Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside

(a not-for-profit corporation)

HUD Project No. 047-EE016

Financial Report
with Supplemental Information
June 30, 2020

Certificate of Officers

We certify that we have examined the attached financial statements and supplemental information of HUD Project No. 047-EE016, Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside, and to the best of our knowledge and belief, the same is a true statement of the financial condition as of June 30, 2020.

Linda Rhodes-Pauly
President

September 17, 2020

Date

Andy Spence
Secretary

September 17, 2020

Date

ID# 38-3276170

Employer Identification Number

Management Agent's Certification

We certify that we have examined the attached financial statements and supplemental information of HUD Project No. 047-EE016, Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside, and to the best of our knowledge and belief, the same is a true statement of the financial condition as of June 30, 2020.

Cheryl Carney
Management Agent Representative

September 17, 2020

Date

(248) 281-2020

Telephone Number

ID# 38-1387145

Management Company Employer Identification Number

Mary Catherine Hannah

Property Manager

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Independent Auditor's Report

To the Board of Directors
Hillside Apartments Phase II, Inc.
d/b/a The Village of Hillside

Report on the Financial Statements

We have audited the accompanying financial statements of Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside (the "Organization"), which comprise the balance sheet as of June 30, 2020 and 2019 and the related statements of activities, changes in deficiency in net assets, and cash flows for the years 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 audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits 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.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside as of June 30, 2020 and 2019 and the results of its operations, changes in deficiency in net assets, and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.



To the Board of Directors
Hillside Apartments Phase II, Inc.
d/b/a The Village of Hillside

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 17, 2020 on our consideration of Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside's internal control over financial reporting and compliance.

Plante & Moran, PLLC

September 17, 2020

By: Linda A. Yudasz, CPA
Engagement Partner
2601 Cambridge Court, Suite 500
Auburn Hills, MI 48326
Federal ID Number: 38-1357951

Federal ID Number: <u>38-1357951</u> Phone Number: <u>(248) 375-7100</u>

Balance Sheet

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June	20	ついつい	and	2010
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	 2020	2019
Assets		
Current Assets		
Cash - Operations Tenant accounts receivable	\$ 2,021 7,567	\$ 3,854
Accounts receivable - HUD Prepaid expenses		2,198 2,497
Total current assets	9,588	8,549
Deposits - Held in Trust Tenant deposits held in trust	5,910	6,159
Deposits - Funded		
Escrow deposits	83	5,207
Replacement reserve	 43,269	37,165
Total deposits - Funded	43,352	42,372
Fixed Assets		
Land and land improvements	54,293	54,293
Buildings and building improvements	1,290,673	1,286,432
Building equipment (portable)	29,809	29,809
Furniture for project/tenant use	25,947	25,947
Furnishings	14,318	14,318
Office furniture and equipment Miscellaneous fixed assets	7,165 32,086	7,165 32,086
MISCEIIdHEOUS IIXEU ASSELS	 32,000	32,000
Total fixed assets	1,454,291	1,450,050
Accumulated depreciation	 (832,933)	(786,111)
Net fixed assets	 621,358	663,939
Total assets	\$ 680,208	\$ 721,019

Balance Sheet (Continued)

June 30, 2020 and 2019

		2020	2019
Liabilities and Deficiency in Net Assets			
Current Liabilities Accounts payable - Operations (Note 4)	\$	27,265 \$	22,054
Accrued wages payable	Ψ	3,729	3,500
Accrued payroll taxes payable Prepaid revenue		3,442	2
Total current liabilities		34,436	25,556
Deposits - Held in Trust (Contra) Tenant deposits held in trust (contra)		4,766	3,400
Long-term Liabilities Capital advance (Note 3)		881,900	881,900
Total liabilities		921,102	910,856
Deficiency in Net Assets Without donor restrictions		(240,894)	(189,837)
Total deficiency in net assets		(240,894)	(189,837)
Total liabilities and deficiency in net assets	\$	680,208 \$	721,019

Statement of Activities

	 2020	2019
Rent Revenue Rent revenue - Gross potential Tenant assistance payments Residual receipts adjustment	\$ 76,923 \$ 87,597	64,917 99,603 4,013
Total rent revenue (potential at 100% occupancy)	164,520	168,533
Vacancies Apartments	 (6,237)	(3,350)
Total vacancies	 (6,237)	(3,350)
Net rent revenue (rent revenue less vacancies)	158,283	165,183
Financial Revenue Project operations Investments - Replacement reserve	 1 8	7
Total financial revenue	9	7
Other Revenue Laundry and vending revenue Tenant charges Miscellaneous revenue	 1,316 95 2,874	1,118 - 32,653
Total other revenue	 4,285	33,771
Total revenue	162,577	198,961
Administrative Expenses Conventions and meetings Management consultants Advertising and marketing Office salaries Office expenses Management fee (Note 4) Manager or superintendent salaries Legal expenses Auditing expenses Bookkeeping fees/accounting services (Note 4) Miscellaneous administrative expenses Total administrative expenses	827 12,171 114 13,302 9,785 9,384 13,953 5,904 6,300 2,040 1,508	1,766 32,830 214 6,270 9,781 8,976 9,955 479 5,500 2,040 1,941
'	70,200	70,702
Utilities Expenses Electricity Water Gas Sewer Total utilities expenses	 5,528 3,332 4,490 4,924 18,274	7,971 3,882 3,780 5,116
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Statement of Activities (Continued)

	 2020	2019
Operating and Maintenance Expenses Payroll Supplies Contracts Garbage and trash removal Security payroll/contract Heating/Cooling repairs and maintenance	\$ 12,442 \$ 4,387 19,426 2,763 - 554	13,793 3,627 26,532 2,068 285 2,184
Snow removal Vehicle and maintenance equipment operation and repairs Miscellaneous operating and maintenance expenses	 6,320 42 1,239	10,624 - 2,431
Total operating and maintenance expenses	47,173	61,544
Taxes and Insurance Payroll taxes (FICA) Property and liability insurance (hazard) Workers' compensation Health insurance and other employee benefits	 3,450 8,496 390 13,719	2,282 7,136 390 7,203
Total taxes and insurance	26,055	17,011
Financial Expenses Miscellaneous financial expenses	 22	46
Total financial expenses	 22	46
Total cost of operations before depreciation	 166,812	179,102
Change in Net Assets before Depreciation	(4,235)	19,859
Depreciation Expense	 46,822	46,917
Change in Total Net Assets	\$ (51,057) \$	(27,058)

Statement of Changes in Deficiency in Net Assets

Deficiency in Net Assets - July 1, 2018	\$ (162,779)
Increase in deficiency in net assets	 (27,058)
Deficiency in Net Assets - June 30, 2019	(189,837)
Increase in deficiency in net assets	 (51,057)
Deficiency in Net Assets - June 30, 2020	\$ (240,894)

Statement of Cash Flows

		2020	2019
Cash Flows from Operating Activities			
Receipts:	•	450.050 \$	100 115
Rental	\$	156,356 \$	163,115
Interest		9	/
Other cash receipts		4,285	3,696
Total receipts		160,650	166,818
Disbursements:			
Administrative		(36,085)	(48,087)
Management fee		(9,384)	(8,976)
Utilities		(17,686)	(19,004)
Salaries and wages		(39,697)	(30,018)
Operating and maintenance		(33,094)	(42,596)
Property insurance		(8,284)	(6,579)
Miscellaneous taxes and insurance		(14,625)	(11,230)
Tenant security deposits		1,366	(1,388)
Miscellaneous financial		(22)	(46)
Total disbursements		(157,511)	(167,924)
Net cash and restricted cash provided by (used in) operating			
activities		3,139	(1,106)
Cash Flows Used in Investing Activities - Net purchase of capital assets		(4,241)	<u> </u>
Net Decrease in Cash and Restricted Cash		(1,102)	(1,106)
Cash and Restricted Cash - Beginning of year		52,385	53,491
Cash and Restricted Cash - End of year	\$	51,283	52,385

Statement of Cash Flows (Continued)

	 2020	 2019
Reconciliation of Change in Deficiency in Net Assets to Net Cash and Restricted Cash Provided by (Used in) Operating Activities Change in deficiency in net assets Adjustments to reconcile change in deficiency in net assets to net cash	\$ (51,057)	\$ (27,058)
and restricted cash from operating activities: Depreciation (Increase) decrease in assets:	46,822	46,917
Tenant accounts receivable Accounts receivable - Other Prepaid expenses	(7,567) 2,198 2,497	4,924 (2,198) (2,126)
Increase (decrease) in liabilities: Accounts payable - Operations Accrued liabilities Tenant security deposits held in trust	5,211 227 1,366	14,921 (229) (1,388)
Prepaid revenue Other changes to reconcile change in deficiency in net assets to net cash and restricted cash provided by (used in) operating activities	3,442	 (781)
Net cash and restricted cash provided by (used in) operating activities	\$ 3,139	\$ (1,106)
Classification of Cash and Restricted Cash Cash - Operations Tenant deposits held in trust Deposits - Funded	\$ 2,021 5,910 43,352	\$ 3,854 6,159 42,372
Total cash and restricted cash	\$ 51,283	\$ 52,385

Notes to Financial Statements

June 30, 2020 and 2019

Note 1 - Nature of Business

Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside (the "Organization") is a not-for-profit corporation that owns and operates a 17-unit affordable housing rental project for elderly persons (the "Project"). The Project, located in Harbor Springs, Michigan, is operating under HUD Section 202 of the National Housing Act and is regulated by the U.S. Department of Housing and Urban Development (HUD) with respect to rental charges and operating methods.

The Organization is sponsored by Presbyterian Villages of Michigan (PVM). PVM is a comprehensive, diverse, and faith-based organization serving seniors in multiple settings since 1945. Its mission, guided by its Christian heritage, is to serve seniors of all faiths and to create new possibilities for quality living. PVM's tradition of social accountability and servant leadership is further reflected in its statement of beliefs and values and its various operational philosophies and practices.

Note 2 - Significant Accounting Policies

Basis of Accounting

The Organization maintains its accounting records and prepares its financial statements on an accrual basis, which is in accordance with accounting principles generally accepted in the United States of America.

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Organization and is presented on the same basis of accounting as the financial statements. The information in this schedule is presented in accordance with the requirements of *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

Deposits Held in Trust

In accordance with the Regulatory Agreement with HUD, the Organization is required to maintain a tenant security deposit trust account. The amount must at all times be equal to or exceed the aggregate of all outstanding obligations to tenants for refundable security deposits. The tenant security deposits fund consists of cash.

Tenant Accounts Receivable

Accounts receivable represent amounts due from tenants. Tenant accounts generally are collectible as long as the tenant is occupying the unit. When the tenant vacates the unit, any unpaid balance remaining after application of the security deposit is charged to bad debt expense. There was no allowance for bad debts at June 30, 2020 and 2019.

Deposits Funded

The funds controlled by the Organization represent a replacement reserve, a residual receipts reserve, and an insurance and painting escrow. The insurance and painting escrow consists of deposits by the Organization to offset painting and insurance expenses. The replacement reserve consists of deposits by the Organization to offset specific expenses and to replace structural elements and mechanical equipment upon consent of HUD. Future monthly commitments for the funding of the replacement reserve account total \$508. The residual receipts reserve consists of surplus funds calculated based on a HUD-prescribed formula and can be disbursed only at HUD's discretion. Excess residual receipts are required to be remitted to HUD upon termination of the PRAC contract. Excess residual receipts that are deemed probable to be paid to or recaptured by HUD are recorded as a liability. There was no excess residual receipts reserve at June 30, 2020 and 2019. Each year, the liability is adjusted to reflect current year activity to the residual receipts, including required deposits, earned interest, approved withdrawals, and any adjustments to the amounts deemed probable to be paid to or recaptured by HUD.

Notes to Financial Statements

June 30, 2020 and 2019

Note 2 - Significant Accounting Policies (Continued)

Fixed Assets

Land, buildings, equipment, and furniture are recorded at cost when purchased or appraised value if donated. Depreciation is computed principally on a straight-line basis over the estimated useful lives of the assets, which range from 5 to 40 years.

Maintenance, repairs, and renewals that do not involve any substantial betterments are charged to expense when incurred. Expenditures that increase the useful life of the property are capitalized.

Impairment or Disposal of Long-lived Assets

The Organization recognizes impairment of long-lived assets used in operations when indicators of impairment are present and the undiscounted cash flows estimated to be generated by those assets are less than the assets' carrying amount. No impairment of the Organization's rental property has occurred.

Regulatory Agreement

A Regulatory Agreement with HUD was signed in connection with the capital advance. No violations of this agreement were noted for the years ended June 30, 2020 and 2019.

Classification of Net Assets

Net assets of the Organization are classified as net assets with donor restrictions or net assets without donor restrictions depending on the presence and characteristics of donor-imposed restrictions limiting the Organization's ability to use or dispose of contributed assets or the economic benefits embodied in those assets. All net assets of the Organization at June 30, 2020 and 2019 are considered net assets without donor restrictions.

Income Taxes

No provision for income taxes has been included in the financial statements since the Organization is exempt from such taxes under Section 501(c)(3) of the Internal Revenue Code.

Rental Income

Units that are designated for occupancy by eligible low-income tenants under a Section 202 project rental assistance contract require tenants to contribute a portion of the contract rent based on formulas prescribed by the U.S. Department of Housing and Urban Development. Housing assistance payments are received for the balance of contract rent from HUD. The current contract expires on March 31, 2021. Management intends to renew the contract prior to the expiration date.

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

Subsequent Events

The financial statements and related disclosures include evaluation of events up through and including September 17, 2020, which is the date the financial statements were available to be issued.

Notes to Financial Statements

June 30, 2020 and 2019

Note 2 - Significant Accounting Policies (Continued)

Change in Accounting Principle

As of July 1, 2019, the Organization adopted new guidance related to the presentation of restricted cash on the statement of cash flows. Under the new guidance, which was applied retrospectively to all years presented, transfers between restricted cash and unrestricted cash are no longer presented on the statement of cash flows. Additionally, the beginning and ending balances of cash on the statement of cash flows now include restricted cash balances.

Note 3 - Capital Advance

The Organization obtained a capital advance from HUD that was used to assist in financing the construction of the Project in accordance with the provisions of Section 202 of the Housing Act of 1959. The capital advance at June 30, 2020 and 2019 is \$881,900, bears no interest, and is not required to be repaid as long as the housing remains available to very low-income households and the aged and/or handicapped for a period of 40 years, ending in June 2038. In addition, the Organization is subject to the additional requirements of the HUD Section 202 program. If default occurs, then HUD, at its option, may accelerate the entire principal balance and charge interest. It is the Organization's intent to comply with the time requirement and Section 202. Based on the time and provision requirements, the advance is recorded as a long-term liability. The capital advance is collateralized by the land and building of the Organization.

Note 4 - Related Party Transactions

Director appointments are approved by Presbyterian Villages of Michigan, a related not-for-profit organization that is also the HUD-approved management agent.

As of June 30, 2020 and 2019, \$11,733 and \$0, respectively, is due to PVM for payment of expenditures and is included in accounts payable. During the year ended June 30, 2019, PVM relieved the Organization of its liability to PVM in the amount of \$30,000, which is included within miscellaneous revenue on the statement of activities.

The property management agreement provides that a management fee in the amount of 5.74 percent of gross rents collected be paid to PVM, limited to \$46 per unit per month, for the years ended June 30, 2020 and 2019. In addition, the Organization pays accounting service fees to PVM, which are included in the annual budget. The Organization incurred management fees of \$9,384 and \$8,976 for the years ended June 30, 2020 and 2019, respectively. In addition, accounting service fees of \$2,040 were incurred to PVM for the years ended June 30, 2020 and 2019.

Note 5 - Current Vulnerability Due to Certain Concentrations

The Organization's sole asset is Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside. The Organization's operations are concentrated in the senior housing market. In addition, the Organization operates in a heavily regulated environment. The operations of the Organization are subject to the administrative directives, rules, and regulations of federal, state, and local regulatory agencies, including, but not limited to, HUD. Such administrative directives, rules, and regulations are subject to change by an Act of Congress or an administrative change mandated by HUD. Such changes may occur with little notice or inadequate funding to pay for the related cost, including additional administrative burden, to comply with a change.

Notes to Financial Statements

June 30, 2020 and 2019

Note 6 - Functional Expenses

For the year ended June 30, 2020, expenses are functionally allocated as follows:

	 Program	nagement d General	Total
Administrative expenses: Salaries and wages Management fees Other administrative expenses	\$ 7,828 - 37,477	\$ 1,957 9,384 18,642	\$ 9,785 9,384 56,119
Total administrative expenses	45,305	29,983	75,288
Utilities, operating, and maintenance Taxes and insurance Financial expenses Depreciation	 64,683 22,433 22 46,215	764 3,622 - 607	 65,447 26,055 22 46,822
Total	\$ 178,658	\$ 34,976	\$ 213,634

For the year ended June 30, 2019, expenses are functionally allocated as follows:

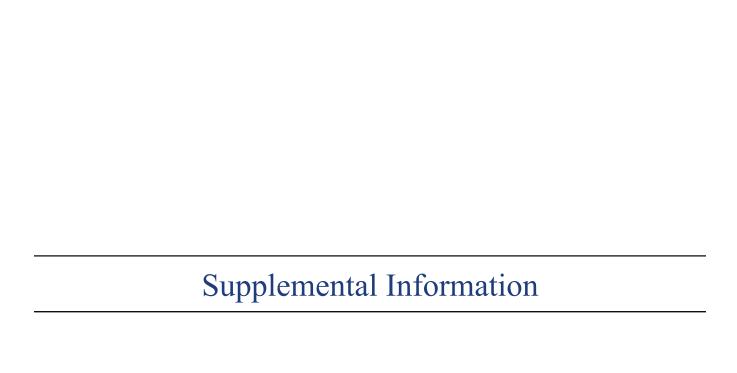
	 ⊃rogram	agement General	 Total
Administrative expenses: Salaries and wages Management fees Other administrative expenses	\$ 7,964 - 48,692	\$ 1,991 8,976 12,129	\$ 9,955 8,976 60,821
Total administrative expenses	56,656	23,096	79,752
Utilities, operating, and maintenance Taxes and insurance Financial expenses Depreciation	 81,144 14,944 46 46,309	1,149 2,067 - 608	82,293 17,011 46 46,917
Total	\$ 199,099	\$ 26,920	\$ 226,019

Costs have been allocated between program services and management and general on several bases and estimates, including time and effort and square footage. Although the methods of allocation are considered appropriate, other methods could be used that would produce different amounts. There were no fundraising expenses during 2020 and 2019.

Note 7 - Liquidity and Availability of Resources

The Organization has \$9,588 and \$6,052 of financial assets available within one year of June 30, 2020 and 2019 to meet cash needs for general expenditure consisting of cash of \$2,021 and \$3,854 and accounts receivable of \$7,567 and \$2,198, respectively. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the balance sheet date.

The Organization manages its liquidity by developing and adopting annual operating budgets that provide sufficient funds for general expenditures in meeting its liabilities and other obligations as they become due. The Organization maintains financial assets on hand to meet 30 days of normal operating expenses. In addition, the Organization maintains funds in a reserve for replacement and a residual receipts reserve. These funds are used for the benefit of the tenants and/or the Project and are required by HUD. The funds may be withdrawn only with the approval of HUD.







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Independent Auditor's Report on Supplemental Information

To the Board of Directors
Hillside Apartments Phase II, Inc.
d/b/a The Village of Hillside

We have audited the financial statements of HUD Project No. 047-EE016, Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside, as of and for the year ended June 30, 2020 and have issued our report thereon dated September 17, 2020, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements of Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside taken as a whole. The accompanying supplemental information, including the schedule of expenditures of federal awards, is presented for the purpose of additional analysis, as required by HUD and the Uniform Guidance, and is not a required part of the financial statements. For the purpose of electronic submission to the U.S. Department of Housing and Urban Development, Real Estate Assessment Center (REAC), the supplemental information is also deemed to include the financial data template information presented in the balance sheet and the statements of activities, changes in deficiency in net assets, and cash flows. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Plante & Morse, PLLC

September 17, 2020



Balance Sheet Data

	Assets	June 30, 2020
	Comment Access	
1120	Current Assets Cash - Operations	\$ 2,021
1130	Tenant accounts receivable	7,567
1130	Teriant accounts receivable	
1100T	Total current assets	9,588
	Deposits - Held in Trust	
1191	Tenant deposits held in trust	5,910
	Deposits - Funded	
1310	Escrow deposits	83
1320	Replacement reserve	43,269
1300T	Total deposits - Funded	43,352
13001	·	45,552
4.440	Fixed Assets	54.000
1410	Land and land improvements	54,293
1420	Buildings and building improvements	1,290,673
1440	Building equipment (portable)	29,809
1450	Furniture for project/tenant use	25,947
1460	Furnishings	14,318
1465	Office furniture and equipment	7,165
1490	Miscellaneous fixed assets	32,086
1400T	Total fixed assets	1,454,291
1495	Accumulated depreciation	(832,933)
1400N	Net fixed assets	621,358
1000T	Total assets	\$ 680,208
	Liabilities and Deficiency in Net Assets	
	Current Liabilities	
2110	Accounts payable - Operations	\$ 27,265
2120	Accrued wages payable Accrued wages payable	φ 27,203 3,729
2210	Prepaid revenue	3,442
	·	<u> </u>
2122T	Total current liabilities	34,436
• • •	Deposits - Held in Trust (Contra)	
2191	Tenant deposits held in trust (contra)	4,766
	Long-term Liabilities	
2310	Capital advance	881,900
2300T	Total long-term liabilities	881,900
2000T	Total liabilities	921,102
		, -
	Deficiency in Net Assets	(0.40,00.4)
	10/144	(240,894)
3131	Without donor restrictions	(210,001)
3131 3130	Total deficiency in net assets	(240,894)

Statement of Activities Data

		Year Ended June 30, 2020
5120 5121	Rent Revenue Rent revenue - Gross potential Tenant assistance payments	\$ 76,923 87,597
5100T	Total rent revenue (potential at 100% occupancy)	164,520
	Vacancies	
5220	Apartments	(6,237)
5200T	Total vacancies	(6,237)
5152N	Net rent revenue (rent revenue less vacancies)	158,283
5410 5440 5400T	Financial Revenue Project operations Investments - Replacement reserve Total financial revenue	1 9
04001	Other Revenue	J
5910 5920 5990	Laundry and vending revenue Tenant charges Miscellaneous revenue	1,316 95 2,874
5900T	Total other revenue	4,285
5000T	Total revenue	162,577
6203 6204 6210 6310 6311 6320 6330 6340 6350 6351 6390	Administrative Expenses Conventions and meetings Management consultants Advertising and marketing Office salaries Office expenses Management fee Manager or superintendent salaries Legal expenses Auditing expenses Bookkeeping fees/accounting services Miscellaneous administrative expenses	827 12,171 114 13,302 9,785 9,384 13,953 5,904 6,300 2,040 1,508
6263T	Total administrative expenses	75,288
6450 6451 6452 6453	Utilities Expenses Electricity Water Gas Sewer	5,528 3,332 4,490 4,924
6400T	Total utilities expenses	18,274

Statement of Activities Data (Continued)

		Year Ended J	une 30, 2020
	Operating and Maintenance Expenses		
6510	Payroll .	\$	12,442
6515	Supplies		4,387
6520	Contracts		19,426
6525	Garbage and trash removal		2,763
6546	Heating/Cooling repairs and maintenance		554
6548	Snow removal		6,320
6570	Vehicle and maintenance equipment operation and repairs		42
6590	Miscellaneous operating and maintenance expenses		1,239
6500T	Total operating and maintenance expenses		47,173
	Taxes and Insurance		
6711	Payroll taxes (FICA)		3,450
6720	Property and liability insurance (hazard)		8,496
6722	Workers' compensation		390
6723	Health insurance and other employee benefits		13,719
6700T	Total taxes and insurance		26,055
	Financial Expenses		
6890	Miscellaneous financial expenses		22
6800T	Total financial expenses	_	22
6000T	Total cost of operations before depreciation		166,812
5060T	Change in Net Assets before Depreciation		(4,235)
6600	Depreciation Expense		46,822
3250	Change in Total Net Assets	\$	(51,057)

Statement of Activities Data (Continued)

Supplemental Information Year Ended June 30, 2020

S1000-010	1	Total principal required under the mortgage, even if payments under a workout agreement are less or more than those required under the mortgage	\$ 0
S1000-020	2	Replacement reserve deposits required by the Regulatory Agreement or amendments thereto, even if payments may be temporarily suspended or waived	6,096
S1000-030	3	Replacement reserve or residual receipt releases that are included as expense items on this profit and loss statement	0
S1000-040	4	Project improvement reserve releases under the flexible subsidy program that are included as expense items on this profit and loss statement	0

Statement of Changes in Deficiency in Net Assets Data

S1100-050	Deficiency in Net Assets - July 1, 2019	\$ (189,837)
3250	Increase in deficiency in net assets	 (51,057)
3130	Deficiency in Net Assets - June 30, 2020	\$ (240,894)

Statement of Cash Flows Data

	Cash Flows from Operating Activities Receipts:		
S1200-010	Rental	\$	156,356
S1200-020	Interest	·	9
S1200-030	Other cash receipts		4,285
S1200-040	Total receipts		160,650
	Disbursements:		
S1200-050	Administrative		(36,085)
S1200-070	Management fee		(9,384)
S1200-090	Utilities		(17,686)
S1200-100	Salaries and wages		(39,697)
S1200-110	Operating and maintenance		(33,094)
S1200-140	Property insurance		(8,284)
S1200-150	Miscellaneous taxes and insurance		(14,625)
S1200-160	Tenant security deposits		1,615
S1200-220	Miscellaneous financial		(22)
S1200-230	Total disbursements		(157,262)
S1200-240	Net cash provided by operating activities		3,388
	Cash Flows from Investing Activities		
S1200-245	Net withdrawal from the mortgage escrow account		5,124
S1200-250	Net deposit to the reserve for replacement account		(6,104)
S1200-330	Net purchase of capital assets		(4,241)
S1200-350	Net cash used in investing activities		(5,221)
S1200-470	Net Decrease in Cash		(1,833)
S1200-480	Cash - Beginning of year		3,854
S1200T	Cash - End of year	<u>\$</u>	2,021

Statement of Cash Flows Data (Continued)

	Reconciliation of Change in Deficiency in Net Assets to Net Cash Provided by Operating Activities	
3250	Change in deficiency in net assets	\$ (51,057)
	Adjustments to reconcile change in deficiency in net assets to net cash from operating activities:	,
6600	Depreciation	46,822
	(Increase) decrease in assets:	
S1200-490	Tenant accounts receivable	(7,567)
S1200-500	Accounts receivable - Other	2,198
S1200-520	Prepaid expenses	2,497
S1200-530	Cash restricted for tenant security deposits	249
	Increase in liabilities:	
S1200-540	Accounts payable - Operations	5,211
S1200-560	Accrued liabilities	227
S1200-580	Tenant security deposits held in trust	1,366
S1200-590	Prepaid revenue	 3,442
S1200-610	Net cash provided by operating activities	\$ 3,388

Supplemental Information

Year Ended June 30, 2020

1. Schedule of Reserve for Replacements

In accordance with the provisions of the Regulatory Agreement, restricted cash is held by Huntington Bank to be used for replacement of property with the approval of HUD as follows:

1320	Balance - June 30, 2020	<u>\$</u>	43,269
1320INT	Interest		8
1320DT	Monthly deposits (\$508.00 x 12)		6,096
1320P	Balance - July 1, 2019	\$	37,165

- 2. Schedule of Residual Receipts N/A
- 3. Computation of Surplus Cash Form HUD 93486 See attached
- 4. Schedule of Changes in Fixed Asset Accounts See attached
- 5. Schedule of 5300 Accounts N/A
- 6. Schedule of 6900 Accounts N/A
- 7. Nursing Home Data N/A
- 8. Detail of Accounts:

5990	Cable/Satellite TV	<u>\$</u>	2,874	
6890	Interest on tenant security deposits	<u>\$</u>	22	

Schedule of Changes in Fixed Asset Accounts

Year Ended June 30, 2020

		Assets							Accumulated Depreciation										
		`	Balance						Balance		Balance		Current				Balance	Net	Book Value
		J	uly 1, 2019		Additions	. <u> </u>	Deductions	Ju	ine 30, 2020		July 1, 2019	_	Provision		Deductions	Ju	ne 30, 2020	Jui	ne 30, 2020
1410	Land and land improvements	\$	54,293	\$	-	\$	-	\$	54,293	\$	12,695	\$	1,736	\$	-	\$	14,431	\$	39,862
1420	Buildings and building																		
	improvements		1,286,432		4,241		-		1,290,673		697,218		39,538		-		736,756		553,917
1440	Building equipment (portable)		29,809		-		-		29,809		22,856		1,245		-		24,101		5,708
1450	Furniture for project/tenant use		25,947		-		-		25,947		16,760		2,000		-		18,760		7,187
1460	Furnishings		14,318		-		-		14,318		9,485		758		-		10,243		4,075
1465	Office furniture and equipment		7,165		-		-		7,165		3,961		493		-		4,454		2,711
1490	Miscellaneous fixed assets		32,086		-	_	-		32,086	_	23,136	_	1,052	_	-		24,188		7,898
	Total	\$	1,450,050	\$	4,241	\$	-	\$	1,454,291	\$	786,111	\$	46,822	\$	-	\$	832,933	\$	621,358

Fixed Asset Addition Detail:

Buildings and building improvements - Carpeting

\$ 4,241

Schedule of Expenditures of Federal Awards

Federal Agency/Pass-through Agency/Program Title	CFDA Number	Federal Expenditures		
U.S. Department of Housing and Urban Development - Supportive Housing for the Elderly: Project Rental Assistance Contract Capital Advance	14.157 14.157	\$	87,597 881,900	
Total federal awards		\$	969,497	

Computation of Surplus Cash

		June 30, 2020
S1300-010	Cash	\$ 7,931
S1300-040	Total cash	7,931
S1300-075 S1300-100 2210 2191	Current Obligations Accounts payable - 30 days Accrued expenses (not escrowed) Prepaid revenue Tenant/Patient deposits held in trust (contra)	27,265 3,729 3,442 4,766
S1300-140	Total current obligations	39,202
S1300-150	Surplus cash (deficiency)	\$ (31,271)

Report on Internal Control Over Financial
Reporting and on Compliance and Other Matters
Based on an Audit of Financial Statements
Performed in Accordance with *Government*Auditing Standards



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Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Independent Auditor's Report

To Management and the Board of Directors Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside (the "Organization"), which comprise the balance sheet as of June 30, 2020 and the related statements of activities, changes in deficiency in net assets, and cash flows for the year then ended, and the related notes to the financial statements and have issued our report thereon dated September 17, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency described in the accompanying schedule of findings and questioned costs as 2020-001 to be a material weakness.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies, and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and questioned costs, we identified a certain deficiency in internal control that we consider to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The Organization's Response to the Finding

The Organization's response to the finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Organization's response was not subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, we express no opinion on it.



To Management and the Board of Directors Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Plante & Moran, PLLC

September 17, 2020

Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance



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Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance

Independent Auditor's Report

To the Board of Directors
Hillside Apartments Phase II, Inc.
d/b/a The Village of Hillside

Report on Compliance for Each Major Federal Program

We have audited Hillside Apartments Phase II, Inc. d/b/a The Village of Hillside's (the "Organization") compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement that could have a direct and material effect on the Organization's major federal program for the year ended June 30, 2020. The Organization's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal program.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Organization's major federal programs based on our audit of the types of compliance requirements referred to above.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Organization's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Organization's compliance.

Opinion on Each Major Federal Program

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the major federal program for the year ended June 30, 2020.

Report on Internal Control Over Compliance

Management of the Organization is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Organization's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over compliance.

To the Board of Directors
Hillside Apartments Phase II, Inc.
d/b/a The Village of Hillside

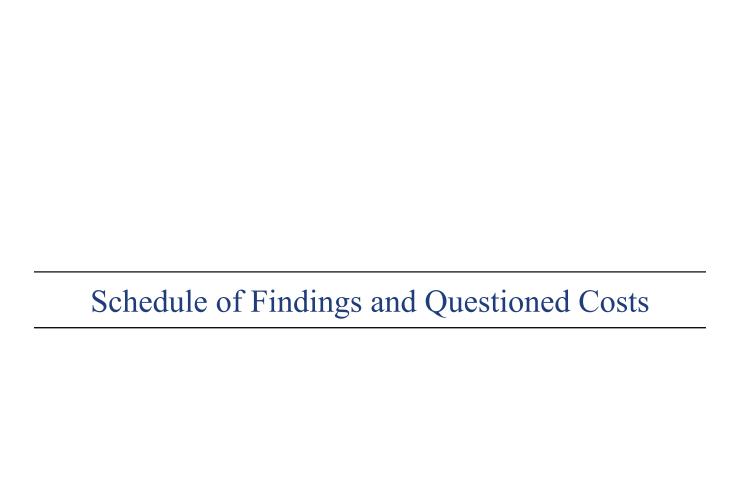
A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Flante i Moran, PLLC

September 17, 2020



Schedule of Findings and Questioned Costs

Year Ended June 30, 2020

Section I - Summary of Auditor's Results

Financial Stateme	nts				
Type of auditor's re					
Internal control ove	r financial reporting:				
 Material weakne 	ess(es) identified?	X	_ Yes		_ No
•	ency(ies) identified that are ed to be material weaknesses?		_ Yes	X	None reported
Noncompliance ma statements note			_ Yes	X	None reported
Federal Awards					
Internal control ove	r major programs:				
 Material weakne 	ess(es) identified?		_ Yes	X	_ No
Significant deficing not considered	X	None reported			
	lisclosed that are required to be reported in Section 2 CFR 200.516(a)?		Yes	X	_ No
Identification of maj	or programs:				
CFDA Number	Name of Federal Program	or Cluster			Opinion
14.157	Supportive Housing for the Elderly - Project and Capital Advance	Rental Assis	stance C	Contract	Unmodified
Dollar threshold use type A and type	ed to distinguish between B programs:	\$750,0	000		
Auditee qualified as	low-risk auditee?	Х	Yes		No

Schedule of Findings and Questioned Costs (Continued)

Year Ended June 30, 2020

Section II - Financial Statement Audit Findings

Reference Number	Finding	Questioned Costs
2020-001	Finding Type - Material weakness in internal control over financial reporting	None
	Title - Segregation of duties	
	Finding Resolution Status - Resolved	
	Information on Universe and Population Size - N/A	
	Sample Size Information - N/A	
	Criteria - Adequate segregation of duties surrounding the online banking, cash disbursement, and journal entry processes is necessary to prevent the risk of material misstatement of the financial statements and/or misappropriation of assets.	
	Statement of Condition - The Organization does not have the appropriate segregation of duties surrounding its online banking, check disbursement, and journal entry processes.	
	Cause - In November 2019, the departure of the vice president of finance led to the shifting of responsibilities to other finance department staff and the lack of segregation of duties relative to the online banking, check disbursement, and journal entry processes.	
	Effect or Potential Effect - The Organization is at greater risk for a material misstatement of its financial statements and/or misappropriation of assets.	
	Auditor Noncompliance Code - S - Internal control deficiency	
	Reporting Views of Responsible Officials - Management agrees with the finding and has put preventive controls in place starting in March 2020 to mitigate the risks identified in this finding. As a result, management does not believe this will be a finding going forward.	
	Context - While dual approval is in place for initiating and approving wire transfers and ACH transactions, every individual within the Organization who was designated as an administrator on the bank profile prior to March 2020 had the ability to add and modify user rights without dual approval. This allowed for potential circumvention of the dual authorization control.	
	Certain users within the finance department had incompatible rights within the accounting system prior to March 2020. Those rights included modifying user security rights, posting journal entries, modifying vendor information, and printing checks with an electronic signature. The member of management performing the review of all check runs prior to disbursement had unlimited access to the financial system.	
	Recommendation - The Organization should improve the preventive controls surrounding segregation of duties related to online banking, financial system access, and the check disbursement process.	

Response Indicator - Agree

system access, and the check disbursement process.

Schedule of Findings and Questioned Costs (Continued)

Year Ended June 30, 2020

Section II - Financial Statement Audit Findings (Continued)

Reference Number	Finding	Questioned Costs		
2020-001 (Cont.)	Completion Date - July 16, 2020			
Section III - Federal Program Audit Findings				
Reference Number	Finding	Questioned Costs		

Current Year None