# CEDAR MILL CONDOMINIUM HOMEOWNERS ASSOCIATION, INC

## REPORT ON AUDIT OF FINANCIAL STATEMENTS

For the Year Ended December 31, 2009

NAGESH & CARTER, PLLC CERTIFIED PUBLIC ACCOUNTANTS

## CEDAR MILL CONDOMINIUM HOMEOWNERS ASSOCIATION, INC

## **TABLE OF CONTENTS**

	<u>Pages</u>
Independent Auditor's Report	1
Balance Sheets	2
Statements of Assessments, Revenues, and Expenses, and Changes in Fund Balances	3
Statements of Cash Flows	4
Notes to Financial Statements	5
Supplemental Schedules:	
Analysis of Assessments, Revenues, and Expenses Per Homeowner and as a Percentage of Assessments	8
Comparison of Actual to Budget Assessments, Revenues and Expenses	9
Comparison of Assessments, Revenues and Expenses For the year ending December 31, 2009 to 2005	10

## NAGESH & CARTER, PLLC

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#### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors and Members of the CEDAR MILL CONDOMINIUM HOMEOWNERS ASSOCIATION, INC.

We have audited the accompanying Balance Sheets of CEDAR MILL CONDOMINIUM HOMEOWNERS ASSOCIATION, INC, as of December 31, 2009 and 2008 and the related Statements of Assessments, Revenues, Expenses, and Changes in Fund Balances as well as the Statements of Cash Flows for the years then ended. These financial statements are the responsibility of the Association's management. Our responsibility is to express an opinion on the financial statements based on our audit.

We conducted our audit in accordance with auditing standards as generally accepted in the United States of America. These 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.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of CEDAR MILL CONDOMINIUM HOMEOWNERS ASSOCIATION, INC, as of December 31, 2009 and 2008 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.

CEDAR MILL CONDOMINIUM HOMEOWNERS ASSOCIATION, INC has not estimated the remaining lives and replacement cost of common property and, therefore, has not presented the estimates of future costs of major repairs and replacements. The American Institute of Certified Public Accountants has determined the estimates are required to supplement, but are not required to be part of, the basic financial statements.

Our examination was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplemental schedules on pages 8 through 10 are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information 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.

Nagesh & Carter, PLLC

Houston, Texas March 23, 2010

# CEDAR MILL CONDOMINIUM HOMEOWNERS' ASSOCIATION, INC. BALANCE SHEETS

As of December 31, 2009 and 2008

	Operating Fund	Replacement Fund	Totals 31-Dec-09	Memo Totals 31-Dec-08
<u>ASSETS</u>	Second Control of the			
Current Assets				
Cash	\$29,233	\$260,521	\$289,754	\$184,579
Certificate of deposits	-	-	-	100,000
Accounts receivable	17,241	-	17,241	11,284
Prepaid Insurance	42,436	-	42,436	24,651
Total assets	\$88,910	\$260,521	\$349,431	\$320,514
LIABILITIES AND FUND BALANCE				
LIABILITIES AND FUND BALANCE  Current liabilities  Prepaid assessments	\$12,406	\$0	\$12,406	\$21,026
Current liabilities	\$12,406 \$12,406	\$0 \$0	\$12,406 \$12,406	\$21,026 \$21,026
Current liabilities Prepaid assessments		·		
Current liabilities Prepaid assessments  Total current liabilities	\$12,406	\$0	\$12,406	\$21,026

### CEDAR MILL CONDOMINIUM HOMEOWNERS' ASSOCIATION, INC. STATEMENTS OF ASSESSMENTS, REVENUES AND EXPENSES AND CHANGES IN FUND BALANCE

For The Years Ended December 31, 2009 and 2008

~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~			***************************************
Operating Fund	Replacement Fund	Totals 31-Dec-09	Totals 31-Dec-08
•			
\$615,357	_	\$615,357	\$615,357
	_		(20,911
(020)	\$1 657	` '	2,171
1 749	<b>4</b> 1,001	•	1,660
-	_	-	30,300
945	_	945	1,182
(35,844)	35,844	-	-
581,279	37,501	618,780	629,759
64 972	_	64 972	57,389
-	-	•	80,976
•	_	•	121,626
•	_	·	221,481
	_		85,072
		•	18,194
	11,348	11,348	3,500
569,895	11,348	581,243	588,238
11,384	26,153	37,537	41,521
65,120	234,368	299,488	257,967
\$76,504	\$260,521	\$337,025	\$299,488
	\$615,357 (928) - 1,749 - 945 (35,844) 581,279 64,972 90,589 122,248 198,618 76,546 16,922 - 569,895 11,384 65,120	Fund         Fund           \$615,357         -           (928)         -           -         \$1,657           1,749         -           -         -           945         -           (35,844)         35,844           581,279         37,501           64,972         -           90,589         -           122,248         -           198,618         -           76,546         -           16,922         -           -         11,348           569,895         11,348           11,384         26,153           65,120         234,368	Fund         Fund         31-Dec-09           \$615,357         -         \$615,357           (928)         -         (928)           -         \$1,657         1,657           1,749         -         1,749           -         -         -           945         -         945           (35,844)         35,844         -           581,279         37,501         618,780           64,972         -         64,972           90,589         -         90,589           122,248         -         122,248           198,618         -         198,618           76,546         -         76,546           16,922         -         16,922           -         11,348         11,348           569,895         11,348         581,243           11,384         26,153         37,537           65,120         234,368         299,488

The accompanying notes are an integral part of these financial statements

# CEDAR MILL CONDOMINIUM HOMEOWNERS' ASSOCIATION, INC. STATEMENTS OF CASH FLOWS

## For The Year Ended December 31, 2009 and 2008

	Operating Fund	Replacement Fund	Totals 31-Dec-09	Totals 31-Dec-08
From (to) operations				
Assessments and revenues				
over (under) expenses	\$11,384	\$26,153	\$37,537	\$41,521
Accounts receivable	(5,957)	-	(5,957)	24,347
Prepaid insurance	(17,785)	_	(17,785)	13,539
Prepaid assessments	(8,620)	-	(8,620)	3,476
Total from operations	(20,978)	26,153	5,175	82,883
From (to) investments  Certificates of deposits	_	100,000	100,000	(100,000)
· · · · · · · · · · · · · · · · · · ·		100,000	.00,000	(100,000)
Total from investments		100,000	100,000	•
	(20,978)	-		(100,000)
Total from investments		100,000	100,000	(100,000) (17,117) 201,696

The accompanying notes are an integral part of these financial statements

# CEDAR MILL CONDOMINIUM HOMEOWNERS ASSOCIATION, INC NOTES TO FINANCIAL STATEMENTS

For the Year Ended December 31, 2009 and 2008

#### 1. ORGANIZATION

CEDAR MILL CONDOMINIUM HOMEOWNERS ASSOCIATION, INC ("the Association") was incorporated in the State of Texas as a not-for-profit corporation on May 26, 1978 and began operations with the close of its first escrow.

The Association is the governing body for the homeowners of Cedar Mill Condominium Homeowners' Association, Inc., a 216 unit condominium complex in Houston, Texas. The purpose for which this Association is organized is to provide for the administration, management, maintenance, preservation, and control of the Cedar Mill Condominiums.

The affairs of the Association are managed and controlled by its Board of Directors. These Directors are empowered to exercise, on behalf of the Association, all of the powers, duties, and authorities vested or delegated to it by virtue of the Association's By-Laws, Articles of Incorporation, Declarations and/or Covenants.

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### METHOD OF ACCOUNTING

The Association is a not-for-profit organization, which employs the fund method of accounting on an accrual basis in order to properly account for restrictions on the expenditures resulting from actions of the Board or the homeowners.

These financial statements segregate the accounting for such funds into operating and capital reserve or replacement funds. The disbursements from the operating fund are generally at the discretion of the Board and property managers and are used for operating expenses. The disbursements from the capital reserve or replacement fund generally may only be utilized in accordance with the purposes established.

#### **OWNERS ASSESSMENTS**

The assessments or maintenance fees assessed are based on an annual budget as adopted by the Board pursuant to the by-laws of the Association.

#### CASH AND CASH EQUIVALENTS

The Association considers cash on hand and cash in banks and all other highly liquid debt instruments purchased with original maturities of three (3) months or less to be cash equivalents.

#### CAPITALIZATION POLICY

The replacements and improvements to the real property and common areas are expensed in the year incurred.

## CEDAR MILL CONDOMINIUM HOMEOWNERS ASSOCIATION, INC NOTES TO FINANCIAL STATEMENTS

For the Year Ended December 31, 2009 and 2008

#### **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.

#### 3. ACCOUNTS RECEIVABLE

The Association's accounts receivable represents payments due from delinquent homeowners. The balances are from a few homeowners, some of whom are seriously delinquent. The Association anticipates collecting these balances through its collection efforts, including filing liens and legal actions against these homeowners. The collection of these amounts will be affected by the foreclosure of liens superior to the lien by the homeowner's association such as mortgage lien holders, delinquent property tax liens, and/or bankruptcies by the homeowners.

When the assessments are deemed not collectible, the Association records bad debts using the direct write off method. Generally accepted accounting principles require that the allowance method be used to recognize bad debts. The management of the Association however, believes that the net uncollectible assessments from any one year is insignificant, and the effect of using the direct write off method is not materially different from the results that would have been obtained under the allowance method.

As of December 31, 2009 and 2008 the Association had assessments receivable of \$17,241 and \$11,284 respectively. It is the opinion of the management that the Association will prevail against the homeowners whose assessments are delinquent and that the net uncollectible assessments from any one year is insignificant, and, accordingly no allowance for uncollectible accounts is deemed necessary.

#### 4. FEDERAL INCOME TAXES

Homeowners' Associations may be taxed either as Homeowners' Associations or regular Corporations.

As a regular Corporation, membership income is exempt from taxation if the required elections are made (such as returning to homeowners excess funds or reducing future assessments). Then the Association is taxed only on its non-membership income (such as interest earnings) at regular federal corporate income tax rates. The Corporate tax rates are graduated based on income levels from a minimum of 15% to a maximum rate of 39%.

As a Homeowners' Association, the Association is taxed on its non-exempt function income (such as interest earnings) at a flat rate of 30%. Exempt function income, which consists primarily of member assessments, is not taxable.

## CEDAR MILL CONDOMINIUM HOMEOWNERS ASSOCIATION, INC NOTES TO FINANCIAL STATEMENTS

For the Year Ended December 31, 2009 and 2008

The Association elected to file its tax return as a Homeowners' Association for the year ended December 31, 2009.

#### 5. MEMO CAPTIONS

The "Memo" captions, when used on the columns of the combined statements, means totals are presented as an overview and for informational purposes only. They present the financial position, results of operations and statement of cash flows for the Association as a whole but do not present in detail the amounts of the various funds.

#### 6. REPLACEMENT FUNDING PROGRAM

The Association is responsible for repairs and replacement of common property. The support provided by the owners towards these expenses are segregated and accounted for as capital reserve or replacement funds. These funds are held in separate investment accounts, and are generally not used for normal operating expenses.

An independent study to determine the costs and funding program for the replacement of the Association's common areas has not been conducted. Accordingly, the current program may not be sufficient to meet all future replacement costs. Therefore, when replacement funds are needed, the Association, pursuant to the by-laws, may have to increase the monthly assessments, pass special assessments, borrow, or delay replacement until funds are available.

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		SUPPLEMENTAL SC	<u>HEDULES</u>		
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## CEDAR MILL CONDOMINIUM HOMEOWNERS' ASSOCIATION, INC. ANALYSIS OF ASSESSMENTS, REVENUES AND EXPENSES For The Year Ended December 31, 2009

	THE AMERICAN CONTRACT OF THE C		Average Per Home
	Actual	%age	Per Month
Assessments and revenues	444,444,440,440,440,440,441,444	·····	
Maintenance fees	\$615,357	99.45%	\$237.41
Late fees and other assessments	1,749	0.28%	0.67
Proceeds from sale of units	-	0.00%	0.00
Adjustments and write offs	(928)	-0.15%	(0.36
Interest income	1,657	0.27%	0.64
Other income	945	0.15%	0.36
Total assessments and revenues	618,780	100.00%	\$238.73
Administrative Expenses			
Professional management	31,500	5.09%	12.15
Professional fees - auditing	1,450	0.23%	0.56
Professional fees - legal, net of recovery	22,652	3.66%	8.74
Office supplies and postage	9,370	1.51%	3.61
Total administrative expenses	64,972	10.50%	\$25.07
Contract consisce			
Contract services Water conditioner	4,440	0.72%	1.71
Trash removal	32,327	5.22%	12.47
Extermination and termite contract	779	0.13%	0.30
Patrol services	53,043	8.57%	20.46
Total contract services	90,589	14.64%	34.95
B. 11.00			
Building maintenance	102 105	16.52%	39.43
Payroll, taxes, and contract labor	102,195	3.24%	
Supplies and other expenses  Total building maintenance	20,053 <b>122,248</b>	19.76%	7.74 <b>47.1</b> 6
Total building maintenance	122,240	19.70%	47.10
Utilities			
Electricity	21,186	3.42%	8.17
Water and sewer	119,136	19.25%	45.96
Gas	53,198	8.60%	20.52
Telephone	5,098	0.82%	1.97
Total utilities	198,618	32.10%	76.63
Insurance	76,546	12.37%	29.53
Repairs	16,922	2.73%	6.53
Renovations and improvements	11,348	1.83%	4.38
Total expenses	581,243	93.93%	224.24
	\$37,537	6.07%	\$14.48

# CEDAR MILL CONDOMINIUM HOMEOWNERS' ASSOCIATION, INC. COMPARISON OF ACTUAL TO BUDGET ASSESSMENTS, REVENUES AND EXPENSES For The Year Ended December 31, 2009

	Actual	Budget	Variance
Assessments and revenues			
Maintenance fees	\$615,357	\$615,336	\$21
Late fees and other assessments	1,749	1,200	549
Proceeds from sale of units	0	-	-
Adjustments and write offs	(928)	(12,000)	11,072
Interest income	1,657	1,200	457
Other income	945	300	645
Total assessments and revenues	618,780	606,036	12,744
Administrative Expenses			
Professional management	31,500	31,500	_
Professional fees - auditing	1,450	1,560	110
Professional fees - legal, net of recovery	22,652	9,600	(13,052)
Office supplies and postage	9,370	10,932	1,562
	0,0.0	10,002	.,,,,,
Total administrative expenses	64,972	53,592	(11,380)
Contract services			
Water conditioner	4,440	3,960	(480)
Trash removal	32,327	33,444	1,117
Pool maintenance	,	1,440	1,440
Extermination and termite contract	779	1,800	1,021
Patrol services	53,043	40,560	(12,483)
Total contract services	90,589	81,204	(9,385)
Building maintenance			/= / / = \
Payroll, taxes, and contract labor	102,195	100,080	(2,115)
Supplies and other expenses	20,053	17,820	(2,233)
Total building maintenance	122,248	117,900	(4,348)
Utilities			
Electricity	21,186	27,600	6,414
Water and sewer	119,136	130,800	11,664
Gas	53,198	66,000	12,802
Telephone	5,098	4,980	(118)
Total utilities	198,618	229,380	30,762
Total utilities	190,010	229,300	30,702
Insurance	76,546	94,668	18,122
Repairs	16,922	23,100	6,178
Renovations and improvements	11,348	6,192	(5,156)
Total expenses	581,243	606,036	24,793
i otal expenses	301,243	000,000	<del>24</del> ,133
Net revenues over expenses	\$37,537	\$0	\$37,537
The foregoing notes	_		
part of these financia	al statements	erstemen er finns st <b>elle</b> r (f.de) i f.d. de ik en em er stelle mennet er em en	THE STREET OF THE PROPERTY OF

# CEDAR MILL CONDOMINIUM HOMEOWNERS' ASSOCIATION, INC. COMPARATIVE ANALYSIS of ASSESSMENTS, REVENUES AND EXPENSES For The Years Ended December 31, 2009 to 2005

Memo Memo Memo Memo 2007 2006 2005 2009 2008 Assessments and revenues \$707.628 \$615,336 \$574,500 Maintenance fees \$615,357 \$615,357 Late fees and other assessments 1,749 1,660 1,949 1,952 3,153 30,300 Proceeds from sale of units (9,001)1,211 Adjustments and write offs (928)(20,911)1,523 Interest income 1,657 2,171 1,379 2,869 1,299 1,551 599 Other income 945 1,182 600,000 Insurance proceeds 580,475 618,780 629,759 1,303,506 621,967 Total assessments and revenues **Administrative Expenses** 31,500 31,500 31,500 31.500 32.500 Professional management Professional fees - auditing and accounting 1,450 1,235 1,525 1,250 1,538 3,212 2,430 Professional fees - legal, net of recovery 22.652 7,626 1,074 Office supplies and postage 9,370 17,028 7,959 6,121 9,371 57,389 42,083 **Total administrative expenses** 64,972 42,058 45,839 **Contract services** 4,440 3,960 3,960 3,960 3,660 Water conditioner 31,089 30,654 28,669 Trash removal 32,327 33,374 Pool maintenance 1,656 411 574 2.685 Extermination and termite contract 779 43,231 41,466 92,672 34,065 Patrol services 53.043 80,976 77,089 128,942 69,079 **Total contract services** 90,589 **Building maintenance** 95,277 87,159 88,497 Payroll, taxes and contract labor 102,195 106,358 Supplies and other expenses 18.975 20,053 15,268 15,397 13,817 122,248 121,626 110,674 100,976 107,472 Total building maintenance Utilities 21,186 25.865 27,025 26,473 25,719 Electricity 119,136 124,388 113,611 106,719 119,231 Water and sewer 53,198 66,165 58,863 44,193 50,613 Gas 5,098 5,063 4,595 4,548 4,194 Telephone 198,618 204,094 181,933 199,757 **Total utilities** 221,481 Insurance 76,546 85,072 71,271 57,858 43,862 12,043 7,659 15,280 16,922 18,194 Repairs 35.951 3,391 Interest expense Legal fees - insurance litigation 61,720 50,274 Fire damage repairs 315,060 492,029 20,353 84,644 Renovations and improvements 11,348 3,500 19,602 950,313 1,149,789 500,891 **Total expenses** 581,243 588,238 \$79,584 \$37,537 \$41,521 \$353,193 (\$527,822)Net assessments and revenues over expenses

The foregoing notes are an integral part of these financial statements