

**FINANCIAL STATEMENTS** 

FOR THE YEARS ENDED JUNE 30, 2019 AND 2018

### DRUM POINT PROPERTY OWNERS' ASSOCIATION, INC.

### FINANCIAL STATEMENTS

### FOR THE YEARS ENDED JUNE 30, 2019 AND 2018

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### Independent Auditor's Report

To the Board of Directors Drum Point Property Owners' Association, Inc.

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

We have audited the accompanying financial statements of Drum Point Property Owners' Association, Inc., which comprise the balance sheets as of June 30, 2019 and 2018, and the statements of revenue, expenses, and changes in fund balances and cash flows for the years 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 audits. We conducted our audits 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 Drum Point Property Owners' Association, Inc. as of June 30, 2019 and 2018, and the results of its operations and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

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

alta CPA Group, LIC

Accounting principles generally accepted in the United States of America require that the supplementary information on future major repairs and replacements (unaudited) on page 17 be presented to supplement the basic financial statements. Such information, although not a 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

September 18, 2019

### DRUM POINT PROPERTY OWNERS' ASSOCIATION, INC. BALANCE SHEETS JUNE 30, 2019 AND 2018

		2019						2018						
		Operating Fund		Special Tax District Fund		Total		Operating Fund		Special Tax District Fund		Total		
	_	Tunu		istrict i unu		Total	_	Tullu		istrict i unu		TOtal		
ASSETS Current Assets:														
Cash and Cash Equivalents Road Bonds - Cash Owner Assessments Receivable, Net Of Allowance for Doubtful Accounts of \$37,066 and \$37,422	\$	438,741 16,511	\$	50,093 -	\$	488,834 16,511	\$	443,915 21,500	\$	50,068 -	\$	493,983 21,500		
for Years Ended 2019 and 2018, Respectively		77,954		_		77,954		72,868		-		72,868		
Total Current Assets		533,206		50,093		583,299		538,283		50,068		588,351		
Fixed Assets:														
Land		91,320		-		91,320		91,320		-		91,320		
Building		81,180		-		81,180		81,180		-		81,180		
Equipment		3,200		-		3,200		3,200		-		3,200		
Less: Accumulated Depreciation		(34,652)		-		(34,652)		(32,622)				(32,622)		
Total Fixed Assets		141,048				141,048		143,078				143,078		
Total Assets	\$	674,254	\$	50,093	\$	724,347	\$_	681,361	\$	50,068	\$	731,429		
<u>LIABILITIES AND NET ASSETS</u> Current Liabilities:														
Accounts Payable and Accrued Expenses	\$	12,891	\$	-	\$	12,891	\$	4,608	\$	-	\$	4,608		
Road Bonds Payable		16,500	•	-	•	16,500	•	21,500	•	-	•	21,500		
Deferred Revenue		150,194		50,093		200,287		144,186		50,068		194,254		
Total Current Liabilities		179,585		50,093		229,678		170,294		50,068		220,362		
Total Liabilities Net Assets:		179,585		50,093		229,678		170,294		50,068		220,362		
Without Donor Restrictions- Reserve		32,056		_		32,056		31,896		_		31,896		
Without Donor Restrictions		462,613		_		462,613		479,171		_		479,171		
Total Net Assets		494,669		-		494,669		511,067		-		511,067		
Total Liabilities and Net Assets	\$	674,254	\$	50,093	\$	724,347	\$	681,361	\$	50,068	\$	731,429		

### DRUM POINT PROPERTY OWNERS' ASSOCIATION, INC. STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED JUNE 30, 2019

	_	Operating Fund		Special Tax District Fund	<u> </u>	Total
REVENUE						
Owners' Assessments	\$	63,695	\$	105,390	\$	169,085
Road Fees		154,863		-		154,863
SHUR Funds		20,439		-		20,439
Interest Income		1,224		25		1,249
Miscellaneous Income		182		-		182
Total Revenue		240,403	-	105,415	_	345,818
EXPENSES						
Operating:						
Accounting		1,232		3,500		4,732
Beach Security		8,173		-		8,173
Depreciation		2,030		-		2,030
Electric		3,325		-		3,325
Events		1,133		-		1,133
Insurance		5,361		-		5,361
Legal		2,700		-		2,700
Office Expense		12,328		-		12,328
Newsletter		659		-		659
Staff		57,082		-		57,082
Supplies		866		-		866
Taxes		2,140		-		2,140
Telephone		1,502		-		1,502
Total Operating Expenses		98,531	_	3,500		102,031
Replacement:						
Common Area Repairs and Maintenance		38,254		-		38,254
Road Repair		312		-		312
Snow Removal		48,667		-		48,667
Other Capital Projects and Improvements		71,037	_	101,915		172,952
Total Replacement Expenses	_	158,270		101,915	_	260,185
Total Expenses	_	256,801		105,415	_	362,216
Change in Net Assets		(16,398)		-		(16,398)
Unrestricted Net Assets, Beginning of Year	_	511,067			_	511,067
Unrestricted Net Assets, End of Year	\$	494,669	\$		\$	494,669

### DRUM POINT PROPERTY OWNERS' ASSOCIATION, INC. STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED JUNE 30, 2018

		Operating Fund		Special Tax District Fund	. <u>-</u>	Total
REVENUE						
Owners' Assessments	\$	64,073	\$	142,146	\$	206,219
Road Fees		149,800		-		149,800
SHUR Funds		14,185		-		14,185
Interest Income		517		-		517
Miscellaneous Income		138		-		138
Total Revenue		228,713	_	142,146		370,859
EXPENSES						
Operating:						
Accounting		812		3,500		4,312
Bad Debt		8,680		-		8,680
Beach Security		7,665		-		7,665
Depreciation		3,097		-		3,097
Electric		3,200		-		3,200
Events		1,206		-		1,206
Insurance		3,582		973		4,555
Legal		2,700		-		2,700
Office Expense		6,808		-		6,808
Newsletter		721		-		721
Staff		56,638		-		56,638
Supplies		1,713		-		1,713
Taxes		2,117		-		2,117
Telephone		1,358	_	-		1,358
Total Operating Expenses		100,297		4,473		104,770
Replacement:						
Common Area Repairs and Maintenance		20,407		-		20,407
Road Repair		1,070		-		1,070
Snow Removal		48,607		3,540		52,147
Other Capital Projects and Improvements		17,082		134,133		151,215
Total Replacement Expenses	_	87,166		137,673	_	224,839
Total Expenses	_	187,463		142,146		329,609
Change in Net Assets		41,250		-		41,250
Unrestricted Net Assets, Beginning of Year	_	469,817		-	_	469,817
Unrestricted Net Assets, End of Year	\$_	511,067	\$	-	\$	511,067

## DRUM POINT PROPERTY OWNERS' ASSOCIATION, INC. STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED JUNE 30, 2019 AND 2018

	-	2019					_	2018					
	<u>.</u>	Operating Fund	<u>1</u>	Special Tax District Fund		Total	_	Operating Fund	Special Tax District Fund		Total		
CASH FLOW FROM OPERATING ACTIVITIES													
Change in Net Assets	\$	(16,398)	\$	-	\$	(16,398)	\$	41,250	-	\$	41,250		
Adjustments to Reconcile Change in Net Assets to													
Net Cash Provided (Used) by Operating Activities:								0.000			0.000		
Bad Debt Expense Depreciation Expense		2,030		-		- 2,030		8,680 3,097	-		8,680 3,097		
(Increase) Decrease in Operating Assets:		2,030		-		2,030		3,037	_		3,097		
Owner Assessments Receivable		(5,086)		_		(5,086)		(24,488)	_		(24,488)		
Increase (Decrease) in Operating Liabilities:		(5,555)				(5,555)		(= :, :00)			(= :, :==,		
Accounts Payable and Accrued Expenses		8,283		-		8,283		(2,680)	-		(2,680)		
Road Bonds Payable		(5,000)		-		(5,000)		5,000	-		5,000		
Owner Assessments Deferred Revenue		6,008		-		6,008		(4,315)	-		(4,315)		
Special Tax District Deferred Revenue			_	25	_	25	_		24,099		24,099		
Net Cash Provided (Used) by Operating Activities		(10,163)		25		(10,138)		26,544	24,099		50,643		
CASH FLOWS FROM INVESTING ACTIVITIES		-		-		-		-	-		-		
CASH FLOWS FROM FINANCING ACTIVITIES	•		_	_			_	<u>-</u>		_			
Net Increase (Decrease) in Cash and Cash Equivalents		(10,163)		25		(10,138)		26,544	24,099		50,643		
Cash and Cash Equivalents at Beginning of Year		465,415	_	50,068	_	515,483	_	438,871	25,969		464,840		
Cash and Cash Equivalents at End of Year	\$	455,252	\$_	50,093	\$_	505,345	\$_	465,415	\$ 50,068	\$	515,483		
SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION Cash Paid During the Year for: Income Taxes Interest					\$ \$_	<u>-</u>				\$ <u> </u>			

### NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES

### Nature of Organization

Drum Point Property Owners' Association, Inc., (the Association) is a common interest real estate organization incorporated in the State of Maryland, created for the benefit of property owners who live in the subdivision known as Drum Point located in Calvert County, Maryland. It has as its purpose the general upkeep and maintenance of the common elements of the development with an emphasis on maintenance of the community infrastructure as well as the social, economic, cultural, recreational and environmental conditions within the Drum Point subdivision.

The community includes approximately 1,607 lots and seventeen miles of developed roads.

On January 4, 1996, the Board of Directors of the Association approved a measure to petition the Calvert County Commissioners to establish a special taxing district, under Section 4-101 through 4-104, Title 4, of the Annotated Code of Maryland. The petition was facilitated to alleviate funding shortfalls incurred based on the Association's current assessments. On June 18, 1996, the Board of County Commissioners of Calvert County approved the petition establishing a special taxing district within the community known as Drum Point. Taxes will be levied on property owners in the subdivision by Calvert County. These tax monies will be disbursed to the Drum Point Property Owners' Association, Inc., to facilitate capital improvements and repair to the infrastructure of the community known as Drum Point.

### **Basis of Accounting**

The financial statements of the Association have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Accordingly, the financial statements reflect all significant receivables, payables and other liabilities.

#### **Fund Accounting**

The Association's governing documents provide certain guidelines for governing its financial activities. To ensure observance of limitations and restrictions on the use of financial resources, the Association maintains its accounts using fund accounting. Financial resources are classified for accounting and reporting purposes in the following funds established according to their nature and purpose:

- Operating Fund This fund is used to account for financial resources available for the general operations of the Association.
- Special Tax District Fund This fund is used to accumulate and disburse financial resources designated for future major repairs and replacements and certain administrative expenses. Funds are being accumulated within this fund as taxes levied by Calvert County are collected on behalf of the Association. Revenues within the special tax district fund are recognized when funds are expended.

### NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### Change in Accounting Principle

In August 2016, the FASB issued Accounting Standards Update ASU 2016-14, Not-for-Profit Entities (Topic 958) – *Presentation of Financial Statements of Not-for-Profit Entities.* The update addresses the complexity and understandability of net asset classification, quantitative and qualitative information about the liquidity and availability of resources, consistency in the presentation of expenses and investment return, and other financial statement reporting requirements and disclosures intended to increase the usefulness of nonprofit financial statements. The ASU has been applied retrospectively to all periods presented. The Organization has changed its presentation of net asset classes, expanded the footnote disclosures required by ASU 2016-14, and reclassed certain expense items to conform to the requirements of the ASU.

### **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 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.

#### Cash and Cash Equivalents

For the statements of cash flows, the Association considers cash on deposit, cash on hand, money market funds, and certificates of deposits with original maturities less than three months (if any) to be cash equivalents. Any penalties for early withdrawal would not have a material effect on the financial statements.

### Road Bonds Cash and Road Bonds Payable

The balance in Road Bonds-Cash is the security for the Road Bonds Payable account. When construction is performed by builders or developers on lots within the community, a cash bond is required to be posted to offset any possible road damage. When construction is completed, the cash road bond is released to the builder or developer.

#### **Cash Concentrations**

The Association maintains its cash accounts primarily with banks located in Maryland. The total cash balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 per bank. The Association had no balances in excess of FDIC insured limits at June 30, 2019.

#### NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### **Owner Assessments Receivable**

The annual budget and owners' assessments are determined by the Board of Directors to provide for current operating funds. Owners' assessments are billed to members of the community on an annual basis. Excess operating funds, if any, are accumulated for future board designated expenditures. The Association provides for losses on assessments receivable using the allowance method, based on historical collection rates.

### Allowance for Doubtful Accounts

Accounts within this allowance are to be written off pending the Board's decision to pursue additional collection efforts and the related costs associated therewith. Collections on accounts previously written off are included in income as received.

### **Property and Equipment**

Equipment is recorded at cost if purchased, or fair market value at time of donation if donated. Acquisition of property and equipment with a useful life of one year or greater and cost or fair market value of \$1,000 or more is capitalized. The costs of maintenance and repairs are charged to expense as incurred; significant renewals and betterments are capitalized. Depreciation is calculated using the straight line method over the estimated useful lives of the assets as follows:

Building 40 Years Equipment 3 Years

When assets are retired or otherwise disposed of, the cost and related accumulated depreciation or amortization are removed from the accounts and any resulting gain or loss is recognized in income for the period.

### **Net Assets**

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The governing board may designate a portion of these net assets for specific purposes.

### NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### Net Assets (Continued)

Net Assets With Donor Restrictions – Net assets subject to donor- (or certain grantor-) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

### **Functional Allocation of Expenses**

The costs of program and supporting services activities have been summarized on a functional basis in Note 5 of the notes to the financial statements. The schedules present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

The financial statements report certain categories of expenses that are attributed to more than on program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include staff salaries, office expenses, and other expenses, which are allocated on the basis of estimates of time and effort.

#### Tax Status

The Association is exempt from federal income taxes under Section 501(c)(4) of the Internal Revenue Code, except on net income, if any, from unrelated business activities, and is classified as an organization that is not a private foundation.

The Association's informational return is subject to examination by the Internal Revenue Service and the State of Maryland, generally for the three years after it is filed.

#### Interest Income

Interest income resulting from time deposits and loans, except for interest earned on special tax district advances, is allocated to the operating fund.

### **Subsequent Events**

The Association evaluated subsequent events through the date that the financial statements were available to be issued. The Association is not aware of any significant events that occurred subsequent to the balance sheet date but prior to September 18, 2019 that would have a material impact on the financial statements.

### NOTE 2 - LIQUIDITY AND AVAILABILITY

The Organization maintains a policy of structuring its financial assets to be available as its general expenditures, liabilities, and other obligations become due.

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the balance sheet, comprise the following:

Cash and Cash Equivalents \$ 438,741

Owner Assessments

Receivable 77,954

Total \$ <u>516,695</u>

#### NOTE 3 - LAND AND BUILDING

The Association holds title to land acquired in an agreement with Drum Point Project, Inc. The value of this land at the time of transfer was \$49,500. The Association also owns non-buildable lots which are shown at zero value. The non-buildable lots consist of lots owned by the Association that will not pass a percolation test. Even though the county has assessed a small value on these lots, they currently have no resale value. Gains on the sale of such land, if any, will be recognized to the extent of value received.

During the year ended June 30, 2005, the Association purchased property for \$123,000. Of this amount, \$41,820 is the value of the land and \$81,180 is the value of the building.

#### NOTE 4 - FUTURE MAJOR REPAIRS AND REPLACEMENTS

Special tax district funds (as more fully described in Note 1) are to be expended for designated major repairs and replacements and certain administrative expenses. The amount of unexpended funds aggregated \$50,093 and \$50,068 as of June 30, 2019 and 2018, respectively.

The Board of Directors conducted a Level Two — Update level study in 2012 to estimate the replacement costs of the common property components. The Association is awaiting additional receipt of special tax assessments for such major repairs and replacements of these components based on the study's estimated current replacement costs. Actual expenditures may vary from the estimated amounts and the variations may be material. Therefore, amounts accumulated within the special tax district fund may not be adequate to meet future needs. If additional funds are needed, however, the Association has the right to increase regular assessments or levy special assessments, or it may delay major repairs and replacements until funds are available. During the years ended June 30, 2019 and 2018, the Board reserved \$32,056 and \$31,896, respectively, of operating funds for future replacement costs.

### NOTE 5 - FUNCTIONAL EXPENSE ALLOCATION

The costs of program and supporting services activities have been summarized on a functional basis as follows for the years ended June 30, 2019 and 2018:

<u>2019</u>	Program <u>Services</u>		nagement d <u>General</u>	<u>Total</u>
Depreciation	\$ 1,827	\$	203	\$ 2,030
Electric	3,325		42.400	3,325
Office Expenses Professional Fees	7,615		13,100	20,715
Replacement, Repairs, and			7,432	7,432
Maintenance	260,185			260,185
Security	8,173			8,173
Staff	51,374		5,708	57,082
Other Expenses	3,059	_	215	3,274
Total	\$ 335,558	\$ =	26,658	\$ 362,216
	Program	Ma	nagement	
<u>2018</u>	<u>Services</u>		d General	<u>Total</u>
Depreciation	\$ 2,787	\$	310	\$ 3,097
Electric	3,200			3,200
Office Expenses	7,585		7,570	15,155
Professional Fees			7,012	7,012
Replacement, Repairs, and				
Maintenance	224,839			224,839
Security	7,665			7,665
Staff	50,974		5,664	56,638
Other Expenses	3,111	_	8,892	12,003
Total	\$ 300,161	\$ =	29,448	\$ 329,609

### **NOTE 6 - OPERATING LEASE**

The Association entered into a copier lease on July 27, 2012. The monthly lease payment was \$123 for 60 months. In March 2016, the lease was terminated, and the Association entered into a new copier lease. The monthly lease minimum payment is \$152 for 60 months. The minimum future rental payments required under non-cancelable operating leases as of June 30, 2019 are:

2020	\$ 1,824
2021	<u>1,368</u>
Total	\$ 3,192

Rent expense was \$1,933 and \$2,231 for the years ended June 30, 2019 and 2018, respectively.

### SUPPLEMENTARY INFORMATION

# DRUM POINT PROPERTY OWNERS' ASSOCIATION, INC. SUPPLEMENTARY INFORMATION ON FUTURE MAJOR REPAIRS AND REPLACEMENTS (UNAUDITED) JUNE 30, 2019

The Board of Directors conducted a study in 2012, with the help of engineers, to estimate the remaining useful lives and the replacement costs of the components of common property. The estimates were based on estimated replacement costs at the time of the study. Funding requirements do not take into account the effects of inflation or interest on amounts funded for future major repairs and replacements.

Component	Estimated Useful Lives <u>(Years)</u>	Estimated Current <u>Replacement</u> <u>Cost</u>		Replacement Reserve Balance at June 30, 2018				
	0.45	_		<b>9</b> =0/				
Roadway	0 - 15	\$	1,646,490	85%	\$			
Causeways	8		128,000	7%				
Swales	3		75,000	4%				
Common Elements	0 - 13		81,800	4%				
Unclassified						<u>32,056</u>		
Total		\$	<u>1,931,290</u>	<u>100%</u>	\$	<u>32,056</u>		