



CITY OF ST. LOUIS

AFFORDABLE HOUSING COMMISSION

**EXPENDITURE REVIEW
APRIL 1, 2018 THROUGH MARCH 31, 2019**

PROJECT #2020-ER03

DATE ISSUED: OCTOBER 22, 2019

**Prepared By:
The Internal Audit Section**

OFFICE OF THE COMPTROLLER

HONORABLE DARLENE GREEN, COMPTROLLER



OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



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Comptroller

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October 22, 2019

April Ford-Griffin, Executive Director
Affordable Housing Commission
1520 Market Street, Suite 2080
St. Louis, MO 63103

RE: St. Louis Affordable Housing Commission Expenditure Review (Project No. 2020-ER03)

Dear Ms. Ford-Griffin:

The Comptroller's Internal Audit Section has completed an expenditure review of the St. Louis Affordable Housing Commission. Enclosed is our report covering the period April 1, 2018, through March 31, 2019. A description of the scope of work is included in the report.

Fieldwork was completed on September 13, 2019.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised, and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing*.

If you have any questions, please contact the Internal Audit Section at (314) 657-3446.

Respectfully,

Mohammad H. Adil, CPA, CGMA
Internal Audit Supervisor

Enclosure

CC: Paula Turner, Accountant II, Affordable Housing Commission

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TABLE OF CONTENTS

SUMMARY	1
Background	1
Purpose	1
Scope and Methodology	1
Status of Prior Observations.....	1
Conclusion.....	1
Current Observations.....	1

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SUMMARY

Background

The Affordable Housing Trust fund is funded through the city's use taxes. For the fiscal year 2019, the department expended \$4,475,362 on its operations.

Purpose

The purpose of this review was to determine if the Affordable Housing Commission effectively and efficiently managed risks pertaining to its expenditures to ensure:

- Reliability and integrity of financial and operational information;
- Effectiveness and efficiency of operations;
- Safeguarding of assets;
- Compliance with applicable laws, regulations, City purchasing policies and procedures;
- Expenditure is properly recorded and reported.

Scope and Methodology

The scope of the review was for the period April 1, 2018, through March 30, 2019. The review was limited to evaluating internal controls over expenditure processing relating to the objectives noted above. Our procedures included:

- Review of processes and transactions for compliance with applicable laws, regulations, and policies and procedures;
- Limited tests of controls and related transactions;
- Comparison of processes against best practices;
- Other procedures as considered necessary.

Status of Prior Observations

There were no prior observations reported for this agency.

Conclusion

The St. Louis Affordable Housing Commission effectively and efficiently managed risks pertaining to expenditure processing.

Current Observations

There are no observations reported for this review period.

