



Washington State Auditor's Office

Troy Kelley

Integrity • Respect • Independence

Accountability Audit Report

Anacortes Housing Authority

Skagit County

For the period April 1, 2012 through March 31, 2014

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Washington State Auditor Troy Kelley

November 24, 2014

Board of Commissioners
Anacortes Housing Authority
Anacortes, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for Housing Authority operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

The attached comprises our report on the Housing Authority's compliance and safeguarding of public resources. Our independent audit report describes the overall results and conclusions for areas we examined. We appreciate the opportunity to work with your staff and we value your cooperation during the audit.

Sincerely,

TROY KELLEY
STATE AUDITOR

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AUDIT SUMMARY

Results in brief

In the areas we audited, Housing Authority operations complied with applicable requirements and provided adequate safeguarding of public resources. The Housing Authority also complied with state laws and regulations and its own policies and procedures in the areas we examined.

About the audit

This report contains the results of our independent accountability audit of the Anacortes Housing Authority from April 1, 2012 through March 31, 2014.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

Our audit involved performing procedures to obtain evidence about the Housing Authority's uses of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. The following areas were examined during this audit period:

- Open Public Meetings Act
- Financial condition
- Credit card controls
- Payroll leave balances
- Cash receipting
- Tenant eligibility

RELATED REPORTS

Financial

Our opinion on the Housing Authority's financial statements is provided in a separate report, which includes the Housing Authority's financial statements.

INFORMATION ABOUT THE HOUSING AUTHORITY

The Anacortes Housing Authority was established in 1968 to provide and manage housing for low-income residents of the city of Anacortes, located in Skagit County. The Housing Authority currently owns and operates 112 public housing units. The Housing Authority's primary funding sources are rental revenue and federal grant subsidies.

The Mayor of Anacortes appoints a five-member Board of Commissioners to govern the Housing Authority. Daily operations are overseen by eight full-time employees. During fiscal year 2014, the Housing Authority had revenues of \$721,413 and expenses of \$1,011,533. The Housing Authority also acts as the general partner for the Tax Credit Partnership, AHA-Bayview Apartments Limited Partnership (46 low-income units with some Section 8 project-based assistance) and the managing member for the Tax Credit Partnership, the Wilson Hotel Housing, LLC (25 units).

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Information current as of report publish date.

Audit history

You can find current and past audit reports for the Anacortes Housing Authority at <http://portal.sao.wa.gov/ReportSearch>.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

The results of our work are widely distributed through a variety of reports, which are available on our [website](#) and through our free, electronic [subscription](#) service.

We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

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