# 2019

Sandpointe Townhouses Owners Association, Inc. Financial Statements, Supplementary Information and Independent Auditor's Report December 31, 2019



# SANDPOINTE TOWNHOUSES OWNERS ASSOCIATION, INC.

# FINANCIAL STATEMENTS, SUPPLEMENTARY INFORMATION AND INDEPENDENT AUDITOR'S REPORT

#### DECEMBER 31, 2019

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# **PURVIS GRAY**

#### **INDEPENDENT AUDITOR'S REPORT**

Board of Directors Sandpointe Townhouses Owners Association, Inc.

We have audited the accompanying financial statements of Sandpointe Townhouses Owners Association, Inc. (the Association), which comprise the balance sheet as of December 31, 2019, and the related statements of revenues, expenses and changes in fund balances and cash flows for the year then ended, and the related notes to the financial statements.

#### Management's Responsibility for the Financial Statements

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

#### Auditor's Responsibility

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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Association as of December 31, 2019, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### CERTIFIED PUBLIC ACCOUNTANTS

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#### **INDEPENDENT AUDITOR'S REPORT**

#### **Disclaimer of Opinion on Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the supplementary information on future major repairs and replacements, on page 13, be presented to supplement the basic financial statements. Such information, although not a required part of the basic financial statements, is required by the Financial 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. This required supplementary information is the responsibility of management. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America. These limited procedures 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.

#### Change in Accounting Principle

As discussed in Note 4 to the financial statements, the Association changed the manner in which it accounts for revenue recognition during 2019.

March 20, 2020 Winter Park, Florida

# SANDPOINTE TOWNHOUSES OWNERS ASSOCIATION, INC. BALANCE SHEET DECEMBER 31, 2019

	Operating Fund		Replacement Fund		Termite Fund		Total
Assets							
Cash and Cash Equivalents	\$	37,002	\$	1,175,878	\$	100,010	\$ 1,312,890
Investments (Note 2)		-		2,975,734		-	2,975,734
Assessments Receivable		2,758		-		-	2,758
Due from Replacement Fund		1,638		-		-	1,638
Prepaid Expenses and Other Assets		8,449		-		-	 8,449
Total Assets	\$	49,847	\$	4,151,612	\$	100,010	\$ 4,301,469
Liabilities and Fund Balances							
Liabilities							
Accounts Payable and Accrued Expenses	\$	20,276	\$	-	\$	-	\$ 20,276
Assessments Received in Advance		43,271		-		-	43,271
Contract Liabilities (Note 3)		-		4,149,974		100,010	4,249,984
Due to Operating Fund		-		1,638		-	 1,638
Total Liabilities		63,547		4,151,612		100,010	4,315,169
Commitments and Contingencies (Notes 3 and 6)							
Fund Balances		(13,700)		-		-	 (13,700)
Total Liabilities and Fund Balances	\$	49,847	\$	4,151,612	\$	100,010	\$ 4,301,469

# SANDPOINTE TOWNHOUSES OWNERS ASSOCIATION, INC. STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED DECEMBER 31, 2019

	Operating Fund		Replacement Fund		Termite Fund		Total
Revenues							
Maintenance Fee Assessments (Notes 1 and 4)	\$	891,552	\$	37,980	\$	-	\$ 929,532
Interest Income		8		57,315		22	57,345
Late Charges		822		-		-	822
Other Income		13,259		-		-	 13,259
Total Revenues		905,641		95,295		22	 1,000,958
Expenses							
Grounds		411,614		-		-	411,614
Maintenance and Replacement		267,247		95,295		15,830	378,372
Utilities		38,295		-		-	38,295
General and Administrative		226,264		-		-	226,264
Depreciation	_	2,444		-		-	 2,444
Total Expenses		945,864		95,295		15,830	 1,056,989
Deficiency of Revenues Over Expenses		(40,223)		-		(15,808)	(56,031)
Fund Balances, Beginning of Year (Note 4)		42,331		-		-	42,331
Transfer from Operating Fund (Note 1)		(15,808)				15,808	 -
Fund Balances, End of Year	\$	(13,700)	\$	-	\$	-	\$ (13,700)

# SANDPOINTE TOWNHOUSES OWNERS ASSOCIATION, INC. STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2019

	Operating Replaceme Fund Fund		Replacement Fund	t Termite Fund			Total
Cash Flows from Operating Activities							
Deficiency of Revenues Over Expenses	\$	(40,223)	\$-	\$	(15,808)	\$	(56,031)
Adjustments to Reconcile Deficiency							
of Revenues Over Expenses to Net Cash							
Provided by (Used for) Operating Activities:							
Transfer from Operating Fund		(15,808)	-		15,808		-
Depreciation		2,444	-		-		2,444
Cash Provided by (Used for):							
Assessments Receivable		366	-		-		366
Prepaid Expenses and Other Assets		(236)	-		-		(236)
Accounts Payable and Accrued Expenses		7,714	-		-		7,714
Assessments Received in Advance		20,067	-		-		20,067
Contract Liabilities		-	382,020		(33)		381,987
Net Cash Provided by (Used for) Operating Activities		(25,676)	382,020		(33)		356,311
Cash Flows from Investing Activities							
Proceeds from Maturities of Investments		-	2,678,395		-		2,678,395
Purchases of Investments		-	(2,735,465)		-		(2,735,465)
Net Cash Used for Investing Activities		-	(57,070)		-		(57,070)
Cash Flows from Financing Activities							
Inter-Fund Borrowings, Net		46,998	(46,998)		-		-
Net Increase (Decrease) in Cash and							
Cash Equivalents		21,322	277,952		(33)		299,241
Cash and Cash Equivalents, Beginning of Year		15,680	897,926		100,043	,	1,013,649
Cash and Cash Equivalents, End of Year	\$	37,002	\$ 1,175,878	\$	100,010	\$	1,312,890
Supplemental Cash Flow Information							
Cash Paid for Income Taxes	\$	8,125	\$ -	\$	-	\$	8,125

#### Note 1 - Summary of Significant Accounting Policies

#### **Nature of Operations**

Sandpointe Townhouses Owners Association, Inc. (the Association) was incorporated in the State of Florida in March 1984, as a not-for-profit corporation for the purpose of operating and maintaining the common properties of Sandpointe Townhouses (the Community), a townhouse community located in southwest Orange County, Florida. The development consists of 368 townhouse units.

#### Fund Accounting

To ensure and facilitate the fiduciary responsibility required of the Association regarding restrictions placed on the use of resources available to it, the accounts are maintained in accordance with the principles of fund accounting. The purposes of the various funds and the restrictions on the use of their assets are as follows:

*Operating Fund*—All revenues not allocable to the replacement fund or termite fund are recorded in this fund and are available for normal operating expenditures.

*Replacement Fund*—This fund represents funds collected by the Association from the members to fund future replacement, major repairs, and purchases of additional commonly owned assets. Expenditures from this fund are restricted to those items for which assessments were paid.

*Termite Fund*—In June 2010, upon approval by the Board of Directors, the Association terminated its existing termite bond insurance and began accumulating funds in a separate interest bearing cash account for the purpose of funding future repairs for termite damage on common and privately owned assets. Policies regarding the accumulation of funds and types of expenditures for which the funds are to be used are established by the Board of Directors. During 2019, the Association transferred \$15,808 from the operating fund to the termite fund in order to fully fund the termite fund at its \$100,000 maximum. Additional future years' funding requirements will be determined at the Board's discretion.

#### Cash and Cash Equivalents and Concentration of Credit Risk

For purposes of reporting cash flows, the Association considers all highly liquid investments with an original maturity of three months or less to be cash equivalents. Cash and cash equivalents include checking accounts and money market funds which are maintained at federally insured financial institutions. Such accounts may at times exceed federally insured limits. The Association places its funds with high credit quality financial institutions and does not believe it is exposed to any significant credit risk on cash and cash equivalents.

#### Member Assessments and Assessments Receivable

The Association derives revenue principally through owner assessments. Annual assessments are billed to owners monthly. Annual assessments are approved by the Association based upon budgeted expenditures and, pursuant to the by-laws of the Association, assessments are allocated to the unit owners in proportions or percentages provided in the Declaration of Covenants. In the event that assessments exceed the related expenditures in any one year, the excess may be deferred and used to reduce assessments in the subsequent year or refunded to owners. The annual budget and member assessments are determined by the Board of Directors and approved at the annual meeting. For 2019, the monthly assessment per unit was \$202 for operations and \$95 for replacement reserves.

The Declaration of Covenants also provides that in addition to the annual assessments, the Association may levy, in any assessment year, a special assessment applicable to that year only for the purpose of defraying, in whole or in part, the cost of the construction, reconstruction, repair or replacement of a capital improvement upon the common area, including fixtures and personal property related thereto, provided that any such assessment shall have the assent of two-thirds of the votes of its members.

Assessments revenue is recognized as the related performance obligations are satisfied at transaction amounts expected to be collected. The Association's performance obligations related to its operating assessments, which are comprised of the management of the Community, are satisfied over time on a daily pro-rata basis using the input method. The Association's performance obligations related to its replacement fund assessments, which are comprised of providing for future major repairs and replacements, are satisfied when these funds are expended for their designated purpose. The Association's performance obligations related to its termite fund assessments, which are comprised of providing for future repairs for termite damage on common and privately owned assets, are satisfied when these funds are expended purpose.

Assessments receivable are stated at the amounts expected to be collected from outstanding assessments. The Association treats uncollectible assessments as variable consideration. The determination of uncollectible assessments is based upon specific identification of uncollectible accounts and the Association's historical collection experience. Methods, inputs, and assumptions used to evaluate whether an estimate of variable consideration is constrained include consideration of past experience and susceptibility to factors outside the Association's control. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to assessments receivable.

The Association has the right to retain legal counsel and place liens on the units of members whose assessments are past due. Based on management's evaluation of assessments receivable, no allowance for doubtful accounts was considered necessary at December 31, 2019. Assessments receivable as of the beginning and end of the year ended December 31, 2019, were \$3,124 and \$2,758, respectively.

#### Investments

Investments consist of certificates of deposit which are carried at amortized cost. The Association intends to hold these securities to maturity.

#### Property, Equipment, and Depreciation

Real property and common areas acquired from the developer and related improvements to such property are not recorded in the Association's financial statements because those properties are owned by the individual unit owners in common and not by the Association. However, the obligation to maintain, manage, repair, and replace these assets is the responsibility of the Association throughout their useful lives. The Association capitalizes personal property at cost and depreciates it over the estimated useful lives of the assets, which range from three to seven years, using the straight-line method.

#### Assessments Received in Advance

Assessments received in advance are 2020 operating maintenance fees received by the Association prior to January 1, 2020.

#### **Contract Liabilities**

The Association recognizes revenue from members as the related performance obligations are satisfied. A contract liability is recorded when the Association has the right to receive payment in advance of the satisfaction of performance obligations related to replacement reserve and termite fund assessments. The balance of contract liabilities as of the beginning and end of the year ended December 31, 2019, are \$3,867,997 and \$4,249,984, respectively.

#### Taxes on Income

The Association is subject to federal and state income taxes. In determining the amount of income tax liability, the Association must annually decide between two methods of taxation. Under the first method (Form 1120), the excess of revenues from members over related expenses is subject to taxation unless the excess of revenues over expenses is either refunded to members, applied against future assessments or transferred to the replacement fund. Under the second method (Form 1120H), taxation is based on non-exempt function income, which generally consists of income from sources other than member assessments. Under either method, the Association may be subject to taxation on investment and other non-exempt income, but at different tax rates.

For the year ended December 31, 2019, the Association elected to file Form 1120. The Association also files a Florida corporate income/franchise and emergency excise tax return. The Association's federal and state income tax returns remain subject to examination by the Internal Revenue Service for three years from the date of filing.

The Association identifies and evaluates uncertain tax positions, if any, and recognizes the impact of uncertain tax positions for which there is a less than more-likely-than-not probability of the position being upheld when reviewed by the relevant taxing authority. Such positions are deemed to be unrecognized tax benefits and a corresponding liability is established on the balance sheet. The Association has not recognized a liability for uncertain tax positions. If there were an unrecognized tax benefit, the Association would recognize interest accrued related to unrecognized tax benefits in interest expense and penalties in operating expenses.

#### **Fair Value of Financial Instruments**

The Association accounts for financial instruments in accordance with Financial Accounting Standards Board Accounting Standards Codification (ASC) Topic 820 – *Fair Value Measurements and Disclosures*, which provides a framework for measuring fair value and expands required disclosure about fair value measurements of assets and liabilities. ASC Topic 820 defines fair value as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. The Association applies fair value accounting for all financial assets and liabilities that are recognized or disclosed at fair value in the financial statements on a recurring basis.

The respective carrying value of certain on-balance-sheet financial instruments approximated their fair values due to the short-term nature of these instruments. These financial instruments include cash and cash equivalents, assessments receivable, accounts payable and accrued expenses. Investments are valued based on the methodology as further described in the investment policy above.

#### **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 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.

#### **Subsequent Events**

The Association has evaluated events and transactions occurring subsequent to December 31, 2019, as of March 20, 2020, which is the date the financial statements were available to be issued. Subsequent events occurring after March 20, 2020, have not been evaluated by management. No material events have occurred since December 31, 2019, that require recognition or disclosure in the financial statements except as discussed below.

The COVID-19 outbreak in the United States has caused general economic disruption and uncertainties. While the disruption is expected to be temporary, the magnitude and duration of this event is unknown. This matter could affect the Association's operating results in 2020; however, the financial impact cannot be reasonably estimated at this time.

#### Note 2 - Investments

The Association invests cash balances in certificates of deposit held at various banks, which are insured by the FDIC up to \$250,000 and may from time to time exceed insured limits. These investments are maintained to provide funds for future repairs and replacements of common property.

		Amortized		
	Maturity	Market	Unrealized	Cost of
	Date	Value	Gain (Loss)	Investment
Certificates of Deposit	02/02/2020 – 07/02/2020	\$ 2,975,734	\$-	\$ 2,975,734

#### Note 3 - Replacement Fund

The Association's governing documents require the Association to accumulate funds for future major repairs and replacements. Accumulated funds, which aggregate \$4,149,974, net of amounts due to the operating fund, and are presented on the accompanying balance sheet as contract liabilities at December 31, 2019, are held in separate interest-bearing cash, money market accounts, and certificates of deposits and are not available to expend for normal operations.

The Board of Directors has reviewed the major components of common property and, as a part of this review, evaluated the estimated useful lives and the estimated current replacement costs of the pooled components of the replacement fund. Where applicable, licensed contractors were consulted regarding useful lives and current replacement costs.

The Board of Directors intends to fund for major repairs and replacements over the estimated useful lives of the pooled components based on estimates of current replacement costs. Actual expenditures may vary from the estimated future expenditures, and the variations may be material. Therefore, amounts accumulated in the replacement fund may not be adequate to meet all future needs for major repairs and replacements. If additional funds are needed, the Association has the right, subject to membership approval, to increase regular assessments, to pass special assessments or delay major repairs and replacements until funds are available.

	Balance January 1, Interest 2019 Additions Income							Balance December 31, 2019		
Roofing	\$ -	\$	-	\$	-	\$	-	\$	-	
Paving	-		-		-		-		-	
Exterior Painting	-		-		-		-		-	
Exterior Wall, Fencing, and										
Security Gate	-		-		-		-		-	
Clubhouse/Pool	-		-		-		(22,500)		-	
Tennis Court	-		-		-		-		-	
Signage	-		-		-		-		-	
Maintenance and										
Irrigation Equipment	-		-		-		(4,400)		-	
General	 -		-		-		(68,395)		-	
Total Pooled Elements	\$ 3,767,954	\$	420,000	\$	57,315	\$	(95,295)	\$	4,149,974	

The activity of the individual replacement account categories included in contract liabilities is as follows:

#### Note 4 - Recently Adopted Financial Accounting Standard

In May 2014, the Financial Accounting Standards Board issued Accounting Standards Update No. 2014-09, *Revenue from Contracts with Customers* (Topic 606). Topic 606 supersedes the revenue recognition requirements in ASC 972-605 *Real Estate - Common Interest Realty Associations, Revenue Recognition*, and requires the recognition of revenue when promised goods or services are transferred to customers in an amount that reflects the consideration to which the association expects to be entitled in exchange for those goods or services.

The Association adopted the requirements of the new standard as of January 1, 2019, using the modified retrospective method of transition, which requires that the cumulative effect of the changes related to the adoption be charged to beginning fund balance. The Association applied the new guidance using the practical expedient provided in Topic 606 that allows the guidance to be applied only to contracts that were not complete as of January 1, 2019. Adoption of the new guidance resulted in changes to the Association's accounting policies for maintenance fee assessment revenue and contract liabilities related to the replacement fund and termite fund as previously described. The Association has no customer contract modifications that had an effect on the Association's transition to the new standard.

The adoption of the new standard resulted in the following change to the Association's fund balances as of January 1, 2019:

Fund Balances at January 1, 2019, as Previously Reported	\$ 3,910,328
Effect of Adoption of Topic 606	 (3,867,997)
Fund Balances at January 1, 2019, as Adjusted	\$ 42,331

The effect of the adoption of the new standard resulted in a decrease in 2019 replacement fund maintenance fee assessments of \$382,020 due to assessments collected during 2019 but not expended for their designated purpose during the year ended December 31, 2019. It also resulted in an increase in contract liabilities at December 31, 2019, of \$4,249,984 for replacement fund maintenance fee assessments collected but not expended for major repairs and replacements as of December 31, 2019. These amounts were previously reported in the replacement fund balance.

The modified retrospective method of transition requires disclosure of the effect of applying the new standard on each affected line item in the 2019 financial statements. The following table presents the line items from the Association's balance sheet as of December 31, 2019, that were impacted by the new standard, the amounts that would have been reported under the former revenue recognition guidance, the effects of applying the new standard and the amounts reported under the new standard:

	W	nounts that /ould Have Been Reported		pact of ASU o. 2014-09	Amounts as Reported		
Contract Liabilities Total Liabilities	\$ \$	- 65,185	\$ \$	4,249,984 4,249,984	\$ \$	4,249,984 4,315,169	
Fund Balances, End of Year	\$	4,236,284	\$	(4,249,984)	\$	(13,700)	

The following table presents the line items from the Association's statement of revenues, expenses, and changes in fund balances and the statement of cash flows for the year ended December 31, 2019, that were impacted by the new standard, the amounts that would have been reported under the former revenue recognition guidance, the effects of applying the new standard, and the amounts reported under the new standard:

Statement of Revenues, Expenses and Changes in Fund Balances:	W	nounts that ould Have In Reported	•	pact of ASU 0. 2014-09	Amounts as Reported		
Maintenance Fee Assessments Total Revenues	\$ \$	1,311,552 1,382,978	\$ \$	(382,020) (382,020)	\$ \$	929,532 1,000,958	
Excess (Deficiency) of Revenues Over Expenses	\$	325,989	\$	(382,020)	\$	(56,031)	
Statement of Cash Flows:							
Excess (Deficiency) of Revenues Over Expenses Increase in Contract Liabilities	\$ \$	325,989 -	\$ \$	(382,020) 381,987	\$ \$	(56,031) 381,987	

# Note 5 - Employee Benefit Plan

The Association sponsors a defined contribution employee benefit plan (the Plan) under Section 401(k) of the Internal Revenue Code for employees meeting certain age requirements. The Plan allows eligible employees to contribute up to 90% of their eligible compensation up to statutory limits and allows for an employer matching contribution of 100% of elective deferrals up to a maximum of 3% of eligible compensation. For the year ended December 31, 2019, the Association contributed \$5,783 to the Plan, which is included in general and administrative expenses in the accompanying statement of revenues, expenses and changes in fund balances.

# Note 6 - Contingencies – Legal

In the normal course of conducting its business, the Association may be involved in litigation. The Association is not a party to any litigation which management believes could result in any judgments that would have a material adverse effect on its financial position, liquidity, or results of future operations.

SUPPLEMENTARY INFORMATION

# SANDPOINTE TOWNHOUSES OWNERS ASSOCIATION, INC. SUPPLEMENTARY INFORMATION ON FUTURE MAJOR REPAIRS AND REPLACEMENTS (UNAUDITED)

The Association's Board of Directors internally conducted a study during 2019, to estimate the remaining useful lives and the replacement costs of the components of common property. Replacement costs are based on the estimated costs to repair or replace common property components at the date of the study. Estimated current replacement costs do not take into account the effects of interest earned or inflation between the date of the study and the date that the components will require repair or replacement. Effective January 1, 2014, the Association's members voted to pool the components of the replacement fund.

The following table is based on the study and presents significant information about the components of common property:

Estimated Remaining Useful Lives		Estimated Current Replacement Cost		Replacement Fund Contract Liabilities at December 31, 2019		2020 Funding Budget
1-30 Years	\$	8,369,158	\$	4,149,974	\$	420,000
	Remaining Useful Lives	Estimated Remaining Re Useful Lives	Estimated Current Remaining Replacement Useful Lives Cost	Estimated Current Contra Remaining Replacement at Do Useful Lives Cost	Estimated Current Contract Liabilities Remaining Replacement at December 31, Useful Lives Cost 2019	Estimated Current Contract Liabilities   Remaining Replacement at December 31,   Useful Lives Cost 2019

The calculated 2020 funding requirement of \$420,000 was adopted in the Association's 2020 budget.