# COLONIAL PARK, L.P.

# NJHMFA PROJECT NO. 2659

# **FINANCIAL STATEMENTS**

FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018



# COLONIAL PARK, LP NJHMFA PROJECT NO. 2659

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# **INDEPENDENT AUDITOR'S REPORT**

To the Partners of Colonial Park, LP

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

We have audited the accompanying financial statements of Colonial Park, LP (a New Jersey limited partnership), NJHMFA Project No. 2659, which comprise the balance sheets as of December 31, 2019 and 2018, and the related statements of operations, changes in partners' capital (deficit), 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 *Governmental Auditing Standards*, issued by the Comptroller General of the United States. 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.

#### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Colonial Park, LP as of December 31, 2019 and 2018, the results of its operations, the changes in partners' capital (deficit) and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Other Information**

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary schedules required by the New Jersey Housing and Mortgage Finance Agency, as listed in the Table of Contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplementary schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audits 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 supplementary schedules are fairly stated, in all material respects, in relation to the financial statements as a whole, except for Schedule Q, which has been presented in accordance with accounting principles prescribed or permitted by the New Jersey Housing and Mortgage Finance Agency.

#### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 23, 2020 on our consideration of Colonial Park, LP's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and 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 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 Colonial Park, LP's internal control over financial reporting and compliance.

Bowma ' Corpor LLP

BOWMAN & COMPANY LLP Certified Public Accountants

Woodbury, New Jersey March 23, 2020

#### COLONIAL PARK, LP NJHMFA PROJECT NO. 2659 Balance Sheets As of December 31, 2019 and 2018

ACCETC	<u>2019</u>	<u>2018</u>
ASSETS Current assets		
	¢ 000 165	¢ 600.129
Cash - operating	\$ 900,165	\$ 699,138
Tenant accounts receivable - current tenants (net of allowance for	44.004	0.000
doubtful accounts of \$20,000 in 2019 and \$16,600 in 2018)	14,231	9,626
Due from NJHMFA for negative arbitrage	101,918	101,918
Miscellaneous receivables	6,675	825
Prepaid expenses	33,287	25,988
Other assets	13,561	13,561
Total current assets	1,069,837	851,056
Tenant security deposits	71,304	67,430
Restricted deposits and funded reserves	1,819,374	1,647,376
Property and equipment, net of accumulated depreciation	19,453,930	19,965,639
Total assets	\$ 22,414,445	\$ 22,531,501
LIABILITIES AND PARTNERS' CAPITAL Current liabilities		
Accounts payable	\$ 72,019	\$ 78,465
Accrued liabilities	21,310	24,071
Prepaid rents	7,316	6,871
Accrued real estate taxes (PILOT)	6,888	6,888
Due to Housing Authority of Gloucester County	115,353	93,402
Current portion of long-term debt	78,183	74,378
Deferred development fee	198,457	75,459
Total current liabilities	499,526	359,534
Deposits liability		
Tenant security deposits payable	71,304	67,430
Long-term liabilities		
Mortgages payable	13,771,236	13,814,577
Deferred development fee, net of current portion	1,334,703	1,536,190
Ground lease payable	732,850	590,300
Accrued interest payable	2,608,642	2,316,204
Total long-term liabilities	18,447,431	18,257,271
Total liabilities	19,018,261	18,684,235
Partners' capital		
Partners' capital	2,074,229	2,704,688
Repairs and replacement reserve	1,321,955	1,142,578
Total partners' capital	3,396,184	3,847,266
	\$ 22,414,445	\$ 22,531,501

# COLONIAL PARK, LP NJHMFA PROJECT NO. 2659 Statements of Operations Years Ended December 31, 2019 and 2018

Revenue	<u>2019</u>	<u>2018</u>
Gross potential rent Less vacancy loss and collection losses	\$ 2,599,834 57,820	\$ 2,544,615 46,086
Net rental income	2,542,014	2,498,529
Other income	 76,676	 60,732
	 2,618,690	 2,559,261
Expenses		
Administrative expenses	64,220	61,150
Salaries & related charges (contracted)	1,134,881	1,056,030
Maintenance contracts	68,338	57,902
Maintenance and repairs	143,509	143,982
Management fee	132,864	130,776
Payment in lieu of taxes	12,214	12,024
Property and liability insurance Utilities	97,172	86,867
Oundes	 238,177	 261,927
	 1,891,375	 1,810,658
Income from operations before interest and depreciation	 727,315	 748,603
Interest and other		
Interest on mortgages and lease	 (603,145)	 (597,435)
Income from operations before depreciation	124,170	151,168
Depreciation expense (equal to mortgage principal amortization)	 74,378	 163,713
Income (loss) from operations before excess depreciation and fees and charges	49,792	(12,545)
Depreciation expense (in excess of mortgage principal)	542,487	444,226
Fees and charges	(18,174)	444,220 (18,174)
Loss on disposal	(10,174)	(10,174) (1,309)
	 	 (1,503)
Net loss	\$ (510,869)	\$ (476,254)

#### COLONIAL PARK, LP NJHMFA PROJECT NO. 2659 Statements of Changes in Partners' Capital (Deficit) Years Ended December 31, 2019 and 2018

	Total	General Partner	Limited Partner	Repair and Replacement Reserve
Balance December 31, 2017	\$ 4,323,520	\$ 32,876	\$ 3,324,488	\$ 966,156
Net loss	(476,254	) (65)	(652,611)	176,422
Balance December 31, 2018	3,847,266	32,811	2,671,877	1,142,578
Capital contributions	59,787	59,787	-	-
Net loss	(510,869	) (69)	(690,177)	179,377
Balance December 31, 2019	\$ 3,396,184	\$ 92,529	\$ 1,981,700	\$ 1,321,955

#### Colonial Park, LP NJHMFA PROJECT NO. 2659 Statements of Cash Flows For the Years Ended December 31, 2019 and 2018

Cash flows from operating activities Rental receipts Other receipts	ф о <u>с 40</u> 700	
•		
Other receipts	\$ 2,546,760	\$ 2,745,575
	70,487	55,537
Total receipts	2,617,247	2,801,112
Administrative expenses	69,831	166,780
Salaries & related charges (contracted)	1,115,871	1,111,298
Maintenance contracts	68,338	57,902
Maintenance and repairs	44,774	61,634
Management fee	132,864	130,776
Payment in lieu of taxes	12,214	12,024
Property and liability insurance	104,471	87,118
Utilities	257,599	245,906
Interest	218,004	221,934
Fees and charges	18,175	18,175
Deferred development fee paid	78,459	193,056
Total disbursements	2,120,600	2,306,603
Net cash provided by operating activities	496,647	494,509
Cash flows from investing activities		
Purchase of property and equipment	(45,370)	(41,299)
Cash flows from financing activities		
Principal payments on note payable, secured by mortgage	(74,378)	(163,713)
Net increase in cash	376,899	289,497
Cash, beginning	2,413,944	2,124,447
Cash, ending	\$ 2,790,843	\$ 2,413,944
Reconciliation of cash, security deposits, and restricted deposits and funded reserves within the balance sheet that sum to the total of the same amounts shown in the statement of cash flows:		
Cash - operating	\$ 900,165	\$ 699,138
Tenant security deposits	71,304	67,430
Restricted deposits and funded reserves	1,819,374	1,647,376
	\$ 2,790,843	\$ 2,413,944
		(Continued)

# Colonial Park, LP NJHMFA PROJECT NO. 2659 Statements of Cash Flows For the Years Ended December 31, 2019 and 2018

	2019		2018	
Cash flows from operating activities				
Net loss	\$	(510,869)	\$ (476,254)	
Adjustments to reconcile net loss to net cash provided by				
operating activities				
Depreciation		616,865	607,939	
Amortization		34,843	35,420	
Accrued ground lease payable		142,550	127,600	
Accrued interest payable		292,438	292,453	
Provision for bad debt		3,400	(111,095)	
Changes in assets and liabilities				
(Increase) decrease in				
Accounts receivable - tenants		(8,005)	(5,531)	
Accounts receivable - HUD		-	251,733	
Miscellaneous receivables		(5,850)	170	
Prepaid expenses		(7,299)	(250)	
Due from Housing Authority of Gloucester County		-	10,303	
Increase (decrease) in				
Accounts payable		(6,446)	18,873	
Accrued liabilities		(2,761)	6,372	
Prepaid rents		445	845	
Due to Housing Authority of Gloucester County		21,951	(71,943)	
Deferred development fee		(78,489)	(193,056)	
Tenant security deposits		3,874	 930	
Net cash provided by operating activities	\$	496,647	\$ 494,509	
Supplemental disclosure of cash flow information				
Cash paid during the year for interest	\$	218,004	\$ 221,934	
Noncash capital contribution of building improvements	\$	59,787	\$ 	

#### Note 1: ORGANIZATION

Colonial Park, L.P. (the Partnership) was formed as a limited partnership under the laws of the State of New Jersey on December 29, 2011. The purpose of the Partnership includes, but is not limited to, rehabilitating and operating an affordable housing project consisting of 199 rental units for senior citizens and disabled families. The Partnership utilizes 1 rental unit for a superintendent. The property is located in Woodbury, New Jersey. The building which houses an apartment complex was purchased in February 2011 and renovation activities commenced at that time. Renovations were completed December 12, 2013. By agreement, the Partnership is to be terminated by December 31, 2070.

Rents are subsidized by the United States Department of Housing and Urban Development (HUD) under Section 8 Contract #NJ160029002, dated May 20, 2011 and effective for a period of 20 years. This contract was a renewal of the contract which was previously between Seniors Housing Development Corporation of Gloucester County ("SHDC") and HUD originally dated September 21, 1979 and effective May 20, 1981.

Substantially all of the assets of the partnership are encumbered by mortgages. The mortgages are nonrecourse to the partnership and the partners.

#### Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICES

#### Basis of Accounting

The financial statements of the Partnership are prepared on the accrual basis of accounting and, accordingly, reflect all significant receivables, payables and other liabilities.

#### Use of Estimates

The preparation of financial statements in conformity with the basis of accounting described above 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.

#### Concentration of Credit Risk

Financial instruments that potentially subject the Partnership to concentration of credit risk are cash and restricted reserve deposits. The Partnership deposits its cash with high-credit, quality financial institutions. At various times during the fiscal year, the Partnership's cash in bank balances exceeded the Federally insured limits. At December 31, 2019, the Partnership's uninsured cash balances totaled \$728,748.

#### Accounts Receivable and Bad Debts

Accounts receivable are stated at the amount the Partnership expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a charge to earnings and a credit to a valuation allowance based on its assessment of the current status of individual accounts. Balances which are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to trade accounts receivable. Changes in the valuation allowance have not been material to the financial statements.

#### Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICES (continued)

#### Property and Equipment

Property and equipment are recorded at cost. Assets capitalized generally have an original cost of \$2,000 or more and a useful life in excess of one year. Assets with net book balances of less than the capitalization threshold were written off. Depreciation is provided using primarily the straight-line method over the estimated useful lives of the assets, ranging from 5 to 40 years.

The Partnership reviews and evaluates its property and equipment for impairment when events or changes in circumstances indicate that the related carrying amounts may not be recoverable. An impairment is considered to exist if both (a) the total estimated future cash flows on an undiscounted basis are less than the carrying amount of the assets and (b) the carrying amount exceeds its fair value. If both criteria are met, then recorded amounts of the assets will be reduced to their fair value.

For tax purposes, accelerated methods are used to depreciate the land improvements, building, and equipment over shorter useful lives.

#### Rental Property

The Partnership does not own the land on which the building is situated, but rents the land from the previous owner of the building. (See Note 7.) Rental property is recorded at cost. Rental property is depreciated over the respective assets' estimated useful lives using the straight-line method for financial reporting purposes.

#### Debt Issuance Costs

The Partnership presents debt issuance costs as a reduction of the carrying amount of the debt. Amortization of the debt issuance costs is reported as interest expense in the statements of operations.

#### **Revenue Recognition**

The Partnership's primary revenue stream is rent charges for residential units under leases with durations of less than one year. The Partnership records revenue for such leases at gross potential rent as prescribed by New Jersey Housing Mortgage Finance Agency (NJHMFA). Under the Operating Agreement, the Partnership may not increase rents charged to tenants without prior NJHMFA approval. The rental value of vacancies and other concessions are stated separately to present net rental income on the accrual basis. Subsidy revenue for low-income eligible tenants is provided under a Section 8 housing assistance payment contract. This contract requires tenants to contribute a portion of the contract rent based on formulas prescribed by the Department of Housing and Urban Development (HUD). The difference from the calculated subsidy and the contract rent is paid by HUD. The current contract expires on May 21, 2031. For the years ended December 31, 2019 and 2018, subsidy revenue of \$1,813,857 and \$1,790,725, respectively, was included in rental income. This total represents 71% and 72% of net rental income for the years ended December 31, 2019 and 2018, respectively.

Subsidy income is considered part of the lease and is not considered a contribution under ASC 958. This standard indicates that government payments to specifically identified participants are to be considered exchange transactions and potentially subject to ASC 606. The Partnership believes that both rental and subsidy income streams are exempted from compliance with ASC 606 due to their inclusion under current and future lease standards. Revenue streams involving tenants which are subject to ASC 606 include: tenant reimbursement of consumption-based costs paid by the Partnership on behalf of the tenant, such as utilities and other monthly fees. Additional revenue includes laundry, vending, and damages. Such fees are ancillary to the lease process and are recognized as revenue at the point in time such fees are incurred.

#### Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICES (continued)

#### Income Taxes

The entity is recognized as a partnership for federal and state purposes. No provision for income taxes is presented in the accompanying financial statements since taxable income or loss is reported by the partners on their individual income tax returns.

#### Subsequent Events

The Partnership has evaluated subsequent events through March 23, 2020, the date the financial statements were available to be issued.

#### Newly Adopted Accounting Pronouncement

Revenue from Contracts with Customers – In May 2014, the Financial Accounting Standards Board issued guidance that replaces the existing accounting standards for revenue recognition. The guidance requires an Partnership to recognize revenue to depict the transfer of goods or services to customers in an amount that reflects the consideration it expects to be entitled to receive in exchange for those goods or services. The Partnership has implemented this standard and has adjusted the presentation in the financial statements accordingly. The standard has been applied retrospectively to all periods presented.

Statement of Cash Flows – In November 2016, the Financial Accounting Standards Board issued guidance specific to cash flow classification and presentation of restricted cash or restricted cash equivalents. Specifically, there was no guidance to address how to classify and present changes in restricted cash or restricted cash equivalents that occur when there are transfers between cash, cash equivalents, and restricted cash equivalents and when there are direct cash receipts into restricted cash or restricted cash equivalents or direct cash payments made from restricted cash or restricted cash equivalents. The amendments require that the statement of cash flows explain the change during the period in the total of cash, cash equivalents, and amounts generally described as restricted cash or restricted cash equivalents. The Partnership has implemented this standard and has adjusted the presentation in the financial statements accordingly. The standard has been applied retrospectively to all periods presented.

#### New Accounting Pronouncement

Leases – Issued in February 2016, Accounting Standards Update (ASU) No. 2016-02 requires lessees to recognize right-of-use assets and lease liabilities on the balance sheet for the rights and obligations created by all leases with terms of more than 12 months. This new accounting will apply to both types of leases—capital (or finance) leases and operating leases. Previously, GAAP has required only capital leases to be recognized on lessee balance sheets. The standard will take effect for fiscal years beginning after December 15, 2020, and for interim periods within fiscal years beginning after December 15, 2020, and for interim periods within fiscal years beginning after December 15, 2021. Early application will be permitted. The Partnership is assessing the potential impact this guidance will have on its financial statements.

#### Note 3: CAPITAL CONTRIBUTIONS

In accordance with the Third Amended and Restated Partnership Agreement, the limited partner is required to make capital contributions up to \$7,517,529. The first payment in the amount of \$700,000 was made in December 2011 and an additional payment of \$6,054,970 was made in June 2014, satisfying the second and third installments of the Capital Contribution requirements. In 2019, the general partner contributed \$59,787 to pay for the replacement of the building's hot water system.

#### Note 4: RESTRICTED DEPOSITS AND FUNDED RESERVES

The financing documents for the partnership's debt with the NJHMFA require the partnership to maintain with the NJHMFA certain restricted cash accounts. All reserve and escrow accounts are required to be held in accounts under the sole control of the NJHMFA and paid out for the benefit of the project as needed on request of the partnership. Monthly payments to fund the escrow accounts in amounts determined by NJHMFA are required in conjunction with the payments of principal and interest on the debt. Any interest that may be earned on the accounts remains in the escrow accounts and is available to be used for similar purposes unless the partnership and NJHMFA mutually agree to apply the funds to some other project purpose. The summary of escrow balances are as follows:

	Decem	December 31,				
	2019	2018				
Repairs and replacement reserve	\$ 1,321,955	\$ 1,142,579				
Insurance escrow	231,713	242,036				
Operating reserve	203,459	201,305				
Debt service escrow	41,472	41,472				
Tax escrow	12,671	12,489				
Mortgage insurance premium escrow	8,072	7,463				
Working capital	32	32				
Total restricted deposits and funded reserves	\$ 1,819,374	\$ 1,647,376				

# Note 5: PROPERTY AND EQUIPMENT, NET OF ACCUMULATED DEPRECIATION

The Authority's property and equipment activity for the years ended December 31, 2019 and 2018 was as follows:

	Balance December 31, 2018	Additions	Balance December 31, 2019		
Buildings and improvements Furniture and fixtures	\$   23,864,371 93,688	\$     59,787 45,371	<u>\$ -</u>	\$   23,924,158 139,059	
	23,958,059	105,158	-	24,063,217	
Less accumulated depreciation	3,992,420	616,867		4,609,287	
Net property and equipment	<u>\$ 19,965,639</u>	<u>\$ (511,709)</u>	<u>\$ -</u>	\$ 19,453,930	
	Balance December 31, 2017	Additions	Reductions	Balance December 31, 2018	
Buildings and improvements Furniture and fixtures	\$    23,845,221 71,640	\$ 19,150 23,458	<u>\$ 1,410</u>	\$ 23,864,371 93,688	
	23,916,861	42,608	1,410	23,958,059	
Less accumulated depreciation	3,384,583	607,939	102	3,992,420	
Net property and equipment	\$ 20,532,278	\$ (565,331)	\$ 1,308	\$ 19,965,639	

#### Note 6: NOTES PAYABLE SECURED BY MORTGAGES

In connection with the development of the property, the Partnership has the following nonrecourse notes secured by mortgages:

#### Note secured by first mortgage

In 2011, New Jersey Housing and Mortgage Finance Agency issued a commitment to finance a note secured by a first mortgage for the acquisition and renovation of the project in the amount of \$5,872,659, of which \$4,808,894 was drawn. The note bears interest at 6.55%, which was amended to 5% on May 30, 2012. From the date of the note, December 2011, to January 1, 2014, accrued interest only was due on amounts drawn and billed monthly. This note was amended effective December 1, 2016, to update the principal in the amount of \$4,543,601 and extend the maturity date to November 1, 2046. Accrued interest on this note was \$18,024 and \$18,333 at December 31, 2019 and 2018, respectively. Monthly payments of principal and interest were due in the amount of \$24,391. The balance of this note was \$4,325,691 and \$4,400,069 at December 31, 2019 and 2018, respectively.

#### Note secured by second mortgage

The note secured by the second mortgage is an interest subsidy loan provided by NJHMFA in the amount of \$512,723. The note was paid in full in 2017.

#### Note secured by third mortgage

The note secured by the third mortgage in the amount of \$1,880,003 is payable to Fulton Home Bank of New Jersey, a member bank of the Federal Home Loan Bank (FHLB) of NY. The loan was provided by the FHLB's affordable housing program. No repayment is required so long as the Partnership maintains the property as an affordable housing project for 15 years. The note is non-interest bearing. SHDC is the sponsor/guarantor of the note. Proceeds were used to make final payments on the second note secured by the first mortgage.

#### Note secured by fourth mortgage

The note secured by the fourth mortgage is owed to Seniors Housing Development Corporation of Gloucester County (SHDC), the principal shareholder of the General Partner. The amount outstanding is \$8,200,222 at December 31, 2019 and 2018. Interest is payable on the note at the rate of 3.57% calculated on a 365 day year. The note has no specific maturity date. This loan is a nonrecourse loan as to all general partners of CPLP and is due to be repaid in annual principal payments plus accrued interest beginning June 1, 2012 from available cash flow after payment of certain expenses and fees as defined in the Third Amended and Restated Partnership Agreement of CPLP. No payments were made in 2019 or 2018. Accrued interest on this note was \$2,590,618 and \$2,297,871 at December 31, 2019 and 2018, respectively.

# Note 6: NOTES PAYABLE SECURED BY MORTGAGES (continued)

Aggregate annual maturities of all mortgage loans payable are as follows:

Year Ending December 31,	
2020	\$ 78,183
2021	82,183
2022	86,388
2023	90,808
2024	95,454
Thereafter	13,972,900
	14,405,916
Less: Debt issuance costs, net	556,497
	\$ 13,849,419

# Note 7: RELATED PARTY TRANSACTIONS

#### Development fee

SHDC served as developer for the substantial renovation of the Colonial Park Apartments. For the performance of this function, SHDC earned a development fee of \$3,065,643. SHDC was paid \$78,489 and \$193,056 during 2019 and 2018, respectively. Development fee payable is \$1,533,160 and \$1,611,649 as of December 31, 2019 and 2018, respectively. Any amount of the deferred development fee that has not been paid in full will become due on December 31, 2025.

#### Management company

SHDC serves as the management company for the Partnership. SHDC charges the project a fee for bookkeeping and management services. The fees are \$6.92 and \$55.36 per unit per month, respectively. The bookkeeping fee is capped at \$1,065 per month. Management and bookkeeping fees were \$132,864 and \$12,780, respectively, for 2019 and \$130,776 and \$12,600, respectively, for 2018.

#### Partnership profits, losses, and distributions

The third amended and restated partnership agreement, which was effective December 8, 2011, provides that items of Partnership income or loss, other than from sales or other dispositions, are allocated .01% to the general partner, and 99.99% to the limited partner. Specific allocations are determined and governed by the Partnership agreement.

#### Note 7: RELATED PARTY TRANSACTIONS (continued)

#### Ground lease

The Partnership entered into a ground lease agreement with SHDC to lease the land on which the building stands for a period of 32 years. The annual lease payment varies from a low of \$10,000 in 2011 to a high in 2028 and 2029 at \$130,000 per year. Interest accrues on the unpaid balance of principal and interest at a rate of 1% per month. No ground lease payments were made in 2019 or 2018. Lease payments due for the next five years are as follows:

Year Ending December 31,

2020	\$ 90,000
2021	95,000
2022	100,000
2023	105,000
2024	110,000

Lease expense at December 31, 2019 and 2018 is \$85,000 and \$80,000, respectively. Accrued ground lease payable at December 31, 2019 and 2018 is \$732,850 and \$590,300, respectively.

#### Notes payable

As described in Note 6, the Partnership has a note payable to its management company.

#### General partner

The general partner is a corporation, eMurphyg, Inc. The stock of eMurphyg is owned 79% by SHDC.

#### Contracted employees

The Partnership does not have its own employees, but instead utilizes employees of the Housing Authority of Gloucester County ("HAGC"). Salaries, payroll taxes and related expenses are charged to the Partnership at cost. If an employee does not work full-time for the Partnership, his or her time is allocated to the Partnership based on percentage of time spent on duties associated with the project.

#### Note 8: ALLOWABLE DISTRIBUTIONS TO PARTNERS

Under the terms of the Third Amended and Restated Partnership Agreement, distributions to partners from funds provided by rental operations are allowed, provided that cash flow is available after payment of operating expenses, deposits to reserves, permanent debt service, and other required payments. For the year ended December 31, 2019 and 2018, there was no surplus cash available for allowable distributions to partners.

#### Note 9: COMMITMENTS AND CONTINGENCIES

The Partnership received a commitment for an annual allocation of \$841,825 of low income housing tax credits from New Jersey Housing and Mortgage Finance Agency.

The Partnership's low-income housing tax credits are contingent on its ability to maintain compliance with applicable provisions of Section 42 of the Internal Revenue Code (IRC 42), as amended, through 2028. Failure to maintain compliance with occupant eligibility and/or unit gross rent or to correct noncompliance within a specified time period could result in recapture of previously taken tax credits plus interest. In addition, such potential noncompliance may require an adjustment to the contributed capital of the limited partner. Management believes it is operating in compliance with IRC 42.

The Partnership has no significant contracts outstanding at the end of the year.

Certain claims have been filed against the Partnership. In the opinion of management, all matters are adequately covered by insurance or are without merit.

#### Note 10: VULNERABILITY DUE TO CONCENTRATION

The Partnership's sole revenue producing asset is the housing project; operations are concentrated in the multi-family real estate market. In addition, the Partnership operates in a regulated environment. Operations of the Partnership are subject to the administrative directives, rules and regulations of federal, state and local regulatory agencies, including, but not limited to, NJDCA. Such administrative directives, rules and regulations are subject to change. Changes may occur with little notice or inadequate funding to pay for the related cost, including the additional administrative burden, to comply with a change.

# **COLONIAL PARK, LP**

NJHMFA PROJECT NO. 2659

SUPPLEMENTARY INFORMATION

(AS REQUIRED BY NJHMFA)

FOR THE YEARS ENDED

DECEMBER 31, 2019 AND 2018

# COLONIAL PARK, LP NJHMFA PROJECT NO. 2659 Supplemental Information As of December 31, 2019 and 2018

		2019		2018	
SCHEDULE A - RECEIVABLES OTHER THAN FROM TENANTS					
Due from NJHMFA for negative arbitrage Solar credits Other receivables	\$	101,918 5,850 825	\$	101,918 - 825	
	\$	108,593	\$	102,743	
SCHEDULE B - ACCOUNTS PAYABLE AND ACCRUED LIABILITIE Accounts payable Utilities Maintenance Administrative	<u>\$</u>	45,302 26,148 569 72,019	\$	64,725 12,413 1,327 78,465	
<u>Accrued liabilities</u> Estimated incurred but not reported insurance claims - self-insurance Investor service fee	\$ \$	18,130 3,000 21,130	\$ \$	21,071 3,000 24,071	

# <u>SCHEDULE C - LOANS, NOTES OR MORTGAGE NOTES PAYABLE</u> (OTHER THAN MORTGAGES PAYABLE TO NJHMFA)

SEE NOTES 7 AND 8.

# SCHEDULE D - CHANGES IN RESERVE BALANCES

	De	Balance cember 31, 2018	-	dditions/ ransfers	 ithdrawals/ Fransfers	 nterest Earned	De	Balance ecember 31, 2019
Repair and replacement reserve Insurance escrow Operating reserve Minimum escrow requirement account	\$	1,142,579 242,036 201,305 41,472	\$	200,032 66,104	\$ (33,708) (79,798)	\$ 13,052 3,371 2,154	\$	1,321,955 231,713 203,459 41,472
Real estate tax escrow MIP Working capital		12,489 7,463 32		12,204 24,631	 (12,214) (24,223)	 192 201		12,671 8,072 32
	\$	1,647,376	\$	302,971	\$ (149,943)	\$ 18,970	\$	1,819,374
	De	Balance cember 31, 2017	-	dditions/ ransfers	 ithdrawals/ Fransfers	 nterest Earned	De	Balance ecember 31, 2018
Repair and replacement reserve Insurance escrow Operating reserve Minimum escrow requirement account	\$	966,156 234,880 200,572 41,472	\$	200,340 68,304	\$ (27,948) (62,282)	\$ 4,031 1,134 733	\$	1,142,579 242,036 201,305 41,472
Real estate tax escrow MIP Working capital		12,251 6,853 32		12,204 25,203	 (12,023) (24,636)	 57 43		12,489 7,463 32
	\$	1,462,216	\$	306,051	\$ (126,889)	\$ 5,998	\$	1,647,376

#### SCHEDULE E - CHANGES IN PROPERTY AND EQUIPMENT ACCOUNTS

	Assets						Accumulated Depreciation									
	De	Balance ecember 31, 2018	A	dditions	Dis	sposals	De	Balance ecember 31, 2019	De	Balance ecember 31, 2018	Current Provision	Disp	oosals	De	Balance ecember 31, 2019	 Net Book Value
Building and improvements	\$	23,864,371	\$	59,787	\$	-	\$	23,924,158	\$	3,941,185	\$ 597,481	\$	-	\$	4,538,666	\$ 19,385,492
Furniture and fixtures		93,688		45,371	. <u> </u>			139,059		51,235	19,386	. <u> </u>			70,621	 68,438
	\$	23,958,059	\$	105,158	\$		\$	24,063,217	\$	3,992,420	\$ 616,867	\$	-	\$	4,609,287	\$ 19,453,930

				As	sets						A	ccumulated	Deprec	iation				
	Ba	lance						Balance		Balance						Balance		
	Decer	nber 31,					De	ecember 31,	De	ecember 31,	(	Current			De	ecember 31,	1	Net Book
	2	017	A	ditions	Dis	sposals		2018		2017	P	rovision	Dis	posals		2018		Value
Building and improvements	\$ 23	3,845,221	\$	19,150			\$	23,864,371	\$	3,344,775	\$	596,410			\$	3,941,185	\$	19,923,186
Furniture and fixtures		71,640		23,458	\$	(1,410)		93,688		39,808		11,529	\$	(102)		51,235		42,453
	\$ 23	3,916,861	\$	42,608	\$	(1,410)	\$	23,958,059	\$	3,384,583	\$	607,939	\$	(102)	\$	3,992,420	\$	19,965,639

		2019		2018
SCHEDULE F - OTHER INCOME				
Laundry machines Miscellaneous service income Income from investments Late charges Solar credits Insurance recovery	\$	9,900 13,485 19,256 1,553 32,482	\$	9,900 5,599 6,339 1,823 27,071 10,000
	\$	76,676	\$	60,732
SCHEDULE G - ADMINISTRATIVE EXPENSES Telephone Postage Inspection and other fees Legal services Credit check fees Annual audit Social services Net Congregate expenses Bookkeeping, accounting Miscellaneous administrative expenses Other - office expenses	\$	12,654 16 2,879 2,748 584 16,125 2,944 3,280 12,780 5,147 5,063	\$	12,597 161 742 2,038 701 15,665 3,845 3,021 12,600 1,416 8,364
	\$	64,220	\$	61,150
	Ψ	04,220	Ψ	01,100

		2019	 2018
SCHEDULE H - SALARIES AND RELATED CHARGES (CONTRACTED	<u>D) *</u>		
Superintendent's salary * Janitorial salaries * Security salaries* Social services salaries * Office and administrative salaries * Maintenance salaries* Employee benefits * Employer's payroll taxes * Worker's compensation insurance *	\$	46,066 78,660 143,955 121,073 117,749 47,260 512,416 46,619 21,083 1,134,881	\$ 45,180 58,989 153,515 118,002 115,199 41,916 467,325 44,495 11,409 1,056,030
SCHEDULE I - MAINTENANCE AND REPAIRS			
Land lease Plumbing Electrical Grounds & landscaping supplies Painting and decorating Small equipment and tools Janitorial supplies Hardware supplies Other maintenance and repairs	\$	85,000 9,740 3,754 965 9,047 6,554 5,005 1,480 21,964	\$ 80,000 15,970 249 605 2,661 9,991 8,251 1,180 25,075
	\$	143,509	\$ 143,982

\*Colonial Park, LP does not have its own employees but utilizes employees of the Housing Authority of Gloucester County, either full-time or part-time, who are charged to Colonial Park at cost, including payroll taxes, benefits and related expenses.

	 2019	 2018
SCHEDULE J - MAINTENANCE CONTRACTS		
Fire system monitoring Elevator Rubbish removal Heating and air conditioning Grounds, parking and landscaping Painting and decorating Exterminating Other maintenance contracts	\$ 2,042 3,241 8,850 10,248 7,450 15,292 6,925 14,290	\$ 2,764 2,339 7,200 4,055 9,975 8,089 6,862 14,118
	\$ 68,338	\$ 57,902
SCHEDULE K - UTILITIES		
Water Sewer charges Electricity Gas Fuel	\$ 35,573 111,600 52,557 38,214 233	\$ 47,023 111,600 58,633 44,671 -
	\$ 238,177	\$ 261,927
SCHEDULE L - COMPUTATION OF MANAGEMENT AGENT FEE		
Fee (per unit per month) Number of units	\$ 55.36 200	\$ 54.49 200
Number of months	 11,072 12	 10,898 12
Management agent fee	\$ 132,864	\$ 130,776

# SCHEDULE M - COMPUTATION OF PAYMENT IN

<u>LIEU OF TAXES (PILOT)</u>	2019	2018					
	January 1 to June 1 to May 31 December 31 Expense	January 1 to June 1 to May 31 December 31 Expense					
Base	\$ 12,000 \$ 12,000	\$ 12,000 \$ 12,000					
Add: Published Annual Adjustment Factor	1.018 1.002	1.002 1.002					
	5,089 7,014	5,010 7,014					
Add: Prior year PILOT payable	6,888	6,888					
Total PILOT due	11,977	11,898					
PILOT paid	12,103	12,024					
	\$ 12,214	\$ 12,024					
	\$ 6,888	\$ 6,888					

# SCHEDULE N - AVAILABLE CASH FLOW SCHEDULE (AS DEFINED BY PARTNERSHIP AGREEMENT)

Net loss at year end		\$	(510,869)
Additions			
 Depreciation/amortization	651,708		
Escrow disbursements	116,235		
Unpaid interest:			
Purchase mortgage - SHDC	292,438		
1st mortgage note	-		
Investor service fee	3,000		
Change in accounts receivable - HUD	-		
Change in due from the Housing Authority of Gloucester County	21,951		
Change in prepaid rents	445		
Interest on escrow accounts	18,969		
Ground lease	85,000		
Ground lease interest	57,550		
Total additions			1,247,296
Deductions			
<u>Deductions</u> Capital purchases from operations	(45,370)		
Debt principal payments	(74,378)		
Escrow deposits	(302,971)		
Change in accounts receivable - tenants	(302,971) (8,005)		
Change in miscellaneous receivables	(5,850)		
Change in provision for bad debt	(3,400)		
Change in prepaid expenses	(7,299)		
Change in accounts payable	(6,446)		
Change in accrued liabilities	(2,762)		
Change in deferred development fee	(78,489)		
Total deductions	(10,403)		(534,970)
			(004,070)
Cash flow available		¢	201 457
		\$	201,457

\*As per Colonial Park, LP's partnership agreement, current year available cash is to be used to pay the third priority, deferred development fee.

# SCHEDULE O - CUMULATIVE RETURN ON EQUITY

# Return on equity 7.04%

Per	NJHMFA

2011	\$ 3,240
2012	49,280
2013	49,280
2014	171,906
2015	475,263
2016	475,138
2017	475,138
2018	475,138
2019	 475,138
Total accumulated return on equity	\$ 2,649,521
Contributions	
<u>Contributions</u> Syndication payments	\$ 6,749,116
	\$ 6,749,116 x 7.04%

There were no distributions to partners during the year ended December 31, 2019.

# SCHEDULE P - RELATED PARTY TRANSACTIONS

Company Name	Type of Service	Amou	nt Paid	Paid		
		 2019		2018		
Seniors Housing Development Corporation	Bookkeeping and reporting services	\$ 12,780	\$	12,600		
Seniors Housing Development Corporation	Accrued management fee	132,864		130,776		
Seniors Housing Development Corporation	Ground lease	85,000		80,000		
Housing Authority of Gloucester County	Contracted salaries and related expenses	 1,134,881		1,056,030		
		\$ 1,365,525	\$	1,279,406		

# SCHEDULE Q - SCHEDULES OF OPERATIONS - REGULATORY BASIS

Devenue	<u>2019</u>	<u>2018</u>
Revenue Gross potential rent	\$ 2,599,834	\$ 2,544,615
Less vacancy loss and collection losses	¢ 2,399,834 57,820	46,086
Less vacancy loss and conection losses	57,020	40,000
Net rental income	2,542,014	2,498,529
Other income	76,676	60,732
	2,618,690	2,559,261
Expenses		
Administrative expenses	64,220	61,150
Salaries & related charges (contracted)	1,134,881	1,056,030
Maintenance contracts	68,338	57,902
Maintenance and repairs	143,509	143,982
Management fee	132,864	130,776
Payment in lieu of taxes	12,214	12,024
Property and liability insurance	97,172	86,867
Utilities	238,177	261,927
	1,891,375	1,810,658
Income from operations before interest and depreciation	727,315	748,603
Interest and reserve		
Interest on mortgages and lease	(603,145)	(597,435)
Provision for repairs and replacements reserve	(213,084)	(204,370)
Refund from repairs and replacements reserve	33,708	27,948
	(782,521)	(773,857)
Loss from operations before depreciation	(55,206)	(25,254)
Depreciation expense	74,378	163,712
Loss from operations before excess depreciation		
and fees and charges	(129,584)	(188,966)
Depreciation expense (in excess of mortgage principal)	542,487	444,227
Fees and charges	(18,174)	(18,174)
Loss on disposal		(1,309)
Net loss	\$ (690,245)	\$ (652,676)



#### INDEPENDENT AUDITOR'S 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

To the Partners of Colonial Park, LP

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 Colonial Park, LP, which comprise the balance sheet as of December 31, 2019, and the related statements of operations, changes in partners' capital (deficit), and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated March 23, 2020.

#### Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Colonial Park, LP'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 Colonial Park, LP's internal control. Accordingly, we do not express an opinion on the effectiveness of Colonial Park, LP'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 entity'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.

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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Colonial Park, LP'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*.

Furthermore, during the performance of our audit of the financial statements of Colonial Park, LP, nothing came to our attention that caused us to believe that:

- Colonial Park, LP had not filed and paid its federal, state and local income taxes (including payroll taxes) in a timely manner; and
- Colonial Park, LP made any cash distributions to the partners that were not duly authorized by the New Jersey Housing and Mortgage Finance Agency (NJHMFA).

#### **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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Bowma ' Company LLP

BOWMAN & COMPANY LLP Certified Public Accountants

Woodbury, New Jersey March 23, 2020

# Schedule of Current Year Financial Statement Findings

This section identifies the significant deficiencies, material weaknesses, and instances of noncompliance related to the financial statements that are required to be reported in accordance with <u>Government Auditing Standards</u> and with audit requirements prescribed by HUD and the NJHMFA.

# None Noted.

# Schedule of Current Year Federal/State Awards/Financial Assistance Findings

This section identifies the significant deficiencies, material weaknesses, and instances of noncompliance related to Federal and/or State awards/financial assistance that are required to be reported in accordance with <u>Government Auditing Standards</u> and with audit requirements prescribed by HUD and the NJHMFA.

None Noted.

# Schedule of Prior Year Financial Statement Findings

This section identifies the status of prior year findings related to the financial statements that are required to be reported in accordance with <u>Government Auditing Standards</u> and with the audit requirements as prescribed by HUD and the NJHMFA.

# None Noted.

# Schedule of Prior Year Federal/State Awards/Financial Assistance Findings

This section identifies the status of prior year findings related to Federal and/or State awards/financial assistance that are required to be reported in accordance with <u>Government Auditing Standards</u> and with the audit requirements as prescribed by HUD and the NJHMFA.

None Noted.



# INDEPENDENT AUDITOR'S REPORT ON STANDARD HUD COMPLIANCE

To the Partners of Colonial Park, LP

We have audited the financial statements of Colonial Park, LP as of and for the year ended December 31, 2019, and have issued our report thereon dated March 23, 2020.

#### Auditor's Responsibility

We conducted our audit in accordance with generally accepted auditing standards, in the United States (GAAS) and when applicable the standards to financial audits contained in the generally accepted government auditing standards (GAGAS) issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether material noncompliance with the requirements referred to above occurred. An audit includes examining, on a test basis, evidence about Colonial Park, LP's compliance with those requirements. We believe that our audit provides a reasonable basis for our opinion.

#### Management's Responsibility

The management of Colonial Park, LP is responsible for compliance with those requirements.

#### Opinion

In our opinion, Colonial Park, LP complied, in all material respects, with the requirements described above for the year ended December 31, 2019.

#### **Compliance and Other Matters**

In addition, we have tested Colonial Park, LP's compliance with the certain specific program requirements that are part of the most recent Consolidated Audit Guide, issued by the U.S. Department of Housing and Urban Development, Office of the Inspector General, for the year ended December 31, 2019.

We also attest to you that we have reviewed the following on a test basis:

- 1. All reports required by HUD for timely filing and accuracy.
- 2. The validity of the H.A.P. contract and amendments thereto.
- 3. The accuracy of the maximum chargeable rents.
- 4. The qualifications of the tenants as to admission and their required monthly contributions.
- 5. The certifications and recertifications of tenants.
- 6. The files located at the project, the managing agent's office, and supervisory managing agent's office for adequacy.

Based on our review of the items 1 to 6 above, nothing came to our attention that would invalidate the future and uninterrupted receipt of the federal subsidies, under existing rules and regulations.

Bowma ' Conpoy LLP

BOWMAN & COMPANY LLP Certified Public Accountants

Woodbury, New Jersey March 23, 2020