

**LAKE MISSION VIEJO ASSOCIATION**

***FINANCIAL STATEMENTS***

**DECEMBER 31, 2013**

**WITH**

**INDEPENDENT AUDITOR'S REPORT  
AND SUPPLEMENTARY INFORMATION**

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**INDEPENDENT AUDITOR'S REPORT****Board of Directors  
Lake Mission Viejo Association**

We have audited the accompanying financial statements of Lake Mission Viejo Association, a California non-profit corporation, which comprise the balance sheet as of December 31, 2013, 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.

***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 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 risk 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 estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

**Board of Director  
Lake Mission Viejo Association**

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Lake Mission Viejo Association as of December 31, 2013, and the results of its operations and its cash flows for the year then ended in conformity with generally accepted accounting principles of the United States of America.

***Disclaimer of Opinion on Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the information on future major repairs and replacements on page 9 be presented to supplement the basic financial statements. Such information, although not 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.

*Kaylan Hewitt A.C.*

Irvine, California  
April 8, 2014

**LAKE MISSION VIEJO ASSOCIATION  
BALANCE SHEET  
DECEMBER 31, 2013**

**ASSETS**

	<u>Operating Fund</u>	<u>Replacement Fund</u>	<u>Capital Expansion Fund</u>	<u>Contingency Fund</u>	<u>Total</u>
<b>CURRENT ASSETS</b>					
Cash and cash equivalents	\$ 1,031,120	\$ 156,241	\$ 19,647	\$ 51,000	\$ 1,258,008
Investments, net	199,000	3,239,000	1,094,000	249,000	4,781,000
Assessments receivable, net of allowance for uncollectible assessments of \$332,000	135,233	-	-	-	135,233
Prepaid expenses and other current assets	211,436	-	-	-	211,436
	<u>1,576,789</u>	<u>3,395,241</u>	<u>1,113,647</u>	<u>300,000</u>	<u>6,385,677</u>
<b>LONG TERM INVESTMENTS</b>					
Investments, net	-	1,694,000	-	-	1,694,000
	<u>\$ 1,576,789</u>	<u>\$ 5,089,241</u>	<u>\$ 1,113,647</u>	<u>\$ 300,000</u>	<u>\$ 8,079,677</u>

**LIABILITIES AND FUND BALANCE**

<b>CURRENT LIABILITIES</b>					
Accounts payable and accrued expenses	\$ 47,123	\$ -	\$ -	\$ -	\$ 47,123
Accrued payroll and related expenses	198,738	-	-	-	198,738
Deferred revenues	1,214,959	-	-	-	1,214,959
Other payables	969	-	-	-	969
	<u>1,461,789</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,461,789</u>
<b>COMMITMENTS AND CONTINGENCIES</b>					
<b>FUND BALANCE</b>	<u>115,000</u>	<u>5,089,241</u>	<u>1,113,647</u>	<u>300,000</u>	<u>6,617,888</u>
	<u>\$ 1,576,789</u>	<u>\$ 5,089,241</u>	<u>\$ 1,113,647</u>	<u>\$ 300,000</u>	<u>\$ 8,079,677</u>

**LAKE MISSION VIEJO ASSOCIATION**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

	<b>Operating Fund</b>	<b>Replacement Fund</b>	<b>Capital Expansion Fund</b>	<b>Contingency Fund</b>	<b>Total</b>
<b>REVENUES</b>					
Assessments	\$ 4,877,177	\$ 496,944	\$ -	\$ -	\$ 5,374,121
Boat rental and storage	468,386	-	-	-	468,386
Interest	28,161	-	-	-	28,161
Recreation and sales	371,821	-	-	-	371,821
Other	537,047	-	-	-	537,047
	<u>6,282,592</u>	<u>496,944</u>	<u>-</u>	<u>-</u>	<u>6,779,536</u>
<b>EXPENSES</b>					
Concerts and special events	528,453	-	-	-	528,453
Consulting and outside services	421,519	-	-	-	421,519
Bad Debt	72,577	-	-	-	72,577
Fish stocking	157,595	-	-	-	157,595
General and administrative	373,071	-	-	-	373,071
Insurance	151,387	-	-	-	151,387
Lake refill and quality management	277,790	-	-	-	277,790
Maintenance and repairs	309,973	215,541	102,683	84,063	712,260
Professional services	205,784	-	-	-	205,784
Salaries and related	3,345,041	-	-	-	3,345,041
Utilities	218,545	-	-	-	218,545
	<u>6,061,735</u>	<u>215,541</u>	<u>102,683</u>	<u>84,063</u>	<u>6,464,022</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	220,857	281,403	(102,683)	(84,063)	315,514
<b>BEGINNING FUND BALANCE</b>	-	4,807,838	1,144,536	350,000	6,302,374
<b>INTERFUND TRANSFERS</b>	<u>(105,857)</u>	<u>-</u>	<u>71,794</u>	<u>34,063</u>	<u>-</u>
<b>ENDING FUND BALANCE</b>	<u>\$ 115,000</u>	<u>\$ 5,089,241</u>	<u>\$ 1,113,647</u>	<u>\$ 300,000</u>	<u>\$ 6,617,888</u>

**LAKE MISSION VIEJO ASSOCIATION  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	<u>Operating Fund</u>	<u>Replacement Fund</u>	<u>Capital Expansion Fund</u>	<u>Contingency Fund</u>	<u>Total</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>					
Excess (deficiency) of revenues over expenses	\$ 220,857	\$ 281,403	\$ (102,683)	\$ (84,063)	\$ 315,514
Adjustments to reconcile excess (deficiency) of revenues over expenses to net cash provided by operating activities:					
Interfund transfers	(105,857)	-	71,794	34,063	-
(Increase) decrease in:					
Assessment receivable	(20,624)	-	-	-	(20,624)
Prepaid expenses and other assets	31,317	-	-	-	31,317
Increase (decrease) in:					
Accounts payable and accrued expenses	(100,665)	-	-	-	(100,665)
Accrued payroll and related expenses	4,489	-	-	-	4,489
Deferred revenues	(39,543)	-	-	-	(39,543)
Other payables	(7,675)	-	-	-	(7,675)
	<u>(17,701)</u>	<u>281,403</u>	<u>(30,889)</u>	<u>(50,000)</u>	<u>182,813</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>					
Redemptions of investments	99,000	2,887,000	1,100,000	348,000	4,434,000
Purchase of investments	(199,000)	(3,141,000)	(1,094,000)	(249,000)	(4,683,000)
	<u>(100,000)</u>	<u>(254,000)</u>	<u>6,000</u>	<u>99,000</u>	<u>(249,000)</u>
<b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	(117,701)	27,403	(24,889)	49,000	(66,187)
<b>BEGINNING CASH AND CASH EQUIVALENTS</b>	<u>1,148,821</u>	<u>128,838</u>	<u>44,536</u>	<u>2,000</u>	<u>1,324,195</u>
<b>ENDING CASH AND CASH EQUIVALENTS</b>	<u>\$ 1,031,120</u>	<u>\$ 156,241</u>	<u>\$ 19,647</u>	<u>\$ 51,000</u>	<u>\$ 1,258,008</u>

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**LAKE MISSION VIEJO ASSOCIATION  
SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
FOR THE YEAR ENDED DECEMBER 31, 2013**

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**Organization**

Lake Mission Viejo Association (the “Association”) was incorporated in California in November 1976. The Association is responsible for the operation and maintenance of the common property within the development. The development consists of residential units and apartment units located in Mission Viejo, California. At December 31, 2013, the development consisted of 24,010 units.

**Date of Management’s Review**

In preparing the financial statements, the Association has evaluated events and transactions for potential recognition or disclosure through April 8, 2014, the date the financial statements were available to be issued.

**Fund Accounting**

The Association uses fund accounting, which requires that funds, such as operating funds and funds designated for future major repairs and replacements, be classified separately for accounting and reporting purposes. Disbursements from the operating fund are generally at the discretion of the Board of Directors and management. Disbursements from the replacement, capital expansion, and contingency funds, generally may be made only for designated purposes.

**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.

**Concentration of Credit Risk**

Cash balances are maintained at several banks. Non-interest bearing accounts at each institution are fully insured by the Federal Deposit Insurance Corporation (“FDIC”). Periodically, due to the Association’s assessment billing cycle, operating cash may temporarily be deposited in savings or other interest bearing accounts, and could exceed the FDIC limits of \$250,000 at each financial institution. At December 31, 2013, the amount at risk at Citibank was approximately \$470,000.

**Cash Equivalents**

Cash equivalents consist of highly liquid investments with maturities of three months or less when purchased. The Association’s cash equivalent balances as of December 31, 2013 totaled approximately \$1,300,000, of which \$550,000 is kept in general money market fund at Comerica Wealth Management, which invest in various instruments and are not FDIC insured.



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**LAKE MISSION VIEJO ASSOCIATION  
SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(CONTINUED)**

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**Investments and Interest Earnings**

Investments consist of time certificates of deposit with annual interest rates ranging from 0.2% to 6.0%. Investments are recorded at amortized cost, which approximates fair market value. The Association intends to hold all investments until maturity. All interest earnings are allocated to and recorded in the operating fund.

**Assessments and Deferred Revenue**

Association members are subject to assessments to provide funds for the Association's operating expenses and replacement fund requirements. Assessments receivable at the balance sheet date represent fees due from members. The Association's governing documents and legislated laws provide for various collection remedies for delinquent assessments including late charges, filing of liens, foreclosing on the member's property within the Association, and obtaining judgment on other assets of the member.

Assessments collected in advance are deferred and recognized as revenue in the year in which the related services are rendered.

**Allowance for Uncollectible Assessments**

Allowance for uncollectible assessments is based upon historical experience and management's evaluation of outstanding assessments receivable at year-end.

**Property and Equipment**

The developer of the Association donated the majority of the property and equipment. Valuation of these items was made as of the date of transfer to the Association. Personal property purchased by the Association and replacements and improvements to the real property are not capitalized and are expensed as incurred. The expense is charged to either the replacement or the capital expansion funds, in accordance with the guidelines within those funds.

**Income Taxes**

The Association has obtained exemption from taxation under Internal Revenue Code §501(c)(4) and related California Revenue and Taxation Code sections. Accordingly, no provision for Federal or state taxes has been made in the accompanying financial statements.

**Replacement Fund**

The Association's governing documents require that funds be accumulated for future major repairs and replacements. Accumulated funds are kept in separate accounts and are generally not available for normal operations. Disbursements are to be made only if specifically approved by the Board of Directors. An independent study (the "Study") of the Association's replacement fund was conducted in August 2013, for the purpose of estimating the remaining useful lives and the replacement costs of the components of common property. The table included in the accompanying unaudited supplemental information on Future Major Repairs and Replacements is based upon the Study.

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**LAKE MISSION VIEJO ASSOCIATION  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1: COMMITMENTS AND CONTINGENCIES**

**Replacement Fund**

The Association is funding for major repairs and replacements over the remaining useful lives of the components based on the Study's estimates of current replacement costs and considering amounts previously accumulated in the replacement fund. Accordingly, the funding requirement of approximately \$500,000 has been included in the 2014 budget.

For the year ended December 31, 2013 the contributions to the replacement fund totaled approximately \$500,000.

Funds are being accumulated in the repair and replacement fund based on estimates of future needs for repairs and replacements of common area property components. Actual expenditures and investment income may vary from the estimated amounts, and the variations may be material. Therefore, amounts accumulated in the repair and replacement fund may not be sufficient to meet all future repairs and replacements. If additional funds are necessary, the Association has the right to increase regular assessments, approve special assessments, or delay major repairs and replacements until funds are available.

**Capital Expansion and Contingency Funds**

The Association has established a policy to accumulate funds for capital expansion and other unforeseen expenses. Annually the Association includes nominal amounts in the budget for capital expansion and contingency funds. In accordance with the Association's policy, upon completion of accounting at each year-end, any excess operating income is transferred to the capital expansion and contingency funds. For the year ended December 31, 2013 the contributions, to the capital expansion and contingency funds totaled approximately \$70,000 and \$35,000, respectively.

**Litigation**

At times, the Association is involved in litigation arising out of the normal course of business. Management, after consultation with outside counsel, believes there is no likelihood that the Association will incur any material loss as a result of these lawsuits. Therefore no provision for loss resulting from these lawsuits has been made in the accompanying financial statements.

**SUPPLEMENTARY INFORMATION**  
*(Unaudited)*

**DECEMBER 31, 2013**

**LAKE MISSION VIEJO ASSOCIATION  
SUPPLEMENTARY INFORMATION ON FUTURE MAJOR  
REPAIRS AND REPLACEMENTS  
DECEMBER 31, 2013  
(Unaudited)**

In August 2013, an independent study was conducted to estimate the remaining useful lives and future replacement costs of the components of the common area property. An independent company that specializes in the development of these funding programs performed the study. The funding program considers an annual inflation rate of 2% on the replacement cost, and does not consider interest earnings on amounts funded for future repairs and replacements. Replacement costs were based on the estimated costs to repair or replace the common property components at the date of the study. The Association has not adjusted for changes in the estimated replacement costs, if any, since the date of the study.

The following information is based on the study and presents significant information about the components of common property at December 31, 2013. The reserve study should be referred to for a more complete description of the Association's assets and estimates used.

<u>Component</u>	<u>Estimated Remaining Useful Lives (Years)</u>	<u>Estimated Current Replacement Cost</u>	<u>Replacement Fund Balance</u>
Automobiles	0 to 7	\$ 256,500	\$ 214,578
Carpeting/Flooring	4 to 20	54,069	2,906
Small equipment	0 to 4	238,745	201,286
Snack bar equipment	0 to 18	127,395	91,755
Asphalt	1 to 17	979,772	218,290
Boats	0 to 9	488,060	314,575
Boat motors	0 to 4	69,785	42,573
Tractors	0 to 7	81,700	45,516
Sand	1	147,600	147,600
Mini trucks/Carts	0 to 5	99,485	70,439
Maintenance equipment	0 to 18	339,295	144,037
Fencing, railing and gates	0 to 24	782,243	460,058
Recreation structures	0 to 27	1,988,558	1,641,021
Landscape and irrigation	5	57,285	583,249
Lighting	0 to 23	432,715	376,557
Lake equipment	0 to 16	129,290	49,515
Air conditioning equipment	0 to 7	64,110	54,896
Painting	0 to 10	148,427	97,464
Other		<u>17,660</u>	<u>332,926</u>
		<u>\$ 6,502,694</u>	<u>\$ 5,089,241</u>