

**Housing Authority of the City of
Sunland Park, New Mexico**

*Project No. NM075-001-03J
Financial Statements and Supplemental Information
and Independent Auditors' Report
for the Year Ended June 30, 2008*

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

List of Principal Officials
For the Year Ended June 30, 2008

Councilors

Elizabeth Martinez	Councilor
Yvette Cortez	Councilor
Gabriela Buso	Councilor
Daniel Salinas	Councilor
Angelica Marquez	Councilor
Jessica Avila	Councilor

Other Officials

Martin Resendiz	Mayor-City of Sunland Park
Malcolm Wilson	City Administrator
Robert Lundien	Finance Director-City of Sunland Park
Elizabeth Gamez	City Clerk
Concepcion Medina	Public Housing Manager

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

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INDEPENDENT AUDITORS' REPORT

Mr. Hector H. Balderas
New Mexico State Auditor and
City Council
Housing Authority of the City of Sunland Park, New Mexico
Sunland Park, New Mexico

We have audited the accompanying financial statements of the Housing Authority of the City of Sunland Park, New Mexico (a business type activity of the City of Sunland Park, New Mexico), as of and for the year ended June 30, 2008, as listed in the table of contents. We also have audited the budgetary comparison schedule presented as supplementary information in the accompanying financial statements as of and for the year ended June 30, 2008. These financial statements are the responsibility of the Housing Authority of the City of Sunland Park, New Mexico's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements present only the Housing Authority of the City of Sunland Park, New Mexico Fund and are not intended to present fairly the financial position of the City of Sunland Park, New Mexico and the results of its operations and the cash flows of its proprietary fund types in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Housing Authority of the City of Sunland Park, New Mexico, as of June 30, 2008, and the changes in its net assets, and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America. In addition, in our opinion, the budgetary comparison schedule presented as supplementary information presents fairly the budgetary comparison for the year then ended June 30, 2008 on the cash basis which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our reports dated April 9, 2009, on our consideration of the Housing Authority of the City of Sunland Park, New Mexico's internal control over financial reporting and our tests of its compliance with certain provision of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and important for assessing the results of our audit.

The management's discussion and analysis and budgetary comparison information on pages 4 through 10 is not a required part of the basic financial statements but is supplementary information required by the accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquires of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying Financial Data Schedule (FDS) on pages 25 and 26, submitted electronically to the United States Department of Housing and Urban Development Real Estate Assessment Center (HUD/REAC), is presented for purposes of additional analysis and is not a required part of the basic financial statements of the Housing Authority of the City of Sunland Park, New Mexico. The FDS has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

White + Samaniego + Campbell, LLP

El Paso, Texas
April 9, 2009

REQUIRED SUPPLEMENTARY INFORMATION

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2008

The City of Sunland Park Public Housing Authority's ("Housing Authority") Management's Discussion and Analysis is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the Housing Authority's financial activity, (c) identify changes in the Housing Authority's financial position (it's ability to address the next and subsequent year challenges), and (d) identify individual fund issues or concerns.

The Housing Authority is a component unit of the City of Sunland Park (the "City") and is governed by its City Council. The Housing Authority is funded and monitored by the U.S. Housing and Urban Department and the Real Estate Assessment Center ("REAC").

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

FINANCIAL HIGHLIGHTS

- The Housing Authority's total net assets increased by \$68,922 (or 2.6 percent) during the fiscal year ended June 30, 2008. Since the Housing Authority engages only in business-type activities, the increase is all in the category of business-type net assets. Net assets were \$2,696,161 and \$2,627,239 for 2008 and 2007, respectively.
- The business-type activities revenue increased by \$102,050 (or 43.1 percent) during the fiscal year ended 2007, and were \$338,910 and \$236,860 for 2008 and 2007, respectively.
- The business-type activities expenses of all Housing Authority programs increased by \$46,236 (or 20.1 percent). Total expenses were \$276,066 and \$229,830 for 2008 and 2007 respectively.

OVERVIEW OF THE FINANCIAL STATEMENTS

The Management's Discussion and Analysis is intended to serve as an introduction to the Housing Authority's basic financial statements. The Housing Authority's annual report consists of the following parts: 1) Management's Discussion and Analysis, 2) Basic Financial Statements, and 3) Other Required Supplementary Information. The financial statements include notes that explain in detail some of the information included in the basic financial statements.

Using This Annual Report

The report includes three major sections, the "Management's Discussion and Analysis (MD&A)", "Basic Financial Statements", and "Other Required Supplementary Information":

MD&A -Management Discussion and Analysis Pages 4 - 10
Basic Financial Statements -Financial Statements Pages 12 - 14 -Notes to the Financial Statements Pages 15 - 22
Other Required Supplementary Information -Required Supplementary Information Pages 23 - 26

Basic Financial Statements

The primary focus of the Housing Authority's basic financial statements is on the Authority as a whole (Housing Authority-Wide). This perspective allows the user to address relevant questions, broaden a basis for comparison (year to year or Authority to Authority) and enhance the Housing Authority's accountability.

The Housing Authority consists of exclusively Enterprise Funds. Enterprise funds utilize the full accrual basis of accounting. The Enterprise method of accounting is similar to accounting utilized by the private sector accounting. The Housing Authority has the Public Housing Operating Fund, Tenant Deposit Fund, and the Capital Fund Projects "CFP". The financial statements reflect the transactions for these programs.

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

The focus of the Statement of Net Assets is designed to represent the net available liquid (non-capital) assets, net of liabilities, for the Housing Authority. Net Assets are reported in two broad categories:

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

Unrestricted Net Assets: Consists of Net Assets that do not meet the definition of "Net Assets Invested in Capital Assets, Net of Related Debt".

The Authority-Wide financial statements also include a **Statement of Revenues, Expenses, and Changes in Net Assets** (similar to all Income Statement). This statement includes Operating Revenues, such as rental income, Operating Expenses, such as Personnel, utilities, maintenance, and depreciation,

and Non-Operating Revenue and Expenses, such as grant revenue, investment income and interest expense.

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

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

Statement of Net Assets

The City implemented the new financial reporting model required by Governmental Accounting Standards Board Statement No. 34 in fiscal year ended June 30, 2006. Over time, as year-to-year financial information is accumulated on a consistent basis, changes in net assets may be observed and used to discuss the changing financial position of the Public Housing Authority as a whole.

	June 30, Variance	June 30, 2007
Assets:		
Current and other assets	\$ 509,499	\$ 518,017
Capital assets, net of accumulated depreciation	<u>2,242,546</u>	<u>2,142,105</u>
Total assets	<u>2,752,045</u>	<u>2,660,122</u>
Liabilities:		
Current and other liabilities	<u>55,884</u>	<u>32,883</u>
Net Assets:		
Invested in capital assets	2,242,546	2,142,105
Unrestricted	<u>453,615</u>	<u>485,134</u>
Total net assets	<u>2,696,161</u>	<u>2,627,239</u>
Total liabilities and net assets	<u>\$ 2,752,045</u>	<u>\$ 2,660,122</u>

The largest portion of the Public Housing Authority's net assets reflects its investment in capital assets (i.e., land, land improvements, buildings, equipment, and infrastructure); less any related outstanding debt used to acquire those assets. The Public Housing Authority uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although, the Public Housing Authority's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Public Housing Authority's net assets represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets may be used to meet the Public Housing Authority's ongoing obligations to citizens and creditors.

For more detailed information see page 13 for the Statement of Changes in Net Assets.

Major Factors Affecting the Statement of Net Assets

Change in Unrestricted Net Assets

Beginning Balance - July 1, 2007	\$ 2,627,239
Results of Operations	<u>68,922</u>
Ending Balance - June 30, 2008	<u>\$ 2,696,161</u>

While the result of operations is a significant measure of the Housing Authority's activities, the analysis of the changes in Unrestricted Net Assets provides a clearer change in financial well-being.

Major Factors Affecting the Statement of Net Assets

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

Statement of Revenues, Expenses, and Changes in Net Assets

	<u>June 30,</u> <u>2008</u>	<u>June 30,</u> <u>2007</u>
Revenues:		
Operating Revenues:		
Grants	\$ 251,550	\$ 166,251
Tenant revenues	83,053	59,852
Other revenues	950	2
Non-Operating Revenues:		
Interest revenues	9,435	10,755
Transfers in	<u>151,677</u>	<u>-</u>
Total revenues	<u>496,665</u>	<u>236,860</u>
Expenses:		
Operating Expenses:		
Administrative salaries	104,164	88,799
Utility costs	27,599	23,443
General operating	68,285	45,981
Depreciation	<u>76,018</u>	<u>71,607</u>
Total operating expenses	<u>276,066</u>	<u>229,830</u>
Non-operating expenses		
Transfers out	<u>151,677</u>	<u>-</u>
Total expenses	<u>427,743</u>	<u>229,830</u>
Change in net assets	<u>\$ 68,922</u>	<u>\$ 7,030</u>

HUD PHA Operating Grants increased by \$85,299 (or 34.0 percent); this increase was primarily due to

unit months leased.

Total Tenant Revenue increased by \$23,201 (or 27.9 percent). This was primarily due to increased tenant rents.

The total operating expenses increased by \$46,236 (or 20.1 percent). Administrative salaries increased by \$15,365 (or 17.3 percent) for the year as a result of an increase for cost of living and the hiring of an additional staff person. Other operating expenses increased by \$30,871 (or 14.80 percent), this is primarily due to an increase in utilities expenses when compared to the prior fiscal year.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

As of year end, the Housing Authority had \$2,242,546 invested in a variety of capital assets as reflected in the following schedule, net of accumulated depreciation. This represents a net increase (current purchases less depreciation) of \$100,441 (or 4.7 percent) from the end of last year.

Condensed Statement of Changes in Capital Assets

	<u>June 30,</u> 2008	<u>June 30,</u> 2007
Land	\$ 150,000	\$ 150,000
Buildings and improvements	2,805,641	2,629,182
Equipment and appliances	77,273	77,273
Accumulated depreciation	<u>(790,368)</u>	<u>(714,350)</u>
	<u>\$ 2,242,546</u>	<u>\$ 2,142,105</u>

The following reconciliation summarizes the change in Capital Assets, which are presented in detail and can be found in Note 4 on page 20 of this report.

Change in Capital Assets

Beginning Balance - July 1, 2007	\$ 2,142,105
Adjustments:	-
Current Year Depreciation Expense	(76,018)
Capital Expenditures	<u>176,459</u>
Ending Balance - June 30, 2008	<u>\$ 2,242,546</u>

Current Year Additions are summarized as follows:

Construction	\$ 104,769
Installation and Removal of Old Doors	<u>71,690</u>
Total 2008 Additions	<u>\$ 176,459</u>

Long-Term Liabilities and Debt

The Public Housing Authority's at this time does not have any long-term debt; as of June 30, 2008, the Public Housing Authority's long-term liabilities are comprised of accrued compensated absences of \$6,627.

Additional information on the Public Housing Authority's liabilities can be found in Note 6 on page 21 of this report.

Budget Variances

Significant variances between final budgeted amounts and actual budget results are as follows:

	Budgeted Amount	Actual	Variance
Revenues over expenses	<u>\$ (171,687)</u>	<u>\$ (25,762)</u>	<u>\$ 145,925</u>

The Housing Authority's actual revenues received from HUD exceeded budgeted by \$251,550, while tenant rents were \$80,833 less than budgeted. In addition, budgeted capital outlays increased \$35,454.

SUPPLEMENTARY INFORMATION

The City provides all accounting services, including the preparation of budgets and budgetary revisions, monthly financial reports, and all REAC required submissions.

ECONOMIC FACTORS

Significant economic factors affecting the Housing Authority are as follows:

- Federal funding of the Department of Housing and Urban Development.
- Local inflationary, recessionary and employment trends, which can affect resident incomes and therefore the amount of rental income.
- Inflationary pressure on utility rates, supplies and other costs.

FINANCIAL CONTACT

The individual to be contacted regarding this report is Ms. Concha Medina, Housing Authority Manager, City of Sunland Park Housing Authority, 100 Villa Del Rio Loop, Sunland Park, New Mexico 88063. The intent of this report was designed to present to the users a general overview of the Housing Authority's finances and to demonstrate the Housing Authority's accountability.

BASIC FINANCIAL STATEMENTS

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

STATEMENT OF NET ASSETS JUNE 30, 2008

ASSETS

Current assets:

Cash and cash equivalents	\$ 302,177
Investments	200,000
Accounts receivable, Tenants-Net	430
Due from related parties	<u>1,092</u>

Total current assets 503,699

Noncurrent assets:

Restricted cash: Cash and cash equivalents -Tenant security deposits 5,800

Capital assets:

Land	150,000
Building and improvements	2,805,641
Equipment and appliances	<u>77,273</u>
	3,032,914
Less accumulated depreciation	<u>(790,368)</u>
Total capital assets (net of accumulated depreciation)	<u>2,242,546</u>

Total noncurrent assets 2,248,346

TOTAL ASSETS 2,752,045

LIABILITIES AND NET ASSETS

Current liabilities:

Accounts payable	3,110
Accrued liabilities and other expenses	1,960
Due to other governments	<u>38,580</u>

Total current liabilities 43,650

Current liabilities payable from restricted assets:

Tenant security deposits	<u>5,607</u>
Total current liabilities	49,257

Other liabilities:

Long-term portion of accrued compensated absences	<u>6,627</u>
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Total liabilities 55,884

Net assets:

Invested in capital assets	2,242,546
Unrestricted	<u>453,615</u>

Total net assets 2,696,161

TOTAL LIABILITIES AND NET ASSETS \$ 2,752,045

See accompanying notes to financial statements and independent auditors' report

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED JUNE 30, 2008**

Operating Revenues	
Tenant revenues	\$ 83,053
HUD operating grant revenue	251,550
Other revenue	<u>950</u>
Total operating revenue	<u>335,553</u>
Operating expenses	
Salaries and benefits	104,164
Operating expenses	95,884
Depreciation expense	<u>76,018</u>
Total operating expenses	<u>276,066</u>
Operating income	59,487
Non-operating revenues	
Interest revenue	<u>9,435</u>
Change in net assets	68,922
Net assets, beginning of year	<u>2,627,239</u>
Net assets, end of year	<u>\$ 2,696,161</u>

See accompanying notes to financial statements and independent auditors' report

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2008**

CASH FLOWS FROM OPERATING ACTIVITIES:

Cash received from tenants	\$ 82,333
Cash received from HUD	251,550
Interest received	9,435
Cash payments to suppliers for goods and services	(94,118)
Cash payments to employees for services	<u>(104,164)</u>

Net cash provided by operating activities 145,036

CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:

Purchase of property and equipment	(176,459)
Proceeds from long-term debt	<u>22,288</u>

Net cash used in capital and related financing activities (154,171)

Net decrease in cash and cash equivalents (9,135)

Cash and cash equivalents, beginning of year 317,112

Cash and cash equivalents, end of year \$ 307,977

Cash and cash equivalents consist of:

Unrestricted cash and cash equivalents	\$ 302,177
Restricted cash and cash equivalents -Tenants deposits	<u>5,800</u>

TOTAL CASH AND CASH EQUIVALENTS \$ 307,977

**Reconciliation of Operating Income to Net Cash Provided
by Operating Activities**

Change in net assets	\$ 68,922
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation	76,018
Changes in assets and liabilities:	
Accounts receivable	475
Other assets	(1,092)
Accounts payable	2,875
Accrued liabilities and other expenses	<u>(2,162)</u>
Total adjustments	<u>76,114</u>
Net cash provided by operating activities	<u>\$ 145,036</u>

See accompanying notes to financial statements and independent auditors' report

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2008

1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Housing Authority and HUD-The Housing Authority of the City of Sunland Park, New Mexico (the "Public Housing Authority") is organized under the laws of the State of New Mexico for the purpose of engaging in the development, acquisition, leasing, and administration of Low-Rent Housing Programs. The Public Housing Authority's sole operating asset is a 40-unit apartment project. The Public Housing Authority's operations are concentrated in the public housing real estate market. In addition, the Public Housing Authority operates in a heavily regulated environment. The operations of the Public Housing Authority are subject to the administrative directives, rules and regulations of federal, state, and local regulatory agencies, including, but not limited to the United States Department of Housing and Urban Development ("HUD"). Such administrative directives, rules and regulations are subject to change by all act of congress or an administrative change mandated by HUD. Such changes may occur with little notice or inadequate funding to pay for the related cost, including the additional administrative burden, to comply with a change.

HUD has the direct responsibility for administering the Low-Rent Housing Program under the United States Housing Act of 1937 as amended. HUD is authorized to enter into contracts with local housing authorities to make loans to assist the local housing authorities in financing the acquisition, construction, and/or leasing of housing units and to make annual contributions ("subsidies") to the local housing authorities for the purpose of maintaining the low-rent character of the local housing projects.

Reporting Entity-The Public Housing Authority is governed by the City of Sunland Park, New Mexico (the "City") and its separate business type activity financial statements which are included in the City's basic financial statements. The Public Housing Authority has no component units.

The financial statements include those activities and functions related to the Public Housing Authority which are controlled by or dependent upon its governing body, the City Council of the City of Sunland Park, New Mexico ("City Council"). The accompanying financial statements do not present the financial position and results of operations of the City, taken as a whole in accordance with generally accepted accounting principles (GAAP).

The City Council has been engaged with the governance of the Public Housing Authority until the Board of Commissioners is again established.

The Annual Contribution Contract (authorizing agreements for funding between the Public Housing Authority and HUD) is signed by the Public Housing Authority Manager.

Basis for Presentation-The accompanying financial statements have been prepared in accordance with a new reporting model defined by Governmental Accounting Standards Board (GASB) Statement No. 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local Governments.

Since the Public Housing Authority was reported as an enterprise fund in previous fiscal years, GASB 34 did not significantly change the financial reporting for the accompanying financial statements. The accompanying financial statements have been prepared in accordance with the accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units.

Development and Modernization-Substantially all additions to land, structures, and equipment are accomplished through modernization or development programs. Modernization programs replace or materially upgrade deteriorated portions of the Public Housing Authority's housing units. Funding is provided through the Capital Fund Program (CFP) Grant. Development programs are to acquire additional housing units for the public housing program by amending existing annual contribution contracts.

Fund Accounting-The Housing Authority of the City of Sunland Park, New Mexico is a governmental proprietary activity accounted for as an Enterprise Fund. Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. All activities necessary to provide such services are accounted for in this fund, but not limited to administration, operations, maintenance, financing and related debt service, and billing and collection.

All enterprise funds are accounted for on a cost of service or "economic resources" measurement focus. This means that all assets and all liabilities (whether current or noncurrent) associated with their activity are included on the balance sheet. The reported net assets (net total assets) is segregated into net assets invested in capital assets, net of related debt and unrestricted components. In accordance with GASB Statement No. 20, the Public Housing Authority has elected to follow all Financial Accounting Standards Board (FASB) pronouncements issued prior to November 30, 1989, including FASB 71, unless those pronouncements conflict with or contradict GASB pronouncements. The Authority has elected not to follow FASB pronouncements issued subsequent to that date.

Under the terms of grant agreements, the Public Housing Authority funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net assets available to finance the program. It is the Public Housing Authority's policy to first apply cost-reimbursement grant resources to such programs, followed by general revenue.

Propriety funds distinguish operating revenues and expenses from non-operating items. Operating revenues, such as charges for services, subsidies and capital contributions are associated with the principal activity of the fund. Non-operating revenues, such as investments earnings result from ancillary activities.

Budget-Budget for Low Rent Public Housing is adopted and amended on a HUD-prescribed basis on an annual basis.

Basis of Accounting-The financial statements are prepared using the accrual basis of accounting.

Cash and Cash Equivalents-For purposes of the statement of cash flows, the Public Housing Authority considers all investment instruments purchased with a maturity of three months or less

to be cash equivalents.

Statutes authorize the Public Housing Authority to invest in Certificates of Deposit, repurchase agreements, passbook, bankers' acceptances, and other available investments.

For presentation in the financial statements, investments with an original maturity of three months or less, at the time they are purchased by the Public Housing Authority, are considered to be cash equivalents. Investments with an original maturity of more than three months are reported as investments. Investments are recorded at fair value, which are based on quoted market prices.

Receivables-Accounts receivables pertain to amounts due from customers for rental of dwellings. The Public Housing Authority considers receivables to be fully collectible; accordingly no allowance for uncollectible accounts is required.

Capital Assets-Capital assets which include property and equipment in service is recorded at cost. Expenditures of land, structures, and equipment that substantially increase the useful lives of existing assets, are capitalized at cost. The Public Housing Authority records depreciation of property and equipment in service on the straight-line method at amounts estimated to amortize costs of assets over their estimated useful lives. At the time of retirement of the assets, the allowance for depreciation is charged with the original cost of the asset and the cost of removal.

The Public Housing Authority adopted a capitalization policy whereby all property and equipment over \$5,000 in value and useful life greater than one year are capitalized.

The following estimated useful lives are used in providing for depreciation of property and equipment.

Buildings and improvements	3 - 40 years
Equipment and appliances	3 - 10 years

Analysis of Impairment-Management reviews long-lived assets and intangible assets for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. In management's opinion, there is no impairment of such Public Housing Authority assets at June 30, 2008.

Use of Estimates-The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results can differ from those estimates.

Compensated Absences-Vested or accumulated vacation leave that is expecting to be liquidated with expendable available financial resources is reported as an expenditure and a liability. In accordance with the provisions of Governmental Accounting Standards Board, Statement No. 16, Accounting for Compensated Absences, no liability is recorded for nonvesting accumulating rights to receive sick pay benefits. Employees accumulate leave in varying terms, based upon length of service and position held.

Taxes-The Public Housing Authority is exempt from federal and state income taxes; as such, no

provision is made in the accompanying financial statements.

Annual Subsidies-Subsidies and contributions from HUD are received periodically and represent the most significant source of revenues and contributed capital. The terms of these subsidies and contributions are defined in various contracts. HUD subsidies for ongoing operations are recorded as operating grant revenues in the accompanying statements of revenues and expenses. HUD contributions for modernizations are recorded as capital grant revenues in the accompanying statements of revenues and expenses.

Net Assets-Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consist of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. Net assets invested in capital assets, net of related debt excludes unspent debt proceeds. Net assets are reported as restricted when there are limitations on their use either through the enabling legislation adopted by the Public Housing Authority or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

Restricted resources are used first to fund appropriations. The Public Housing Authority applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

New governmental accounting standards-GASB has issued Statement No. 49 "Accounting and Financial Reporting for Pollution Remediation Obligations". This statement was issued in November 2006 and is effective for Phase III governments in fiscal year 2008.

GASB has issued Statement No. 50 "Pension Disclosures - an amendment of GASB Statements No.25 and No. 27". This statement was issued in May 2007 and is effective for Phase III governments in fiscal year 2008.

GASB has issued Statement No. 51 "Accounting and Financial Reporting for Intangible Assets". This statement was issued in June 2007 and is effective for Phase III governments in fiscal year 2010.

Management has not yet determined the impact of the above statements on the financial statements.

2 CASH AND CASH EQUIVALENTS

New Mexico State Statutes authorize the Public Housing Authority to deposit cash with a bank, savings and loan association, or credit union whose deposits are insured by an agency of the United States of America. All uninsured demand deposits and deposit - type investments such as certificates of deposits, are required to be collateralized with eligible securities, as described by New Mexico State Statues, in amounts equal to at least 50% of the uninsured deposits.

The Public Housing Authority maintains cash in one financial institution, Main Bank in Sunland Park, New Mexico ("Main Bank"). Collateral is held in safekeeping at the Federal Home Loan Bank of Dallas ("Bank") in the form of an Irrevocable Standby Letter of Credit ("LOC"). The LOC was offered in favor of the City for a sum not exceeding \$3,900,000 on the account of Main Bank. The Public Housing Authority's deposits, as a component unit of the City, are included with the City. The schedule of pledged collateral to secure the deposits of the Public Housing

Authority as of June 30, 2008 is disclosed in the City's audit report.

As of June 30, 2008 the amount of cash reported on the financial statements differs from the amount on deposit with the banking institution because of transactions in transit and outstanding checks. Cash, cash equivalents, and certificates of deposit consists of the following:

	<u>Per Institution</u>	<u>Reconciling Items</u>	<u>Per Financial Statement</u>
Checking accounts:			
Operating account	\$ 230,653	\$ (32,028)	\$ 198,625
Capital fund	103,552	-	103,552
Tenant security deposit	<u>5,800</u>	<u>-</u>	<u>5,800</u>
 Total Housing Authority Accounts	 <u>\$ 340,005</u>	 <u>\$ (32,028)</u>	 <u>\$ 307,977</u>

Custodial Credit Risk-Deposits-Custodial credit risk is the risk that, in the event of a bank failure the Public Housing Authority's deposits may not be returned to it. The Public Housing authority does not have a deposit policy for custodial credit risk. Bank balances of \$250,000 are covered by federal depository insurance. Bank balances in excess of the federal depository insurance were collateralized with an LOC pledged to the City of Sunland Park, New Mexico in an amount exceeding 50% of total City and Public Housing Authority deposits. The LOC is held by the Federal Home Loan Bank of Dallas. As of June 30, 2008, none of the Public Housing Authority's bank balance of \$307,977 was exposed to custodial risk as it was both insured and collateralized.

3 INVESTMENTS

As of June 30, 2008, the City had the following investments:

Investment	Weighted Average Maturity	Fair Value
New Mexico State LGIP Fund (Pool-4101)	Six Months	<u>\$200,000</u>

The investments are valued at fair value based on quoted market prices as of June 30, 2008.

The State Treasurer Local Government Investment Pool ("LGIP") is not SEC registered. The State Treasurer is authorized to invest the short-term investment funds, with the advice and consent of the State Board of Finance, in accordance with Sections 6-10-10 I through 6-10-10 P and Sections 6-10-10.1 A and E, NMSA 1978.

The pool does not have unit shares. Per Section 6-10-10-.1 F, NMSA 1978, at the end of each month all interest earned is distributed by the State Treasurer to the contributing entities in amounts directly proportionate to the respective amounts deposited in the fund and the length of time the fund amounts were invested.

Participation in the LGIP is voluntary.

Interest Rate Risk-In accordance with state law, the Public Housing Authority does not

purchase any investments with maturities greater than two years.

Credit Risk-In accordance with state law, investments in LGIPs must be rated at least AAA by at least one nationally recognized rating service.

Investment Policy-The Public Housing Authority's investment policy allows for investments in Obligations of the United States, its agencies and instrumentalities; certificates of deposits issued by state or national banks domiciled in the state of New Mexico, fully collateralized direct repurchase agreements with defined termination dates; money market mutual funds that are registered and regulated by the Securities and Exchange Commission, have dollar weighted average stated maturity of 90 days or less, rated AAA by at least one nationally recognized rating service and seek to maintain a net assets value of \$1 per share; and local government investment pools as allowed by the New Mexico Public Funds Investment Act.

4 CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2008 was as follows:

	Balance at 2007	Increases	Decreases and Transfers	Balance at 2008
Capital assets, not being depreciated:				
Land	\$ 150,000	\$ -	\$ -	\$ 150,000
Capital assets, being depreciated:				
Buildings and improvements	2,629,182	176,459	-	2,805,641
Equipment and appliances	<u>77,273</u>	<u>-</u>	<u>-</u>	<u>77,273</u>
Total capital assets, being depreciated	<u>2,706,455</u>	<u>176,459</u>	<u>-</u>	<u>2,882,914</u>
Less accumulated depreciation for:				
Buildings and improvements	665,376	65,305	-	730,681
Equipment and appliances	<u>48,974</u>	<u>10,713</u>	<u>-</u>	<u>59,687</u>
Total accumulated depreciation	<u>714,350</u>	<u>76,018</u>	<u>-</u>	<u>790,368</u>
Total capital assets, being depreciated, net	<u>1,992,105</u>	<u>100,441</u>	<u>-</u>	<u>2,092,546</u>
Capital assets, net	<u>\$2,142,105</u>	<u>\$ 100,441</u>	<u>\$ -</u>	<u>\$2,242,546</u>

Depreciation expense for the year ended June 30, 2008 was \$76,018.

5 ACCRUED LIABILITIES AND OTHER EXPENSES

Accrued liabilities and other expenses are as follows at June 30, 2008:

Salaries, payroll taxes, and compensated absences	\$ 8,587
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6 LONG-TERM LIABILITIES

Changes in long-term liabilities during the year ended June 30, 2008, were as follows:

	2007	Increase	Decreases	Variance	Due Within One Year
Compensated absences	\$ 7,363	\$ -	\$ -	\$ 7,363	\$ 736

7 EMPLOYEE BENEFITS

All of the Public Housing Authority's employees participate in City of Sunland Park's public employee retirement system authorized under the Public Employees Retirement Act (Chapter 10, Article 11 NMSA 1978). The Public Employees Retirement Association (PERA) is the administrator of the plan which is a cost-sharing multiple employer defined benefit retirement plan. The plan provides for retirement, disability benefits, survivor benefits and cost of living adjustments to plan members and beneficiaries. PERA issues a separate, publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to PERA, P.O. Box 2123, Santa Fe, NM 87504-2123.

For covered employees, participants were required to contribute 7 percent of their gross salary to the plan. The City contributes a required matching contribution of 7 percent of gross salaries for regular employees.

The Public Housing Authority's contribution requirements for the year ended were:

June 30, 2006	\$ 12,749
June 30, 2007	\$ 5,134
June 30, 2008	\$ 4,760

8 POST EMPLOYMENT HEALTH CARE BENEFITS

The Retiree Health Care Act (Chapter 10, Article 76 NMSA 1978) provides comprehensive care group health insurance for persons who have retired from certain public service in New Mexico. The Retiree Health Care Authority is the administrator of the plan. The purpose is to provide eligible retirees, their spouses, dependents, and surviving spouses and dependents with health insurance consisting of a plan, or optional plans, of benefits that can be purchased by funds flowing into the Retiree Health Care Fund and by co-payments or out-of-pocket payments of eligible retirees.

Monies flow to the Retiree Health Care Fund on a pay-as-you go basis from eligible employers and eligible retirees. Eligible employers consist of institutions of higher education, school districts, or other entities participating in the Public School Insurance Authority, state agencies, state courts, magistrate courts, municipalities or counties, which are affiliated under or covered by the Educational Retirement Act, Public Employees Retirement Act, Volunteer Firefighters Retirement Act, Judicial Retirement Act or the Magistrate Retirement Act.

Eligible retirees are: (1) Retirees who make contributions to the fund for at least five years prior to retirement and whose eligible employer during that period of time made contributions as a participant in the Retiree Health Care Act on the person's behalf, unless that person retires before the employer's NMRHCA effective date, in which event the time period required for employee and employer contributions shall become the period of time between the employer's effective

date and the date of retirement; (2) Retirees defined by the Act who retired prior to July 1, 1990; and former legislators who served at least two years.

Each participating employer makes contributions to the fund in the amount of 1.3 percent of each participating employee's annual salary. Each employee contributes to the fund an employee contribution in an amount equal to .65 percent of the employee's annual salary. Each participating retiree pays a monthly premium for the medical plus basic life plan and an additional participation fee of five dollars (\$5.00) if the eligible participant retired prior to the employer's NMRHCA effective date or is a former legislator. Participants may also enroll in optional plans coverage.

Contributions from the participating employers and participating employees become the property of the Retiree Health Care Fund and are not refundable under any circumstances, including termination of employment or termination of the participating employer's operation or participation in the Retiree Health Care Act. The employer, employee, and retiree contributions are required to be remitted to the Retiree Health Care Authority on a monthly basis.

The Retiree Health Care Authority issues a separate, publicly available audited financial report that included post employment benefit expenditures of premiums and claims paid, participant contributions (employer, employee, retiree), and net expenditures for the fiscal year. The report also includes the approximate number of retirees participating in the plan. The separate issued audited financial report for the Retiree Health Care Authority can be obtained from: New Mexico Retiree Health Care Authority; Carlmont Business Plaza, 4308 Carlisle Blvd., NE Suite 104, Albuquerque, NM 87107.

9 OPERATING SUBSIDIES

The Public Housing Authority receives operating subsidy funding from HUD under the Performance Funding System and the amount is calculated on HUD Form 52723. After the end of each year, the amount of utilities, rent shortfall, and targeted investment income estimated for the initial operating subsidy calculation are adjusted to actual. If the estimated utility expenses are higher than actual, the difference is returned to HUD. If the actual investment income is more than targeted investment income, the difference is also returned to HUD. If there is a rent shortfall, HUD will increase the amount due to the Public Housing Authority.

10 RISK MANAGEMENT

The Public Housing Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions, workers compensation; and natural disasters. The Public Housing Authority insures itself against these losses through the City of Sunland Park's New Mexico Self Insurers Fund. Total premiums paid for the year ended June 30, 2008 were \$4,618.

11 ECONOMIC DEPENDENCY

Substantially all revenues of the Public Housing Authority are received from programs directed by the United States Department of Housing and Urban Development. Receipt of these funds is contingent upon the Public Housing Authority's continued compliance with the grant provisions and the maintenance of the grant programs by the United States Department of Housing and Urban Development.

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

**SCHEDULE OF REVENUES AND EXPENSES BUDGET
(NON-GAAP) AND ACTUAL (CASH BASIS)
FOR THE YEAR ENDED JUNE 30, 2008**

	Budget Amounts		Actual	(Unfavorable)
	Original	Final		Favorable Variance
REVENUES:				
Rents	\$ 164,361	\$ 164,361	\$ 83,528	\$ (80,833)
HUD Subsidy	-	-	251,550	251,550
Total Revenues	164,361	164,361	335,078	170,717
EXPENSES:				
Salaries and employee benefits	102,422	102,422	102,002	420
Office Supplies	900	900	1,770	(870)
Insurance	6,397	6,397	4,830	1,567
Audit Expense	7,500	7,500	7,600	(100)
Printing & Publishing	500	500	565	(65)
Repair and Maintenance	7,500	7,500	17,848	(10,348)
Postage	1,500	1,500	1,174	326
Professional Services	21,374	21,374	21,695	(321)
Dues & Subscriptions	2,000	2,000	2,065	(65)
Telephone	4,000	4,000	3,763	237
Utilities	38,000	38,000	27,599	10,401
Travel	500	500	-	500
Capital Outlay	141,005	141,005	176,459	(35,454)
Rental Deposit Refund	-	-	450	(450)
Other uses	2,450	2,450	2,455	(5)
Total expenses	336,048	336,048	370,275	(34,227)
Operating revenues over expenses	(171,687)	(171,687)	(35,197)	136,490
NONOPERATING REVENUE:				
Interest revenue	-	-	9,435	9,435
Transfers in	-	-	151,677	(151,677)
Transfers out	-	-	(151,677)	151,677
Total nonoperating revenue	-	-	9,435	9,435
Revenues over expenses	\$ (171,687)	\$ (171,687)	\$ (25,762)	\$ 145,925

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

**SCHEDULE OF RECONCILIATION BETWEEN THE BUDGETARY
BASIS AND GAAP BASIS REVENUES AND EXPENSES
FOR THE YEAR ENDED JUNE 30, 2008**

Excess revenues and other sources over expenses GAAP basis	\$ 68,922
Increases (decreases):	
Revenue accruals, net	(967)
(Increase) decrease:	
Expenses accruals, net	6,724
Depreciation expense	76,018
Capital Outlay	<u>(176,459)</u>
Excess of revenues over expenses and other sources, Non-GAAP budgetary basis	<u>\$ (25,762)</u>

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

**FINANCIAL DATA SCHEDULE
JUNE 30, 2008**

Account No.		Low Rent 14.850	CFP 14.872	Total
	Current Assets:			
111	Cash	\$ 198,625	\$ 103,552	\$ 302,177
	Accounts receivable -			
126	Tenant dwelling rent	430	-	430
124	Related party	1,092	-	1,092
131	Current investment	<u>200,000</u>	<u>-</u>	<u>200,000</u>
150	Total current assets	<u>400,147</u>	<u>103,552</u>	<u>503,699</u>
	Restricted Assets:			
114	Tenant security deposit	5,800	-	5,800
	Property, Plant and Equipment:			
161	Land	150,000	-	150,000
162	Building and improvements	2,606,775	198,866	2,805,641
163	Furniture, Equipment & Machinery - Dwelling	-	77,273	77,273
166	Accumulated Depreciation	<u>(662,866)</u>	<u>(127,502)</u>	<u>(790,368)</u>
190	Total Assets	<u>2,499,856</u>	<u>252,189</u>	<u>2,752,045</u>
	Liabilities and Fund Equity:			
	Current Liabilities:			
312	Accounts payable <= 90 days	3,110	-	3,110
312	Accrued wages	1,224	-	1,224
322	Accrued compensation absences - current portion	736	-	736
333	Accounts payable - other government	38,580	-	38,580
	Liabilities payable from restricted assets:			
341	Tenant security deposits	5,607	-	5,607
	Other long-term liabilities:			
354	Accrued compensation absences - long-term portion	<u>6,627</u>	<u>-</u>	<u>6,627</u>
300	Total Liabilities	55,884	-	55,884
	Net Assets:			
508.1	Invested in capital assets, net of related debt	2,093,909	148,637	2,242,546
512.1	Unrestricted net assets	<u>350,063</u>	<u>103,552</u>	<u>453,615</u>
600	Total Liabilities and Net Assets	<u>\$ 2,499,856</u>	<u>\$ 252,189</u>	<u>\$ 2,752,045</u>

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

**FINANCIAL DATA SCHEDULE
JUNE 30, 2008**

Account No.		Low Rent 14.850	CFP 14.872	Total
REVENUE:				
703	Net tenant rental revenue	\$ 83,053	\$ -	\$ 83,053
704	Tenant revenue - other	950	-	950
705	Total tenant revenue	84,003	-	84,003
706	HUD PHA operating grants	107,131	144,419	251,550
706.1	Capital grants	-	-	-
711	Investment income - unrestricted	9,391	44	9,435
700	Total Revenue	<u>200,525</u>	<u>144,463</u>	<u>344,988</u>
EXPENSES:				
911	Administrative salaries	92,901	-	92,901
912	Auditing and accounting fees	7,600	-	7,600
915	Employee benefits contributions - administrative	11,263	-	11,263
916	Other operating - administrative	43,501	-	43,501
932	Electricity	-	-	-
933	Gas	-	-	-
938	Other utilities expense	9,994	17,605	27,599
941	Ordinary maintenance and operations - labor	-	-	-
942	Ordinary maintenance and operations - materials & other	-	7,370	7,370
943	Ordinary maintenance and operations - contract costs	-	15,892	15,892
974	Depreciation expense	49,364	26,654	76,018
900	Total Expenses	<u>214,623</u>	<u>67,521</u>	<u>282,144</u>
1000	Excess of operating revenue over expenses	(14,098)	76,942	62,844
	Net assets at beginning of year	<u>2,451,992</u>	<u>175,247</u>	<u>2,627,239</u>
	Net assets at end of year	<u>\$ 2,437,894</u>	<u>\$ 252,189</u>	<u>\$ 2,690,083</u>

**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**

Mr. Hector H. Balderas
New Mexico State Auditor and City Council
Housing Authority of the City of Sunland Park, New Mexico
Sunland Park, New Mexico

We have audited the financial statements of the Housing Authority of the City of Sunland Park, New Mexico, (a business type activity of the City of Sunland Park, New Mexico), as of and for the year ended June 30, 2008, and have issued our report thereon dated April 9, 2009. We also have audited the budgetary comparison schedule presented as supplementary information in the accompanying financial statements as of and for the year ended June 30, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Housing Authority of the City of Sunland Park, New Mexico's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and the supplementary information schedule on the budgetary comparison and not to provide assurance on the internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority of the City of Sunland Park, New Mexico's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A *control deficiency* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the Housing Authority of the City of Sunland Park, New Mexico's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Housing Authority of the City of Sunland Park, New Mexico's financial statements that is more than inconsequential will not be prevented or detected by the Housing Authority of the City of Sunland Park, New Mexico's internal control. We consider the deficiency in the accompanying schedule of findings and questioned costs, item IC 08-01, to be a significant control in internal control

over financial reporting.

A *material weakness* is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Housing Authority of the City of Sunland Park, New Mexico's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the preceding paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, the significant deficiency, IC 08-01, described above, we consider to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Housing Authority of the City of Sunland Park, New Mexico's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Governmental Auditing Standards* and which are described in the accompanying schedule of findings and recommendations as items CF 07-01 and CF 08-01.

We noted certain matters that are required to be reported under *Government Auditing Standards January 2007 Revision* paragraphs 5.14 and 5.16, and Section 12-6-5, NMSA 1978, which are described in the accompanying schedule of findings and responses as findings CF 07-01 and CF 08-01.

Housing Authority of the City of Sunland Park, New Mexico's response to the findings identified in our audit is described in the accompanying schedule of findings and recommendations. We did not audit Housing Authority of the City of Sunland Park, New Mexico's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the City Council, management, others within the Organization, U.S. Department of Housing and Urban Development, the New Mexico State Auditor, the New Mexico Legislature, and the New Mexico Department of Finance and Administration, and is not intended to be and should not be used by anyone other than these specified parties.


El Paso, Texas
April 9, 2009

**HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO
SCHEDULE OF FINDINGS AND RECOMMENDATIONS
JUNE 30, 2008**

A. Reportable Conditions on Internal Control

IC 08-01 Submission of Audit Report for Fiscal Year Ended June 30, 2008

Condition

The 2008 audit report for the Housing Authority will be delivered to the Office of the State Auditor after the December 1 due date. The audit report was submitted to the Office of the State Auditor on May 19, 2009.

Criteria

State regulation 2.2.2.9 NMAC requires that the audit reports for municipalities and special districts be submitted by December, and that late audits be reported as findings in the next audit report.

Cause

Delays on the submission of the audit report could have an impact on State of New Mexico appropriations as the Legislature begins their session in January of each calendar year. Further, users of the financial statements such as legislators, creditors, state and federal grantors, etc., do not have timely audit reports and financial statements for their review.

Effect

The City's records were not in a condition to be audited and enable the external auditors to timely prepare and submit the audit report.

Recommendation

It is recommended that the Housing Authority adhere to the New Mexico State Audit rule governing audits and ensure that an auditor is selected on a timely basis. The conversion from cash basis to the accrual basis, reconciliation's of general ledger accounts to subsidiary ledgers should be performed during the fiscal year to allow for timely, accurate closing and to eliminate end-of-year audit adjustments as much as possible.

Authority's response

The Housing Authority Management will work towards generating timely financial records in order to provide management with the necessary tools to make timely decisions and comply with any reporting compliance requirements. Furthermore, the preparation of timely financial information will enable the external auditors to perform the audit and report to the appropriate regulatory agencies in a timely manner.

B. Compliance and Other Matters Findings

CF 07-01 Excess Cash

Condition

The cash balance in the operating account as of June 30, 2008 was \$230,653, exceeded the amount of federal insurance available. Although bank deposits in excess of FDIC insurance coverage limits are adequately collateralized, and no loss was sustained, there was an unnecessary risk since they represent concentrations of credit risk.

Criteria

The city should attempt to invest excess funds. GAAP requires disclosure of information about financial instruments that have concentrations of credit risk.

Cause

The City maintained excess cash balances and did not establish additional investment funds with the State of New Mexico or with others.

Effect

The City should invest excess funds in order to earn interest income.

Recommendation

It is recommended that the management of the Housing Authority take steps to ensure that the excess funds are deposited in an interest bearing account of such nature that such funds are readily available, if necessary.

Authority's response

The Housing Authority Management will develop policies and procedures setting forth the direction in which unrestricted cash will be identified and invested. The Housing Authority will fall under the City of Sunland Park Investment policy umbrella; the Housing Authority will coordinate with the City's Finance Department to ensure that all available funds are invested in security investment catalyst.

CF 08-01 Legal Compliance With Budget

Condition

Section 6-6-6 of the New Mexico state statutes restricts all officials and governing authorities from approving claims in excess of the approved budget. Additionally, Section 6-6-6 prohibits any payments in excess of the approved budget. During the fiscal year ended June 30, 2008, the Housing Authority remitted payments for goods and services in excess of the adopted budget as follows:

	Budgeted Expenditures	Actual Expenditures	Excess Expenditures
Housing Authority	\$ 336,048	\$ 370,275	\$ (34,227)

Criteria

New Mexico State Statutes Section 6-6-6 states that all approved budgets shall bind all officials and governing authorities and no official can pay an claims in excess of the approved budget. Housing

Authority Officials and governing authorities have the obligation to follow applicable state statutes.

Cause

The Housing Authority does not have controls in place to ensure that it is not expending funds in excess of approved budget amounts.

Effect

Non-compliance with New Mexico state statutes subjects Housing Authority officials and personnel to punishment as defined by state statutes.

Recommendation

Accounting personnel should closely monitor expenditures and budget restrictions, if a change is needed to the budget, accounting personnel should ensure that such changes are presented to the City Council and the New Mexico Department of Finance and Administration (DFA). If no changes in the budget are deemed necessary, then no payments should be remitted that would cause the total expenditures to exceed the legal budget.

Authority's response

Schedules will be completed to indicate variances between the Budget and actual amounts. These spreadsheet schedules will ensure that the Housing Authority's actual line item revenues and/or expenditures do not supersede budgetary authority. The Finance Department will be responsible for overseeing and notifying the Housing Authority which exceed budgetary authority; so that the proper budget resolution and revision can be submitted to City Council and DFA for approval prior to year-end.

**HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2008**

Prior audit findings		Current status
Financial Statement Findings		
IC 07-01 Tenant Rent Determination	Internal Control	
	Incorrect calculation	Resolved
Prior audit findings		
Financial Statement Findings		
IC 07-02 Capital Funding Projects	Internal Control	
	Improper monitoring of CFP funds	Resolved
Compliance and Other Matters Findings		
CF 07-01 Excess Cash	State Compliance	
	Excess Cash List Procedures	Repeat - CF 07-01

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

**EXIT CONFERENCE
FOR THE YEAR ENDED JUNE 30, 2008**

An exit conference was conducted April 9, 2009 in a closed meeting of the City of Sunland Park Councilors pursuant to Section 12-6-5 NMSA, 1978 with the following individuals in attendance:

City of Sunland Park

Martin Resendiz
Concepcion Medina
Loretta Galaviz

Mayor
Public Housing Manager
Acting Finance Director

White + Samaniego + Campbell, LLP

Roxie Samaniego
Barbara Payan

Partner In-Charge
Auditor

HOUSING AUTHORITY OF THE CITY OF SUNLAND PARK, NEW MEXICO

**CORRECTIVE ACTION PLAN
FOR THE YEAR ENDED JUNE 30, 2008**

Audit Finding	Corrective Action Plan	Person Responsible	Completion Date
IC 08-01	The Housing Authority Management will work towards generating timely financial records in order to provide management with the necessary tools to make timely decisions and comply with any reporting compliance requirements. Furthermore, the preparation of timely financial information will enable the external auditors to perform the audit and report to the appropriate regulatory agencies in a timely manner.	Concha Medina, Public Housing Manager	June 30, 2009
CF 07-01	The Housing Authority Management will develop policies and procedures setting forth the direction in which unrestricted cash will be identified and invested. The Housing Authority will fall under the City of Sunland Park Investment policy umbrella; the Housing Authority will coordinate with the City's Finance Department to ensure that all available funds are invested in security investment catalyst.	Concha Medina, Public Housing Manager	June 30, 2009
CF 08-01	Schedules will be completed to indicate variances between the Budget and actual amounts. These spreadsheet schedules will ensure that the Housing Authority's actual line item revenues and/or expenditures do not supersede budgetary authority. The Finance Department will be responsible for overseeing and notifying the Housing Authority which exceed budgetary authority; so that the proper budget resolution and revision can be submitted to City Council and DFA for approval prior to year-end.	Concha Medina, Public Housing Manager	June 30, 2009