

# LEVEL 2 REPLACEMENT RESERVE REPORT FY 2020 SPRINGFIELD SQUARE HOME OWNERS ASSOCIATION



LEVEL 2 REPLACEMENT RESERVE REPORT FY 2020  
SPRINGFIELD SQUARE HOME OWNERS ASSOCIATION

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# REPLACEMENT RESERVE REPORT

## SPRINGFIELD SQUARE HOME OWNERS ASSOCIATION

SPRINGFIELD, VIRGINIA  
August 27, 2020  
Revised September 16, 2020



**Description.** Springfield Square Homeowners Association is a homeowner's association located in Springfield, Virginia. Constructed between 1978 and 1979, the community consists of 16 Townhome buildings containing 116 units. The survey examined the common elements of the property, including:

- Asphalt roads, and parking
- Concrete curb & gutter, and sidewalks
- Perimeter fencing, and split rail fencing

**Level of Service.** This study has been performed as a Level 2 Update with Site Visit/On-Site Review as defined by the Community Associations Institute's, National Reserve Study Standards. As such, the component inventory is based on the study that was performed by Miller+Dodson Associates in 2014. This inventory was adjusted to reflect changes provided by the Community Manager and/or the Board of Directors, or adjustments made based on the site visit and visual assessment performed by the Analyst. The analysis, including fund status and funding plan, is developed from the adjusted inventory.

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To aid in the understanding of this report and its concepts and practices, on our web site, we have developed [videos](#) addressing frequently asked topics. In addition, there are posted [links](#) covering a variety of subjects under the resources page of our web site at [mdareserves.com](http://mdareserves.com).

**Purpose.** The purpose of this Replacement Reserve Study is to provide Springfield Square Home Owners Association (hereinafter called the Association) with an inventory of the common community facilities and infrastructure components that require periodic replacement. The Study includes a general view of the condition of these items and an effective financial plan to fund projected periodic replacements.

- **Inventory of Items Owned by the Association.** Section B lists the Projected Replacements of the commonly owned items that require periodic replacement using funding from Replacement Reserves. The Replacement Reserve Inventory also provides information about excluded items, which are items whose replacements are not scheduled for funding from Replacement Reserves.
- **Condition of Items Owned by the Association.** Section B includes our estimates of the normal economic life and the remaining economic life for the projected replacements. Section C provides a year-by-year listing of the projected replacements. Section D provides additional detail for items that are unique or deserving of attention because of their condition or the manner in which they have been treated in this study.
- **Financial Plan.** The Association has a fiduciary responsibility to protect the appearance, value, and safety of the property and it is therefore essential the Association have a financial plan that provides funding for the projected replacements. In conformance with American Institute of Certified Public Accountant guidelines, Section A, Replacement Reserve Analysis evaluates the current funding of Replacement Reserves as reported by the Association and recommends annual funding of Replacement Reserves by the Cash Flow Method. Section A, Replacement Reserve Analysis includes graphic and tabular presentations of the reported current funding and the recommended funding based on the Cash Flow Method. An Executive Summary of these calculations is provided on Page A1. The alternative Component Method of funding is provided in the Appendix.

**Basis.** The data contained in this Replacement Reserve Study is based upon the following:

- The Request for Proposal submitted and executed by the Association.
- Miller+Dodson performed a visual evaluation on August 27, 2020 to determine a remaining useful life and replacement cost for the commonly owned elements of this facility.
- This study contains additional recommendations to address inflation for the Cash Flow Method only. For this recommendation, Miller+Dodson uses the Producers Price Index (PPI), which gauges inflation in manufacturing and construction. Please see page A5 for further details.

**To-Scale Drawings.** Site and building plans were not used in the development of this study. We recommend the Association assemble and maintain a library of site and building plans of the entire facility. Record drawings should be scanned into an electronic format for safe storage and ease of distribution. Upon request for a nominal fee, Miller+Dodson can provide scanning services.

**Current Funding.** This reserve study has been prepared for Fiscal Year 2020 covering the period from January 1, 2020 to December 31, 2020. The Replacement Reserves on deposit as of January 1, 2020 are reported to be \$209,130. The reported current annual funding for reserves is \$12,089.

The balance and contribution figures have been supplied by the managing agent and confirmation or audit of these figures is beyond the scope of the study. For the purposes of this study, it is assumed that the annual contribution will be deposited at the end of each month.

**Acknowledgment.** Miller+Dodson Associates would like to acknowledge the assistance and input of Mr. Tim Kirchner who provided very helpful insight into the current operations of the property.

**Analyst's Credentials.** Mr. Mark Haase holds a Bachelor's Degree in Economics from the State University of New York at Fredonia and an Associate's degree in Civil Engineering from Northern Virginia Community College. Mr. Haase has experience in all phases of construction, project design, initiation, administration, and inspection of facilities. As a project manager, he has managed all phases of commercial construction. He is currently a Reserve Specialist for Miller+Dodson Associates.

Respectfully Submitted,



*Mark Haase*

Mark Haase, RS

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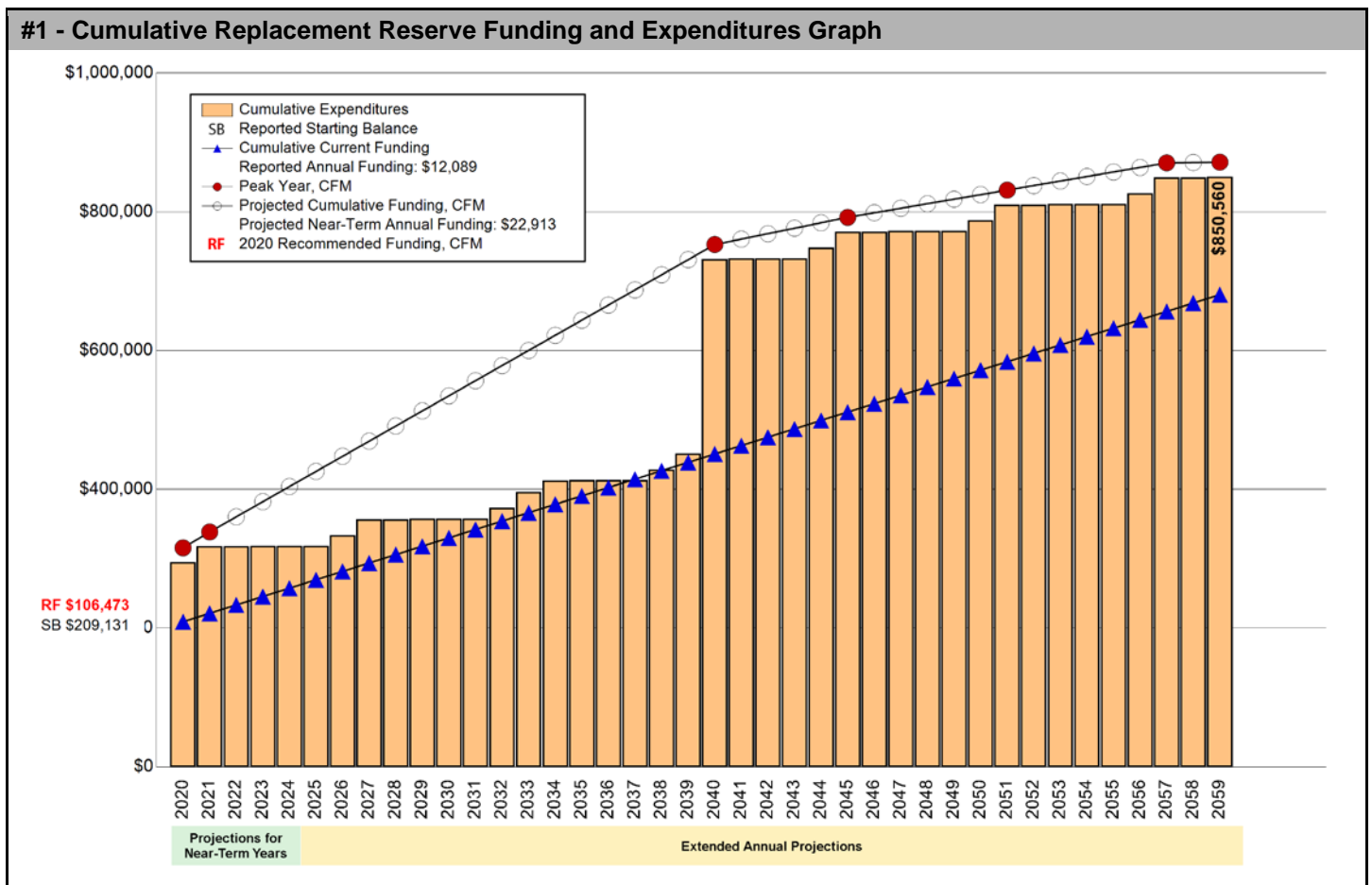
## EXECUTIVE SUMMARY

The Springfield Square Home Owners Association Replacement Reserve Analysis uses the Cash Flow Method (CFM) to calculate Replacement Reserve funding for the periodic replacement of the 12 Projected Replacements identified in the Replacement Reserve Inventory.

**\$106,473** RECOMMENDED REPLACEMENT RESERVE FUNDING FOR THE STUDY YEAR, 2020  
\$76.49 Per unit (average), minimum monthly funding of Replacement Reserves

We recommend the Association adopt a Replacement Reserve Funding Plan based on the annual funding recommendation above. Inflation adjusted funding for subsequent years is shown on Page A.5.

Springfield Square Home Owners Association reports a Starting Balance of \$209,130 and Annual Funding totaling \$12,089. The reported Current Annual Funding of \$12,089 is inadequate to fund projected replacements starting in 2020. See Page A.3 for a more detailed evaluation.



The Current Funding Objective as calculated by the Component Method (Fully Funded) is \$322,745 making the reserve account 64.8% funded. See the Appendix for more information on this method.

**REPLACEMENT RESERVE ANALYSIS - GENERAL INFORMATION**

The Springfield Square Home Owners Association Replacement Reserve Analysis calculations of recommended funding of Replacement Reserves by the Cash Flow Method (CFM) and the evaluation of the Current Funding are based upon the same Study Year, Study Period, Beginning Balance, Replacement Reserve Inventory and Level of Service.

**2020 | STUDY YEAR**

The Association reports that their accounting year begins on January 1, and the Study Year, the first year evaluated by the Replacement Reserve Analysis, begins on January 1, 2020.

**40 Years | STUDY PERIOD**

The Replacement Reserve Analysis evaluates the funding of Replacement Reserves over a 40-year Study Period

**\$209,130 | STARTING BALANCE**

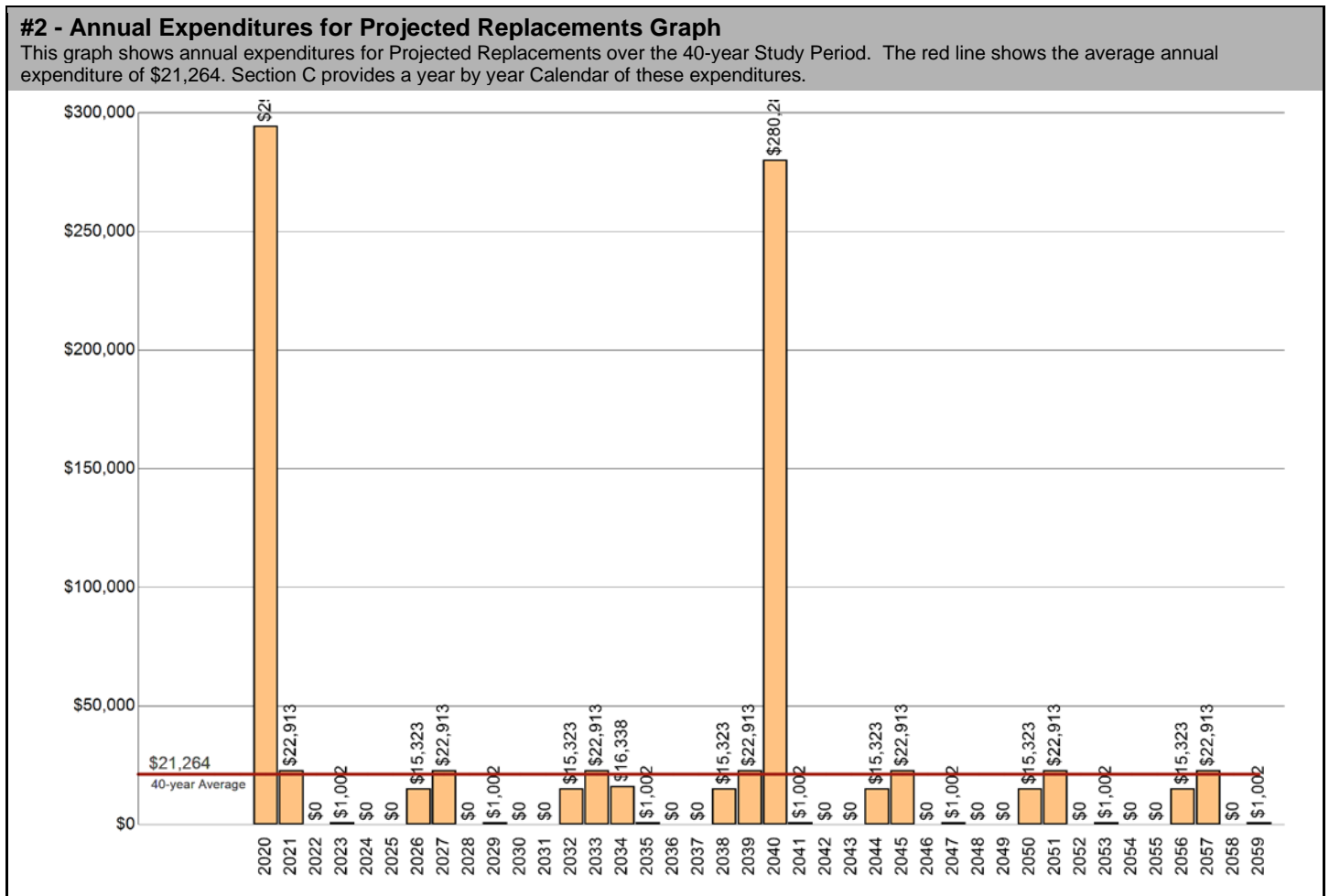
The Association reports Replacement Reserves on Deposit totaling \$209,130 at the start of the Study Year.

**Level Two | LEVEL OF SERVICE**

The Replacement Reserve Inventory has been developed in compliance with the National Reserve Study Standards for a Level Two Study, as defined by the Community Associations Institute (CAI).

**\$850,560 | REPLACEMENT RESERVE INVENTORY - PROJECTED REPLACEMENTS**

The Springfield Square Home Owners Association Replacement Reserve Inventory identifies 12 items that will require periodic replacement, that are to be funded from Replacement Reserves. We estimate the cost of these replacements will be \$850,560 over the 40-year Study Period. The Projected Replacements are divided into 1 major categories starting on Page B.3. Pages B.1-B.2 provide detailed information on the Replacement Reserve Inventory.





**UPDATING**

**UPDATING OF THE FUNDING PLAN**

The Association has a responsibility to review the Funding Plan annually. The review should include a comparison and evaluation of actual reserve funding with recommended levels shown on Page A.4 and A.5. The Projected Replacements listed on Page C.2 should be compared with any replacements accomplished and funded from Replacement Reserves. Discrepancies should be evaluated and if necessary, the Reserve Study should be updated or a new study commissioned. We recommend annual increases in replacement reserve funding to account for the impact of inflation. Inflation Adjusted Funding is discussed on Page A.5.

**UPDATING OF THE REPLACEMENT RESERVE STUDY**

At a minimum, the Replacement Reserve Study should be professionally updated every three to five years or after completion of a major replacement project. Updating should also be considered if during the annual review of the Funding Plan, discrepancies are noted between projected and actual reserve funding or replacement costs. Updating may also be necessary if there is a meaningful discrepancy between the actual inflation rate and the inflation rate used for the Inflation Adjusted Funding of Replacement Reserves on Page A.5.

**ANNUAL EXPENDITURES AND CURRENT FUNDING**

The annual expenditures that comprise the \$850,560 of Projected Expenditures over the 40-year Study Period and the impact of the Association continuing to fund Replacement Reserves at the current level are detailed in Table 3.

<b>#3 - Table of Annual Expenditures and Current Funding Data - Years 1 through 40</b>										
Year	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Starting Balance	\$209,131									
Projected Replacements	(\$294,604)	(\$22,913)		(\$1,002)			(\$15,323)	(\$22,913)		(\$1,002)
Annual Deposit	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089
End of Year Balance	(\$73,384)	(\$84,208)	(\$72,119)	(\$61,032)	(\$48,943)	(\$36,854)	(\$40,087)	(\$50,911)	(\$38,822)	(\$27,734)
Cumulative Expenditures	(\$294,604)	(\$317,516)	(\$317,516)	(\$318,518)	(\$318,518)	(\$318,518)	(\$333,841)	(\$356,753)	(\$356,753)	(\$357,755)
Cumulative Receipts	\$221,220	\$233,309	\$245,398	\$257,487	\$269,576	\$281,665	\$293,754	\$305,843	\$317,932	\$330,021
Year	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
Projected Replacements			(\$15,323)	(\$22,913)	(\$16,338)	(\$1,002)			(\$15,323)	(\$22,913)
Annual Deposit	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089
End of Year Balance	(\$15,645)	(\$3,556)	(\$6,790)	(\$17,614)	(\$21,863)	(\$10,775)	\$1,314	\$13,403	\$10,169	(\$654)
Cumulative Expenditures	(\$357,755)	(\$357,755)	(\$373,078)	(\$395,990)	(\$412,328)	(\$413,330)	(\$413,330)	(\$413,330)	(\$428,652)	(\$451,565)
Cumulative Receipts	\$342,110	\$354,199	\$366,288	\$378,377	\$390,466	\$402,555	\$414,644	\$426,733	\$438,822	\$450,911
Year	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049
Projected Replacements	(\$280,283)	(\$1,002)			(\$15,323)	(\$22,913)		(\$1,002)		
Annual Deposit	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089
End of Year Balance	(\$268,848)	(\$257,761)	(\$245,672)	(\$233,583)	(\$236,817)	(\$247,640)	(\$235,551)	(\$224,464)	(\$212,375)	(\$200,286)
Cumulative Expenditures	(\$731,848)	(\$732,850)	(\$732,850)	(\$732,850)	(\$748,172)	(\$771,085)	(\$771,085)	(\$772,087)	(\$772,087)	(\$772,087)
Cumulative Receipts	\$463,000	\$475,089	\$487,178	\$499,267	\$511,356	\$523,445	\$535,534	\$547,623	\$559,712	\$571,801
Year	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059
Projected Replacements	(\$15,323)	(\$22,913)		(\$1,002)			(\$15,323)	(\$22,913)		(\$1,002)
Annual Deposit	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089	\$12,089
End of Year Balance	(\$203,520)	(\$214,343)	(\$202,254)	(\$191,167)	(\$179,078)	(\$166,989)	(\$170,222)	(\$181,046)	(\$168,957)	(\$157,870)
Cumulative Expenditures	(\$787,409)	(\$810,322)	(\$810,322)	(\$811,324)	(\$811,324)	(\$811,324)	(\$826,646)	(\$849,559)	(\$849,559)	(\$850,560)
Cumulative Receipts	\$583,890	\$595,979	\$608,068	\$620,157	\$632,246	\$644,335	\$656,424	\$668,513	\$680,602	\$692,691

**EVALUATION OF CURRENT FUNDING**

The evaluation of Current Funding (Starting Balance of \$209,130 & annual funding of \$12,089), is done in today's dollars with no adjustments for inflation or interest earned on Replacement Reserves. The evaluation assumes Replacement Reserves will only be used for the 12 Projected Replacements identified in the Replacement Reserve Inventory and that the Association will continue Annual Funding of \$12,089 throughout the 40-year Study Period.

Annual Funding of \$12,089 is approximately 11 percent of the \$106,473 recommended Annual Funding calculated by the Cash Flow Method for 2020, the Study Year.

The progression and effect of continued Current Annual Funding coupled with this studies Projected Replacements over the Study Period are evaluated in Table 3 above. Maintaining Current Annual Funding may result in inadequate End of Year Balances, noted in red.

See the Executive Summary for the Current Funding Statement.

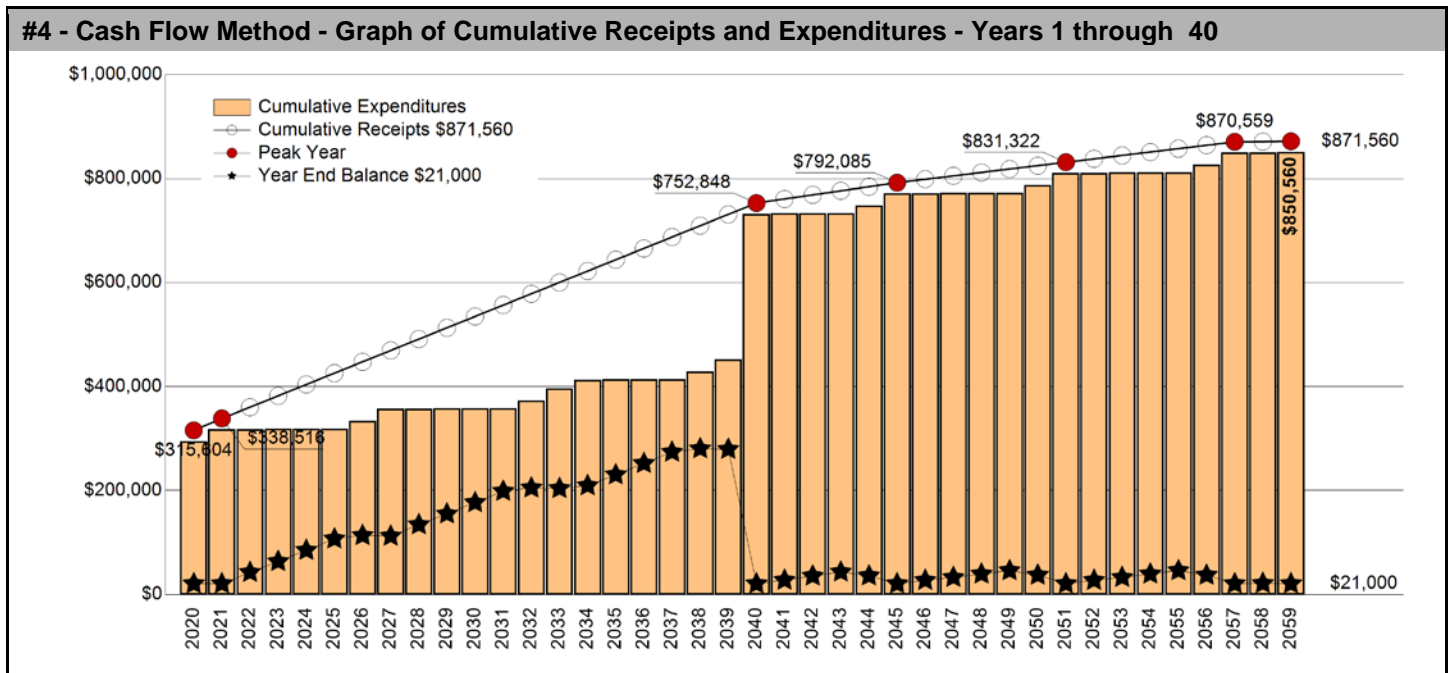
# CASH FLOW METHOD FUNDING

## \$106,473 RECOMMENDED REPLACEMENT RESERVE FUNDING FOR 2020

\$76.49 Per unit (average), minimum monthly funding of Replacement Reserves

Recommended Replacement Reserve Funding has been calculated using the Cash Flow Method (also called the Straight Line or Threshold Method). This method calculates a constant annual funding between peaks in cumulative expenditures, while maintaining a Minimum Balance (threshold) in the Peak Years.

- **Peak Years.** The First Peak Year occurs in 2020 with Replacement Reserves on Deposit dropping to the Minimum Balance after the completion of \$294,604 of replacements from 2020 to 2020. Recommended funding is projected to decline from \$106,473 in 2020 to \$22,913 in 2021. Peak Years are identified in Chart 4 and Table 5.
- **Minimum Balance.** The calculations assume a Minimum Balance of \$21,000 will always be held in reserve, which is calculated by rounding the 12-month 40-year average annual expenditure of \$21,264 as shown on Graph #2.
- **Cash Flow Method Study Period.** Cash Flow Method calculates funding for \$850,560 of expenditures over the 40-year Study Period. It does not include funding for any projects beyond 2059 and in 2059, the end of year balance will always be the Minimum Balance.



Year	1st Peak - 2020	2nd Peak - 2021	2022	2023	2024	2025	2026	2027	2028	2029
Starting Balance	\$209,131									
Projected Replacements	(\$294,604)	(\$22,913)		(\$1,002)			(\$15,323)	(\$22,913)		(\$1,002)
Annual Deposit	\$106,473	\$22,913	\$21,807	\$21,807	\$21,807	\$21,807	\$21,807	\$21,807	\$21,807	\$21,807
End of Year Balance	\$21,000	\$21,000	\$42,807	\$63,612	\$85,419	\$107,226	\$113,710	\$112,605	\$134,412	\$155,217
Cumulative Expenditures	(\$294,604)	(\$317,516)	(\$317,516)	(\$318,518)	(\$318,518)	(\$318,518)	(\$333,841)	(\$356,753)	(\$356,753)	(\$357,755)
Cumulative Receipts	\$315,804	\$338,516	\$360,323	\$382,130	\$403,937	\$425,744	\$447,551	\$469,358	\$491,165	\$512,972
Year	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
Projected Replacements			(\$15,323)	(\$22,913)	(\$16,338)	(\$1,002)			(\$15,323)	(\$22,913)
Annual Deposit	\$21,807	\$21,807	\$21,807	\$21,807	\$21,807	\$21,807	\$21,807	\$21,807	\$21,807	\$21,807
End of Year Balance	\$177,024	\$198,831	\$205,315	\$204,209	\$209,678	\$230,484	\$252,290	\$274,097	\$280,582	\$279,476
Cumulative Expenditures	(\$357,755)	(\$357,755)	(\$373,078)	(\$395,990)	(\$412,328)	(\$413,330)	(\$413,330)	(\$413,330)	(\$428,652)	(\$451,565)
Cumulative Receipts	\$534,779	\$556,586	\$578,393	\$600,200	\$622,007	\$643,813	\$665,620	\$687,427	\$709,234	\$731,041
Year	3rd Peak - 2040	2041	2042	2043	2044	4th Peak - 2045	2046	2047	2048	2049
Projected Replacements	(\$280,283)	(\$1,002)			(\$15,323)	(\$22,913)	(\$1,002)		(\$1,002)	
Annual Deposit	\$21,807	\$7,847	\$7,847	\$7,847	\$7,847	\$7,847	\$6,539	\$6,539	\$6,539	\$6,539
End of Year Balance	\$21,000	\$27,846	\$35,693	\$43,540	\$36,065	\$21,000	\$27,539	\$33,077	\$39,617	\$46,156
Cumulative Expenditures	(\$731,848)	(\$732,850)	(\$732,850)	(\$732,850)	(\$748,172)	(\$771,085)	(\$771,085)	(\$772,087)	(\$772,087)	(\$772,087)
Cumulative Receipts	\$752,848	\$760,695	\$768,543	\$776,390	\$784,238	\$792,085	\$798,624	\$805,164	\$811,703	\$818,243
Year	2050	5th Peak - 2051	2052	2053	2054	2055	2056	6th Peak - 2057	2058	7th Peak - 2059
Projected Replacements	(\$15,323)	(\$22,913)		(\$1,002)			(\$15,323)	(\$22,913)		(\$1,002)
Annual Deposit	\$6,539	\$6,539	\$6,539	\$6,539	\$6,539	\$6,539	\$6,539	\$6,539	\$501	\$501
End of Year Balance	\$37,373	\$21,000	\$27,539	\$33,077	\$39,617	\$46,156	\$37,373	\$21,000	\$21,501	\$21,000
Cumulative Expenditures	(\$787,409)	(\$810,322)	(\$810,322)	(\$811,324)	(\$811,324)	(\$811,324)	(\$826,646)	(\$849,559)	(\$849,559)	(\$850,560)
Cumulative Receipts	\$824,782	\$831,322	\$837,861	\$844,401	\$850,940	\$857,480	\$864,019	\$870,559	\$871,060	\$871,560

## INFLATION ADJUSTED FUNDING

The Cash Flow Method calculations on Page A4 have been done in today's dollars with no adjustment for inflation. At Miller+Dodson, we believe that long-term inflation forecasting is effective at demonstrating the power of compounding, not at calculating appropriate funding levels for Replacement Reserves. We have developed this proprietary model to estimate the short-term impact of inflation on Replacement Reserve funding.

### **\$106,473** 2020 - CASH FLOW METHOD RECOMMENDED FUNDING

The 2020 Study Year calculations have been made using current replacement costs (see Page B.2), modified by the Analyst for any project specific conditions.

### **\$23,440** 2021 - INFLATION ADJUSTED FUNDING

A new analysis calculates the 2021 funding based on three assumptions:

- Replacement Reserves on Deposit totaling \$21,000 on January 1, 2021.
- All 2020 Projected Replacements listed on Page C.2 accomplished at a cost to Replacement Reserves less than \$294,604.
- Construction Cost Inflation of 2.30 percent in 2020.

The \$23,440 inflation adjusted funding in 2021 is a 2.29 percent increase over the non-inflation adjusted funding of \$22,913.

### **\$22,822** 2022 - INFLATION ADJUSTED FUNDING

A new analysis calculates the 2022 funding based on three assumptions:

- Replacement Reserves on Deposit totaling \$103,609 on January 1, 2022.
- All 2021 Projected Replacements listed on Page C.2 accomplished at a cost to Replacement Reserves less than \$22,913.
- Construction Cost Inflation of 2.30 percent in 2021.

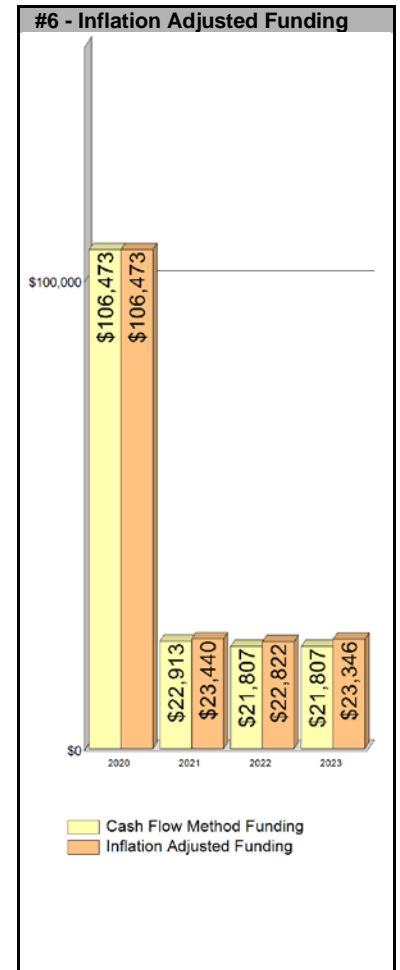
The \$22,822 inflation adjusted funding in 2022 is a 4.65 percent increase over the non-inflation adjusted funding of \$21,807.

### **\$23,346** 2023 - INFLATION ADJUSTED FUNDING

A new analysis calculates the 2023 funding based on three assumptions:

- Replacement Reserves on Deposit totaling \$225,228 on January 1, 2023.
- No Expenditures from Replacement Reserves in 2022.
- Construction Cost Inflation of 2.30 percent in 2022.

The \$23,346 inflation adjusted funding in 2023 is a 7.05 percent increase over the non-inflation adjusted funding of \$21,807.



### Year Five and Beyond

The inflation-adjusted funding calculations outlined above are not intended to be a substitute for periodic evaluation of common elements by an experienced Reserve Analyst. Industry Standards, lender requirements, and many state and local statutes require a Replacement Reserve Study to be professionally updated every 3 to 5 years.

### Inflation Adjustment

Prior to approving a budget based upon the 2021, 2022 and 2023 inflation-adjusted funding calculations above, the 2.30 percent base rate of inflation used in our calculations should be compared to rates published by the Bureau of Labor Statistics. If there is a significant discrepancy (over 1 percentage point), contact Miller+Dodson Associates prior to using the Inflation Adjusted Funding.

### Interest on Reserves

The recommended funding calculations do not account for interest earned on Replacement Reserves. In 2020, based on a 1.00 percent interest rate, we estimate the Association may earn \$1,151 on an average balance of \$115,065, \$623 on an average balance of \$62,304 in 2021, and \$1,644 on \$164,419 in 2022. The Association may elect to attribute 100 percent of the earned interest to Reserves, resulting in a reduction in the 2020 funding from \$106,473 to \$105,323 (a 1.08 percent reduction), \$23,440 to \$22,817 in 2021 (a 2.65 percent reduction), and \$22,822 to \$21,177 in 2022 (a 7.20 percent reduction).

## **REPLACEMENT RESERVE STUDY - SUPPLEMENTAL COMMENTS**

- The Cash Flow Method calculates the minimum annual funding necessary to prevent Replacement Reserves from dropping below the Minimum Balance, as defined on Page A4. Failure to fund at least the recommended levels may result in funding not being available for the Projected Replacements listed in the Replacement Reserve Inventory.
- The accuracy of the Replacement Reserve Analysis is dependent upon expenditures from Replacement Reserves being made ONLY for the 12 Projected Replacements specifically listed in the Replacement Reserve Inventory. The inclusion/exclusion of items from the Replacement Reserve Inventory is discussed on Page B.1.

## REPLACEMENT RESERVE INVENTORY GENERAL INFORMATION

Springfield Square Home Owners Association - Replacement Reserve Inventory identifies 12 Projected Replacements.

- **PROJECTED REPLACEMENTS.** 12 of the items are Projected Replacements and the periodic replacements of these items are scheduled for funding from Replacement Reserves. The Projected Replacements have an estimated one-time replacement cost of \$410,556. Cumulative Replacements totaling \$850,560 are scheduled in the Replacement Reserve Inventory over the 40-year Study Period.

Projected Replacements are the replacement of commonly-owned physical assets that require periodic replacement and whose replacement is to be funded from Replacement Reserves.

- **EXCLUDED ITEMS.** 5 of the items included in the Replacement Reserve Inventory are 'Excluded Items'. Multiple categories of items are typically excluded from funding by Replacement Reserves, including but not limited to:

**Tax Code.** The United States Tax Code grants very favorable tax status to Replacement Reserves, conditioned on expenditures being made within certain guidelines. These guidelines typically exclude maintenance activities, minor repairs, and capital improvements.

**Value.** Items with a replacement cost of less than \$1000 and/or a normal economic life of less than 3 years are typically excluded from funding from Replacement Reserves. This exclusion should reflect the Association policy on the administration of Replacement Reserves. If the Association has selected an alternative level, it will be noted in the Replacement Reserve Inventory - General Comments on Page B.2.

**Long-lived Items.** Items are excluded from the Replacement Reserve Inventory when items are properly maintained and are assumed to have a life equal to the property.

**Unit improvements.** Items owned by a single unit and where the items serve a single unit are generally assumed to be the responsibility of that unit, not the Association.

**Other non-common improvements.** Items owned by the local government, public and private utility companies, the United States Postal Service, Master Associations, state and local highway authorities, etc., may be installed on property that is owned by the Association. These types of items are generally not the responsibility of the Association and are excluded from the Replacement Reserve Inventory.

- **CATEGORIES.** The 12 items included in the Springfield Square Home Owners Association Replacement Reserve Inventory are divided into 1 major categories. Each category is printed on a separate page, beginning on page B.3.
- **LEVEL OF SERVICE.** This Replacement Reserve Inventory has been developed in compliance with the standards established for a Level 2 Update, as defined by the National Reserve Study Standards, established in 1998 by Community Associations Institute, which states:

*This study has been performed as a Level 2 Update with Site Visit/On-Site Review as defined by the Community Associations Institute's, National Reserve Study Standards. As such, the component inventory is based on the study that was performed by Miller+Dodson Associates in 2014. This inventory was adjusted to reflect changes provided by the Community Manager and/or the Board of Directors, or adjustments made based on the site visit and visual assessment performed by the Analyst. The analysis, including fund status and funding plan, is developed from the adjusted inventory.*

## REPLACEMENT RESERVE INVENTORY - GENERAL INFORMATION (CONT'D)

- **INVENTORY DATA.** Each of the 12 Projected Replacements listed in the Replacement Reserve Inventory includes the following data:
  - Item Number. The Item Number is assigned sequentially and is intended for identification purposes only.
  - Item Description. We have identified each item included in the Inventory. Additional information may be included in the Comments section at the bottom of each page of the Inventory.
  - Units. We have used standard abbreviations to identify the number of units including SF-square feet, LF-lineal feet, SY-square yard, LS-lump sum, EA-each, and PR-pair. Non-standard abbreviations are noted in the Comments section at the bottom of the page.
  - Number of Units. The methods used to develop the quantities are discussed in "Level of Service" above.
  - Unit Replacement Cost. We use four sources to develop the unit cost data shown in the Inventory; actual replacement cost data provided by the client, information provided by local contractors and suppliers, industry standard estimating manuals, and a cost database we have developed based upon our detailed interviews with contractors and service providers who are specialists in their respective lines of work.
  - Normal Economic Life (Years). The number of years that a new and properly installed item should be expected to remain in service.
  - Remaining Economic Life (Years). The estimated number of years before an item will need to be replaced. In "normal" conditions, this could be calculated by subtracting the age of the item from the Normal Economic Life of the item, but only rarely do physical assets age "normally". Some items may have longer or shorter lives depending on many factors such as environment, initial quality of the item, maintenance, etc.
  - Total Replacement Cost. This is calculated by multiplying the Unit Replacement Cost by the Number of Units.
- **REVIEW OF EXPENDITURES.** This Replacement Reserve Study should be reviewed by an accounting professional representing the Association prior to implementation.
- **PARTIAL FUNDING.** Items may have been included in the Replacement Reserve Inventory at less than 100 percent of their full quantity and/or replacement cost. This is done on items that will never be replaced in their entirety, but which may require periodic replacements over an extended period of time. The assumptions that provide the basis for any partial funding are noted in the Comments section.
- **REMAINING ECONOMIC LIFE GREATER THAN 40 YEARS.** The calculations do not include funding for initial replacements beyond 40 years. These replacements are included in this Study for tracking and evaluation. They should be included for funding in future Studies when they enter the 40-year window.

SITE ITEMS						NEL- Normal Economic Life (yrs)			
PROJECTED REPLACEMENTS						REL- Remaining Economic Life (yrs)			
ITEM #	ITEM DESCRIPTION	UNIT	NUMBER OF UNITS	UNIT REPLACEMENT COST (\$)	NEL	REL		REPLACEMENT COST (\$)	
1	Franconia Ct., mill and overlay	sf	60,420	\$2.25	20	none		\$135,945	
2	Franconia Ct., seal coat	sf	60,420	\$0.21	6	1		\$12,688	
3	Thornhill Ct. pavement, mill and overlay	sf	16,044	\$2.25	20	none		\$36,099	
4	Thornhill Ct., seal coat	sf	16,044	\$0.21	6	1		\$3,369	
5	Franconia Rd., mill and overlay	sf	16,650	\$2.25	20	none		\$37,463	
6	Franconia Rd., seal coat	sf	16,650	\$0.21	6	1		\$3,497	
7	Franconia access road, mill and overlay	sf	15,994	\$2.25	20	none		\$35,987	
8	Franconia access road, seal coat	sf	15,994	\$0.21	6	1		\$3,359	
9	Concrete curb and gutter (20% allowance)	ft	980	\$35.50	20	none		\$34,790	
Replacement Costs - Page Subtotal								\$303,196	

COMMENTS
<ul style="list-style-type: none"> <li>Item #1: Franconia Ct., mill and overlay - 09/16/20 - renamed Franconia.</li> <li>Item #3: Thornhill Ct. pavement, mill and overlay - 09/16/20 - renamed Thornhills.</li> <li>Item #5: Franconia Rd., mill and overlay - 09/16/20 - renamed Springfield Square.</li> <li>Item #7: Franconia access road, mill and overlay - 09/16/20 - renamed access road.</li> </ul>

SITE ITEMS PROJECTED REPLACEMENTS						NEL- Normal Economic Life (yrs) REL- Remaining Economic Life (yrs)		
ITEM #	ITEM DESCRIPTION	UNIT	NUMBER OF UNITS	UNIT REPLACEMENT COST (\$)	NEL	REL	REPLACEMENT COST (\$)	
10	Concrete flatwork (6%)	sf	1,404	\$10.20	6	none	\$14,321	
11	PTL rail fencing (20% allowance)	ft	42	\$23.85	3	3	\$1,002	
12	6' Chain link fence	ft	420	\$38.90	30	14	\$16,338	
	Lamp post						EXCLUDED	
	Lamp post head						EXCLUDED	
	Entrance monument, masonry repointing						EXCLUDED	
	Entrance monument, lighting						EXCLUDED	
	Steel post signage						EXCLUDED	
Replacement Costs - Page Subtotal							\$31,661	

COMMENTS



VALUATION EXCLUSIONS							
Excluded Items							
ITEM #	ITEM DESCRIPTION	UNIT	NUMBER OF UNITS	REPLACEMENT COST (\$)	UNIT REL	REL	REPLACEMENT COST (\$)
	Miscellaneous signage						EXCLUDED

**VALUATION EXCLUSIONS**  
 Comments

- Valuation Exclusions. For ease of administration of the Replacement Reserves and to reflect accurately how Replacement Reserves are administered, items with a dollar value less than \$1000 have not been scheduled for funding from Replacement Reserve. Examples of items excluded by Replacement Reserves by this standard are listed above.
- The list above exemplifies exclusions by the cited standard(s) and is not intended to be comprehensive.

UNIT IMPROVEMENTS EXCLUSIONS							
Excluded Items							
ITEM #	ITEM DESCRIPTION	UNIT	NUMBER OF UNITS	UNIT REPLACEMENT COST (\$)	NEL	REL	REPLACEMENT COST (\$)
	Sidewalk on an individual lot						EXCLUDED
	Stairs on an individual lot						EXCLUDED
	Retaining wall on an individual lot						EXCLUDED
	Fence on an individual lot						EXCLUDED
	Unit exterior						EXCLUDED
	Unit windows						EXCLUDED
	Unit doors						EXCLUDED
	Unit deck, patio, and/or balcony						EXCLUDED
	Unit mailbox						EXCLUDED
	Unit interior						EXCLUDED
	Unit HVAC system						EXCLUDED

**UNIT IMPROVEMENTS EXCLUSIONS**  
 Comments

- Unit improvement Exclusions. We understand that the elements of the project that relate to a single unit are the responsibility of that unit owner. Examples of items excluded from funding by Replacement Reserves by this standard are listed above.
- The list above exemplifies exclusions by the cited standard(s) and is not intended to be comprehensive.

UTILITY EXCLUSIONS							
Excluded Items							
ITEM #	ITEM DESCRIPTION	UNIT	NUMBER OF UNITS	REPLACEMENT COST (\$)	UNIT REL	REL	REPLACEMENT COST (\$)
	Site lighting						EXCLUDED
	Water mains and meters						EXCLUDED
	Sanitary sewers						EXCLUDED
	Stormwater management system						EXCLUDED

**UTILITY EXCLUSIONS**  
 Comments

- Utility Exclusions. Many improvements owned by utility companies are on property owned by the Association. We have assumed that repair, maintenance, and replacements of these components will be done at the expense of the appropriate utility company. Examples of items excluded from funding Replacement Reserves by this standard are listed above.
- The list above exemplifies exclusions by the cited standard(s) and is not intended to be comprehensive.

MAINTENANCE AND REPAIR EXCLUSIONS							
Excluded Items							
ITEM #	ITEM DESCRIPTION	UNIT	NUMBER OF UNITS	UNIT REPLACEMENT COST (\$)	NEL	REL	REPLACEMENT COST (\$)
	Cleaning of asphalt pavement						EXCLUDED
	Crack sealing of asphalt pavement						EXCLUDED
	Painting of curbs						EXCLUDED
	Striping of parking spaces						EXCLUDED
	Numbering of parking spaces						EXCLUDED
	Landscaping and site grading						EXCLUDED
	Janitorial service						EXCLUDED
	Repair services						EXCLUDED
	Partial replacements						EXCLUDED
	Capital improvements						EXCLUDED

**MAINTENANCE AND REPAIR EXCLUSIONS**  
Comments

- Maintenance activities, one-time-only repairs, and capital improvements. These activities are NOT appropriately funded from Replacement Reserves. The inclusion of such component in the Replacement Reserve Inventory could jeopardize the special tax status of ALL Replacement Reserves, exposing the Association to significant tax liabilities. We recommend that the Board of Directors discuss these exclusions and Revenue Ruling 75-370 with a Certified Public Accountant.
- Examples of items excluded from funding by Replacement Reserves are listed above. The list above exemplifies exclusions by the cited standard(s) and is not intended to be comprehensive.

GOVERNMENT EXCLUSIONS							
Excluded Items							
ITEM #	ITEM DESCRIPTION	UNIT	NUMBER OF UNITS	REPLACEMENT COST (\$)	UNIT REL	REL	REPLACEMENT COST (\$)
	Government, lighting						EXCLUDED

**GOVERNMENT EXCLUSIONS**  
 Comments

- Government Exclusions. We have assumed that some of the improvements installed on property owned by the Association will be maintained by the state, county, or local government, or other association or other responsible entity. Examples of items excluded from funding by Replacement Reserves by this standard are listed above.
- Excluded rights-of-way, including adjacent properties and adjacent roadways.
- The list above exemplifies exclusions by the cited standard(s) and is not intended to be comprehensive.

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## PROJECTED ANNUAL REPLACEMENTS GENERAL INFORMATION

CALENDAR OF ANNUAL REPLACEMENTS. The 12 Projected Replacements in the Springfield Square Home Owners Association Replacement Reserve Inventory whose replacement is scheduled to be funded from Replacement Reserves are broken down on a year-by-year basis, beginning on Page C.2.

### REPLACEMENT RESERVE ANALYSIS AND INVENTORY POLICIES, PROCEDURES, AND ADMINISTRATION

- **REVISIONS.** Revisions will be made to the Replacement Reserve Analysis and Replacement Reserve Inventory in accordance with the written instructions of the Board of Directors. No additional charge is incurred for the first revision, if requested in writing within three months of the date of the Replacement Reserve Study. It is our policy to provide revisions in electronic (Adobe PDF) format only.
- **TAX CODE.** The United States Tax Code grants favorable tax status to a common interest development (CID) meeting certain guidelines for their Replacement Reserve. If a CID files their taxes as a 'Corporation' on Form 1120 (IRC Section 277), these guidelines typically require maintenance activities, partial replacements, minor replacements, capital improvements, and one-time only replacements to be excluded from Reserves. A CID cannot co-mingle planning for maintenance activities with capital replacement activities in the Reserves (Revenue Ruling 75-370). Funds for maintenance activities and capital replacements activities must be held in separate accounts. If a CID files taxes as an "Exempt Homeowners Association" using Form 1120H (IRC Section 528), the CID does not have to segregate these activities. However, because the CID may elect to change their method of filing from year to year within the Study Period, we advise using the more restrictive approach. We further recommend that the CID consult with their Accountant and consider creating separate and independent accounts and reserves for large maintenance items, such as painting.
- **CONFLICT OF INTEREST.** Neither Miller - Dodson Associates nor the Reserve Analyst has any prior or existing relationship with this Association which would represent a real or perceived conflict of interest.
- **RELIANCE ON DATA PROVIDED BY THE CLIENT.** Information provided by an official representative of the Association regarding financial, physical conditions, quality, or historical issues is deemed reliable.
- **INTENT.** This Replacement Reserve Study is a reflection of the information provided by the Association and the visual evaluations of the Analyst. It has been prepared for the sole use of the Association and is not for the purpose of performing an audit, quality/forensic analyses, or background checks of historical records.
- **PREVIOUS REPLACEMENTS.** Information provided to Miller - Dodson Associates regarding prior replacements is considered to be accurate and reliable. Our visual evaluation is not a project audit or quality inspection.
- **EXPERIENCE WITH FUTURE REPLACEMENTS.** The Calendar of Annual Projected Replacements, lists replacements we have projected to occur over the Study Period, begins on Page C2. Actual experience in replacing the items may differ significantly from the cost estimates and time frames shown because of conditions beyond our control. These differences may be caused by maintenance practices, inflation, variations in pricing and market conditions, future technological developments, regulatory actions, acts of God, and luck. Some items may function normally during our visual evaluation and then fail without notice.
- **REVIEW OF THE REPLACEMENT RESERVE STUDY.** For this study to be effective, it should be reviewed by the Board of Directors, those responsible for the management of the items included in the Replacement Reserve Inventory, and the accounting professionals employed by the Association.

**PROJECTED REPLACEMENTS - YEARS 1 TO 10**

Item	2020 - YEAR 1	\$	Item	2021 - YEAR 2	\$
1	Franconia Ct., mill and overlay	\$135,945	2	Franconia Ct., seal coat	\$12,688
3	Thornhill Ct. pavement, mill and overlay	\$36,099	4	Thornhill Ct., seal coat	\$3,369
5	Franconia Rd., mill and overlay	\$37,463	6	Franconia Rd., seal coat	\$3,497
7	Franconia access road, mill and overlay	\$35,987	8	Franconia access road, seal coat	\$3,359
9	Concrete curb and gutter (20% allowance)	\$34,790			
10	Concrete flatwork (6%)	\$14,321			
Total Scheduled Replacements		\$294,604	Total Scheduled Replacements		\$22,913

Item	2022 - YEAR 3	\$	Item	2023 - YEAR 4	\$
No Scheduled Replacements			11	PTL rail fencing (20% allowance)	\$1,002
Total Scheduled Replacements			Total Scheduled Replacements		\$1,002

Item	2024 - YEAR 5	\$	Item	2025 - YEAR 6	\$
No Scheduled Replacements			No Scheduled Replacements		

Item	2026 - YEAR 7	\$	Item	2027 - YEAR 8	\$
10	Concrete flatwork (6%)	\$14,321	2	Franconia Ct., seal coat	\$12,688
11	PTL rail fencing (20% allowance)	\$1,002	4	Thornhill Ct., seal coat	\$3,369
			6	Franconia Rd., seal coat	\$3,497
			8	Franconia access road, seal coat	\$3,359
Total Scheduled Replacements		\$15,323	Total Scheduled Replacements		\$22,913

Item	2028 - YEAR 9	\$	Item	2029 - YEAR 10	\$
No Scheduled Replacements			11	PTL rail fencing (20% allowance)	\$1,002
Total Scheduled Replacements			Total Scheduled Replacements		\$1,002



**PROJECTED REPLACEMENTS - YEARS 11 TO 20**

Item	2030 - YEAR 11	\$	Item	2031 - YEAR 12	\$
No Scheduled Replacements			No Scheduled Replacements		

Item	2032 - YEAR 13	\$	Item	2033 - YEAR 14	\$
10	Concrete flatwork (6%)	\$14,321	2	Franconia Ct., seal coat	\$12,688
11	PTL rail fencing (20% allowance)	\$1,002	4	Thornhill Ct., seal coat	\$3,369
			6	Franconia Rd., seal coat	\$3,497
			8	Franconia access road, seal coat	\$3,359
Total Scheduled Replacements		\$15,323	Total Scheduled Replacements		\$22,913

Item	2034 - YEAR 15	\$	Item	2035 - YEAR 16	\$
12	6' Chain link fence	\$16,338	11	PTL rail fencing (20% allowance)	\$1,002
Total Scheduled Replacements		\$16,338	Total Scheduled Replacements		\$1,002

Item	2036 - YEAR 17	\$	Item	2037 - YEAR 18	\$
No Scheduled Replacements			No Scheduled Replacements		

Item	2038 - YEAR 19	\$	Item	2039 - YEAR 20	\$
10	Concrete flatwork (6%)	\$14,321	2	Franconia Ct., seal coat	\$12,688
11	PTL rail fencing (20% allowance)	\$1,002	4	Thornhill Ct., seal coat	\$3,369
			6	Franconia Rd., seal coat	\$3,497
			8	Franconia access road, seal coat	\$3,359
Total Scheduled Replacements		\$15,323	Total Scheduled Replacements		\$22,913

**PROJECTED REPLACEMENTS - YEARS 21 TO 30**

Item	2040 - YEAR 21	\$	Item	2041 - YEAR 22	\$
1	Franconia Ct., mill and overlay	\$135,945	11	PTL rail fencing (20% allowance)	\$1,002
3	Thornhill Ct. pavement, mill and overlay	\$36,099			
5	Franconia Rd., mill and overlay	\$37,463			
7	Franconia access road, mill and overlay	\$35,987			
9	Concrete curb and gutter (20% allowance)	\$34,790			
Total Scheduled Replacements		\$280,283	Total Scheduled Replacements		\$1,002

Item	2042 - YEAR 23	\$	Item	2043 - YEAR 24	\$
No Scheduled Replacements			No Scheduled Replacements		

Item	2044 - YEAR 25	\$	Item	2045 - YEAR 26	\$
10	Concrete flatwork (6%)	\$14,321	2	Franconia Ct., seal coat	\$12,688
11	PTL rail fencing (20% allowance)	\$1,002	4	Thornhill Ct., seal coat	\$3,369
			6	Franconia Rd., seal coat	\$3,497
			8	Franconia access road, seal coat	\$3,359
Total Scheduled Replacements		\$15,323	Total Scheduled Replacements		\$22,913

Item	2046 - YEAR 27	\$	Item	2047 - YEAR 28	\$
No Scheduled Replacements			11	PTL rail fencing (20% allowance)	\$1,002
No Scheduled Replacements			Total Scheduled Replacements		\$1,002

Item	2048 - YEAR 29	\$	Item	2049 - YEAR 30	\$
No Scheduled Replacements			No Scheduled Replacements		

**PROJECTED REPLACEMENTS - YEARS 31 TO 40**

Item	2050 - YEAR 31	\$	Item	2051 - YEAR 32	\$
10	Concrete flatwork (6%)	\$14,321	2	Franconia Ct., seal coat	\$12,688
11	PTL rail fencing (20% allowance)	\$1,002	4	Thornhill Ct., seal coat	\$3,369
			6	Franconia Rd., seal coat	\$3,497
			8	Franconia access road, seal coat	\$3,359
Total Scheduled Replacements		\$15,323	Total Scheduled Replacements		\$22,913

Item	2052 - YEAR 33	\$	Item	2053 - YEAR 34	\$
No Scheduled Replacements			11	PTL rail fencing (20% allowance)	\$1,002
Total Scheduled Replacements			Total Scheduled Replacements		\$1,002

Item	2054 - YEAR 35	\$	Item	2055 - YEAR 36	\$
No Scheduled Replacements			No Scheduled Replacements		

Item	2056 - YEAR 37	\$	Item	2057 - YEAR 38	\$
10	Concrete flatwork (6%)	\$14,321	2	Franconia Ct., seal coat	\$12,688
11	PTL rail fencing (20% allowance)	\$1,002	4	Thornhill Ct., seal coat	\$3,369
			6	Franconia Rd., seal coat	\$3,497
			8	Franconia access road, seal coat	\$3,359
Total Scheduled Replacements		\$15,323	Total Scheduled Replacements		\$22,913

Item	2058 - YEAR 39	\$	Item	2059 - YEAR 40	\$
No Scheduled Replacements			11	PTL rail fencing (20% allowance)	\$1,002
Total Scheduled Replacements			Total Scheduled Replacements		\$1,002

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## CONDITION ASSESSMENT

**General Comments.** Miller+Dodson Associates conducted a Reserve Study at Springfield Square Home Owners Association in August 2020. Springfield Square Home Owners Association is in generally fair condition for a homeowner's association constructed between 1978 and 1979. A review of the Replacement Reserve Inventory will show that we are anticipating most of the components achieving their normal economic lives.

The following comments pertain to the larger, more significant components in the Replacement Reserve Inventory and to those items that are unique or deserving of attention because of their condition or the manner in which they have been treated in the Replacement Reserve Analysis or Inventory.

### General Condition Statements.

**Excellent.** 100% to 90% of Normal Economic Life expected, with no appreciable wear or defects.

**Good.** 90% to 60% of Normal Economic Life expected, minor wear or cosmetic defects found. Normal maintenance should be expected. If performed properly, normal maintenance may increase the useful life of a component. Otherwise, the component is wearing normally.

**Fair.** 60% to 30% of Normal Economic Life expected, moderate wear with defects found. Repair actions should be taken to extend the life of the component or to correct repairable defects and distress. Otherwise, the component is wearing normally.

**Marginal.** 30% to 10% of Normal Economic Life expected, with moderate to significant wear or distress found. Repair actions are expected to be cost effective for localized issues, but normal wear and use are evident. The component is reaching the end of the Normal Economic Life.

**Poor.** 10% to 0% of Normal Economic Life expected, with significant distress and wear. Left unattended, additional damage to underlying structures is likely to occur. Further maintenance is unlikely to be cost effective.

### SITE ITEMS

**Asphalt Pavement.** The Association is responsible for the roadways and parking areas within the community. In general, the Association's asphalt pavements are in poor condition with wide cracking, alligating, and potholes.



Typical defects noted include the following:

- **Open Cracks.** There are multiple locations where open cracks are allowing water to penetrate to the asphalt base and the bearing soils beneath. Over time, water will erode the base and accelerate the deterioration of the asphalt pavement. If cracks extend to the base and bearing materials, remove the damaged areas, and replace defective materials. As a part of normal maintenance, clean and fill all other cracks.
- **Alligating.** There are multiple locations where the asphalt has developed a pattern of cracking known as alligating. The primary cause of alligating is an unstable base. Once these cracks extend through the asphalt,

they will allow water to penetrate to the base, accelerating the rate of deterioration, and eventually leading to potholes. The only solution is to remove the defective asphalt, compact the base, and install new base materials and asphalt.

- **Improper Grading.** The asphalt pavement is not properly graded, resulting in the ponding of water. Proper grading of the asphalt pavement will require replacing portions of the asphalt. It may also require resetting improperly sloped curb and gutter segments that are not conveying water to the stormwater management system. If ponding is left unattended it can result in unsafe travel areas, by creating conditions for hydroplaning and pockets of ice to form.



- **Potholes.** Potholes have formed as the result of full-depth pavement failure, including base materials. The repair will require removal of the asphalt and base materials, installation and compaction of new base materials, and asphalt resurfacing.
- **Depressions.** There are areas where the asphalt surface is depressed due to deformation in the surface or underlying layers. These depressions may continue to grow with exposure to traffic. Water ponding is evident in several of these areas. Repair of these areas will require the removal of the asphalt and base material and reinstallation, by compacting the new base material and resurfacing with asphalt.
- **Wheel Rutting.** Depressions along the wheel lines extend along portions of the roadway. Repair of these areas will require full-depth and full-width pavement replacement. Wheel rutting, if left unattended can adversely affect vehicle steering.
- **Tree Root Damage.** This is known as heaving, there are locations where tree roots caused heaving in the pavement surface. The repair of these areas requires the removal of the asphalt and the tree roots, then replenish and re-compact the base material and resurface the asphalt. Root trimming can also be an effective way to control this defect.
- **Edge Cracking.** Sections of the asphalt pavement have developed cracks along the pavement edges due to improper confinement. Installation of curbs or installation of a compacted gravel shoulder at the time of an overlay project can address this defect.

- **Reflective Cracking.** The asphalt pavement has a significant number of reflective cracks. Reflective cracks occur when placing a new asphalt overlay over and existing cracked pavement. With time and movement, existing cracks will migrate through the new asphalt. Installing a bridging membrane or fabric at the time of overlay can control reflective cracking.

A more detailed summary of pavement distress can be found at <http://www.asphaltinstitute.org/engineering/maintenance-and-rehabilitation/pavement-distress-summary/>.

As a rule of thumb, asphalt should be overlaid when approximately 5% of the surface area is cracked or otherwise deteriorated. The normal service life of asphalt pavement is typically 18 to 20 years.

In an effort to maintain the condition of the pavement throughout the community and ensure the longest life of the asphalt, we recommend the Association adopt a systematic and comprehensive maintenance program that includes:

- **Cleaning.** Long-term exposure to oil or gas breaks down asphalt. Because this asphalt pavement is generally not used for long-term parking, it is unlikely that frequent cleaning will be necessary. When necessary, spill areas should be cleaned or patched if deterioration has penetrated the asphalt. This is a maintenance activity, and we have assumed that it will not be funded from Reserves.
- **Crack Repair.** All cracks should be repaired with an appropriate compound to prevent water infiltration through the asphalt into the base. This repair should be done annually. Crack repair is normally considered a maintenance activity and is not funded from Reserves. Areas of extensive cracking or deterioration that cannot be made watertight should be cut out and patched.
- **Seal Coating.** The asphalt should be seal coated every five to seven years. For this maintenance, activity to be effective in extending the life of the asphalt, cleaning, and crack repair should be performed first.

The pricing used is based on recent contracts for a two-inch overlay, which reflects the current local market for this work.

For seal coating, several different products are available. The older, more traditional seal coating product is paint. They coat the surface of the asphalt and they are minimally effective. However, the newer coating materials, such as those from Total Asphalt Management, Asphalt Restoration Technologies, Inc., and others, are penetrating. They are engineered, so to speak, to 'remoisturize' the pavement. Asphalt pavement is intended to be flexible. Over time, the volatile chemicals in the pavement dry, the pavement becomes brittle, and degradation follows in the forms of cracking and potholes. Remoisturizing the pavement can return its flexibility and extend the life of the pavement.

**Concrete curb & gutter.** The Association maintains concrete curb and gutter. Curb and gutter surrounds the entire paved area providing a trough for runoff water and a boundary for the paved surface. The curb and gutter is in good to fair condition with areas of defects consistent with the age of the installation. We have modeled for 20% curb replacement when the asphalt pavement is overlaid.





The standards we use for recommending replacement of curb and gutter are as follows:

- Trip hazard, ½ inch height difference, and especially where the curb is adjacent to the sidewalk.
- Severe cracking.
- Severe spalling and scale.
- Tree root damage or heaving.
- Uneven sections that impede the flow of runoff water.
- Heaving or settled sections that trap runoff water creating a puddle that does not dry up within 24 hours after rain.

**Concrete flatwork.** The concrete work includes the concrete sidewalks within the community. The overall condition of the concrete work is fair with areas of defects consistent with the age of the installations. We have included incremental phases of replacement.





The standards we use for recommending replacement are as follows:

- Trip hazard, ½ inch height difference.
- Severe cracking.
- Severe spalling and scale.
- Uneven riser heights on steps.
- Steps with risers in excess of 8¼ inches.

**Fencing.** The Association maintains a chain link fence at the perimeter of the Community. The fencing is in fair condition.



Protection from string machine damage during lawn maintenance can extend the useful life of some fence types. Protection from this type of damage is typically provided by applying herbicides around post bases or installing protective sheathing.

Chain link fencing can have a useful life of 40 years or more. Periodic weed control may be required to protect and maintain the fence.

**Wooden Split Rail Fence.** The Association maintains wooden split rail fencing that is generally in good condition. This type of fencing is typically replaced on an as-needed basis when railings and posts decay or become unsightly. We have included an allowance for incremental replacement of the sections.



Protection from string machine damage during lawn maintenance can extend the useful life of the fence posts. Applying herbicides or installing protective sheathing are typical ways of protecting the base of a post.

This Condition Assessment is based upon our visual survey of the property. The sole purpose of the visual survey was an evaluation of the common elements of the property to ascertain the remaining useful life and the replacement costs of these common elements. Our evaluation assumed that all components met building code requirements in force at the time of construction. Our visual survey was conducted with care by experienced persons, but no warranty or guarantee is expressed or implied.

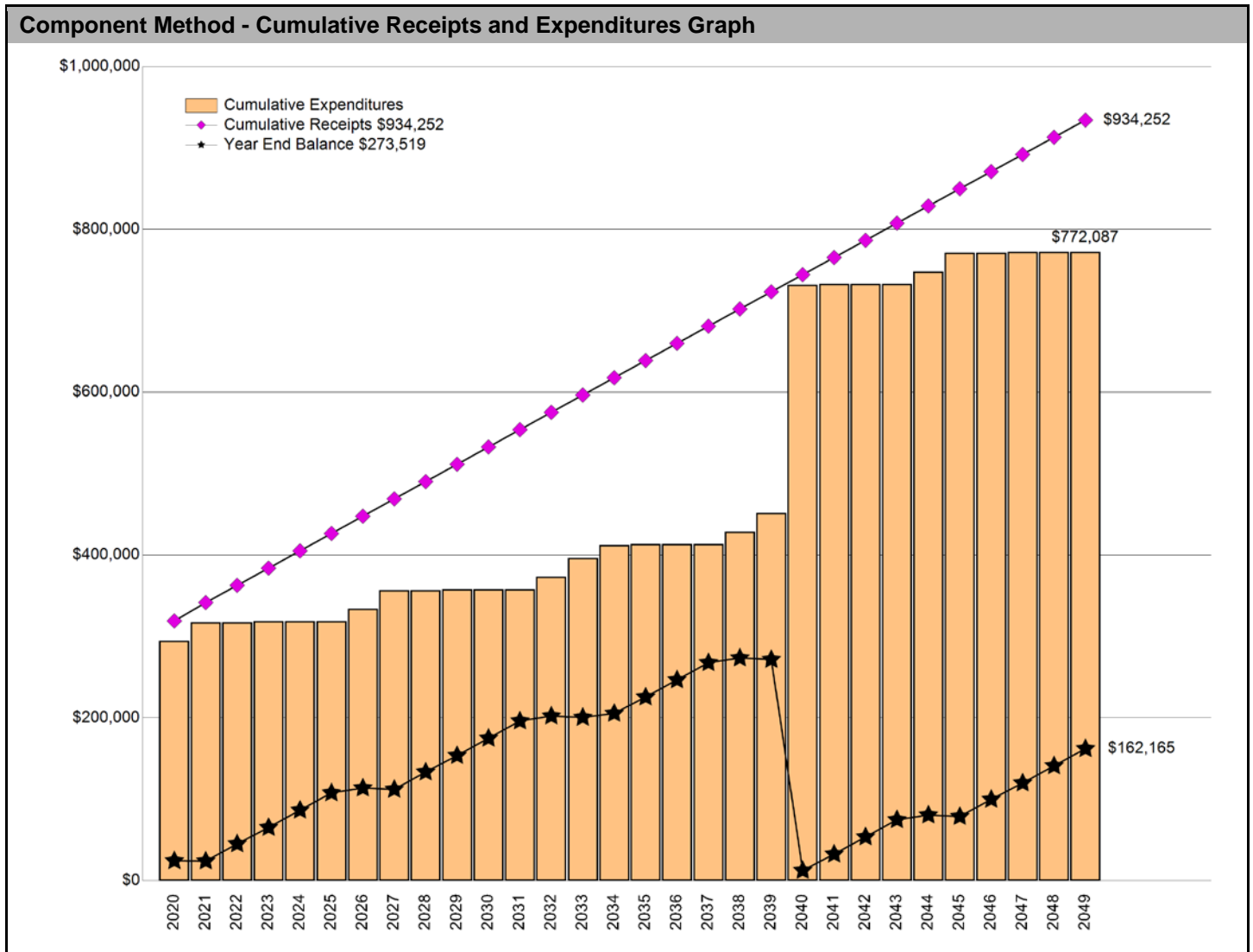
End of Condition Assessment

## COMPONENT METHOD

**\$109,880** | **COMPONENT METHOD RECOMMENDED ANNUAL FUNDING OF REPLACEMENT RESERVES IN THE STUDY YEAR, 2020.**

\$78.94 Per unit (average), recommended monthly funding of Replacement Reserves

General. The Component Method (also referred to as the Full Funded Method) is a very conservative mathematical model developed by HUD in the early 1980s. Each of the 12 Projected Replacements listed in the Replacement Reserve Inventory is treated as a separate account. The Beginning Balance is allocated to each of the individual accounts, as is all subsequent funding of Replacement Reserves. These funds are "locked" in these individual accounts and are not available to fund other Projected Replacements. The calculation of Recommended Annual Funding of Replacement Reserves is a multi-step process outlined in more detail on Page CM.2.



**COMPONENT METHOD (CONT.)**

- **Current Funding Objective.** A Current Funding Objective is calculated for each of the Projected Replacements listed in the Replacement Reserve Inventory. Replacement Cost is divided by the Normal Economic Life to determine the nominal annual contribution. The Remaining Economic Life is then subtracted from the Normal Economic Life to calculate the number of years that the nominal annual contribution should have been made. The two values are then multiplied to determine the Current Funding Objective. This is repeated for each of the 12 Projected Replacements. The total, \$322,745, is the Current Funding Objective.

*For an example, consider a simple Replacement Reserve Inventory with one Projected Replacement, a fence with a \$1,000 Replacement Cost, a Normal Economic Life of 10 years, and a Remaining Economic Life of 2 years. A contribution to Replacement Reserves of \$100 (\$1,000 ÷ 10 years) should have been made in each of the previous 8 years (10 years - 2 years). The result is a Current Funding Objective of \$800 (8 years x \$100 per year).*

- **Funding Percentage.** The Funding Percentage is calculated by dividing the Beginning Balance (\$209,130) by the Current Funding Objective (\$322,745). At Springfield Square Home Owners Association the Funding Percentage is 64.8%
- **Allocation of the Beginning Balance.** The Beginning Balance is divided among the 12 Projected Replacements in the Replacement Reserve Inventory. The Current Funding Objective for each Projected Replacement is multiplied by the Funding Percentage and these funds are then "locked" into the account of each item.

*If we relate this calculation back to our fence example, it means that the Association has not accumulated \$800 in Reserves (the Funding Objective), but rather at 64.8 percent funded, there is \$518 in the account for the fence.*

- **Annual Funding.** The Recommended Annual Funding of Replacement Reserves is then calculated for each Projected Replacement. The funds allocated to the account of the Projected Replacement are subtracted from the Replacement Cost. The result is then divided by the number of years until replacement, and the result is the annual funding for each of the Projected Replacements. The sum of these is \$109,880, the Component Method Recommended Annual Funding of Replacement Reserves in the Study Year (2020).

*In our fence example, the \$518 in the account is subtracted from the \$1,000 Total Replacement Cost and divided by the 2 years that remain before replacement, resulting in an annual deposit of \$241. Next year, the deposit remains \$241, but in the third year, the fence is replaced and the annual funding adjusts to \$100.*

- **Adjustment to the Component Method for interest and inflation.** The calculations in the Replacement Reserve Analysis do not account for interest earned on Replacement Reserves, inflation, or a constant annual increase in Annual Funding of Replacement Reserves. The Component Method is a very conservative method and if the Analysis is updated regularly, adequate funding will be maintained without the need for adjustments.

<b>Component Method Data - Years 1 through 30</b>										
Year	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Beginning Balance	\$209,131									
Recommended Annual Funding	\$109,880	\$22,580	\$21,129	\$21,129	\$21,266	\$21,266	\$21,266	\$21,266	\$21,266	\$21,266
Expenditures	\$294,604	\$22,913		\$1,002						\$1,002
Year End Balance	\$24,406	\$24,074	\$45,203	\$65,330	\$86,596	\$107,862	\$113,806	\$112,160	\$133,426	\$153,691
Cumulative Expenditures	\$294,604	\$317,516	\$317,516	\$318,518	\$318,518	\$318,518	\$333,841	\$356,753	\$356,753	\$357,755
Cumulative Receipts	\$319,010	\$341,590	\$362,719	\$383,848	\$405,114	\$426,381	\$447,647	\$468,913	\$490,180	\$511,446
Year	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
Recommended Annual Funding	\$21,266	\$21,266	\$21,266	\$21,266	\$21,266	\$21,098	\$21,098	\$21,098	\$21,098	\$21,098
Expenditures			\$15,323	\$22,913	\$16,338	\$1,002				\$15,323
Year End Balance	\$174,958	\$196,224	\$202,168	\$200,522	\$205,450	\$225,547	\$246,645	\$267,743	\$273,519	\$271,704
Cumulative Expenditures	\$357,755	\$357,755	\$373,078	\$395,990	\$412,328	\$413,330	\$413,330	\$413,330	\$428,652	\$451,565
Cumulative Receipts	\$532,713	\$553,979	\$575,245	\$596,512	\$617,778	\$638,876	\$659,975	\$681,073	\$702,171	\$723,269
Year	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049
Recommended Annual Funding	\$21,098	\$21,098	\$21,098	\$21,098	\$21,098	\$21,098	\$21,098	\$21,098	\$21,098	\$21,098
Expenditures	\$280,283	\$1,002			\$15,323	\$22,913				\$1,002
Year End Balance	\$12,520	\$32,616	\$53,714	\$74,813	\$80,588	\$78,774	\$99,872	\$119,969	\$141,067	\$162,165
Cumulative Expenditures	\$731,848	\$732,850	\$732,850	\$732,850	\$748,172	\$771,085	\$771,085	\$772,087	\$772,087	\$772,087
Cumulative Receipts	\$744,368	\$765,466	\$786,564	\$807,662	\$828,761	\$849,859	\$870,957	\$892,055	\$913,153	\$934,252

**2020 - COMPONENT METHOD CATEGORY FUNDING REPORT**

Each of the 12 Projected Replacements included in the Springfield Square Home Owners Association Replacement Reserve Inventory has been assigned to one of the 1 categories listed in TABLE CM1 below. This calculated data is a summary of data provided in the Three-Year Replacement Funding Report and Replacement Reserve Inventory. The accuracy of this data is dependent upon many factors including the following critical financial data:

- A Beginning Balance of \$209,130 as of the first day of the Study Year, January 1, 2020.
- Total reserve funding (including the Beginning Balance) of \$319,010 in the Study Year.
- No expenditures from Replacement Reserves other than those specifically listed in the Replacement Reserve Inventory.
- All Projected Replacements scheduled in the Replacement Reserve Inventory in 2020 being accomplished in 2020 at a cost of \$294,604.

If any of these critical factors are inaccurate, do not use the data and please contact Miller+Dodson Associates to arrange for an update of the Replacement Reserve Study.

2020 - COMPONENT METHOD CATEGORY FUNDING - TABLE CM1							
CATEGORY	NORMAL ECONOMIC LIFE	REMAINING ECONOMIC LIFE	ESTIMATED REPLACEMENT COST	2020 BEGINNING BALANCE	2020 RESERVE FUNDING	2020 PROJECTED REPLACEMENTS	2020 END OF YEAR BALANCE
SITE ITEMS - Page 1	6 to 20 years	0 to 1 years	\$303,196	\$193,996	\$103,930	\$280,283	\$17,643
SITE ITEMS - Page 2	3 to 30 years	0 to 14 years	\$31,661	\$15,143	\$5,950	\$14,321	\$6,772

**2021 - COMPONENT METHOD CATEGORY FUNDING REPORT**

Each of the 12 Projected Replacements included in the Springfield Square Home Owners Association Replacement Reserve Inventory has been assigned to one of the 1 categories listed in TABLE CM2 below. This calculated data is a summary of data provided in the Three-Year Replacement Funding Report and Replacement Reserve Inventory. The accuracy of this data is dependent upon many factors including the following critical financial data:

- Replacement Reserves on Deposit totaling \$24,406 on January 1, 2021.
- Total reserve funding (including the Beginning Balance) of \$341,590 from 2020 to 2021.
- No expenditures from Replacement Reserves other than those specifically listed in the Replacement Reserve Inventory.
- All Projected Replacements scheduled in the Replacement Reserve Inventory in 2021 being accomplished in 2021 at a cost of \$22,913.

If any of these critical factors are inaccurate, do not use the data and please contact Miller+Dodson Associates to arrange for an update of the Replacement Reserve Study.

2021 - COMPONENT METHOD CATEGORY FUNDING - TABLE CM2							
CATEGORY	NORMAL ECONOMIC LIFE	REMAINING ECONOMIC LIFE	ESTIMATED REPLACEMENT COST	2021 BEGINNING BALANCE	2021 RESERVE FUNDING	2021 PROJECTED REPLACEMENTS	2021 END OF YEAR BALANCE
SITE ITEMS - Page 1	6 to 20 years	0 to 19 years	\$303,196	\$17,643	\$19,284	\$22,913	\$14,014
SITE ITEMS - Page 2	3 to 30 years	2 to 13 years	\$31,661	\$6,772	\$3,296		\$10,068

**2022 - COMPONENT METHOD CATEGORY FUNDING REPORT**

Each of the 12 Projected Replacements included in the Springfield Square Home Owners Association Replacement Reserve Inventory has been assigned to one of the 1 categories listed in TABLE CM3 below. This calculated data is a summary of data provided in the Three-Year Replacement Funding Report and Replacement Reserve Inventory. The accuracy of this data is dependent upon many factors including the following critical financial data:

- Replacement Reserves on Deposit totaling \$24,074 on January 1, 2022.
- Total reserve funding (including the Beginning Balance) of \$362,719 from 2021 to 2022.
- No expenditures from Replacement Reserves other than those specifically listed in the Replacement Reserve Inventory.
- All Projected Replacements scheduled in the Replacement Reserve Inventory in 2022 being accomplished in 2022 at a cost of \$0.

If any of these critical factors are inaccurate, do not use the data and please contact Miller+Dodson Associates to arrange for an update of the Replacement Reserve Study.

2022 - COMPONENT METHOD CATEGORY FUNDING - TABLE CM3							
CATEGORY	NORMAL ECONOMIC LIFE	REMAINING ECONOMIC LIFE	ESTIMATED REPLACEMENT COST	2022 BEGINNING BALANCE	2022 RESERVE FUNDING	2022 PROJECTED REPLACEMENTS	2022 END OF YEAR BALANCE
SITE ITEMS - Page 1	6 to 20 years	5 to 18 years	\$303,196	\$14,014	\$17,833		\$31,847
SITE ITEMS - Page 2	3 to 30 years	1 to 12 years	\$31,661	\$10,068	\$3,296		\$13,364

TABLE CM4 below details the allocation of the \$209,130 Beginning Balance, as reported by the Association and the \$153,588 of Replacement Reserve Funding calculated by the Component Method from 2020 to 2022, to the 12 Projected Replacements listed in the Replacement Reserve Inventory. These allocations have been made by Chronological Allocation, a method developed by Miller+Dodson Associates, Inc., and outlined on Page CF.1. The accuracy of the allocations is dependent upon many factors including the following critical financial data:

- Replacement Reserves on Deposit totaling \$209,130 on January 1, 2020.
- Replacement Reserves on Deposit totaling \$24,406 on January 1, 2021.
- Replacement Reserves on Deposit totaling \$24,074 on January 1, 2022.
- Total Replacement Reserve funding (including the Beginning Balance) of \$362,719 from 2020 to 2022.
- No expenditures from Replacement Reserves other than those specifically listed in the Replacement Reserve Inventory.
- All Projected Replacements scheduled in the Replacement Reserve Inventory from 2020 to 2022 being accomplished as scheduled in the Replacement Reserve Inventory at a cost of \$.

If any of these critical factors are inaccurate, do not use the data and please contact Miller+Dodson Associates, Inc., to arrange for an update of the Replacement Reserve Study.

COMPONENT METHOD - THREE-YEAR REPLACEMENT FUNDING - TABLE CM4												
Item #	Description of Projected Replacement	Estimated Replacement Costs	Allocation of Beginning Balance	2020 Reserve Funding	2020 Projected Replacements	2020 End of Year Balance	2021 Reserve Funding	2021 Projected Replacements	2021 End of Year Balance	2022 Reserve Funding	2022 Projected Replacements	2022 End of Year Balance
SITE ITEMS -												
1	Franconia Ct., mill and overlay	135,945	88,092	47,853	(135,945)		6,797		6,797	6,797		13,595
2	Franconia Ct., seal coat	12,688	6,852	2,918		9,770	2,918	(12,688)		2,115		2,115
3	Thornhill Ct. pavement, mill and	36,099	23,392	12,707	(36,099)		1,805		1,805	1,805		3,610
4	Thornhill Ct., seal coat	3,369	1,819	775		2,594	775	(3,369)		562		562
5	Franconia Rd., mill and overlay	37,463	24,276	13,187	(37,463)		1,873		1,873	1,873		3,746
6	Franconia Rd., seal coat	3,497	1,888	804		2,692	804	(3,497)		583		583
7	Franconia access road, mill and	35,987	23,319	12,667	(35,987)		1,799		1,799	1,799		3,599
8	Franconia access road, seal coat	3,359	1,814	773		2,586	773	(3,359)		560		560
9	Concrete curb and gutter (20%	34,790	22,544	12,246	(34,790)		1,740		1,740	1,740		3,479
SITE ITEMS -												
10	Concrete flatwork (6%)	14,321	9,280	5,041	(14,321)		2,387		2,387	2,387		4,774
11	PTL rail fencing (20% allowance)	1,002	216	196		413	196		609	196		805
12	6' Chain link fence	16,338	5,646	713		6,359	713		7,072	713		7,785



## **1. COMMON INTEREST DEVELOPMENTS - AN OVERVIEW**

Over the past 40 years, the responsibility for community facilities and infrastructure around many of our homes has shifted from the local government to Community Associations. Thirty years ago, a typical new town house abutted a public street on the front and a public alley on the rear. Open space was provided by a nearby public park and recreational facilities were purchased ala carte from privately owned country clubs, swim clubs, tennis clubs, and gymnasiums. Today, 60% of all new residential construction, i.e. townhouses, single-family homes, condominiums, and cooperatives, is in Common Interest Developments (CID). In a CID, a homeowner is bound to a Community Association that owns, maintains, and is responsible for periodic replacements of various components that may include the roads, curbs, sidewalks, playgrounds, streetlights, recreational facilities, and other community facilities and infrastructure.

The growth of Community Associations has been explosive. In 1965, there were only 500 Community Associations in the United States. According to the 1990 U.S. Census, there were 130,000 Community Associations. The Community Associations Institute (CAI), a national trade association, estimates in 2018 that there were more than 347,000 communities with over 73.5 million residents.

The shift of responsibility for billions of dollars of community facilities and infrastructure from the local government and private sector to Community Associations has generated new and unanticipated problems. Although Community Associations have succeeded in solving many short-term problems, many Associations have failed to properly plan for the tremendous expenses of replacing community facilities and infrastructure components. When inadequate replacement reserve funding results in less than timely replacements of failing components, home owners are exposed to the burden of special assessments, major increases in Association fees, and a decline in property values.

## **2. REPLACEMENT RESERVE STUDY**

The purpose of a Replacement Reserve Study is to provide the Association with an inventory of the common community facilities and infrastructure components that require periodic replacement, a general view of the condition of these components, and an effective financial plan to fund projected periodic replacements. The Replacement Reserve Study consists of the following:

**Replacement Reserve Study Introduction.** The introduction provides a description of the property, reviews the intent of the Replacement Reserve Study, and lists documents and site evaluations upon which the Replacement Reserve Study is based.

**Section A Replacement Reserve Analysis.** Many components owned by the Association have a limited life and require periodic replacement. Therefore, it is essential the Association have a financial plan that provides funding for the timely replacement of these components in order to protect the safety, appearance, and value of the community. In conformance with American Institute of Certified Public Accountant guidelines, a Replacement Reserve Analysis evaluates the current funding of Replacement Reserves as reported by the Association and recommends annual funding of Replacement Reserves by two generally accepted accounting methods, the Cash Flow Method and the Component Method. Miller+Dodson provides a replacement reserve recommendation based on the Cash Flow Method in Section A, and the Component Method in the Appendix of the report.

**Section B Replacement Reserve Inventory.** The Replacement Reserve Inventory lists the commonly owned components within the community that require periodic replacement using funding from Replacement Reserves.

The Replacement Reserve Inventory also provides information about components excluded from the Replacement Reserve Inventory whose replacement is not scheduled for funding from Replacement Reserves. Replacement Reserve Inventory includes estimates of the normal economic life and the remaining economic life for those components whose replacement is scheduled for funding from Replacement Reserves.

**Section C Projected Annual Replacements.** The Calendar of Projected Annual Replacements provides a year-by-year listing of the Projected Replacements based on the data in the Replacement Reserve Inventory.

**Section D Condition Assessment.** Several of the items listed in the Replacement Reserve Inventory are discussed in more detail. The Condition Assessment includes a narrative and photographs that document conditions at the property observed during our visual evaluation.

**The Appendix** is provided as an attachment to the Replacement Reserve Study. Additional attachments may include supplemental photographs to document conditions at the property and additional information specific to the property cited in the Conditions Assessment (i.e. Consumer Product Safety Commission, Handbook for Public Playground Safety, information on segmental retaining walls, manufacturer recommendations for asphalt shingles or siding, etc.). The Appendix also includes the Accounting Summary for the Cash Flow Method and the Component Method.

### **3. METHODS OF ANALYSIS**

The Replacement Reserve industry generally recognizes two different methods of accounting for Replacement Reserve Analysis. Due to the difference in accounting methodologies, these methods lead to different calculated values for the Minimum Annual Contribution to the Reserves. The results of both methods are presented in this report. The Association should obtain the advice of its accounting professional as to which method is more appropriate for the Association. The two methods are:

**Cash Flow Method.** The Cash Flow Method is sometimes referred to as the "Pooling Method." It calculates the minimum constant annual contribution to reserves (Minimum Annual Deposit) required to meet projected expenditures without allowing total reserves on hand to fall below the specified minimum level in any year.

First, the Minimum Recommended Reserve Level to be Held on Account is determined based on the age, condition, and replacement cost of the individual components. The mathematical model then allocates the estimated replacement costs to the future years in which they are projected to occur. Based on these expenditures, it then calculates the minimum constant yearly contribution (Minimum Annual Deposit) to the reserves necessary to keep the reserve balance at the end of each year above the Minimum Recommended Reserve Level to be Held on Account. The Cash Flow Analysis assumes that the Association will have authority to use all of the reserves on hand for replacements as the need occurs. This method usually results in a Minimum Annual Deposit that is less than that arrived at by the Component Method.

**Component Method.** This method is a time tested mathematical model developed by HUD in the early 1980s, but has been generally relegated to a few States that require it by law. For the vast majority of Miller+Dodson's clients, this method is not used.

The Component Method treats each item in the replacement schedule as an individual line item budget. Generally, the Minimum Annual Contribution to Reserves is higher when calculated by the Component Method. The mathematical model for this method works as follows:

First, the total Current Objective is calculated, which is the reserve amount that would have accumulated had all of the items on the schedule been funded from initial construction at their current replacement costs. Next, the Reserves Currently on Deposit (as reported by the Association) are distributed to the components in the schedule in proportion to the Current Objective. The Minimum Annual Deposit for each component is equal to the Estimated Replacement Cost, minus the Reserves on Hand, divided by the years of life remaining.

### **4. REPLACEMENT RESERVE STUDY DATA**

**Identification of Reserve Components.** The Reserve Analyst has only two methods of identifying Reserve Components; (1) information provided by the Association and (2) observations made at the site. It is important that the Reserve Analyst be provided with all available information detailing the components owned by the Association. It is our policy to request such information prior to bidding on a project and to meet with the individuals responsible for maintaining the community after acceptance of our proposal. After completion of the Study, the Study should be reviewed by the Board of Directors, individuals responsible for maintaining the community, and the Association's accounting professionals. We are dependent upon the Association for correct information, documentation, and drawings.

**Unit Costs.** Unit costs are developed using nationally published standards and estimating guides and are adjusted by state or region. In some instances, recent data received in the course of our work is used to modify these figures. Contractor proposals or actual cost experience may be available as part of the Association records. This is useful information, which should be incorporated into your report. Please bring any such available data to our attention, preferably before the report is commenced.

**Replacement vs. Repair and Maintenance.** A Replacement Reserve Study addresses the required funding for Capital Replacement Expenditures. This should not be confused with operational costs or cost of repairs or maintenance.

## 5. DEFINITIONS

**Adjusted Cash Flow Analysis.** Cash flow analysis adjusted to take into account annual cost increases due to inflation and interest earned on invested reserves. In this method, the annual contribution is assumed to grow annually at the inflation rate.

**Annual Deposit if Reserves Were Fully Funded.** Shown on the Summary Sheet A1 in the Component Method summary, this would be the amount of the Annual Deposit needed if the Reserves Currently on Deposit were equal to the Total Current Objective.

**Cash Flow Analysis.** See Cash Flow Method, above.

**Component Analysis.** See Component Method, above.

**Contingency.** An allowance for unexpected requirements. Roughly the same as the Minimum Recommended Reserve Level to be Held on Account used in the Cash Flow Method of analysis.

**Critical Year.** In the Cash Flow Method, a year in which the reserves on hand are projected to fall to the established minimum level. See Minimum Recommended Reserve Level to be Held on Account.

**Current Objective.** This is the reserve amount that would have accumulated had the item been funded from initial construction at its current replacement cost. It is equal to the estimated replacement cost divided by the estimated economic life, times the number of years expended (the difference between the Estimated Economic Life and the Estimated Life Left). The Total Current Objective can be thought of as the amount of reserves the Association should now have on hand based on the sum of all of the Current Objectives.

**Cyclic Replacement Item.** A component item that typically begins to fail after an initial period (Estimated Initial Replacement), but which will be replaced in increments over a number of years (the Estimated Replacement Cycle). The Reserve Analysis program divides the number of years in the Estimated Replacement Cycle into five equal increments. It then allocates the Estimated Replacement Cost equally over those five increments. (As distinguished from Normal Replacement Items, see below)

**Estimated Normal Economic Life (NEL).** Used in the Normal Replacement Schedules. This represents the industry average number of years that a new item should be expected to last until it has to be replaced. This figure is sometimes modified by climate, region, or original construction conditions.

**Estimated Remaining Economic Life (REL).** Used in the Normal Replacement Schedules. Number of years until the item is expected to need replacement. Normally, this number would be considered to be the difference between the Estimated Economic Life and the age of the item. However, this number must be modified to reflect maintenance practice, climate, original construction and quality, or other conditions. For the purpose of this report, this number is determined by the Reserve Analyst based on the present condition of the item relative to the actual age.

**Estimated Initial Replacement.** For a Cyclic Replacement Item (see above), the number of years until the replacement cycle is expected to begin. Estimated Replacement Cycle. For a Cyclic Replacement Item, the number of years over which the remainder of the component's replacement occurs.

**Minimum Annual Deposit.** Shown on the Summary Sheet A1. The calculated requirement for annual contribution to reserves as calculated by the Cash Flow Method (see above).

**Minimum Deposit in the Study Year.** Shown on the Summary Sheet A1. The calculated requirement for contribution to reserves in the study year as calculated by the Component Method (see above).

**Minimum Balance.** Shown on the Summary Sheet A4, this amount is used in the Cash Flow Method only. Normally derived using the average annual expenditure over the study period, this is the minimum amount held in reserves for every year in the study period.

**Normal Replacement Item.** A component of the property that, after an expected economic life, is replaced in its entirety. (As distinguished from Cyclic Replacement Items, see above.)

**Normal Replacement Schedules.** The list of Normal Replacement Items by category or location. These items appear on pages designated.

**Number of Years of the Study.** The numbers of years into the future for which expenditures are projected and reserve levels calculated. This number should be large enough to include the projected replacement of every item on the schedule, at least once. This study covers a 40-year period.

**One Time Deposit Required to Fully Fund Reserves.** Shown on the Summary Sheet A1 in the Component Method summary, this is the difference between the Total Current Objective and the Reserves Currently on Deposit.

**Reserves Currently on Deposit.** Shown on the Summary Sheet A1, this is the amount of accumulated reserves as reported by the Association in the current year.

**Reserves on Hand.** Shown in the Cyclic Replacement and Normal Replacement Schedules, this is the amount of reserves allocated to each component item in the Cyclic or Normal Replacement schedules. This figure is based on the ratio of Reserves Currently on Deposit divided by the total Current Objective.

**Replacement Reserve Study.** An analysis of all of the components of the common property of the Association for which a need for replacement should be anticipated within the economic life of the property as a whole. The analysis involves estimation for each component of its estimated Replacement Cost, Estimated Economic Life, and Estimated Life Left. The objective of the study is to calculate a recommended annual contribution to the Association's Replacement Reserve Fund.

**Total Replacement Cost.** Shown on the Summary Sheet A1, this is total of the Estimated Replacement Costs for all items on the schedule if they were to be replaced once.

**Unit Replacement Cost.** Estimated replacement cost for a single unit of a given item on the schedule.

**Unit (of Measure).** Non-standard abbreviations are defined on the page of the Replacement Reserve Inventory where the item appears. The following standard abbreviations are used in this report:

<b>ea</b>	each	<b>ls</b>	lump sum	<b>sy</b>	square yard
<b>ft or lf</b>	linear foot	<b>pr</b>	pair	<b>cy</b>	cubic yard
<b>sf</b>	square foot				

What is a Reserve Study?  
Who are we?



<https://youtu.be/m4BcOE6q3Aw>

What kind of property uses a Reserve Study?  
Who are our clients?



<https://youtu.be/40SodajTW1q>

Who conducts a Reserve Study?  
Reserve Specialist (RS) what does this mean?



<https://youtu.be/pYSMZ013VjQ>

When should a Reserve Study be updated?  
What are the different types of Reserve Studies?



<https://youtu.be/Qx8WHB9Cgnc>

What is in a Reserve Study and what's out?  
Improvement/Component, what's the difference?



<https://youtu.be/ZfBoAEhtf3E>

What is my role as a Community Manager?  
Will the report help me explain Reserves?



<https://youtu.be/1J2h7FIU3qw>

What is my role as a community Board Member?  
Will a Reserve Study meet my needs?



<https://youtu.be/aARD1B1Oa3o>

Community dues, how can a Reserve Study help?  
Will a study keep my property competitive?



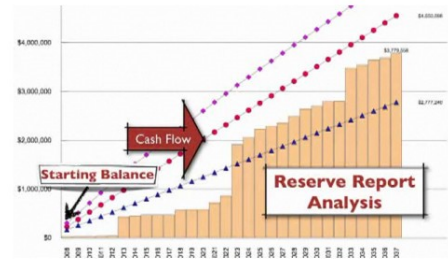
<https://youtu.be/diZfM1IyJYU>

How do I read the report?  
Will I have a say in what the report contains?



<https://youtu.be/qCeVJhFf9ag>

Where do the numbers come from?  
Cumulative expenditures and funding, what?



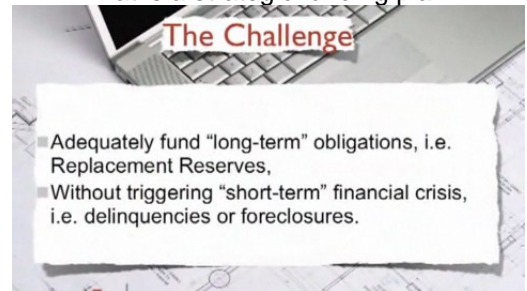
<https://youtu.be/SePdwVDvHWI>

How are interest and inflation addressed?  
Inflation, what should we consider?



<https://youtu.be/W8CDLwRlv68>

A community needs more help, where do we go?  
What is a strategic funding plan?



<https://youtu.be/hIxV9X1tlcA>