

**BIRCH POINTE**  
**CONDOMINIUM ASSOCIATION**

**FINANCIAL REPORT**

**DECEMBER 31, 2021**

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**BIRCH POINTE CONDOMINIUM ASSOCIATION**

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**INDEPENDENT ACCOUNTANTS' REVIEW REPORT**

To the Board of Directors of  
Birch Pointe Condominium Association  
Wilmington, Delaware

We have reviewed the accompanying financial statements of Birch Pointe Condominium Association (a homeowners' association), which comprise the balance sheet as of December 31, 2021, 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. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Association management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements 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 the financial statements that are free from material misstatement whether due to fraud or error.

**Accountants' 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.

We are required to be independent of Birch Point Condominium Association and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

## **Accountants' Conclusion on the Financial Statements**

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 the information about future major repairs and replacements of common property on page nine 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, 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 not audited, reviewed, or compiled the required supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on it.

Respectfully submitted,

*Sullivan, Bleakley & Company, LLP*

Havertown, Pennsylvania

May 31, 2022

**EXHIBIT "A"**  
**BALANCE SHEET**  
**DECEMBER 31, 2021**  
**BIRCH POINTE CONDOMINIUM ASSOCIATION**

	<b>OPERATING FUND</b>	<b>REPLACEMENT FUND</b>	<b>TOTAL</b>
<b><u>ASSETS:</u></b>			
Cash and Cash Equivalents	409,081	260,973	670,054
Assessments Receivable (Net of \$25,000 Allowance for Doubtful Accounts)	59,164		59,164
Improvements and Loan Costs Less Accumulated Depreciation of \$849,664	1,329,003		1,329,003
Interfund Receivable	(150,317)	150,317	0
<b>TOTAL ASSETS</b>	<b>1,646,931</b>	<b>411,290</b>	<b>2,058,221</b>
<b><u>LIABILITIES:</u></b>			
Payroll Taxes Payable	8,000		8,000
Contract Liabilities (Assessments Received in Advance-Replacement Fund)		411,290	411,290
<b>TOTAL LIABILITIES</b>	8,000	411,290	419,290
<b><u>FUND BALANCES (Per Exhibit "B")</u></b>	<b>1,638,931</b>	<b>0</b>	<b>1,638,931</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>1,646,931</b>	<b>411,290</b>	<b>2,058,221</b>

NOTE: See Accompanying Notes and Independent Accountants' Review Report.

**EXHIBIT "B"**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCES**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**  
**BIRCH POINTE CONDOMINIUM ASSOCIATION**

	<b><u>OPERATING</u></b> <b><u>FUND</u></b>	<b><u>REPLACEMENT</u></b> <b><u>FUND</u></b>	<b><u>TOTAL</u></b>
<b><u>REVENUES:</u></b>			
Member Assessments	1,064,092	(65)	1,064,027
Miscellaneous Income	15,613		15,613
Interest Income	29	65	94
	<hr/>	<hr/>	<hr/>
<b>TOTAL REVENUES</b>	<b>1,079,734</b>	<b>0</b>	<b>1,079,734</b>
	<hr/>	<hr/>	<hr/>
<b><u>EXPENSES</u></b>			
Common Area Expenses:			
Landscaping	55,590		55,590
Snow Removal	53,578		53,578
Trash Removal	32,075		32,075
Electricity and Gas	24,201		24,201
Water and Sewer	124,162		124,162
Cleaning Maintenance	31,725		31,725
Maintenance Supplies	25,920		25,920
Maintenance and Repairs	33,240		33,240
Security Expenses	95		95
Pest Control	12,044		12,044
Administrative:			
Bad Debt Expense	(2,700)		(2,700)
Depreciation	182,331		182,331
Payroll, Employee Benefits and Payroll Taxes	144,108		144,108
Insurance	86,753		86,753
Professional Fees	44,310		44,310
Office Expenses	6,753		6,753
Taxes	1,512		1,512
Bank Charges	3,179		3,179
	<hr/>	<hr/>	<hr/>
<b>TOTAL EXPENSES</b>	<b>858,876</b>	<b>0</b>	<b>858,876</b>
	<hr/>	<hr/>	<hr/>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<b>220,858</b>	<b>0</b>	<b>220,858</b>
	<hr/>	<hr/>	<hr/>
<b>FUND BALANCES - JANUARY 1, 2021</b>	<b>1,418,073</b>	<b>0</b>	<b>1,418,073</b>
	<hr/>	<hr/>	<hr/>
<b>FUND BALANCES - DECEMBER 31, 2021</b> <b>(To Exhibit "A")</b>	<b>1,638,931</b>	<b>0</b>	<b>1,638,931</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

NOTE: See Accompanying Notes and Independent Accountants' Review Report.

**EXHIBIT "C"**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**  
**BIRCH POINTE CONDOMINIUM ASSOCIATION**

	<b>OPERATING FUND</b>	<b>REPLACEMENT FUND</b>	<b>TOTAL</b>
<b><u>OPERATING ACTIVITIES:</u></b>			
Excess of Revenues over Expenses	220,858	0	220,858
Depreciation	182,331		182,331
Adjustments to Reconcile Excess of Revenues over Expenses to Net Cash Provided by (used in) Operating Activities:			
Decrease in Assessments Receivable	20,385		20,385
Increase in Payroll Taxes Payable	3,563		3,563
Increase in Contract Liabilities (Assessments Received in Advance-Replacement Fund)		65	65
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	427,137	65	427,202
<b><u>INVESTING ACTIVITIES:</u></b>			
Purchase of Fixed Assets	(264,306)	0	(264,306)
<b>INCREASE IN CASH</b>	162,831	65	162,896
<b>CASH BALANCE AT BEGINNING OF YEAR</b>	246,250	260,908	507,158
<b>CASH BALANCE AT END OF YEAR</b>	409,081	260,973	670,054

NOTE: See Accompanying Notes and Independent Accountants' Review Report.

**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**  
**BIRCH POINTE CONDOMINIUM ASSOCIATION**

**NOTE #1 – NATURE OF BUSINESS**

Birch Pointe Condominium Association (the Association) is a corporation formed in the State of Delaware on July 20, 1989. The Association was formed to provide maintenance, preservation and control of common areas and to promote health, safety and welfare for all residents. The Association does not contemplate pecuniary gain or profit to its members. The Association consists of 294 residential units in 16 buildings, 39 bridges and 49 entrances. The development is located in New Castle County, Delaware.

**NOTE #2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**FUND ACCOUNTING**

The Association's governing documents provide certain guidelines for 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.

**REPLACEMENT FUND**

This fund is used to accumulate financial resources designated for future major repairs and replacements.

The accompanying financial statements have been prepared using the accrual basis of accounting under which income is recognized when earned, and expenses are recognized when incurred. Expenses may not be recognized in proportion to revenues recognized on a monthly basis due to the seasonal nature of some expenses.

**MEMBER ASSESSMENTS**

Association members are subject to monthly assessments to provide funds for the Association's operating expenses, future capital acquisitions, and major repairs and replacements. Assessments receivable at the balance sheet date represent fees due from unit owners. Any excess assessments at year-end are retained by the Association for use in future years. Past due or delinquent fees may be secured by a lien on the homeowner's unit with the power of foreclosure. The Board of Directors considers all assessments (except those disclosed as uncollectible) to be fully collectible.

**REVENUE RECOGNITION**

Revenue is recognized when earned. Assessments are billed at the beginning of



**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**  
**BIRCH POINTE CONDOMINIUM ASSOCIATION**

**NOTE #2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

each month and are recorded as revenue at that time. Receipts over the billed amount are recorded as assessments received in advance. Other income and assessments are recognized when earned.

**INCOME TAXES**

Condominium and homeowners associations may be taxed either as homeowners' associations or as regular corporations. For the year ended December 31, 2021, the Association elected to be taxed as a homeowners' association.

The Association's tax filings are subject to audit by various taxing authorities. The Association's federal income tax returns for 2018, 2019 and 2020 remain open to examination by the Internal Revenue Service.

The Association's policy is to record interest expense or penalties related to income tax in operating expenses. For the year ended December 31, 2021, no interest or penalties were paid or accrued.

**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.

**PROPERTY AND EQUIPMENT**

Real property and common areas acquired from the developer and related improvements are not recorded in the Association's financial statements because those properties are owned by the individual unit owners in common and not by the Association.

**CASH**

For the purposes of cash flows, the Association considers cash equivalents to be those short-term investments maturing within three months of the balance sheet date. The Association maintains cash in checking and money market savings accounts. Separate cash accounts are maintained for each fund.

**SUBSEQUENT EVENTS**

Generally accepted accounting principles require management to evaluate, through the date the financial statements are issued or available to be issued, events or transactions that may require recognition or disclosure in the financial statements, and to

**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**  
**BIRCH POINTE CONDOMINIUM ASSOCIATION**

**NOTE #2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

disclose the date through which subsequent events are evaluated. These financial statements were available to be issued May 31, 2022 and this is the date through which subsequent events were evaluated.

Subsequent to December 31, 2019, the World Health Organization declared the spread of the Coronavirus Disease (COVID-19) a worldwide pandemic. The COVID-19 pandemic is having significant effects on global markets, supply chains, businesses, and communities. Specific to this Association, COVID-19 may impact various parts of its 2021 operations and financial results including but not limited to additional uncollectible assessments receivable and cost of emergency preparedness. The Board believes the Association is taking appropriate actions to mitigate the negative impact. The potential negative impact of these events are not reflected in the financial statements as of and for the year ended December 31, 2021 as these events occurred subsequent to year end and are still developing.

**CONCENTRATION OF CREDIT RISK**

The Association maintains its cash balances in one financial institution. The balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. At December 31, 2021, the Association's uninsured cash balances total \$0.

**CONTRACT LIABILITIES (ASSESSMENTS RECEIVED IN ADVANCE-REPLACEMENT FUND)**

The Association recognizes revenue from members as the related performance obligations are satisfied. A contract liability (assessments received in advance-replacement fund) is recorded when the Association has the right to receive payment in advance of the satisfaction of performance obligations related to replacement reserve assessments. During the current period, the Association assessed and received \$0 for the replacement fund. The balance of contract liabilities (assessments received in advance-replacement fund) as of the beginning and end of the year are \$411,225 and \$411,290, respectively.

**INTEREST INCOME**

Interest income is allocated to the operating and replacement funds in proportion to the interest-bearing deposits of each fund.

**NOTE #3 – REPLACEMENT FUND**

The Association's governing documents require funds to be accumulated for future major repairs and replacements. Accumulated funds, which aggregate approximately \$411,290 at December 31, 2021 are held in a separate account and are generally not available for operating purposes.

**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**  
**BIRCH POINTE CONDOMINIUM ASSOCIATION**

**NOTE #3 – REPLACEMENT FUND (Continued)**

In November 2020, the Board of Directors conducted a study to estimate the remaining useful lives and the replacement costs of the Association's common property components (see page 10). The Association is funding for such major repairs and replacements over the estimated useful lives of the common property components based on the study's estimates of current replacement costs, considering funds previously accumulated in the replacement fund. Actual expenditures may vary from the estimated amounts and the variations may be material. Therefore, the funds designated for future repairs and replacements may not be adequate to meet future needs. If additional funds are needed, the Association has the right, subject to board approval, to increase regular assessments or pass special assessments, or it may delay major repairs and replacements until funds become available.

**SUPPLEMENTARY INFORMATION**

**FUTURE MAJOR REPAIRS AND REPLACEMENTS**  
**DECEMBER 31, 2021**  
**BIRCH POINTE CONDOMINIUM ASSOCIATION**

The Board of Directors conducted a study in November, 2020, to estimate the remaining useful lives and the replacement costs of the components of common property. Replacement costs were based on the estimated costs to repair or replace the common property components at the date of the study. Estimated current replacement costs do not take into account the effects of inflation between the date of the study and the date the components will require repair or replacement.

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 Lives (Years) at November, 2020</u>	<u>Estimated Current Replacement Costs at November, 2020</u>	<u>Replacement Fund Balance at December 31, 2021</u>
Balcony	0 – 19	4,116,000	259,113
Refuse Fencing	18	8,476	412
Doors	2	17,000	1,234
Electrical	22	73,500	4,524
Fire Safety	24	115,200	7,403
Interior Finish	0 – 9	147,000	9,048
Patio	6	119,168	7,403
Roof	11 – 16	742,450	46,476
Windows	5	96,000	6,169
Bridges	17 – 32	226,500	14,395
Mailboxes/Pads	1 – 3	50,000	3,290
Retaining Walls	0 – 17	74,000	4,524
Roadway	1 – 19	701,454	44,008
Shed	6	3,250	0
Signage	6	2,500	0
Stairs and Railings	8 – 21	35,700	2,056
Vehicle	2	12,000	823
Walkway	0	<u>8,125</u>	<u>412</u>
		<u>6,548,323</u>	<u>411,290</u>

NOTE: See Accompanying Notes and Independent Accountants' Review Report.