prudent investor' standard to ensure that (a) due diligence is exercised in accordance with State law, (b) any negative deviations are reported timely and (c) reasonable action is taken to control any adverse developments. The Authority's investment policy requires investment in instruments authorized by HUD Notice PIH 95-27. All investments at September 30, 2022 were held in certificates of deposit which carry no credit risk.
- D. Concentration of Credit Risk: The Authority's investment policy requires diversification of the overall portfolio to eliminate the risk of loss resulting from an over-concentration of assets in a specific maturity, a specific issuer and/or a specific class of securities.
- E. Foreign Currency Risk: Foreign currency risk is the risk that changes in exchange rates will adversely affect fair value of an investment or a deposit. All of the Authority's deposits and investments are denominated in United States currency.

At September 30, 2022, the carrying value of cash and certificates of deposit was \$1,473,029 and \$1,113,774, respectively. The bank balance of cash and certificates of deposit owned at September 30, 2022, was \$1,645,791 and \$1,113,774, respectively.

**Note D - Capital Assets**

The following is the detailed transactions of capital assets during the year ended September 30, 2022:

	Balance at 09/30/21	Additions	Disposals	Transfers	Balance at 09/30/22
Land	\$ 1,296,639	\$ -	\$ -	\$ -	\$ 1,296,639
Buildings	12,701,980	227,920	-	-	12,929,900
Furniture, equipment and machinery - dwellings	297,801	-	-	-	297,801
Furniture, equipment and machinery - administration	205,823	4,000	-	-	209,823
Construction in process	-	28,000	-	-	28,000
	14,502,243	259,920	-	-	14,762,163
Less: accumulated depreciation	(9,452,885)	(293,205)	-	-	(9,746,090)
Total	<u>\$ 5,049,358</u>	<u>\$ (33,285)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,016,073</u>

Total depreciation expense for the year ended September 30, 2022 was \$293,205.

**Housing Authority of the City of Charlestown**  
**Notes to Financial Statements (Continued)**  
**Year Ended September 30, 2022**

**Note E - Restricted Net Position**

In accordance with guidelines established by HUD, any housing assistance payment ("HAP") budget authority disbursed to a housing authority in excess of actual program expenses for the same period must be maintained as restricted net position to be used only for future HAP payments incurred in the running of the Section 8 Housing Choice Vouchers program. For the year ended September 30, 2022 the Authority's restricted net position was \$568.

**Note F - Income Taxes**

The Authority is exempt from income taxes as it is a governmental entity and therefore is not subject to taxation.

**Note G - Major Funding Source**

The Authority is substantially funded by Federal awards. The funding is subject to Federal government appropriations and potential funding reductions. Management does not anticipate any material change in funding.

**Note H - Risk Management and Contingencies**

The Authority is exposed to various risks of loss from torts, theft of, damages to, or destruction of assets, business interruption, errors or omissions, job related illnesses or injuries to employees, and natural disasters. The Authority has purchased commercial insurance to mitigate its exposure to such losses. The various insurance policies are subject to deductible amounts and maximum coverages. If the deductible and maximums are exceeded, this could cause the Authority to suffer losses if a loss is incurred from any such incidents. The ultimate outcome of such uninsured losses cannot presently be determined, and no provision for any liability that may result, if any, has been made in the financial statements. Settled claims have not exceeded coverage levels for the past three years, and insurance coverage levels and insurance coverage, by major categories of risk, is consistent with coverage in the prior year.

The Authority has received several federal grants for specific purposes which are subject to review and audit by the grantor agencies. Such audits could lead to requests for reimbursements to grantor agencies for expenditures disallowed under the terms of the grant. Based upon experience, management believes such disallowances, if any, will be immaterial.

## **Supplementary Information**

**Housing Authority of the City of Charlestown  
Schedule of Expenditures of Federal Awards  
Year Ended September 30, 2022**

<u>Federal Grantor</u>	<u>Federal Assistance Listing Number</u>	<u>Total Federal Expenditures</u>
<b>U.S. Department of Housing and Urban Development</b>		
<b>Direct Awards:</b>		
Public and Indian Housing Program	14.850	\$ 618,578
Housing Voucher Cluster:		
Section 8 Housing Choice Vouchers	14.871	229,181
Public Housing Capital Fund	14.872	<u>336,588</u>
Total expenditures of federal awards		<u><u>\$ 1,184,347</u></u>

**Note A - Basis of Presentation**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Authority and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations ("CFR") Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Therefore, some amounts presented in this schedule may differ from amounts presented in or used in the preparation of the basic financial statements.

**Note B - Indirect Cost Rate**

The Authority has not elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**Note C - Reconciliation of Federal Expenditures to Statement of Revenues, Expenses and Changes in Net Position**

HUD PHA Operating Grants	\$ 959,296
Capital Fund Grant	<u>225,051</u>
	<u><u>\$ 1,184,347</u></u>

See independent auditor's report.

## **Other Reports**



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

To the Board of Commissioners  
Housing Authority of the City of Charlestown

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the business-type activities of the Housing Authority of the City of Charlestown (the "Authority"), as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated May 15, 2023.

***Report on Internal Control over Financial Reporting***

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

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

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

**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* (Continued)**

***Report on Compliance and Other Matters***

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

**Purpose of this Report**

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



Jeffersonville, Indiana

May 15, 2023

## **Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance in Accordance with the Uniform Guidance**

To the Board of Commissioners  
Housing Authority of the City of Charlestown

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

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

We have audited the Housing Authority of the City of Charlestown's (the "Authority") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended September 30, 2022. The Authority's major federal programs are identified in the summary of independent auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Authority complied, in all material respects, with the compliance requirement referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2022.

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

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America ("GAAS"); the standards applicable to financial audit contained in *Government Auditing Standards* issued by the Comptroller General of the United States ("*Government Auditing Standards*"); 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"). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our 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 requirement of law, statutes, regulations, rules and provisions of contracts or grant agreements to the Authority's federal programs.

## **Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance in Accordance with the Uniform Guidance (Continued)**

### ***Auditor's Responsibility for the Audit of Compliance***

Our 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 our audit. Reasonable assurance is a high level of assurance but not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *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 GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- 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 the 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 we 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.

We are required to communicate to 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 we 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 combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

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

**Independent Auditor's Report on Compliance for Each Major Federal Program and  
Report on Internal Control over Compliance in Accordance with the Uniform Guidance (Continued)**

**Report on Internal Control over Compliance (Continued)**

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

*MCM CPAs & Advisors LLP*

Jeffersonville, Indiana

May 15, 2023

**Housing Authority of the City of Charlestown  
 Schedule of Findings and Questioned Costs  
 Year Ended September 30, 2022**

**A. Summary of Independent Auditor's Results**

**Financial Statements**

Type of Auditors' Report Issued: Unmodified

Internal Control over Financial Reporting:  
 Material Weakness(es) Identified? \_\_yes x no  
 Significant Deficiency(ies) identified not Considered to  
 be Material Weaknesses? \_\_yes x none reported

Noncompliance Material to Financial Statements Noted? \_\_yes x no

**Federal Awards**

Internal Control over Major Programs:  
 Material Weakness(es) Identified? \_\_yes x no  
 Significant Deficiency(ies) Identified that are not  
 Considered to be Material Weakness(es)? \_\_yes x no

Type of auditors' report issued on compliance for  
 major programs: Unmodified

Any audit findings disclosed that are required to be reported  
 in accordance with the Uniform Guidance? \_\_yes x no

Identification of Major Programs:

<u>AL Number</u>	<u>Name of Federal Program or Cluster</u>	
14.872	Public Housing Capital Fund Program	\$ 336,588
Dollar threshold used to distinguish between Type A and Type B programs:		\$ 750,000
Auditee qualified as low-risk auditee?		<u>x</u> <u>yes</u> <u>__no</u>

**B. Findings - Financial Statements Audit**

None.

**C. Findings - Major Federal Award Programs Audit**

None.

**Housing Authority of the City of Charlestown  
Summary Schedule of Prior Audit Findings  
Year Ended September 30, 2022**

There were no prior year findings

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

Entity Wide Balance Sheet Summary

Fiscal Year End: 09/30/2022

Submission Type: Audited/Single Audit

	Project Total	14.871 Housing Choice Vouchers	COCC	Subtotal	ELIM	Total
111 Cash - Unrestricted	\$670,764	\$43,177	\$718,340	\$1,432,281		\$1,432,281
112 Cash - Restricted - Modernization and Development						
113 Cash - Other Restricted		\$568		\$568		\$568
114 Cash - Tenant Security Deposits	\$40,180			\$40,180		\$40,180
115 Cash - Restricted for Payment of Current Liabilities						
100 Total Cash	\$710,944	\$43,745	\$718,340	\$1,473,029	\$0	\$1,473,029
121 Accounts Receivable - PHA Projects						
122 Accounts Receivable - HUD Other Projects	\$73,114			\$73,114		\$73,114
124 Accounts Receivable - Other Government						
125 Accounts Receivable - Miscellaneous						
126 Accounts Receivable - Tenants	\$87,482			\$87,482		\$87,482
126.1 Allowance for Doubtful Accounts - Tenants	-\$69,990			-\$69,990		-\$69,990
126.2 Allowance for Doubtful Accounts - Other	\$0			\$0		\$0
127 Notes, Loans & Mortgages Receivable - Current						
128 Fraud Recovery	\$1,050			\$1,050		\$1,050
128.1 Allowance for Doubtful Accounts - Fraud	-\$840			-\$840		-\$840
129 Accrued Interest Receivable						
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$90,816	\$0	\$0	\$90,816	\$0	\$90,816
131 Investments - Unrestricted	\$1,113,774			\$1,113,774		\$1,113,774
132 Investments - Restricted						
135 Investments - Restricted for Payment of Current Liability						
142 Prepaid Expenses and Other Assets	\$89,457	\$199	\$10,860	\$100,516		\$100,516
143 Inventories	\$59,780			\$59,780		\$59,780
143.1 Allowance for Obsolete Inventories	-\$5,978			-\$5,978		-\$5,978
144 Inter Program Due From			\$31,111	\$31,111	-\$31,111	\$0
145 Assets Held for Sale						
150 Total Current Assets	\$2,058,793	\$43,944	\$760,311	\$2,863,048	-\$31,111	\$2,831,937

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

**Entity Wide Balance Sheet Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	Project Total	14.871 Housing Choice Vouchers	COCC	Subtotal	ELIM	Total
161 Land	\$1,296,639			\$1,296,639		\$1,296,639
162 Buildings	\$12,929,900			\$12,929,900		\$12,929,900
163 Furniture, Equipment & Machinery - Dwellings	\$297,801			\$297,801		\$297,801
164 Furniture, Equipment & Machinery - Administration	\$129,306		\$80,517	\$209,823		\$209,823
165 Leasehold Improvements						
166 Accumulated Depreciation	-\$9,688,949		-\$57,141	-\$9,746,090		-\$9,746,090
167 Construction in Progress	\$28,000			\$28,000		\$28,000
168 Infrastructure						
160 Total Capital Assets, Net of Accumulated Depreciation	\$4,992,697	\$0	\$23,376	\$5,016,073	\$0	\$5,016,073
171 Notes, Loans and Mortgages Receivable - Non-Current						
172 Notes, Loans, & Mortgages Receivable - Non Current - Past Due						
173 Grants Receivable - Non Current						
174 Other Assets						
176 Investments in Joint Ventures						
180 Total Non-Current Assets	\$4,992,697	\$0	\$23,376	\$5,016,073	\$0	\$5,016,073
200 Deferred Outflow of Resources						
290 Total Assets and Deferred Outflow of Resources	\$7,051,490	\$43,944	\$783,687	\$7,879,121	-\$31,111	\$7,848,010
311 Bank Overdraft						
312 Accounts Payable <= 90 Days	\$47,499		\$331	\$47,830		\$47,830
313 Accounts Payable >90 Days Past Due						
321 Accrued Wage/Payroll Taxes Payable						
322 Accrued Compensated Absences - Current Portion						
324 Accrued Contingency Liability						
325 Accrued Interest Payable						

Housing Authority of the City of Charlestown (IN025)  
CHARLESTOWN, IN

**Entity Wide Balance Sheet Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	Project Total	14,871 Housing Choice Vouchers	COCC	Subtotal	ELIM	Total
331 Accounts Payable - HUD PHA Programs		\$152		\$152		\$152
332 Account Payable - PHA Projects						
333 Accounts Payable - Other Government	\$62,339			\$62,339		\$62,339
341 Tenant Security Deposits	\$40,180			\$40,180		\$40,180
342 Unearned Revenue	\$22,642			\$22,642		\$22,642
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue						
344 Current Portion of Long-term Debt - Operating Borrowings						
345 Other Current Liabilities						
346 Accrued Liabilities - Other						
347 Inter Program - Due To		\$31,111		\$31,111	-\$31,111	\$0
348 Loan Liability - Current						
310 Total Current Liabilities	\$172,660	\$31,263	\$331	\$204,254	-\$31,111	\$173,143
351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue						
352 Long-term Debt, Net of Current - Operating Borrowings						
353 Non-current Liabilities - Other						
354 Accrued Compensated Absences - Non Current						
355 Loan Liability - Non Current						
356 FASB 5 Liabilities						
357 Accrued Pension and OPEB Liabilities						
350 Total Non-Current Liabilities	\$0	\$0	\$0	\$0	\$0	\$0
300 Total Liabilities	\$172,660	\$31,263	\$331	\$204,254	-\$31,111	\$173,143
400 Deferred Inflow of Resources						
508.4 Net Investment in Capital Assets	\$4,992,697		\$23,376	\$5,016,073		\$5,016,073
511.4 Restricted Net Position	\$1,886,133	\$568	\$759,980	\$568		\$568
512.4 Unrestricted Net Position		\$12,113		\$2,658,226		\$2,658,226

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

Entity Wide Balance Sheet Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	Project Total	14,871 Housing Choice Vouchers	COCC	Subtotal	ELIM	Total
513 Total Equity - Net Assets / Position	\$6,878,830	\$12,681	\$783,356	\$7,674,867	\$0	\$7,674,867
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$7,051,490	\$43,944	\$783,687	\$7,879,121	-\$31,111	\$7,848,010

Housing Authority of the City of Charlestown (IN025)  
CHARLESTOWN, IN

Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	Project Total	14.871 Housing Choice Vouchers	COCC	Subtotal	ELIM	Total
70300 Net Tenant Rental Revenue	\$871,515			\$871,515		\$871,515
70400 Tenant Revenue - Other	\$76,608			\$76,608		\$76,608
70500 Total Tenant Revenue	\$948,123	\$0	\$0	\$948,123	\$0	\$948,123
70600 HUD PHA Operating Grants	\$730,115	\$229,181		\$959,296		\$959,296
70610 Capital Grants	\$225,051			\$225,051		\$225,051
70710 Management Fee			\$250,692	\$250,692	-\$250,692	\$0
70720 Asset Management Fee			\$30,000	\$30,000	-\$30,000	\$0
70730 Book Keeping Fee			\$25,515	\$25,515	-\$25,515	\$0
70740 Front Line Service Fee						
70750 Other Fees						
70700 Total Fee Revenue			\$306,207	\$306,207	-\$306,207	\$0
70800 Other Government Grants						
71100 Investment Income - Unrestricted	\$6,892	\$29	\$47	\$6,968		\$6,968
71200 Mortgage Interest Income						
71300 Proceeds from Disposition of Assets Held for Sale						
71310 Cost of Sale of Assets						
71400 Fraud Recovery						
71500 Other Revenue	\$150			\$150		\$150
71600 Gain or Loss on Sale of Capital Assets						
72000 Investment Income - Restricted						
70000 Total Revenue	\$1,910,331	\$229,210	\$306,254	\$2,445,795	-\$306,207	\$2,139,588
91100 Administrative Salaries	\$149,068	\$25,959	\$107,237	\$282,264		\$282,264
91200 Auditing Fees	\$13,061	\$2,903	\$3,386	\$19,350		\$19,350
91300 Management Fee	\$245,304	\$5,388		\$250,692	-\$250,692	\$0
91310 Book-keeping Fee	\$22,148	\$3,367		\$25,515	-\$25,515	\$0

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

**Entity Wide Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	Project Total	14.871 Housing Choice Vouchers	COCC	Subtotal	ELIM	Total
91400 Advertising and Marketing			\$1,013	\$1,013		\$1,013
91500 Employee Benefit contributions - Administrative	\$27,727	\$4,471	\$20,726	\$52,924		\$52,924
91600 Office Expenses	\$30,581	\$731	\$44,434	\$75,746		\$75,746
91700 Legal Expense	\$264		\$660	\$924		\$924
91800 Travel	\$4,357			\$4,357		\$4,357
91810 Allocated Overhead						
91900 Other	\$590		\$30,000	\$30,590		\$30,590
91000 Total Operating - Administrative	\$493,100	\$42,819	\$207,456	\$743,375	-\$276,207	\$467,168
92000 Asset Management Fee	\$30,000			\$30,000	-\$30,000	\$0
92100 Tenant Services - Salaries						
92200 Relocation Costs						
92300 Employee Benefit Contributions - Tenant Services						
92400 Tenant Services - Other	\$3,696			\$3,696		\$3,696
92500 Total Tenant Services	\$3,696	\$0	\$0	\$3,696	\$0	\$3,696
93100 Water	\$228,112		\$4,836	\$232,948		\$232,948
93200 Electricity	\$59,219		\$5,716	\$64,935		\$64,935
93300 Gas	\$31,159		\$3,009	\$34,168		\$34,168
93400 Fuel						
93500 Labor						
93600 Sewer						
93700 Employee Benefit Contributions - Utilities						
93800 Other Utilities Expense						
93000 Total Utilities	\$318,490	\$0	\$13,561	\$332,051	\$0	\$332,051
94100 Ordinary Maintenance and Operations - Labor	\$325,854			\$325,854		\$325,854
94200 Ordinary Maintenance and Operations - Materials and Other	\$83,733			\$83,733		\$83,733

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

**Entity Wide Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	Project Total	14.871 Housing Choice Vouchers	COCC	Subtotal	ELIM	Total
94300 Ordinary Maintenance and Operations Contracts	\$186,891		\$10,260	\$197,151		\$197,151
94500 Employee Benefit Contributions - Ordinary Maintenance	\$60,614			\$60,614		\$60,614
94000 Total Maintenance	\$657,092	\$0	\$10,260	\$667,352	\$0	\$667,352
95100 Protective Services - Labor						
95200 Protective Services - Other Contract Costs	\$28,226			\$28,226		\$28,226
95300 Protective Services - Other						
95500 Employee Benefit Contributions - Protective Services						
95000 Total Protective Services	\$28,226	\$0	\$0	\$28,226	\$0	\$28,226
96110 Property Insurance	\$89,527		\$5,523	\$95,050		\$95,050
96120 Liability Insurance	\$7,278		\$4,680	\$11,958		\$11,958
96130 Workmen's Compensation	\$7,406	\$431	\$1,827	\$9,664		\$9,664
96140 All Other Insurance	\$4,848		\$1,631	\$6,479		\$6,479
96100 Total Insurance Premiums	\$109,059	\$431	\$13,661	\$123,151	\$0	\$123,151
96200 Other General Expenses		\$552		\$552		\$552
96210 Compensated Absences						
96300 Payments in Lieu of Taxes	\$62,339			\$62,339		\$62,339
96400 Bad debt - Tenant Rents	\$60,944			\$60,944		\$60,944
96500 Bad debt - Mortgages						
96600 Bad debt - Other						
96800 Severance Expense						
96000 Total Other General Expenses	\$123,283	\$552	\$0	\$123,835	\$0	\$123,835
96710 Interest of Mortgage (or Bonds) Payable						
96720 Interest on Notes Payable (Short and Long Term)						
96730 Amortization of Bond Issue Costs						

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

**Entity Wide Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	Project Total	14.871 Housing Choice Vouchers	COCC	Subtotal	ELIM	Total
96700 Total Interest Expense and Amortization Cost	\$0	\$0	\$0	\$0	\$0	\$0
96900 Total Operating Expenses	\$1,762,946	\$43,802	\$244,938	\$2,051,686	-\$306,207	\$1,745,479
97000 Excess of Operating Revenue over Operating Expenses	\$147,385	\$185,408	\$61,316	\$394,109	\$0	\$394,109
97100 Extraordinary Maintenance						
97200 Casualty Losses - Non-capitalized						
97300 Housing Assistance Payments		\$251,388		\$251,388		\$251,388
97350 HAP Portability-In						
97400 Depreciation Expense	\$285,303		\$7,902	\$293,205		\$293,205
97500 Fraud Losses						
97600 Capital Outlays - Governmental Funds						
97700 Debt Principal Payment - Governmental Funds						
97800 Dwelling Units Rent Expense						
90000 Total Expenses	\$2,048,249	\$295,190	\$252,840	\$2,596,279	-\$306,207	\$2,290,072
10010 Operating Transfer In	\$55,963	\$25,900		\$81,863		\$81,863
10020 Operating transfer Out	-\$55,963		-\$25,900	-\$81,863		-\$81,863
10030 Operating Transfers from/to Primary Government						
10040 Operating Transfers from/to Component Unit						
10050 Proceeds from Notes, Loans and Bonds						
10060 Proceeds from Property Sales						
10070 Extraordinary Items, Net Gain/Loss						
10080 Special Items (Net Gain/Loss)						
10091 Inter Project Excess Cash Transfer In	\$200,000			\$200,000		\$200,000
10092 Inter Project Excess Cash Transfer Out	-\$200,000			-\$200,000		-\$200,000
10093 Transfers between Program and Project - In						

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

**Entity Wide Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	Project Total	14.871 Housing Choice Vouchers	COCC	Subtotal	ELIM	Total
10094 Transfers between Project and Program - Out						
10100 Total Other financing Sources (Uses)	\$0	\$25,900	-\$25,900	\$0	\$0	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	-\$137,918	-\$40,080	\$27,514	-\$150,484	\$0	-\$150,484
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0	\$0		\$0
11030 Beginning Equity	\$7,016,748	\$52,761	\$755,842	\$7,825,351		\$7,825,351
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors						
11050 Changes in Compensated Absence Balance						
11060 Changes in Contingent Liability Balance						
11070 Changes in Unrecognized Pension Transition Liability						
11080 Changes in Special Term/Severance Benefits Liability						
11090 Changes in Allowance for Doubtful Accounts - Dwelling Rents						
11100 Changes in Allowance for Doubtful Accounts - Other						
11170 Administrative Fee Equity		\$12,113		\$12,113		\$12,113
11180 Housing Assistance Payments Equity		\$568		\$568		\$568
11190 Unit Months Available	3000	840		3840		3840
11210 Number of Unit Months Leased	2963	469		3432		3432
11270 Excess Cash	\$1,600,594			\$1,600,594		\$1,600,594
11610 Land Purchases	\$0		\$0	\$0		\$0
11620 Building Purchases	\$255,920		\$0	\$255,920		\$255,920
11630 Furniture & Equipment - Dwelling Purchases	\$0		\$0	\$0		\$0
11640 Furniture & Equipment - Administrative Purchases	\$4,000		\$0	\$4,000		\$4,000
11650 Leasehold Improvements Purchases	\$0		\$0	\$0		\$0
11660 Infrastructure Purchases	\$0		\$0	\$0		\$0
13510 CFFP Debt Service Payments	\$0		\$0	\$0		\$0
13901 Replacement Housing Factor Funds	\$0		\$0	\$0		\$0

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

Project Balance Sheet Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	IN025000001	IN025000002	OTHER PROJ	Total
111 Cash - Unrestricted	\$540,433	\$130,331		\$670,764
112 Cash - Restricted - Modernization and Development				
113 Cash - Other Restricted				
114 Cash - Tenant Security Deposits	\$23,650	\$16,530		\$40,180
115 Cash - Restricted for Payment of Current Liabilities				
100 Total Cash	\$564,083	\$146,861	\$0	\$710,944
121 Accounts Receivable - PHA Projects				
122 Accounts Receivable - HUD Other Projects	\$47,934	\$25,180		\$73,114
124 Accounts Receivable - Other Government				
125 Accounts Receivable - Miscellaneous				
126 Accounts Receivable - Tenants	\$78,466	\$9,016		\$87,482
126.1 Allowance for Doubtful Accounts - Tenants	-\$62,775	-\$7,215		-\$69,990
126.2 Allowance for Doubtful Accounts - Other	\$0	\$0		\$0
127 Notes, Loans, & Mortgages Receivable - Current				
128 Fraud Recovery	\$1,050			\$1,050
128.1 Allowance for Doubtful Accounts - Fraud	-\$840			-\$840
129 Accrued Interest Receivable				
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$63,835	\$26,981	\$0	\$90,816
131 Investments - Unrestricted	\$596,055	\$517,719		\$1,113,774
132 Investments - Restricted				
135 Investments - Restricted for Payment of Current Liability				
142 Prepaid Expenses and Other Assets	\$45,589	\$43,868		\$89,457

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

Project Balance Sheet Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	IN025000001	IN025000002	OTHER PROJ	Total
143 Inventories	\$32,514	\$27,266		\$59,780
143.1 Allowance for Obsolete Inventories	-\$3,251	-\$2,727		-\$5,978
144 Inter Program Due From				
145 Assets Held for Sale				
150 Total Current Assets	\$1,298,825	\$759,968	\$0	\$2,058,793
161 Land	\$319,646	\$976,993		\$1,296,639
162 Buildings	\$7,571,170	\$5,358,730		\$12,929,900
163 Furniture, Equipment & Machinery - Dwellings	\$163,405	\$134,396		\$297,801
164 Furniture, Equipment & Machinery - Administration	\$62,034	\$67,272		\$129,306
165 Leasehold Improvements				
166 Accumulated Depreciation	-\$5,031,601	-\$4,657,348		-\$9,688,949
167 Construction in Progress	\$28,000			\$28,000
168 Infrastructure				
160 Total Capital Assets, Net of Accumulated Depreciation	\$3,112,654	\$1,880,043	\$0	\$4,992,697
171 Notes, Loans and Mortgages Receivable - Non-Current				
172 Notes, Loans, & Mortgages Receivable - Non Current - Past				
173 Grants Receivable - Non Current				
174 Other Assets				
176 Investments in Joint Ventures				
180 Total Non-Current Assets	\$3,112,654	\$1,880,043	\$0	\$4,992,697
200 Deferred Outflow of Resources				

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

Project Balance Sheet Summary

Submission Type: Audited/Single Audit	Fiscal Year End: 09/30/2022			
	IN025000001	IN025000002	OTHER PROJ	Total
290 Total Assets and Deferred Outflow of Resources	\$4,411,479	\$2,640,011	\$0	\$7,051,490
311 Bank Overdraft				
312 Accounts Payable <= 90 Days	\$34,473	\$13,026		\$47,499
313 Accounts Payable >90 Days Past Due				
321 Accrued Wage/Payroll Taxes Payable				
322 Accrued Compensated Absences - Current Portion				
324 Accrued Contingency Liability				
325 Accrued Interest Payable				
331 Accounts Payable - HUD PHA Programs				
332 Account Payable - PHA Projects	\$37,909	\$24,430		\$62,339
333 Accounts Payable - Other Government	\$23,650	\$16,530		\$40,180
341 Tenant Security Deposits	\$16,840	\$5,802		\$22,642
342 Unearned Revenue				
343 Current Portion of Long-term Debt - Capital				
344 Current Portion of Long-term Debt - Operating Borrowings				
345 Other Current Liabilities				
346 Accrued Liabilities - Other				
347 Inter Program - Due To				
348 Loan Liability - Current				
310 Total Current Liabilities	\$112,872	\$59,788	\$0	\$172,660
351 Long-term Debt, Net of Current - Capital Projects/Mortgage				

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN  
**Project Balance Sheet Summary**

Submission Type: Audited/Single Audit	IN025000001	IN025000002	OTHER PROJ	Total
352 Long-term Debt, Net of Current - Operating Borrowings				
353 Non-current Liabilities - Other				
354 Accrued Compensated Absences - Non Current				
355 Loan Liability - Non Current				
356 FASB 5 Liabilities				
357 Accrued Pension and OPEB Liabilities				
350 Total Non-Current Liabilities	\$0	\$0	\$0	\$0
300 Total Liabilities	\$112,872	\$59,788	\$0	\$172,660
400 Deferred Inflow of Resources				
508.4 Net Investment in Capital Assets	\$3,112,654	\$1,880,043		\$4,992,697
511.4 Restricted Net Position	\$1,185,953	\$700,180	\$0	\$1,886,133
512.4 Unrestricted Net Position	\$4,298,607	\$2,580,223	\$0	\$6,878,830
513 Total Equity - Net Assets / Position				
600 Total Liabilities, Deferred Inflows of Resources and Equity -	\$4,411,479	\$2,640,011	\$0	\$7,051,490

Housing Authority of the City of Charlestown (IN025)  
CHARLESTOWN, IN

**Project Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	IN025000001	IN025000002	OTHER PROJ	Total
70300 Net Tenant Rental Revenue	\$523,753	\$347,762		\$871,515
70400 Tenant Revenue - Other	\$52,191	\$24,417		\$76,608
70500 Total Tenant Revenue	\$575,944	\$372,179	\$0	\$948,123
70600 HUD PHA Operating Grants	\$508,096	\$222,019		\$730,115
70610 Capital Grants	\$195,051	\$30,000		\$225,051
70710 Management Fee				
70720 Asset Management Fee				
70730 Book Keeping Fee				
70740 Front Line Service Fee				
70750 Other Fees				
70700 Total Fee Revenue				
70800 Other Government Grants				
71100 Investment Income - Unrestricted	\$3,347	\$3,545		\$6,892
71200 Mortgage Interest Income				
71300 Proceeds from Disposition of Assets Held for Sale				
71310 Cost of Sale of Assets				
71400 Fraud Recovery				
71500 Other Revenue	\$150			\$150
71600 Gain or Loss on Sale of Capital Assets				
72000 Investment Income - Restricted				
70000 Total Revenue	\$1,282,588	\$627,743	\$0	\$1,910,331
91100 Administrative Salaries	\$90,796	\$58,272		\$149,068
91200 Auditing Fees	\$7,575	\$5,486		\$13,061

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

**Project Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	IN025000001	IN025000002	OTHER PROJ	Total
91300 Management Fee	\$166,277	\$79,027		\$245,304
91310 Book-keeping Fee	\$12,923	\$9,225		\$22,148
91400 Advertising and Marketing				
91500 Employee Benefit contributions - Administrative	\$16,877	\$10,850		\$27,727
91600 Office Expenses	\$10,341	\$20,240		\$30,581
91700 Legal Expense	\$264			\$264
91800 Travel	\$2,526	\$1,831		\$4,357
91810 Allocated Overhead				
91900 Other	\$590			\$590
91000 Total Operating - Administrative	\$308,169	\$184,931	\$0	\$493,100
92000 Asset Management Fee				
92100 Tenant Services - Salaries	\$17,520	\$12,480		\$30,000
92200 Relocation Costs				
92300 Employee Benefit Contributions - Tenant Services				
92400 Tenant Services - Other	\$2,175	\$1,521		\$3,696
92500 Total Tenant Services	\$2,175	\$1,521	\$0	\$3,696
93100 Water	\$167,795	\$60,317		\$228,112
93200 Electricity	\$13,325	\$45,894		\$59,219
93300 Gas	\$12,405	\$18,754		\$31,159
93400 Fuel				
93500 Labor				
93600 Sewer				
93700 Employee Benefit Contributions - Utilities				
93800 Other Utilities Expense				

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

**Project Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	IN025000001	IN025000002	OTHER PROJ	Total
93000 Total Utilities	\$193,525	\$124,965	\$0	\$318,490
94100 Ordinary Maintenance and Operations - Labor	\$188,995	\$136,859		\$325,854
94200 Ordinary Maintenance and Operations - Materials and	\$56,364	\$27,369		\$83,733
94300 Ordinary Maintenance and Operations Contracts	\$90,341	\$96,550		\$186,891
94500 Employee Benefit Contributions - Ordinary Maintenance	\$35,130	\$25,484		\$60,614
94000 Total Maintenance	\$370,830	\$286,262	\$0	\$657,092
95100 Protective Services - Labor				
95200 Protective Services - Other Contract Costs	\$15,080	\$13,146		\$28,226
95300 Protective Services - Other				
95500 Employee Benefit Contributions - Protective Services				
95000 Total Protective Services	\$15,080	\$13,146	\$0	\$28,226
96110 Property Insurance	\$51,984	\$37,543		\$89,527
96120 Liability Insurance	\$4,221	\$3,057		\$7,278
96130 Workmen's Compensation	\$4,361	\$3,045		\$7,406
96140 All Other Insurance	\$2,812	\$2,036		\$4,848
96100 Total insurance Premiums	\$63,378	\$45,681	\$0	\$109,059
96200 Other General Expenses				
96210 Compensated Absences				
96300 Payments in Lieu of Taxes	\$37,909	\$24,430		\$62,339
96400 Bad debt - Tenant Rents	\$54,497	\$6,447		\$60,944
96500 Bad debt - Mortgages				
96600 Bad debt - Other				

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

**Project Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	IN025000001	IN025000002	OTHER PROJ	Total
96800 Severance Expense				
96000 Total Other General Expenses	\$92,406	\$30,877	\$0	\$123,283
96710 Interest of Mortgage (or Bonds) Payable				
96720 Interest on Notes Payable (Short and Long Term)				
96730 Amortization of Bond Issue Costs				
96700 Total Interest Expense and Amortization Cost	\$0	\$0	\$0	\$0
96900 Total Operating Expenses	\$1,063,083	\$699,863	\$0	\$1,762,946
97000 Excess of Operating Revenue over Operating Expenses	\$219,505	-\$72,120	\$0	\$147,385
97100 Extraordinary Maintenance				
97200 Casualty Losses - Non-capitalized				
97300 Housing Assistance Payments				
97350 HAP Portability-In				
97400 Depreciation Expense	\$218,678	\$66,625		\$285,303
97500 Fraud Losses				
97600 Capital Outlays - Governmental Funds				
97700 Debt Principal Payment - Governmental Funds				
97800 Dwelling Units Rent Expense				
90000 Total Expenses	\$1,281,761	\$766,488	\$0	\$2,048,249
10010 Operating Transfer In		\$55,963		\$55,963
10020 Operating transfer Out		-\$55,963		-\$55,963
10030 Operating Transfers from/to Primary Government				

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

**Project Revenue and Expense Summary**

Submission Type: Audited/Single Audit Fiscal Year End: 09/30/2022

	IN025000001	IN025000002	OTHER PROJ	Total
10040 Operating Transfers from/to Component Unit				
10050 Proceeds from Notes, Loans and Bonds				
10060 Proceeds from Property Sales				
10070 Extraordinary Items, Net Gain/Loss				
10080 Special Items (Net Gain/Loss)				
10091 Inter Project Excess Cash Transfer In		\$200,000		\$200,000
10092 Inter Project Excess Cash Transfer Out	-\$200,000			-\$200,000
10093 Transfers between Program and Project - In				
10094 Transfers between Project and Program - Out				
10100 Total Other financing Sources (Uses)	-\$200,000	\$200,000	\$0	\$0
<b>10000 Excess (Deficiency) of Total Revenue Over (Under) Total</b>	-\$199,173	\$61,255	\$0	-\$137,918
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0	\$0
11030 Beginning Equity	\$4,497,780	\$2,518,968	\$0	\$7,016,748
11040 Prior Period Adjustments, Equity Transfers and				
11050 Changes in Compensated Absence Balance				
11060 Changes in Continging Liability Balance				
11070 Changes in Unrecognized Pension Transition Liability				
11080 Changes in Special Term/Severance Benefits Liability				
11090 Changes in Allowance for Doubtful Accounts - Dwelling				
11100 Changes in Allowance for Doubtful Accounts - Other				
11170 Administrative Fee Equity				
11180 Housing Assistance Payments Equity				
11190 Unit Months Available	1752	1248	0	3000

Housing Authority of the City of Charlestown (IN025)  
 CHARLESTOWN, IN

**Project Revenue and Expense Summary**

Submission Type: Audited/Single Audit

Fiscal Year End: 09/30/2022

	IN0250000001	IN0250000002	OTHER PROJ	Total
11210 Number of Unit Months Leased	1728	1235	0	2963
11270 Excess Cash	\$1,027,142	\$573,452	\$0	\$1,600,594
11610 Land Purchases	\$0	\$0	\$0	\$0
11620 Building Purchases	\$204,726	\$51,194	\$0	\$255,920
11630 Furniture & Equipment - Dwelling Purchases	\$0	\$0	\$0	\$0
11640 Furniture & Equipment - Administrative Purchases	\$2,320	\$1,680	\$0	\$4,000
11650 Leasehold Improvements Purchases	\$0	\$0	\$0	\$0
11660 Infrastructure Purchases	\$0	\$0	\$0	\$0
13510 CFFP Debt Service Payments	\$0	\$0	\$0	\$0
13901 Replacement Housing Factor Funds	\$0	\$0	\$0	\$0