

GLENWOOD ASSOCIATION

DATE: March 2024
TO: Glenwood Association
FROM: Nancy Blasco, CCAM

Dear Homeowner:

In accordance with California Civil Code Section 5305 enclosed you will find a copy of the Annual Audit for the fiscal year end November 30, 2023. This audit was prepared by an independent CPA firm, Vanderpol & Company, and has been accepted by the Board of Directors.

Please be advised, as a property owner, you have the right under California Civil Code Section 4950 to obtain copies of minutes of the Board of Directors meetings for a nominal fee. You may send your request in writing to the Board of Directors in care of Management at the address below.

The meetings of the Board of Directors are scheduled to be held on a regular basis on the fourth Tuesday of every month at the Glenwood Association Clubhouse. These meeting dates are subject to change or cancellation if there is a lack of quorum of the Board. Please contact StoneKastle Community Management to confirm the meeting you plan to attend.

Should you have any questions regarding the enclosed information, please contact the Board, in writing or attend a Board meeting.

Enclosures: Audit

GLENWOOD ASSOCIATION

*Professionally Managed by StoneKastle Community Management, Inc.
22722 Old Canal Road, Unit B, Yorba Linda, CA 92887
Phone: (714) 395-5245 Fax: (866) 575-0549
www.stonecastle.com*

GLENWOOD ASSOCIATION
AUDITED FINANCIAL STATEMENTS
NOVEMBER 30, 2023

GLENWOOD ASSOCIATION

Table of Contents

Independent Auditors' Report	Pages 3-5
Balance Sheet	Page 6
Statement of Revenues, Expenses and Changes in Fund Balances	Page 7
Statement of Cash Flows	Page 8
Notes to Financial Statements	Pages 9-13
Supplementary Information on Future Major Repairs and Replacements	Page 14

VanDerPol and Company

A Professional Accountancy Corporation

151 Kalmus Drive, #M-3A, Costa Mesa, California 92626

(714) 437-1025, FAX (714) 437-5900

INDEPENDENT AUDITORS' REPORT

To the Board of Directors and the Owners
Glenwood Association

Opinion

We have audited the accompanying financial statements of Glenwood Association, which comprise the balance sheet as of November 30, 2023, 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.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Glenwood Association as of November 30, 2023, and the results of its operations and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Glenwood Association and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other Matter

A current study of the Association's replacement funding program indicates that the Association is underfunded. Accordingly it may be necessary to increase assessments, pass special assessment(s), or delay repair or replacement obligations until sufficient funds are available.

Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Glenwood Association's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Glenwood Association's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Glenwood Association's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Disclaimer of Opinion on Required Supplementary Information

Accounting principles generally accepted in the United States of America require that information on future major repairs and replacements of common property on page 14 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Financial Accounting Standards Board, which 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.

Van Der Pol and Company

VANDERPOL AND COMPANY
A Professional Accountancy Corporation

Costa Mesa, California

February 8, 2024

GLENWOOD ASSOCIATION
BALANCE SHEET
AS OF NOVEMBER 30, 2023

	<u>Operating Fund</u>	<u>Replacement Fund</u>	<u>Total</u>
ASSETS			
Cash and cash equivalents [Note 8]	\$ 28,118	\$ 456,587	\$ 484,705
Member assessments receivable	4,735	--	4,735
Investments [Note 9]	--	200,000	200,000
Accrued interest receivable	--	4,369	4,369
Prepaid insurance	33,485	--	33,485
Due (to)/from fund	<u>(40,973)</u>	<u>40,973</u>	<u>--</u>
Total Assets	<u>\$ 25,365</u>	<u>\$ 701,929</u>	<u>\$ 727,294</u>
LIABILITIES			
Accounts payable	\$ 14,092	\$ --	\$ 14,092
Prepaid assessments	7,802	--	7,802
Income taxes payable	3,665	--	3,665
Contract liability [Note 4]	<u>--</u>	<u>682,718</u>	<u>682,718</u>
Total Liabilities	25,559	682,718	708,277
FUND BALANCES	<u>(194)</u>	<u>19,211</u>	<u>19,017</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 25,365</u>	<u>\$ 701,929</u>	<u>\$ 727,294</u>

See independent auditors' report and accompanying notes to financial statements.

GLENWOOD ASSOCIATION
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED NOVEMBER 30, 2023

	<u>Operating Fund</u>	<u>Replacement Fund</u>	<u>Total</u>
REVENUES			
Member assessments [Note 3]	\$ 218,544	\$ 69,612	\$ 288,156
Special assessment [Note 3]	16,320	--	16,320
Interest	18	11,881	11,899
Other income	2,295	--	2,295
	<u>237,177</u>	<u>81,493</u>	<u>318,670</u>
Total Revenues	<u>237,177</u>	<u>81,493</u>	<u>318,670</u>
EXPENSES			
Utilities:			
Water	22,777	--	22,777
Electricity	5,044	--	5,044
Gas	7,268	--	7,268
Maintenance:			
Landscape maintenance and supplies	67,865	--	67,865
Patrol service	5,670	--	5,670
Lighting maintenance and supplies	4,573	--	4,573
Pool service, supplies and repairs	7,976	--	7,976
Janitorial service and supplies	3,597	--	3,597
Roof and gutter maintenance	5,066	--	5,066
Other common area maintenance	6,114	--	6,114
Replacement fund [Note 12]	--	69,612	69,612
Administrative:			
Insurance	81,861	--	81,861
Management fees	17,088	--	17,088
Professional fees	7,138	--	7,138
Income taxes [Note 7]	3,967	--	3,967
Other administrative expenses	3,261	--	3,261
	<u>249,265</u>	<u>69,612</u>	<u>318,877</u>
Total Expenses	<u>249,265</u>	<u>69,612</u>	<u>318,877</u>
EXCESS OF REVENUES OVER/(UNDER) EXPENSES	(12,088)	11,881	(207)
Beginning Fund Balances	<u>11,894</u>	<u>7,330</u>	<u>19,224</u>
Ending Fund Balances	<u>\$ (194)</u>	<u>\$ 19,211</u>	<u>\$ 19,017</u>

See independent auditors' report and accompanying notes to financial statements.

GLENWOOD ASSOCIATION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED NOVEMBER 30, 2023

	<u>Operating Fund</u>	<u>Replacement Fund</u>	<u>Total</u>
Cash flows from operating activities			
Excess of revenues over/(under) expenses	\$ (12,088)	\$ 11,881	\$ (207)
Adjustments to reconcile excess of revenues over/(under) expenses to net cash provided/(used) by operating activities:			
Increase in member assessments receivable	(2,443)	--	(2,443)
Increase in accrued interest receivable	--	(3,539)	(3,539)
Increase in prepaid insurance	(27,691)	--	(27,691)
Increase in accounts payable	2,842	--	2,842
Decrease in prepaid assessments	(578)	--	(578)
Increase in income taxes payable	3,317	--	3,317
Increase in contract liability	--	38,244	38,244
Change in due to/(from) fund	<u>40,973</u>	<u>(40,973)</u>	<u>--</u>
Net cash provided by operating activities	<u>4,332</u>	<u>5,613</u>	<u>9,945</u>
Cash flows from investing activities			
Acquisition of certificates of deposit	--	(200,000)	(200,000)
Maturity of certificates of deposit	<u>--</u>	<u>451,171</u>	<u>451,171</u>
Net cash provided by investing activities	<u>--</u>	<u>251,171</u>	<u>251,171</u>
Net increase in cash	4,332	256,784	261,116
Cash at beginning of year	<u>23,786</u>	<u>199,803</u>	<u>223,589</u>
Cash at end of year	<u>\$ 28,118</u>	<u>\$ 456,587</u>	<u>\$ 484,705</u>

See independent auditors' report and accompanying notes to financial statements.

GLENWOOD ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
NOVEMBER 30, 2023

NOTE 1. ORGANIZATION

Glenwood Association [the Association] is a statutory homeowners association which was organized as a non-profit mutual benefit corporation in November 1972. The purpose of the Association is primarily to maintain, preserve and control the common areas of the Association. The Association consists of 68 residential units and is located in Fullerton, California.

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Principles of Accounting - The books and records for the Association are maintained on a modified accrual basis of accounting. For these financial statements, adjustments have been made at November 30, 2023 to convert the Association's records to the full accrual basis of accounting. The tax returns are also reported on the accrual basis of accounting.

Capitalization Policy and Depreciation - In accordance with industry standards, the Association has not capitalized in the financial statements the common area real property acquired at its inception from the developer. Replacements and improvements to the real property which are directly associated with the units are also not capitalized. They are instead charged directly to either the Operating Fund or the Replacement Fund in the period they are incurred.

Significant capital assets not directly associated with the units, referred to as personal property assets, are capitalized and depreciated over their estimated useful life using the straight-line method of depreciation. During the year ended November 30, 2023, there were no significant personal property additions.

Fund Accounting - The Association's accompanying financial statements have been prepared using fund accounting. Under this method of accounting, financial resources are separated into two categories, the Operating Fund and the Replacement Fund. Disbursements from the Replacement Fund generally may be made only for designated repair or replacement of major common area components. Disbursements from the Operating Fund are at the discretion of the Board of Directors and generally are for on-going repairs, maintenance, and administrative functions.

Investment Income - The Board's policy is to allocate interest earned on Replacement Fund cash and investment accounts to the Replacement Fund, and to pay the related income taxes out of the Operating Fund.

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 period. Actual results could differ from those estimates.

NOTE 3. ASSESSMENTS AND ASSESSMENTS RECEIVABLE

Association members are subject to paying assessments to fund the Association's operating expenses, future capital acquisitions, and major repairs and replacements. Assessment revenue is recognized as the related performance obligations are satisfied at transaction amounts expected to be collected.

GLENWOOD ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
NOVEMBER 30, 2023

NOTE 3. ASSESSMENTS AND ASSESSMENTS RECEIVABLE – (CONTINUED)

Under the revenue recognition standard of ASC 606 [Note 5], the Association (an entity) has a performance obligation to the unit/unit owners (customers). The Association's approved annual Operating Fund budget establishes the maintenance, management, and administrative services that the Association is obligated to perform. These services can be bundled together as a single commercial objective and a single performance obligation. The budget establishes an implied contract price, and because these services are provided within an annual cycle, the respective Operating Fund assessments are considered revenue for the current period.

The performance obligations related to Replacement Fund assessments are satisfied when these financial resources are expended for their designated purpose.

For the year ended November 30, 2023, the Association's monthly assessment was \$400 per unit. The Association also collected a one-time special assessment of \$240 per unit to help pay for the increase in the earthquake insurance premium. For the fiscal year ending November 30, 2024, the monthly assessment has been raised to \$420 per unit.

Assessments receivable at November 30, 2023 represent assessments and other fees due from owners. The Association's governing documents provide for various collection remedies for delinquent assessments, including filing of liens on the owner's unit, foreclosing on the unit owner, or obtaining judgment on other assets of the unit owner.

Under ASC 606, assessments and other fees that cannot be collected with certainty are now charged against the respective revenue rather than bad debt expense. Bad debt expense will still be used to account for uncollectible receivable balances that were recorded in prior periods.

NOTE 4. CONTRACT LIABILITY

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 which specifically pertains to Replacement Fund assessments. For the year ended November 30, 2023, the Association assessed and allocated \$107,856 to the Replacement Fund. The contract liability balance at the beginning of the year and end of the year was \$644,474 and \$682,718, respectively.

NOTE 5. REVENUE RECOGNITION

The Financial Accounting Standards Board (FASB) issued guidance in the Accounting Standards Codification (ASC) Topic 606 Revenue from Contracts with Customers. FASB ASC 606 is a revenue recognition standard that affects businesses that enter into contracts with customers to transfer goods and services, including public, private and non-public entities. The purpose of the standard is to eliminate variations in the way businesses across industries handle accounting for similar transactions.

GLENWOOD ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
NOVEMBER 30, 2023

NOTE 6. REPLACEMENT FUNDING PROGRAM

In accordance with the Association's governing documents, which require that funds be accumulated for future major repairs and replacements, the Association has established certain amounts as reserves for future capital expenditures. Members' assessments relating to the replacement funding program are considered capital contributions from members' dues and as such are restricted in usage. Disbursements are to be made only if specifically approved by the Board of Directors.

An independent study of the Association's replacement funding program, which was conducted in August 2023, indicates that the Association is underfunded. Accordingly, the study recommends a contribution to the Replacement Fund of approximately \$229,200 (\$280.88 per unit per month) for the fiscal year ending November 30, 2024. The study's recommendations were based on estimates of remaining useful lives, current replacement costs, and amounts accumulated in the Replacement Fund. For the year ended November 30, 2023, the Association funded \$107,856 from assessments to the Replacement Fund. The 2023/2024 budget includes a provision for replacement funding of \$62,748 (\$76.90 per unit per month). The table included in the unaudited supplementary information on future major repairs and replacements is based on the study.

The Association is funding such major repairs and replacements over the estimated useful lives of the components based on the study's estimates of current replacement costs, considering amounts previously accumulated in the Replacement Fund. Actual expenditures may vary from the estimated amounts and the variations may be material. Therefore, amounts collected for replacement obligations 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 the Association's governing documents, to pass special assessments, increase monthly assessments, or delay replacement until funds are available.

NOTE 7. INCOME TAXES

The Association may elect to file its federal income tax return as either a regular corporation [under Internal Revenue Code Section 277] or as a homeowners association [under Internal Revenue Code Section 528]. For the year ended November 30, 2023, the Association elected to file as a homeowners association, where generally the association is taxed only on income unrelated to membership dues and assessments [such as interest income less related expenses]. For California purposes, the Association also qualifies for tax exempt status as a homeowners association under California Revenue and Taxation Code Section 23701t and pays a tax of 8.84% on income not related to membership dues and assessments. For the year ended November 30, 2023, the federal and California income tax expense was \$2,963 and \$1,004, respectively.

The Association utilizes the liability method of accounting for income taxes. Under the liability method deferred income tax assets and liabilities are provided based on the difference between the financial statements and tax basis of assets and liabilities measured by the currently enacted tax rates in effect for the years in which these differences are expected to reverse. Because there is no material difference between the financial accounting and tax basis of the Association's assets and liabilities, the Association has not recorded any deferred tax assets or liabilities.

The Association has adopted accounting standards for the accounting for uncertainty in income taxes. These standards provide guidance for the accounting and disclosure about uncertain tax positions taken by an association. Management believes that all of the positions taken by the Association in its federal and state income tax returns are more likely than not to be sustained upon examination. The Association's tax returns are subject to examination by the Internal Revenue Service and the California Franchise Tax Board, generally for three years and four years, respectively after they are filed.

GLENWOOD ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
NOVEMBER 30, 2023

NOTE 8. SCHEDULE OF CASH BALANCES

Generally, certificates of deposit and other debt securities with original maturities less than 90 days are considered cash equivalents, while certificates of deposits and debt securities with maturities over 90 days are considered "investments."

At November 30, 2023, the Association maintained cash balances at the following institutions:

Operating Fund:

First Citizens Bank - checking with interest	<u>\$ 28,118</u>
--	------------------

Replacement Fund:

First Citizens Bank - checking with interest	\$ 256,587
JP Morgan - money funds	<u>200,000</u>
Total Cash - Replacement Fund	<u>\$ 456,587</u>

NOTE 9. INVESTMENTS

The Association's investments consist of certificates of deposit with original maturities over 90 days. Investment income from these investments is recorded when earned or accrued. The investments are considered to be held to maturity and are carried at cost, which approximates the fair value.

At November 30, 2023, the Association's investments were as follows:

Replacement Fund:

JP Morgan Chase Bank - 5.45%, 7/12/24	\$ 100,000
JP Morgan Chase Bank - 5.55%, 7/17/24	<u>100,000</u>
Total Investments - Replacement Fund	<u>\$ 200,000</u>

NOTE 10. SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION

Cash paid for income taxes amounted to \$650 for the year ended November 30, 2023. No interest was paid and there were no non-cash investing or financing transactions during the year.

NOTE 11. CONCENTRATION OF RISK

At November 30, 2023, the Association maintained funds at one financial institution whereby the cumulative balances on account exceeded FDIC insurance limits of \$250,000. At November 30, 2023, \$34,705 was exposed to this risk.

GLENWOOD ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
NOVEMBER 30, 2023

NOTE 12. REPLACEMENT FUND EXPENDITURES

Replacement fund expenditures for the year ended November 30, 2023 were as follows:

Tree maintenance	\$ 27,220
Pool/spa repairs	13,626
Asphalt/concrete work	9,250
Electrical work	7,199
Clubhouse	5,719
Roof maintenance	4,752
Pool furnishings	1,155
Signage	<u>690</u>
Total	<u><u>\$ 69,612</u></u>

NOTE 13. SUBSEQUENT EVENTS

Subsequent events have been evaluated through February 8, 2024, which is the date the financial statements were available to be issued.

GLENWOOD ASSOCIATION
REQUIRED SUPPLEMENTARY INFORMATION
ON FUTURE MAJOR REPAIRS & REPLACEMENTS
AS OF NOVEMBER 30, 2023
(UNAUDITED)

An independent reserve study was conducted in August 2023 to estimate the remaining useful lives and the replacement costs of the components of common property. The study was based upon representations by the Board of Directors and the experience and knowledge of the independent reserve analyst. The estimates were based on current replacement costs adjusted for an annual inflation rate of 3.0%. These estimates are used as a foundation in arriving at recommended funding requirements, based upon cash and investments which have been collected for future repairs and replacements, earning a yield on funds of 0.75% (net of taxes).

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

Common Area Component	Estimated Remaining Useful Lives	Estimated Current Replacement Costs	2023/2024 Recommended Funding Requirement	Study's Recommended Fund Balance
Asphalt/concrete	0-3 years	\$ 243,400	\$ 15,003	\$ 237,400
Roofs	0-34 years	1,865,700	45,786	718,213
Fences/gates	0-15 years	54,000	3,234	28,464
Lighting/electrical	2-17 years	170,500	6,712	83,783
Painting	0-8 years	159,500	24,299	120,210
Clubhouse	0 years	49,050	3,601	49,050
Pool area	0-14 years	136,950	9,776	65,198
Landscape/irrigation	0-17 years	178,900	119,740	168,443
Mailboxes	1 year	12,500	623	11,875
Monument sign	5 years	8,550	426	6,413
	Total	\$ 2,879,050	\$ 229,200	\$ 1,489,049
The accumulated contract liability and Replacement Fund balance at 11/30/23:				\$ 701,929