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# **Ocean Avenue Association**

## **FINANCIAL STATEMENTS**

**June 30, 2013**

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**CROSBY & KANEDA**  
Certified Public Accountants

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Dedicated to Nonprofit Organizations

## **Ocean Avenue Association**

<b>Independent Accountants' Review Report</b>	<b>1</b>
<b>Financial Statements:</b>	
<b>Statement of Financial Position</b>	<b>2</b>
<b>Statement of Activities</b>	<b>3</b>
<b>Statement of Cash Flows</b>	<b>4</b>
<b>Statement of Functional Expenses</b>	<b>5</b>
<b>Notes to the Financial Statements</b>	<b>6-9</b>

### **Independent Accountants' Review Report**

Board of Directors  
Ocean Avenue Association  
San Francisco, California

We have reviewed the accompanying statements of financial position of Ocean Avenue Association (a nonprofit organization) as of June 30, 2013, and the related statements of activities, cash flows, and functional expenses for the year then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Organization management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.



Certified Public Accountants  
Oakland, California  
January 10, 2014

**Ocean Avenue Association**  
**Statement of Financial Position**  
**June 30, 2013**

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**Assets**

<b>Current Assets</b>	
Cash	\$ 219,518
Assessments receivable, net of \$50,000 allowance for doubtful accounts	<u>32,046</u>
<b>Total Assets</b>	<b><u>\$ 251,564</u></b>

**Liabilities and Net Assets**

<b>Current Liabilities</b>	
Accrued vacation	<u>\$ 3,803</u>
<b>Total Liabilities</b>	<b><u>3,803</u></b>
<b>Contingencies (Note 3)</b>	
<b>Net Assets</b>	
Unrestricted	<u>247,761</u>
<b>Total Net Assets</b>	<b><u>247,761</u></b>
<b>Total Liabilities and Net Assets</b>	<b><u>\$ 251,564</u></b>

See Independent Accountants' Review Report  
and Notes to the Financial Statements

**Ocean Avenue Association**  
**Statement of Activities**  
**For the Year Ended June 30, 2013**

	Unrestricted	Temporarily Restricted	Total
<b>Support and Revenue</b>			
Contributions	\$ 7,200	\$ 5,000	\$ 12,200
Government grants	22,149		22,149
Assessment revenue	236,153		236,153
Miscellaneous income	1,018		1,018
Net assets released from donor restrictions	5,000	(5,000)	-
Total Support and Revenue	<u>271,520</u>	<u>-</u>	<u>271,520</u>
<b>Expenses</b>			
Program	225,662		225,662
General and administrative	61,877		61,877
Total Expenses	<u>287,539</u>	<u>-</u>	<u>287,539</u>
Change in net assets	(16,019)	-	(16,019)
Net Assets, beginning of year	<u>263,780</u>	<u>-</u>	<u>263,780</u>
Net Assets, end of year	<u>\$ 247,761</u>	<u>\$ -</u>	<u>\$ 247,761</u>

See Independent Accountants' Review Report  
and Notes to the Financial Statements

**Ocean Avenue Association**  
**Statement of Cash Flows**  
**For the Year Ended June 30, 2013**

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<b>Cash flows from operating activities:</b>	
Change in net assets	\$ (16,019)
Adjustments to reconcile change in net assets to cash (used) provided by operating activities:	
Change in assets and liabilities:	
Grants receivable	25,021
Assessments receivable	71,018
Accrued vacation	3,803
Net cash provided by operating activities	<u>83,823</u>
Net change in cash	<u>83,823</u>
Cash, beginning of year	<u>135,695</u>
Cash, end of year	<u><u>\$ 219,518</u></u>

See Independent Accountants' Review Report  
and Notes to the Financial Statements

**Ocean Avenue Association**

**Statement of Functional Expenses  
For the Year Ended June 30, 2013**

	<u>Program</u>	<u>General and Administrative</u>	<u>Total</u>
Salaries	\$ 52,368	\$ 22,444	\$ 74,812
Payroll taxes	4,257	1,824	6,081
Total personnel	<u>56,625</u>	<u>24,268</u>	<u>80,893</u>
Grants	15,000		15,000
Legal		8,016	8,016
Accounting		5,700	5,700
Fee for service	141,561	13,224	154,785
Advertising and promotion	952	725	1,677
Supplies	571	631	1,202
Printing and publication	222	336	558
Telephone		749	749
Conferences, conventions, meetings		1,590	1,590
Dues, licenses, other fees	5,436	1,224	6,660
Postage and shipping		404	404
Equipment rentals	1,395		1,395
Insurance	52	5,010	5,062
Miscellaneous	3,848		3,848
Total Expenses	<u>\$ 225,662</u>	<u>\$ 61,877</u>	<u>\$ 287,539</u>

See Independent Accountants' Review Report  
and Notes to the Financial Statements

# OCEAN AVENUE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2013

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### NOTE 1: NATURE OF ACTIVITIES

The Ocean Avenue Association (the Organization) is a California nonprofit Community Benefit District (CBD), which was established in December of 2010. Services began in July 2011 along the Ocean Avenue corridor in the Oceanview-Merced-Ingleside neighborhood. The Organization's mission is to revitalize the Ocean Avenue corridor from Interstate 280 to Manor Drive through sanitation, safety programs, marketing, promotion and advocacy for property and business owners.

The Organization is committed to making the Ocean Avenue corridor a vibrant and safe place by providing programs and services that improve the quality of life for those who live and work in the community. Entrepreneurs, merchants and neighborhood stakeholders benefit from the CBD in numerous ways. The Organization advocates for local businesses by reaching out to elected officials and City agencies on topics such as zoning, urban design, and tax policy. The CBD also serves as an ombudsman, helping members to access public services.

The Organization provides supplemental sanitation services 6 days a week, inclusive of sidewalk sweeping, reporting incidents to 311, graffiti removal from private and public property and power washing sidewalks and transit boarding islands.

The Organization also promotes the district through publications, programs, and advertising by supporting a range of community events, from holiday decorations to summer events.

### NOTE 2: SIGNIFICANT ACCOUNTING POLICIES

#### **Basis of Accounting**

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (GAAP).

#### **Basis of Presentation**

The Organization presents information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. The three classes are differentiated by donor restrictions.

*Unrestricted net assets* – consist of resources which have not been specifically restricted by a donor. Unrestricted net assets may be designated for specific purposes by the Organization or may be limited by contractual agreements with outside parties.

*Temporarily restricted net assets* – represent contributions whose use is limited by donor-imposed stipulations that expire by the passage of time or can be fulfilled and removed by

# OCEAN AVENUE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2013

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actions of the Organization pursuant to those stipulations. There were no temporarily restricted net assets at June 30, 2013.

*Permanently restricted net assets* – represent contributions whose use is limited by donor-imposed stipulations that require the gift to be invested in perpetuity. The income from such invested assets, including realized and unrealized gains, is generally available to support the activities of the Organization. Donors may also restrict all or part of the income and/or appreciation from these investments to permanently restricted net assets, resulting in increases/decreases to these net assets. There were no permanently restricted net assets as of June 30, 2013.

### **Contributions**

Contributions, including unconditional promises to give, are recognized as revenues in the period the promise is received. Conditional promises to give are not recognized until they become unconditional; that is when the conditions on which they depend are substantially met. Contributions of assets other than cash are recorded at their estimated fair value at the date of contribution. Contributions to be received after one year are discounted at an appropriate rate commensurate with the risks involved. Amortization of the discount is recorded as additional contribution revenue in accordance with donor-imposed restrictions, if any, on the contributions.

Unrestricted contributions and grants are recorded as unrestricted revenue when received. All contributions are considered to be available for unrestricted use unless specifically restricted by the donor.

All donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

### **Assessments receivable**

Assessments receivable primarily consists of delinquent tax assessments owed by property owners.

Although delinquent assessments are subject to penalties and fines, the Organization believes that these amounts will be offset by delays in collections. Accordingly, no receivable has been recognized for penalties and fines and the Organization has not calculated the present value of this receivable.

# OCEAN AVENUE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2013

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### **Income Taxes**

The Internal Revenue Service and the California Franchise Tax Board have determined that the Organization is exempt from federal and state income taxes under Internal Revenue Code Section 501 (c) (3) and the California Revenue and Taxation Code Section 23701(d). The Organization has evaluated its current tax positions as of June 30, 2013 and is not aware of any significant uncertain tax positions for which a reserve would be necessary. The Organization's tax returns are generally subject to examination by federal and state taxing authorities for three and four years, respectively after they are filed.

### **Contributed Services**

Contributed services are reflected in the financial statements at the fair value of the services received only if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. There were no contributed services that met the criteria for recognition for the year ended June 30, 2013.

### **Estimates**

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

### **Fair Value Measurements**

Fair value is defined as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. The Organization determines the fair values of its assets and liabilities based on a fair value hierarchy that includes three levels of inputs that may be used to measure fair value.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities that the Organization has the ability to access at the measurement date. An active market is a market in which transactions occur with sufficient frequency and volume to provide pricing information on an ongoing basis.

Level 2 inputs are inputs other than quoted prices that are observable for the asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for the assets or liability. Unobservable inputs reflect the Organization's own assumptions about the assumptions market participants would use in pricing the asset or liability (including assumptions about risk). Unobservable inputs are developed based on the best information available in the circumstances and may include the Organization's own data.

# OCEAN AVENUE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2013

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The Organization had no assets or liabilities recorded at fair value on June 30, 2013.

### **Concentration of Credit Risk**

At times, the Organization may have deposits in excess of federally insured limits. The risk is managed by maintaining all deposits in high quality financial institutions.

### **Property and equipment**

All acquisitions of property and equipment in excess of \$2,500 and all expenditures for repairs and maintenance, renewals, and betterments that materially prolong the useful lives of assets are capitalized. Property and equipment are stated at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives on the property and equipment. The Organization had no property and equipment that met this capitalization policy at June 30, 2013.

### **Functional Allocation of Expenses**

The costs of providing various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

### **Subsequent Events**

The Organization has evaluated subsequent events and has concluded that as of January 10, 2014 the date that the financial statements were available to be issued, there were no significant subsequent events to disclose.

### **NOTE 3: CONTINGENCIES**

Special benefit assessments are received under a contract with the City and County of San Francisco and represent approximately 87% of the Organization's total revenue. Under the terms of the contract, the City and County can suspend distributions and ultimately terminate the contract if the Organization fails to provide adequate services to the district or fails to perform other responsibilities. The contract expires on June 30, 2025 and could be terminated at an earlier date if the Organization is disestablished by a vote of more than 50% of the assessed owners.