

**POCONO FARMS EAST ASSOCIATION, INC.**

**AUDITED FINANCIAL STATEMENTS**

**DECEMBER 31, 2019**

**Zavada & Associates**  

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**Certified Public Accountants**

**POCONO FARMS EAST ASSOCIATION, INC.**

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## **INDEPENDENT AUDITORS' REPORT**

Board of Directors  
Pocono Farms East Association, Inc.  
Tobyhanna, Pennsylvania

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

We have audited the accompanying financial statements of Pocono Farms East Association, Inc, which comprise the balance sheet as of December 31, 2019, and the related statements of revenues and expenses, changes in fund equity and cash flows for the year then ended, and the related notes to the financial statements.

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

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

# Zavada & Associates

## *Opinion*

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Pocono Farms East Association, Inc as of December 31, 2019, 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.

## **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 on page 10 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.

Forty Fort, Pennsylvania  
March 27, 2020

A stylized, handwritten signature in black ink that reads "Zavada & Associates". The signature is written in a cursive, flowing style with a large initial 'Z'.

**POCONO FARMS EAST ASSOCIATION, INC.**  
**BALANCE SHEET**  
**DECEMBER 31, 2019**

**ASSETS**

	<u>Restricted</u>	<u>Operating</u>	<u>Total</u>
Current assets:			
Cash and cash equivalents - operating	\$ -	\$ 9,266	\$ 9,266
- restricted	225,041	-	225,041
Dues receivable, net of allowance for doubtful accounts of \$300,000	-	328,717	328,717
Restricted assessments receivable, net of allowance for doubtful accounts of \$52,872	-	-	-
Prepaid expenses	<u>-</u>	<u>5,734</u>	<u>5,734</u>
 Total current assets	 <u>225,041</u>	 <u>343,717</u>	 <u>568,758</u>
Other assets:			
Property and equipment, net of accumulated depreciation of \$273,230 (Note 3)	<u>-</u>	<u>516,417</u>	<u>516,417</u>
 Total other assets	 <u>-</u>	 <u>516,417</u>	 <u>516,417</u>
 Total assets	 <u>\$ 225,041</u>	 <u>\$ 860,134</u>	 <u>\$ 1,085,175</u>

**LIABILITIES AND FUND EQUITY**

Liabilities:			
Deferred member assessments	\$ -	\$ 22,104	\$ 22,104
Accounts payable	<u>-</u>	<u>3,859</u>	<u>3,859</u>
 Total liabilities	 <u>-</u>	 <u>25,963</u>	 <u>25,963</u>
Fund equity:			
Restricted	225,041	-	225,041
Unrestricted	<u>-</u>	<u>834,171</u>	<u>834,171</u>
 Total fund equity	 <u>225,041</u>	 <u>834,171</u>	 <u>1,059,212</u>
 Total liabilities and fund equity	 <u>\$ 225,041</u>	 <u>\$ 860,134</u>	 <u>\$ 1,085,175</u>

See Independent Auditors' Report and Notes to Financial Statements.

**POCONO FARMS EAST ASSOCIATION, INC.  
STATEMENT OF REVENUE AND EXPENSES  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Restricted</u>	<u>Operating</u>	<u>Total</u>
Revenue:			
Dues and assessments and other charges	\$ -	\$ 203,669	\$ 203,669
Builder permit revenue	-	1,625	1,625
Interest	856	140	996
Resale certificate	-	12,600	12,600
Capital transfer fee	-	8,863	8,863
Community center room rental	-	4,938	4,938
Miscellaneous	-	251	251
Violations	-	44,385	44,385
Tenant reg. fees	-	1,329	1,329
	<u>856</u>	<u>277,800</u>	<u>278,656</u>
Total revenue			
	<u>856</u>	<u>277,800</u>	<u>278,656</u>
Expenses:			
Maintenance – common areas	-	32,667	32,667
Legal and collection	-	5,308	5,308
Management and consulting	-	51,095	51,095
Insurance	-	20,854	20,854
Accounting and auditing	-	4,800	4,800
Postage and printing	-	4,934	4,934
Office expense	-	9,194	9,194
Utilities and telephone	-	10,505	10,505
Ditch maintenance	-	17,000	17,000
Permit coordination fees	-	7,620	7,620
Depreciation	-	30,852	30,852
Bad debt expense	-	36,732	36,732
Miscellaneous	-	2,369	2,369
	<u>-</u>	<u>233,930</u>	<u>233,930</u>
Total expenses			
	<u>-</u>	<u>233,930</u>	<u>233,930</u>
Excess (Deficit) of revenue over expenses	\$ <u>856</u>	\$ <u>43,870</u>	\$ <u>44,726</u>

See Independent Auditors' Report and Notes to Financial Statements.

**POCONO FARMS EAST ASSOCIATION, INC.**  
**STATEMENT OF FUND EQUITY**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Restricted</u>	<u>Operating</u>	<u>Total</u>
Balance, January 1, 2019	\$ 202,219	\$ 812,267	\$ 1,014,486
Interfund transfers (net)	21,966	(21,966)	-
Excess (Deficit) of revenue over expenses	<u>856</u>	<u>43,870</u>	<u>44,726</u>
Balance, December 31, 2019	\$ <u>225,041</u>	\$ <u>834,171</u>	\$ <u>1,059,212</u>

See Independent Auditors' Report and Notes to Financial Statements.

**POCONO FARMS EAST ASSOCIATION, INC.**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Restricted</u>	<u>Operating</u>	<u>Total</u>
Cash flows from operating activities:			
Excess (Deficit) of revenues over expenses	\$ 856	\$ 43,870	\$ 44,726
Adjustments to reconcile excess of revenues over expenses to cash flows from operating activities:			
Depreciation	-	30,852	30,852
(Increase) decrease in:			
Dues and assessments receivable (net)	-	(41,454)	(41,454)
Prepays	-	(166)	(166)
Increase (decrease) in:			
Accounts payable and deferred member assessments	<u>-</u>	<u>2,861</u>	<u>2,861</u>
Net cash provided by operating activities	<u>856</u>	<u>35,963</u>	<u>36,819</u>
Cash flows from investing activities:			
Purchase of fixed assets	-	(19,502)	(19,502)
Interfund transfers	<u>21,966</u>	<u>(21,966)</u>	<u>-</u>
Net cash used by investing activities	<u>21,966</u>	<u>(41,468)</u>	<u>(19,502)</u>
Increase (decrease) in cash	22,822	(5,505)	17,317
Cash balance, January 1, 2019	<u>202,219</u>	<u>14,771</u>	<u>216,990</u>
Cash balance, December 31, 2019	\$ <u>225,041</u>	\$ <u>9,266</u>	\$ <u>234,307</u>
Cash paid for:			
Interest expense			\$ <u>-</u>
Income taxes			\$ <u>-</u>

See Independent Auditors' Report and Notes to Financial Statements.

**POCONO FARMS EAST ASSOCIATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2019**

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

**Narrative Profile**

Pocono Farms East Association, Inc. is a Homeowners Association formed as a Pennsylvania Domestic Non-Profit Corporation comprised of 1185 properties in the Pocono Farms subdivision of Tobyhanna, Pennsylvania.

**Basis of Accounting**

The Association's policy is to prepare its financial statements using the accrual basis of accounting whereby revenues are recognized when billed and expenses are recognized when the obligation is incurred. The restricted fund is used to account for road assessments and the related costs associated with the replacement of the Association's common property.

**Cash and Cash Equivalents**

The Association considers all highly liquid investments with a maturity of three months or less to be a cash equivalent.

**Property and Equipment**

Property and equipment costs are capitalized at cost and depreciated over their estimated useful lives using the straight-line method.

Although the Association is responsible for the repair and replacement of common real property, it is unable to sell or otherwise dispose of this property.

**Members Dues and Assessments**

The Association's policy is to assess interest on any owner's account with a balance that is past due. The past due account continues to accrue interest until the account is paid or written off. The Association's policy is to write off an account upon foreclosure, bankruptcy discharge, or when considered legally uncollectible for other reasons.

Assessment revenue is recognized when assessments are due. Any amounts received in advance of the due date are deferred until due. The Financial Accounting Standards Board issued Accounting Standards Code 606 requiring the deferral of the recognition of income until the services are rendered. The Association has determined ASC Code 606 does not apply to the Association as no customer relationship exists as it is defined by the Code. The Association does not defer the recognition of any portion of revenue as a Contract Liability.

**Deferred Member Assessments**

The annual billing of members' assessments is generated during December of the year prior to the year for which the billing pertains. Deferred member assessments represent assessments collected or credited in advance of the calendar year to which they relate.

**POCONO FARMS EAST ASSOCIATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2019**

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued:**

**Income Taxes**

The Association can elect annually to file its federal income tax return under Section 528 as a Homeowners Association or Section 277 as a regular corporation. For the year ended December 31, 2019, it has elected to file under Section 528 and incurred no tax liability. Under this method, it is taxed on net income from non-membership sources, primarily interest. The Association is exempt from state income taxes.

In evaluating the Association's tax provisions and accruals, the Association believes that its estimates are appropriate based on current facts and circumstances.

**Concentrations of Credit Risk**

Substantially all of the Association's revenue is derived from homeowners in Pocono Farms East Association, Inc. The Association has the right to file a lien on the property of any owner who fails to pay dues and assessments.

**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 revenue and expenses during the reporting period. Actual results could differ from those estimates.

**NOTE 2. DUES AND RESTRICTED ASSESSMENTS RECEIVABLE:**

The Association provides an allowance for uncollectible assessments based upon determinations made by management and the Board of Directors. The details of assessments receivable are as follows:

	<u>Restricted</u>	<u>Operating</u>	<u>Total</u>
Current year's dues and assessments	\$ -	\$ 223,139	\$ 223,139
Prior years' dues, assessments and penalties	<u>52,872</u>	<u>405,578</u>	<u>458,450</u>
	52,872	628,717	681,589
Less allowance for doubtful accounts	<u>(52,872)</u>	<u>(300,000)</u>	<u>(352,872)</u>
	\$ <u>-</u>	\$ <u>328,717</u>	\$ <u>328,717</u>

**POCONO FARMS EAST ASSOCIATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2019**

**NOTE 3. PROPERTY AND EQUIPMENT:**

As of December 31, 2019, property and equipment consisted of the following:

	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>
Land	\$ 2,871	\$ -	\$ 2,871
Mail box pavilion	37,377	(30,296)	7,081
Maintenance shed	9,494	(7,383)	2,111
Office equipment	9,957	(6,191)	3,766
Land improvements	32,987	(22,687)	10,300
Community center building	<u>696,961</u>	<u>(206,673)</u>	<u>490,288</u>
	<u>\$ 789,647</u>	<u>\$ (273,230)</u>	<u>\$ 516,417</u>

**NOTE 4. FUTURE MAJOR REPAIRS AND REPLACEMENTS:**

The Association is funding major repairs and replacements over the estimated useful lives of the common area components based upon a study to estimate their remaining useful lives and replacement costs. Actual expenditures for such items may vary from the estimated amounts and the variations may be material. If additional funds are needed, the Association has the right to increase regular assessments, levy special assessments, borrow, or delay major repairs and replacements until funds are available.

**NOTE 5. SUBSEQUENT EVENTS:**

Subsequent events were evaluated through March 27, 2020 which is the date the financial statements were available to be issued.

**POCONO FARMS EAST ASSOCIATION, INC.**  
**SUPPLEMENTARY INFORMATION ON FUTURE MAJOR REPAIRS**  
**AND REPLACEMENTS (COMPILED)**  
**DECEMBER 31, 2019**

The Association conducted an informal study in 2019 to estimate the remaining useful lives and replacement costs of the components of common property. The study will be updated annually by management. Replacement costs were based on the estimated costs to repair or replace the common property components at the date of the study.

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

<u>Component</u>	<u>Estimated Remaining Useful Life (Years)</u>	<u>Estimated Future Replacement Cost</u>	<u>Accumulated Reserve Requirement</u>	<u>Annual Reserve Requirement</u>
Mailbox Pavilion	1	\$ 21,787	\$ 20,698	\$ 1,089
Pavilion Paving	4	13,000	5,571	1,857
Maintenance Shed	1	9,494	9,019	475
Office Equipment	3	6,000	2,400	1,200
Land Improvements/Roads	0	20,445	20,445	-
Community Center Building	21	245,375	73,613	8,179
Office Paving Sealcoating	0	1,800	1,800	-
Office Parking Lot Paving	2	20,000	16,000	2,000
PFE Drainage Maintenance	0	75,000	-	15,000
Septic System Maintenance	2	1,000	600	200
Route 196 Entrance Sign	6	7,500	4,500	500
Carriage Lane Drainage Pipe	7	10,000	3,000	1,000
Mulch/Stone	2	6,000	3,600	1,200
Mailbox Pavilion Sealcoating	1	1,800	1,800	-
Shed - Office	3	<u>1,000</u>	<u>600</u>	<u>200</u>
Total		\$ <u>440,201</u>	\$ <u>163,646</u>	\$ <u>32,900</u>

At December 31, 2019, the Association had a total of \$225,041 in its Money Market Accounts for reserve expenditures.