

# VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC.

FINANCIAL STATEMENTS AND REQUIRED SUPPLEMENTARY INFORMATION

> FOR THE YEAR ENDED DECEMBER 31, 2020

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Armstrong, Vaughan & Associates, P. C.

Certified Public Accountants

# INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors and Members Villages of Westcreek Owners' Association, Inc.

We have reviewed the accompanying financial statements of Villages of Westcreek Owners' Association, Inc., which comprise the balance sheet as of December 31, 2020, and the related statements of revenues, expenses, and changes in fund balance and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statement as a whole. Accordingly, we do not express such an opinion.

### 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.

#### Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

#### Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that information about future major repairs and replacements of common property on page 12, 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 and for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information was not audited, reviewed, or compiled by us and, accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on it.

#### **Report on Summarized Comparative Information**

We have previously reviewed the Villages of Westcreek Owners' Association, Inc.'s 2019 financial statements, and we expressed a conclusion on those reviewed financial statements in our report dated April 10, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2019 is consistent, in all material respects, with the reviewed financial statements from which it has been derived.

Aronstrong, Vauspen & Associates, P.C.

Armstrong, Vaughan & Associates, P.C.

April 9, 2021

# VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC. BALANCE SHEET DECEMBER 31, 2020 (With Comparative Totals for 2019)

	Operating Replacement		Totals			
	Fund	Fund	2020	2019		
ASSETS						
Current Assets:						
Cash and Cash Equivalents	\$ 141,039	\$ 196,464	\$ 337,503	\$ 242,284		
Certificate of Deposit	2,747	φ 170,-τ0-τ	2,747	2,731		
Accounts Receivable	290,047	-	290,047	237,439		
Allowance for Doubtful Accounts	(72,482)	-	(72,482)	(59,359)		
		229,557	(72,482)	(39,339)		
Due to Replacement Fund	(229,557) 18,581	229,337	18,581	- 19,961		
Prepaid Insurance	,	-	,	19,901		
Prepaid Expenses	4,878	-	4,878	-		
Total Current Assets	155,253	426,021	581,274	443,056		
Property and Equipment:						
Land	250,000	_	250,000	250,000		
Community Center	2,021,505	-	2,021,505	2,021,505		
2	, ,	-	, ,	, ,		
Buildings & Equipment	290,801	-	290,801	392,047		
Office Equipment	107,417	-	107,417	6,171		
Furniture & Fixtures	4,263	-	4,263	4,263		
Accumulated Depreciation	(897,926)		(897,926)	(823,422)		
Total Property and Equipment	1,776,060		1,776,060	1,850,564		
TOTAL ASSETS	\$ 1,931,313	\$ 426,021	\$ 2,357,334	\$ 2,293,620		

# VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC. BALANCE SHEET DECEMBER 31, 2020 (With Comparative Totals for 2019)

	Operating Fund		Rep	olacement	Totals			
				Fund		2020		2019
LIABILITIES AND FUND BALA	ANC	E						
Current Liabilities:	<b></b>	10164	¢		<b>•</b>	10164	<b></b>	1 = 000
Accounts Payable	\$	10,164	\$	-	\$	10,164	\$	17,832
Prepaid Assessments		248,535		-		248,535		218,818
Payroll Taxes Payable		2,323		-		2,323		2,323
Spectrum Collections		67,202		-		67,202		64,263
Note Payable - Current Portion		110,067		-		110,067		103,211
Total Current Liabilities		438,291		-		438,291		406,447
Long-Term Liabilities:								
Note Payable - Long Term		205,335		_		205,335		361,436
Total Long-Term Liabilities		205,335		-		205,335		361,436
		· · · · ·				· · · · ·		,
Total Liabilities		643,626		-		643,626		767,883
Fund Balance:								
Unrestricted		1,287,687		426,021		1,713,708		1,525,737
				<i>,</i>				
Total Fund Balance		1,287,687		426,021		1,713,708		1,525,737
TOTAL LIABILITIES								
AND FUND BALANCE	\$	1,931,313	\$	426,021	\$	2,357,334	\$	2,293,620

# VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC. STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND BALANCE FOR THE YEAR ENDED DECEMBER 31, 2020 (With Comparative Totals for 2019)

	Operating Fund	Replacement Fund	<u> </u>	tals2019
REVENUES	1 4114	<u> </u>	2020	2019
Homeowners Assessments	\$ 1,349,551	\$ -	\$ 1,349,551	\$ 1,349,257
Recreation Program Income	48,415	-	48,415	77,599
Late Charges and Collection Fees	12,995	-	12,995	13,042
Fireworks Stand Income	6,500	-	6,500	-
Pavillion & Community Center Rental	1,090	-	1,090	42,733
Pool Income	180	-	180	6,030
Interest Income	117	410	527	1,344
Other Income	49	-	49	13,556
TOTAL REVENUES	1,418,897	410	1,419,307	1,503,561
EXPENSES				
Corporate Administration:				
Personnel Expenses	412,107	-	412,107	386,869
Depreciation	74,504	-	74,504	70,871
General Administrative	58,649	-	58,649	43,756
Management Fee	54,000	-	54,000	48,000
Programs and Events	41,417	-	41,417	80,505
Insurance	33,506	-	33,506	35,481
Office Supplies and Equipment	23,641	-	23,641	23,527
Interest Expense	21,272	-	21,272	23,919
Bad Debt Expense	19,279	-	19,279	18,501
Professional Fees	9,385	-	9,385	8,567
Meetings	6,785	-	6,785	9,714
Taxes	707		707	
Total Corporate Administration	755,252		755,252	749,710
Recreation Area Operations:				
Pool Expense	122,341	-	122,341	148,447
Landscaping, Park and Main Boulevards	111,372	44,940	156,312	176,504
General Maintenance	87,581		87,581	168,571
		-		
Utilities	62,268	-	62,268	95,911
Monitoring and Security Services	37,522	-	37,522	34,322
Community Center Maintenance	10,060		10,060	13,785
Total Recreation Area Operations	431,144	44,940	476,084	637,540
TOTAL EXPENSES	1,186,396	44,940	1,231,336	1,387,250
Excess (Deficiency) of Revenues				
Over (Under) Expenses	232,501	(44,530)	187,971	116,311
over (onder) Expenses	252,501	(11,550)	107,971	110,511
<b>BEGINNING FUND BALANCE</b>	1,265,085	260,652	1,525,737	1,409,426
Transfer Between Funds	(209,899)	209,899		
ENDING FUND BALANCE	\$ 1,287,687	\$ 426,021	\$ 1,713,708	\$ 1,525,737
	, ,			

See accompanying notes and independent accountant's review report.

# VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC. STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2020 (With Comparative Totals for 2019)

	Operating Replacemen		placement	Totals				
		Fund		Fund		2020		2019
CASH FLOWS FROM								
<b>OPERATING ACTIVITIES</b>								
Excess (deficiency) of revenues								
over (under) expenses	\$	232,503	\$	(44,530)	\$	187,973	\$	116,311
Adjustments to reconcile excess (deficiency)								
of revenues over (under) expenses to net								
cash provided (used) by operating activities:								
Depreciation		74,504		-		74,504		70,871
(Increase) Decrease in:								
Accounts Receivable, Net of Allowance		(39,485)		-		(39,485)		(18,764)
Prepaid Insurance		1,380		-		1,380		(14,143)
Prepaid expenses		(4,878)		-		(4,878)		-
Increase (Decrease) in:								
Accounts Payable		(7,668)		-		(7,668)		(67,425)
Prepaid Assessments		29,717		-		29,717		(25,135)
Payroll Taxes Payable		-		-		-		22
Accrued Salaries		-		-		-		(4,205)
Spectrum Collections		2,937		-		2,937		26,066
NET CASH PROVIDED (USED)		· · · ·						· · · · ·
BY OPERATING ACTIVITIES		289,010		(44,530)		244,480		83,598
CASH FLOWS FROM INVESTING ACTIVITIES								
Purchase of Property and Equipment		-		-		-		(127,864)
Investment in Certificate of Deposit		(16)		-		(16)		(17)
NET CASH PROVIDED (USED)		(1.0)						
BY INVESTING ACTIVITIES		(16)		-		(16)		(127,881)
CASH FLOWS FROM FINANCING ACTIVITIES								
Transfer Between Funds		(209,899)		209,899		-		-
Due To Replacement Fund		55,000		(55,000)		-		-
Principal Payments on Note Payable		(149,245)		-		(149,245)		(133,956)
NET CASH PROVIDED (USED)								
BY FINANCING ACTIVITIES		(304,144)		154,899		(149,245)		(133,956)
NET INCREASE (DECREASE) IN CASH		(15,150)		110,369		95,219		(178,239)
CASH AND CASH EQUIVALENTS								
AT BEGINNING OF YEAR		156,189		86,095		242,284		420,523
CASH AND CASH EQUIVALENTS								
AT END OF YEAR	\$	141,039	\$	196,464	\$	337,503	\$	242,284
SUPPLEMENTAL DISCLOSURE:								
Income Taxes Paid	\$	-	\$	-	\$	-	\$	-
Interest Expense Paid	\$	21,272	\$	-	\$	21,272	\$	23,919

See accompanying notes and independent accountant's review report.

# VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC. NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2020

### NOTE 1 -- NATURE OF ORGANIZATION

The Villages of Westcreek Owners' Association, Inc. was incorporated February 14, 1994, and operations commenced April 1, 1994. The incorporation was the result of combining the Villages of Westcreek Property Owners Association and the Villages of Westcreek Homeowners Association. The Association is responsible for the upkeep, maintenance and repair of the common areas and improvements owned by the Association, which are primarily the Sports Park and subdivision entrances; payment of utilities used in the common area; taxes assessed upon common areas; insurance covering Association property for general hazards and liability; and management and administration of the Association. The Association is located in west central Bexar County, Texas, on approximately 1,250 acres of which the Sports Park is 18.9 acres. The planned community is still in the development phase and when completed will consist of single housing residences, recreation areas, greenbelts, and a public school. At December 31, 2020, there were 3,428 homeowners. These financial statements have been prepared in accordance with generally accepted accounting principles.

### NOTE 2 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### A. <u>FUND ACCOUNTING</u>

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:

<u>Operating Fund</u> -- This fund is used to account for financial resources available for the general operations of the Association.

<u>Replacement Fund</u> -- This fund is used to accumulate financial resources designated for major repairs and replacement.

#### B. <u>CASH AND CASH EQUIVALENTS</u>

Cash and cash equivalents for the statement of cash flows include amounts in checking and money market accounts.

#### C. <u>MEMBER ASSESSMENTS</u>

Association members are subject to quarterly assessments to provide funds for the Association's operating expenses and major repairs and replacements. Assessment 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 are satisfied over the period of the assessment on a monthly pro-rata basis using the input method. The performance obligations related to replacement fund assessments for specific repairs are satisfied when these funds are expended for their designated purpose.

# VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC. NOTES TO FINANCIAL STATEMENTS (CONT.) DECEMBER 31, 2020

### NOTE 2 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT.)

### C. <u>MEMBER ASSESSMENTS (Cont.)</u>

Assessments receivable at the balance sheet date are stated at the amounts expected to be collected from outstanding assessments from unit owners. The Association's policy is to retain legal counsel and place liens on the properties of owners whose assessments are thirty days or more delinquent. An allowance for doubtful accounts has been established in the amount of \$72,482 as of December 31, 2020 per management's estimate. Because of the Association's legal standing to enforce payment, the Association considers the collection of assessments levied to be probable. The balances of assessments receivable as of the beginning and end of the year are \$237,439 and \$290,047, respectively.

### D. <u>PROPERTY AND EQUIPMENT</u>

Real property and common areas donated by the developer are not capitalized on the Association's financial statements. The property includes, but is not limited to, land, swimming pool, tennis courts, children's play area, jogging track, basketball goals, and a baseball backstop.

Real and personal property purchased with Association funds, to which the Association holds the title, will be capitalized at cost and depreciated over its estimated useful life using the straight-line method of depreciation. The Association's current capitalization policy would include items that cost \$500 or more and that provide future benefit greater than one year to the Association.

The Association held title to the following assets at year-end:

	Estimated
Capital Asset	Useful Lives
Community Center	37 years
Buildings and Improvements	3 - 27 years
Office Equipment	3 - 4 years
Furniture & Fixtures	7 years

### E. <u>CONTRACT LIABILITIES</u>

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. The balances of contract liabilities (stated as prepaid assessments on the balance sheet) as of the beginning and end of the year are \$218,818 and \$248,535, respectively.

### F. <u>ACCRUED VACATION</u>

Employees can earn vacation leave at varying rates depending on length of service. Amounts earned for vacation that are not taken by employees may carry over to the following year and are paid upon voluntary termination of employment.

# VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC. NOTES TO FINANCIAL STATEMENTS (CONT.) DECEMBER 31, 2020

#### NOTE 2 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT.)

### G. <u>SPECTRUM COLLECTIONS</u>

The Association's management company bills fees directly to delinquent homeowners for collection efforts. These fees are paid to Spectrum upon collection. Uncollected fees are reported as a liability on the balance sheet.

### H. <u>ESTIMATES</u>

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.

### I. <u>FISCAL YEAR</u>

The Association has a fiscal year beginning on January 1 of each year and ending on December 31.

### J. <u>SUBSEQUENT EVENTS</u>

Subsequent events were considered through April 9, 2021, which is the date the financial statements were available to be issued.

#### NOTE 3 -- FUTURE MAJOR REPAIRS AND REPLACEMENTS

The Association's governing documents require the Association establish adequate reserve funds for future major repair and replacement of Common Area components. This reserve is to be funded by regular assessments. Accumulated funds should be accounted for in separate certificates of deposit and savings accounts.

Reserve Advisors, Inc. assisted the Board of Directors in preparing an update to the Reserve Study in 2020 to estimate the remaining useful lives and the replacement costs of the common property components. The table included in the unaudited supplementary information is based on this study.

Funding is based on estimates, actual needs may vary significantly from the study and this variance could be material. Monies accumulated in the replacement fund may not be adequate to meet all future needs for major repairs and replacements. Thus, the Board has the right to raise regular assessments or levy a special assessment, subject to membership approval, to meet these needs.

## VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC. NOTES TO FINANCIAL STATEMENTS (CONT.) DECEMBER 31, 2020

#### NOTE 4 -- NOTE PAYABLE

In a previous year, the Association took out a note to construct the Community Center. In 2014, the Association refinanced the note payable with Community National Bank for a lower interest rate. The scheduled maturity date is October 1, 2026, however, additional payments have been made to advance that date. Long-term debt as of December 31, 2020, consisted of the following:

4.50%	Note payable to Community National Bank in month	ly	
	installments of \$10,168.39, secured by two tracts of 1	land	
	of approximately 43.88 acres.	\$	315,402

Requirements to amortize all long-term debt over the remaining term are as follows:

	F	Principal		Interest		Total
2021	\$	110,067	\$	11,941	\$	122,008
2022		115,124		6,884		122,008
2023		90,211		1,706		91,917
	\$	315,402	\$	20,531	\$	335,933

#### NOTE 5 -- INCOME TAXES

The Association qualifies as a tax-exempt association for all income and expenses related to its exempt function purpose of the acquisition, construction, management, maintenance, and care of Association property. The net non-exempt income from earned interest and nonmember fees is taxed at 21% or 30% by the federal government, dependent upon certain filing elections made. The Association can also elect to file as a regular corporation if it is in their best interest. For 2020, the Association filed IRS Form 1120-H resulting in a tax expense of \$0.

Accounting principles generally accepted in the United States of America require the Association management to evaluate tax positions taken by the Association and recognize a tax liability (or asset) if the Association has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. Management has analyzed the tax positions taken by the Association and has concluded that as of December 31, 2020, there are no uncertain positions taken or expected to be taken that would require recognition as a liability (or asset) or disclosure in the financial statements. The Association is subject to routine examinations by taxing authorities; however, there are currently no examinations for any tax periods in progress. Management believes it is no longer subject to income tax examinations for years prior to 2017.

#### NOTE 6 -- LITIGATION

Association management is not aware of any other pending or threatened litigation

# REQUIRED SUPPLEMENTARY INFORMATION

## VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC. FUTURE MAJOR REPAIRS & REPLACEMENTS DECEMBER 31, 2020

Reserve Advisors, Inc. assisted the Board of Directors in preparing a reserve study update in December 2020, using a database of current construction costs and material lives from authoritative literature, to estimate the remaining useful lives and the replacement costs of the components of common property. Estimated current replacement costs were computed using a 2.8% inflation rate to the time of replacement. The estimates are based on the reserve study and may vary significantly from actual costs. The following is a table based on the study and presents significant information about the components of common property.

	Estimated	Estimated	Components
	Remaining	Current	of Fund
	Useful Lives	Replacement	nt Balance at
Components	(Years)	Cost	12/31/2020
Asphalt	5-9	\$ 164,48	0 \$ -
Fencing	2-22	174,74	- 0
Irrigation System	4-28	324,00	- 0
Other Property Site Elements	5-24	290,97	- 5
Furniture	3-15	108,00	- 0
Sport Courts	1-11	157,57	- 0
Community Center	2-23	438,20	- 0
Pool Elements	0-28	180,12	- 4
Undesignated			426,021
-		1,838,08	9 426,021
Reserve Study Anticipated Balances at Year	End		\$ 386,599
Percent of Anticipated Balances on Hand			110%
Reserve Study Recommended Future Contribution	utions:		
(Based on Updated Projections)			
	2021	\$ 162,00	0
	2022	\$ 166,50	0
	2023	\$ 171,20	0

# Villages of Westcreek Owners' Association, Inc. Consolidated Adjustment December 31, 2020

		Debit	Credit
15-1505-00	Buildings & Equipment		101,246.22
15-1510-00	Office Equipment	101,246.22	
15-1595-00	Accumulated Depr. & Equip		74,504.47
15-1530-00	Community Center	525.00	
13-1302-00	Allow for Uncollected Accounts		23,140.46
22-2200-00	Community National Bank Loan	8,881.58	
30-3030-00	Retained Earnings	88,238.35	
		198,891.15	198,891.15
After the above a	djustment, Fund Balance on 1/1/21 should	be as follows:	
30-3030-00	Retained Earnings		1,287,687
30-3025-00	Replacement Fund		426,021

Workpaper:	12/31/2020 00.04 - Adjusting Journal Entries Report			
Account	Description	W/P Ref	Debit	Credit
Adjusting Journal To reclass entries b	Entries JE # 1 pooked to retained earnings during the year	8-D		
62-6200-00	Bad Debi		1,338.55	
30-3030-00 Total	Retained Earnings		1,33B,55	1,338.55 1,338.55
Adjusting Journal I To adjust allowance	Entries JE # 3 for doubtful accounts to 25% of total receivables	8-D		
62-6200-00	Bad Debt		23,140.46	
1071.0 Total	Allow for Uncollected Accounts		23,140.46	23,140.46 23,140.46
Adjusting Journal I To reclassify commu		8-D		
1056.0	Community Center		525.00	
46-4605-00 Total	Community Center Rental		525.00	525.00 525.00
Adjusting Journal E To record current ye		8-D		
62-5365-00	Depreciation		74,504.47	
1053.0 Total	Accumulated Depr. & Equíp		74,504.47	74,504.47
Adjusting Journal E To reclass foreclosu	Entries JE # 6 re proceeds against bad debt	8-D		
40-4400-00	Miscellaneous Income		5,199.73	
62-6200-00 Tolai	Bað Debt		5,199.73	5,199.73 5,199.73
Adjusting Journal E To adjust note princi	Entries JE # 7 pal and interest expense	8-D		
2210.0	Long Term Notes Payable - Community Natl Bank		8,881.58	
62-6205-00 Total	Loan Interest Expense/Note Payable		8,881.58	8,881.58 8,881.58
Adjusting Journal E To reclassify reserve		8-D		
54-5403-00	Reserve Study		3,750.00	
53-5310-00 Fotal	General Administrative		3,750.00	3,750.00

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eriod Ending:	12/31/2020
/orkpaper:	00.04 - Adjusting Journal Entries Report
eriod Ending:	12/31/2020

Account		Description	W/P Ref	Debit	Credit
	al Entrias JE # 9 unity technology equipment		8-D		
1052.0	Office Equipment			101,246.22	
1051.0	Buildings & Equipment				101,246.22
Total				101,246.22	101,246.22
	We have rovi	ewed the proposed adjust	siments		

We have reviewed the proposed adjustments to our financial statements and understand and agree with the adjustments as proposed.

C // reasurer ά Sign/Title <u>4-15</u>-21

Date

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