

CLUB ESTATES EAST CONDOMINIUM
MAINTENANCE PLAN
RESERVE STUDY
LEVEL III: UPDATE WITH NO VISUAL SITE INSPECTION
BUDGET YEAR
April 1, 2024 to March 31, 2025



CLUB ESTATES EAST CONDOMINIUM

Executive Summary

Year of Report:

April 1, 2024 to March 31, 2025

Number of Units:

80 Units

Parameters:

Beginning Balance: \$165,401

Year 2024 Suggested Contribution: \$115,000

Year 2024 Projected Interest Earned: \$2,626

Inflation: 4.00%

Annual Increase to Suggested Contribution: 12.00%

Lowest Cash Balance Over 30 Years (Threshold): \$224

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**Club Estates East Condominium
Maintenance Plan
Reserve Study Update – Offsite
Disclosure Information
2024**

We have conducted an offsite reserve study update and maintenance plan for Club Estates East Condominium for the year beginning April 1, 2024, in accordance with guidelines established by Community Associations Institute and the American Institute of Certified Public Accountants.

This reserve study and maintenance plan is in compliance with the legislative changes made in 2007 to ORS Chapters 94 and 100.

We have no other involvement with the Association other than providing the reserve study and maintenance plan. Schwindt and Company believes that every association should have a complete building envelope inspection within 12 months of completion of all construction and every 5 years. This inspection must be performed by a licensed building envelope inspector. Ongoing inspections of the property should be performed by a licensed inspector, with the exception of a roof inspection which may be performed by a licensed roofing contractor.

Assumptions used for inflation, interest, and other factors are detailed in page 26. Income tax factors were not considered due to the uncertainty of factors affecting net taxable income and the election of tax form to be filed.

Increases in Roofing and Painting Costs

Over the last several years, roofing, painting, and other costs have increased at a dramatic pace. Schwindt and Company has noted this in our reserve studies. We were not sure if this was a temporary price increase or the new normal in pricing. We are now of the opinion that these increased prices will most likely continue. Roofing costs have nearly doubled and painting costs have increased 50%. It is still possible to keep the increases to a minimum if Associations can find a vendor that will perform the work at a reduced price, however, these vendors are becoming rare.

The main reason for increased prices aside from normal cost increases appears to be the availability of labor. Many workers left the industry during the downturn and have not reentered the job market thus driving up wage costs to attract qualified workers. Roofers and painters are also seeing increased demand for their services due to aging association property. These factors have created the perfect storm for increased prices.

These increases are being built into cost estimates and required contributions. Associations have seen an increase in the suggested reserve contributions beginning with the 2018/2019 budget years and depending on the year the roofing and painting projects occur, the increases may be substantial. As of 2020, we are seeing the prices remain at the elevated rate.

In December 2022, the average annual inflation rate was 6.45%. Experts are not sure if this increase is temporary due to supply chain issues or if this will be a long-term increase. At this time, Schwindt and Company is recommending an inflation rate of 4% in reserve studies. We will continue to monitor the inflation rate throughout this period. More information can be found at https://inflationdata.com/Inflation/Inflation_Rate/HistoricalInflation.aspx.

Currently, the price of oil has fluctuated greatly, and there are ongoing issues with the supply chain. As of now, it is unknown when these factors will be resolved, making it difficult to predict prices. We recommend the Association begin the replacement process several years out, including inspection, creation of a scope of work, and a competitive bidding process. For large projects, associations may choose to sign contracts a year before the work is to occur so that they can get scheduled during the spring and summer.

Associations should have a complete building envelope study conducted every 3-5 years. If the Association chooses

not to engage a qualified engineer or architect to perform a building envelope inspection, the Association should be 100% funded using the fully funded method of funding to insure funds are available to pay for unexpected costs.

The Association has been advised over the years to obtain a building envelope inspection. Due to the age of exterior building components such as roof and siding, it is unclear how long these components will last and if there are any underlying issues with water damage and dry rot. A building envelope inspection that includes intrusive openings would give the Association more information on the condition of the components and the resulting cost of repair and replacement. As a result of not obtaining a building envelope inspection, the estimated useful lives and costs of these components may not be accurate and may result in the need for a special assessment to repair and replace.

David T. Schwindt, the representative in charge of this report, is a designated Reserve Study Specialist, Professional Reserve Analyst, and Certified Public Accountant licensed in the states of Oregon, Washington, California, and Arizona.

The terms *RS Means*, *National Construction Estimator*, and *Fannie Mae Expected Useful Life Tables and Forms* refer to construction industry estimating databases that are used throughout the industry to establish cost estimates and useful life estimates for common building components and products. We suggest that the Association obtain firm bids for these services.

The Bylaws, Article VI, Section 2 (a) state: Each owner must promptly perform all maintenance and repair work within his own unit, which, if omitted, would affect the project in its entirety or in part belonging to other owners...

The Bylaws, Article VI, Section 2 (b) state: all the repairs of the internal installations of the unit, such as: water, lights, gas, power, sewage, telephone, air conditioners, sanitary installations, doors, windows, lamps and all other accessories belonging to the unit area shall be at the owner's expense.

The Bylaws, Article VI, Section 2 (d) states: Repairs to utility sheds, original windows, outside water faucets, and the replacement of garbage cans shall be the Association's responsibility. Repairs to patio floors, outside doors and storm windows, awnings, fireplaces, chimneys and porch lights and door bells shall be at the unit owner's expense.

According to the Association, the insurance deductible is included in the operating budget.

Many reserve studies do not include components such as the structural building envelope, plumbing (including water supply and piping), electrical systems and water/sewer systems because they are deemed to be beyond the usual 30 year threshold and reserve study providers are generally not experts in determining the estimated useful lives and replacement costs of such assets. Associations that are 20+ in age should consider adding funding for these components because the eventual cost may be one of the largest expenditures in the study. Because the eventual replacement costs and determination of the estimated useful life of such components depend on a number of factors, it is advisable to hire experts to advise the Association on such matters. Schwindt & Co believes the best way to determine costs and lives associated with these components is to perform an inspection of the applicable components which should include information about the component, steps to take to lengthen the estimated useful life, projected estimated useful life and estimated replacement costs. This inspection should be conducted by experts and should include a written report. This information will allow the reserve study provider and the Association to include appropriate costs, lives and projected expenditures in the study. Schwindt & Co believes that the cost of these inspections should be included in the reserve study as a funded component.

The Association has elected to provide certain information to Schwindt and Company to allow Schwindt and Company to perform a lesser level of assurance with respect to the reserve study. Factual data may include measurements, component listings, and other relevant information. As such, Schwindt and Company accepts no responsibility for such information. Had we performed a level I reserve study, Schwindt and Company would have collected and analyzed such data and would have taken responsibility for the presentation of the reserve study taken as a whole.

We are not aware of any material issues which, if not disclosed, would cause a material distortion of this report.

Certain information, such as the beginning balance of reserve funds and other information as detailed on the component detail reports, was provided by Association representatives and is deemed to be reliable by us. This reserve study is a reflection of the information provided to us and cannot be used for the purpose of performing an audit, a quality/forensic analysis, or background checks of historical records.

Site visits should not be considered a project audit or quality inspection of the Association's property. This site visit does

not evaluate the condition of the property to determine the useful life or needed repairs. Schwindt & Company suggests that the Association perform a building envelope inspection to determine the condition, performance, and the useful life of all the components.

Certain costs outlined in the reserve study are subjective and, as a result, are for planning purposes only. The Association should obtain firm bids at the time of work. Actual costs will depend upon the scope of work as defined at the time the repair, replacement, or restoration is performed. All estimates relating to future work are good faith estimates and projections are based on the estimated inflation rate, which may or may not prove accurate. All future costs and life expectancies should be reviewed and adjusted annually.

This reserve study, unless specifically stated in the report, assumes no fungi, mold, asbestos, lead paint, urea-formaldehyde foam insulation, termite control substances, other chemicals, toxic wastes, radon gas, electro-magnetic radiation or other potentially hazardous materials (on the surface or sub-surface), or termites on the property. The existence of any of these substances may adversely affect the accuracy of this reserve study. Schwindt & Company assumes no responsibility regarding such conditions, as we are not qualified to detect substances, determine the impact, or develop remediation plans/costs.

Since destructive testing was not performed, this reserve study does not attempt to address latent and/or patent defects. Neither does it address useful life expectancies that are abnormally short due either to improper design, installation, nor to subsequent improper maintenance. This reserve study assumes all components will be reasonably maintained for the remainder of their life expectancy.

Physical Analysis:

New projects generally include information provided by developers and/or refer to drawings.

Full onsite reserve studies generally include field measurements and do not include destructive testing. Drawings are usually not available for existing projects.

Onsite updates generally include observations of physical characteristics, but do not include field measurements.

Please note that the Association has not had a complete building envelope inspection. The effects of not having information relating to this inspection are not known.

The client is considered to have deemed previously developed component quantities as accurate and reliable. The current work is reliant on the validity of prior reserve studies.

This reserve study should be reviewed carefully. It may not include all common and limited common element components that will require major maintenance, repair, or replacement in future years, and may not include regular contributions to a reserve account for the cost of such maintenance, repair, or replacement. The failure to include a component in a reserve study, or to provide contributions to a reserve account for a component, may, under some circumstances, require the association to (1) defer major maintenance, repair, or replacement, (2) increase future reserve contributions, (3) borrow funds to pay for major maintenance, repair, or replacement, or (4) impose special assessments for the cost of major maintenance, repair, or replacement.



CLUB ESTATES EAST CONDOMINIUM

MAINTENANCE PLAN

BUDGET YEAR

April 1, 2024 to March 31, 2025

Club Estates East Condominium Executive Summary of Maintenance Plan

Regular maintenance of common elements is necessary to ensure the maximum useful life and optimum performance of components. Of particular concern are items that may present a safety hazard to residents or guests if they are not maintained in a timely manner and components that perform a water-proofing function.

This maintenance plan is a cyclical plan that calls for maintenance at regular intervals. The frequency of the maintenance activity and the cost of the activity at the first instance follow a short descriptive narrative. This maintenance plan should be reviewed on an annual basis when preparing the annual operating budget for the Association.

Checklists, developed by Reed Construction Data, Inc., can be photocopied or accessed from the RS Means website:

<http://www.rsmeans.com/supplement/67346.asp>

They can be used to assess and document the existing condition of an Association's common elements and to track the carrying out of planned maintenance activities.

**Club Estates East Condominium
Maintenance Plan
2024 to 2025**

Pursuant to Oregon State Statutes Chapters 94 and 100, which require a maintenance plan as an integral part of the reserve study, the maintenance procedures are as follows:

The Board of Directors should refer to this maintenance plan each year when preparing the annual operating budget for the Association to ensure that annual maintenance costs are included in the budget for the years that they are scheduled.

Property Inspection

Schwindt and Company recommends that a provision for the annual inspection of common area components be included in the maintenance plan for all associations. This valuable management tool will help to ensure that all components achieve a maximum useful life expectancy and that they function as intended throughout their lifespan.

The inspection should be performed by a qualified professional and should include a written summary of conclusions with specific recommendations for any needed repairs or maintenance.

We suggest that the Association obtain firm bids for this service.

This expense should be included in the annual operating budget for the Association.

Frequency: Annually

Building Envelope Inspection

Schwindt and Company recommends that all associations perform a building envelope inspection within 12 months of substantial completion of all construction or immediately upon detection of any water intrusion or mold problems. This inspection process may involve invasive testing if the problems detected are serious enough to warrant such measures.

The inspection should be performed by an architect, engineer, or state-licensed inspector who is specifically trained in forensic waterproofing analysis. The report should include a written summary of findings with recommendations for needed repairs or maintenance procedures.

All reserve studies and maintenance plans prepared by Schwindt and Company assume that any such recommendations will be followed and that all work will be performed by qualified professionals.

A complete envelope inspection will usually be required only one time although a visual review of the building exterior may be advisable on a periodic basis under certain circumstances. The Association should consult with the inspector(s) who performed the original assessment to determine the best course of action for their individual situation.

We suggest that the Association obtain firm bids for this service.

Frequency: Every 7 years

Roof Inspection

Schwindt and Company recommends that a provision for the periodic inspection and maintenance of roofing and related components be included in the maintenance plan for all associations.

The frequency of this inspection will vary based on the age, condition, complexity, and remaining useful life of the roof system. As the roof components become older, the Association is well advised to consider increasing the frequency of this critical procedure.

The inspection should be performed by a qualified roofing professional and should include a written summary of conclusions with specific recommendations for any needed repairs or maintenance. Recommended maintenance should be performed promptly by a licensed roofing contractor.

We suggest that the Association obtain firm bids for this service.

This expense should be included in the annual operating budget for the Association.

Frequency: Refer to roof warranty for frequency

Lighting: Exterior & Common Area Interior – Inspection/Maintenance

Note: Replacement of flickering or burned-out bulbs or lamps should be immediate.

Lighting is a crucial element in the provision of safety and security. All lighting systems should be inspected frequently and care must be taken to identify and correct deficiencies.

Various fixture and lamp types may be used according to area needs. Lighting systems should be designed to provide maximum, appropriate illumination at minimal energy expenditures. Lighting maintenance processes should include a general awareness of factors that cause malfunctions in lighting systems, such as dirt accumulation and lumen depreciation. It is important to fully wash, rather than dry-wipe, exterior surfaces to reclaim light and prevent further deterioration.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

Repairs and inspections should be completed by a qualified professional.

This expense should be included in the annual operating budget for the Association as general property maintenance expense.

Frequency: Bi-Weekly

Clubhouse/Fitness/Recreation Areas

The clubhouse may experience heavy traffic that can have a dramatic impact on the life expectancy of

the equipment. Preventive maintenance is critical. Consult the manufacturers of exercise and weight equipment for specific maintenance. The overall condition of the floors and mats should be reviewed for deficiencies such as excessive wear, stains, tears, and tripping hazards. The overall condition of the following should be reviewed: walls/ceilings, lighting fixture protection, exercise/weight equipment; location of signs and fire safety devices, fire extinguishers, and trash receptacles. Mirrors and glass should be reviewed for cracked/broken surfaces or rough edges.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

This expense should be included in the annual operating budget for the Association as general property maintenance expense.

Frequency: Monthly

Clubhouse–Kitchen–Review

In condo facilities, common area kitchenettes and dining areas may contain pieces of equipment that can jeopardize life safety if preventive maintenance is neglected. The following monthly checklist includes common cooking equipment and dining furniture.

Review the electrical outlet load for fire safety (per manufacturer and code); check that paper/flammable materials are positioned away from heat sources; insure there is an accessible route, and there is sufficient visibility of emergency exits.

A fire extinguisher review should include: tag currency, placement, housing condition, hose condition, and overall condition.

Equipment, such as dishwashers, garbage disposals, stoves, refrigerators, and sinks should undergo review. *Note: Always follow manufacturer's guidelines.* For each item, check overall condition, switches, timer, piping and valves for leaks, wiring, pilots, doors, gaskets, and belts where applicable. Gas connections should be checked.

The flooring systems should be reviewed for deficiencies such as excessive wear, stains, and tripping hazards.

Review the exhaust system for hood function and condition, grease trap function, cleanliness and condition, filter condition, exhaust duct condition, and fan function and condition

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

Frequency: Monthly

Exterior Stairs, Decks, Balconies, & Patios

The performance of and payment for the following maintenance procedures is solely the responsibility of the owners. Owners should be made aware of the consequence of not maintaining

their property. A method should be adopted for owners to report problems.

Concrete should be reviewed for deficiencies such as alkali-aggregate expansion, honeycombing, chips, cracks, stains, lifted areas, tripping hazards, and/or unevenness. Railings should be reviewed for stability, hardware, and overall condition. Wood should be reviewed for deficiencies, such as dry rot, termites, instability, worn edges, cracks, holes and splintering. Footing/foundation should be reviewed for stability and overall condition deficiencies, such as cracks and broken or missing components. A safety review should include, but not be limited to, the sufficient distance maintained between flammables and other surfaces, as well as the overall condition of access points such as doors, windows, screens and thresholds.

Frequency: Monthly

Gas Connections–Review

The performance of and payment for the following maintenance procedures is solely the responsibility of the owners for their units. Owners should be made aware of the consequence of not maintaining their property. A method should be adopted for owners to report problems.

These maintenance procedures should also be performed on the common area equipment, such as the equipment in the clubhouse. This expense for the common area concrete should be included in the Association’s operating budget in the year it is to occur.

The following check should be performed monthly for all gas connections and main valves throughout the facility. (Do not open and close valves.) The gas company should be contacted if:

- * There is an odor of gas anywhere at any time.
- * Valves cannot be turned off or appear to be rusted or damaged.
- * Minor repairs are needed and maintenance personnel do not have adequate training or tools.

When gas is detected by odor, building occupants should immediately evacuate. The gas company and fire department should be contacted.

Possible undetected leakage should be visually checked (*do not open and close valves*) by performing a bubble test with soap and water, or by using a handheld combustible gas detector of professional quality.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

This expense should be included in the annual operating budget for the Association.

Frequency: Monthly

Hot Water Heater – Clubhouse (Common Area Only) – Inspection/Maintenance

Maintenance of the hot water heater includes regularly scheduled inspections and maintenance.

The water heater and related components should be checked for water leaks and fuel supply leaks. The water heater and related components should also be checked for proper operation and settings. Filters should be changed and all components serviced as required. The surrounding area should be cleaned at the time of servicing.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

Inspections and maintenance should be performed by a qualified, licensed service provider.

We understand that this expense should be included in the annual operating budget for the Association.

Frequency: Monthly to Annually

Property Entrance - Review

The property entrance is a significant reflection on the development as a whole and is often the first stop in the development for residents, prospective residents or buyers, and visitors. The area should be consistently clean, functional, and accessible. In addition to serving as a point of initial access, the main entry may feature mailboxes which should be secure and operational.

Mailboxes: Review overall condition and function of locks; proper lubrication of working parts; cleanliness of face plates; security of housing, in compliance with current postal regulations; accuracy and visibility of signage/accessibility of tactile lettering, where required; condition and function of slots and depositories for outgoing mail and packages.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

This expense should be included in the annual operating budget for the Association as general property maintenance expense.

Frequency: Monthly

Swimming Pool & Spa

Swimming pool maintenance should be performed in conjunction with a service contractor. Preventive maintenance in this area consists of validating all equipment is present and functional on a monthly basis. Only certified professionals should complete repairs or maintenance procedures more advanced than manufacturer's prescribed chemical treatments and cleaning. Maintenance staff should accompany the certified professional during statutory inspections and maintenance to ensure that the physical work complies with contract and manufacturer's specifications.

Preventive maintenance includes, but is not limited to, the review of the following: automatic fill device function; electrical component condition; pump/filter/chlorination function; thermostat; and heater

function.

Whirlpools should be reviewed for the function of the timer, drainage, and emergency switch.

Deck surface condition should be reviewed for deficiencies such as rough areas and tripping and slippage hazards. Fence and gates should be reviewed for the function of the anchors, latches and the overall condition. Handrails and ladders should be reviewed for stability, hardware and overall condition. Steps and treads should be reviewed for security and tread condition.

Safety equipment should be reviewed for its condition and function including, but not limited to, the following: the location and condition of the life ring; emergency telephone equipment; compliance of signage with codes and standards; visibility and overall condition of the signage; and fire extinguishers tag currency, placement, housing, hose, and overall condition.

Note: Any and all electrical outlets near water should be serviced by a ground-fault circuit-interrupter (GFI) to protect users from electrical shock.

Water condition and cleanliness should be reviewed and must comply with local health standards. The County Health Department or local water management authority determines health standards in most communities. Standards must be posted within the pool area.

Pool tile/plaster should be reviewed for its overall condition.

During the off-season when the pool is covered, check the security of the fastening system monthly to make sure it hasn't been tampered with.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

This expense should be included in the annual operating budget for the Association.

Frequency: Monthly

Windows, Doors & Garage Doors

A method should be adopted for owners to report problems.

These maintenance procedures should also be performed on the common area buildings including the clubhouse, guard station and sales office. This expense for the common buildings should be included in the Association's operating budget and may be considered part of the annual property inspection.

Exterior window and door casings, sashes, and frames should be inspected annually for twisting, cracking, deterioration, or other signs of distress. Hardware and weather stripping should be checked for proper operation and fit. Gaskets and seals should be reviewed for signs of moisture intrusion. Weep holes should be cleaned. These building envelope components should be repaired and replaced as necessary.

Garage doors should be inspected to ensure smooth operation and all moving parts are working as intended. This includes the runners, moving parts and locks.

Frequency: Annually

Fence – Metal - Inspection

The metal fence located along the perimeter of the property should be checked semi-annually for overall integrity and safety. The overall condition of the fence should be checked for deficiencies such as vegetation encroachment, debris buildup, holes, sagging areas, missing segments, rot, fungus, and/or vandalism.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

Frequency: Semiannually

Gutters & Downspouts

Schwindt and Company recommends that all gutters and downspouts be cleaned, visually inspected, and repaired as required every six months in the spring and fall.

This important maintenance procedure will help to ensure that the gutters and downspouts are free-flowing at all times, thus preventing the backup of water within the drainage system. Such backup can lead to water ingress issues along the roof edges, around scuppers or other roof penetrations, and at sheet metal flashing or transition points that rely on quick and continuous discharge of water from surrounding roof surfaces to maintain a watertight building exterior.

This expense should be included in the annual operating budget for the Association.

Frequency: Semiannually, more often if necessary

HVAC–Clubhouse Air Conditioning Unit (Common Area Only)

Regular preventive maintenance of HVAC (heating, ventilation, and air-conditioning) systems is crucial to the quality of air and comfort level within the condominium community. Preventive maintenance is also important for energy efficiency and maximizing equipment life. HVAC systems should always sufficiently control temperature and humidity, distribute outside air uniformly, and isolate and remove odors and pollutants. Improper function and maintenance can cause indoor air pollution by allowing stale or contaminated air to remain in the building. It is essential that both the building's common HVAC system and those for individual units have fully functional and regularly inspected pressure control, filtration, and exhaust equipment. HVAC systems must also be properly sized in proportion to the area and number of occupants.

Management may opt to contract outside professionals to handle this task, although the following preventive maintenance procedures can be conducted by in-house maintenance personnel. If an outside service contractor is used, be sure to validate their performance by an audit of service performed.

When performing any maintenance procedures, always refer to manufacturer's recommendations. Diagnostic tools, such as a digital HVAC analyzer, can also be of help.

For all types of HVAC systems, change filters twice a year and post a sticker on the HVAC unit with the date of change and initials of the mechanic. If an outside service is used, plot the date of service on the wall chart and verify that performance is as per contract.

Frequency: Semiannually

Exterior Walls

The siding, trim, and other wood building components should be inspected for loose, missing, cracked or otherwise damaged components. Sealant joints should be checked for missing or cracked sealant.

Painted surfaces should be checked for paint deterioration, bubbling, or other signs of deterioration.

Dryer vents should be checked **twice a year** and cleared of lint. Also check operation of exhaust baffles to make sure they are present and that they move freely. Exhaust ducts should be cleared of debris **every 3 years**.

The payment for maintenance and the performance of maintenance repair of dryer vents, exhaust baffles, and exhaust ducts is solely the responsibility of the owners.

Any penetrations of the building envelope such as utility lines and light fixtures should be checked annually for signs of water intrusion. Hose bibs should be checked for leaks and other failures. Each hose bib should be shut off and drained during the winter to prevent damage from freezing.

The payment for and performance of maintenance and repair of all outlets of utility service lines, including water, sewerage, gas or electricity is solely the responsibility of the Owners.

Annual inspections to check for signs of water intrusion should be made of the building envelope interfaces such as where the windows intersect with the walls and where the walls intersect with the roof.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

Inspections should be made by a qualified professional.

This expense should be included in the annual operating budget for the Association.

Frequency: Annually

Fence – Swimming Pool - Inspection

Metal fences require regular inspection of paint condition, rust and other corrosion, and vegetation and

trash buildup. The overall condition of the fence should be reviewed for deficiencies such as vegetation encroachment, debris buildup, holes, sagging areas, missing segments, rust, and/or vandalism.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

This expense should be included in the Association's operating budget and may be considered part of the annual property inspection.

Frequency: Annually

Trees - Maintenance

The Association will be responsible for trimming trees in the common area throughout the property. Trees and shrubs should be kept clear of the building components.

We suggest that the Association obtain firm bids for this service.

This expense should be included in the Association's operating budget.

Frequency: Annually

Landscape Maintenance

The Association will be responsible for maintenance and upkeep of common area landscape throughout the property. This may include mowing lawn, removal of weeds, and dead-heading of flowers. Landscape techniques vary depending on the foliage and season.

We suggest that the Association obtain firm bids for this service.

This expense should be included in the Association's operating budget.

Frequency: Annually

Lawn Irrigation System

Periodic maintenance to the lawn irrigation system should be anticipated with this type of component. These maintenance procedures will include replacement of the control mechanism, replacement of damaged piping, upgrading of sprinkler heads and valve components, and any other work that is advised by repair professionals.

In recent years, improvements have been made to this type of system which has increased the efficiency of the water distribution process. Such improvements can be expected to continue to be made and the owners of such systems are well advised to plan on periodic upgrades to maintain the efficiency of their systems.

Lawn irrigation systems also require periodic testing to ensure proper operation. Sometimes this testing is mandated by ordinance or building codes. All work on lawn irrigation systems must be performed by

licensed contractors who specialize in this type of work.

This expense should be included in the annual operating budget for the Association.

Frequency: Annually

Sewer Laterals – Inspection/Maintenance

All drain lines in the facility connect to the main drain, which is referred to as the “sewer”, beyond the foundation. All sewer lines outside of the foundation have cleanout points at various locations. Reaming from these points requires the use of a high power hose, hydro-jet, or power equipment. Sewer laterals should be annually reamed from clean-out points by in-house personnel.

Inspections and maintenance should be performed by a qualified, licensed service provider.

This expense should be included in the annual operating budget for the Association.

Frequency: Annually

Storm Drains

Storm drains or sewers are underground systems used to collect and dispose of surface water. They carry large quantities of water away from paved surface areas, and should be kept clean to prevent the accumulation of dirt and debris. They should be cleaned and flushed annually to ensure blockages are removed and piping is functional. If drains tend to become clogged frequently, they should be inspected and cleaned more often.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted by the maintenance contractor and/or association representatives.

This expense should be included in the annual operating budget for the Association as a general property maintenance expense.

Frequency: Annually

Exterior Siding Maintenance – Painting

Maintenance of the exterior siding includes regularly scheduled cleaning and inspection of the surface areas for cracks, peeling paint or other sealants, deterioration of the base material, and failure of caulking or other sealant materials that serve a waterproofing function.

This maintenance provision is for the periodic painting of the exterior siding. The siding should be cleaned, repaired as required, and primed and painted with premium quality exterior house paint in accordance with the siding manufacturer’s specifications. The work should be performed by a qualified, licensed painting contractor.

This expense is included in the reserve study for the Association.

Frequency: Every 8 years

Asphalt – Seal Coating

Maintenance of asphalt paving includes the periodic application of an asphalt emulsion sealer or “seal coat”. This procedure is typically performed every 4 to 7 years, depending on a variety of factors that can affect the useful life of the sealer.

Vehicle traffic is one such factor, and associations that have asphalt paving that carries considerable vehicle traffic should consider a maintenance program that calls for seal coating of asphalt driving surfaces as frequently as every 4 years.

This maintenance procedure involves thoroughly cleaning all pavements, filling of any surface cracks and patching of any locally damaged pavement surfaces. The emulsion sealer is then applied.

Parking area demarcation lines will need to be renewed each time a seal coat is applied. The component expense includes the cost of this work as well as the seal coating cost.

This work should be performed by a licensed paving contractor.

This expense is included in the reserve study for the Association.

Main Road Frequency: Every 5 years

Driveway Frequency: Every 7 years

Clubhouse - Interior Paint

The interior painted surfaces of the clubhouse should be cleaned, repaired as required, primed and painted with premium quality interior house paint in accordance with the manufacturer’s specifications. The work should be performed by a qualified, licensed painting contractor.

This expense is included in the reserve study for the Association.

Frequency: Every 12 years

Backflow Device Maintenance

Maintenance of the backflow device and components related to the water system includes, but is not limited to, inspecting for leaks under pressure and checking for damage or deterioration.

Annual maintenance on the backflow device includes the testing and calibrating of valve operation. Air should be bled from the backflow preventer and the area should be cleaned.

Inspections and maintenance should be performed by a qualified, licensed service provider.

Deficiencies, required maintenance, and required repairs after completion of the review should be noted

by the maintenance contractor and/or association representatives.

This maintenance item should be included in the Association's annual operating budget.

Frequency: Annually

Attics & Crawl Spaces

A method should be adopted for owners to report problems.

Attic should be inspected annually to make sure all vents are free of obstructions and exhaust ducts are tight lined to the exterior. Owners should consult a professional if mold is detected.

Crawl spaces should be checked annually to make sure all vents are free of obstructions. Owners should make sure that the finish grade is below the height of the vents and vents are clear of debris. Crawl space should be checked for signs of water intrusion or moisture damage to the building structure.

Owners should consult a professional if water related damage is discovered.

Frequency: Annually

Concrete Pavement

These maintenance procedures should be performed on the any common area concrete surfaces, including the clubhouse patio. This expense for the common area concrete should be included in the Association's operating budget in the year it is to occur.

Maintenance of the concrete pavement should include cleaning the surface areas with pressure washing equipment. The pavement should also be visually reviewed for signs of undue stress and cracking. Noticeable cracks should be filled with a suitable concrete crack filler to prevent penetration of moisture below the concrete surface which will undermine the integrity of the base material over time.

Frequency: Annually

This maintenance plan is designed to preserve and extend the useful life of assets and is dependent upon proper inspection and follow up procedures.

CLUB ESTATES EAST CONDOMINIUM
RESERVE STUDY
LEVEL III: UPDATE WITH NO VISUAL SITE INSPECTION
BUDGET YEAR
April 1, 2024 to March 31, 2025

**Club Estates East Condominium
Category Detail Index**

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1082	Clubhouse Roof: Tile - Replacement	34-35	42 of 81
1072	Tile Roof - Repairs 2024-25	24-25	43 of 81
1064	Tile Roof - Replacement	36-37	43 of 81
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1026	Exterior Siding - Repair/Replace I	24-25	44 of 81
1062	Exterior Siding - Repair/Replace II	25-26	44 of 81
1075	Exterior Siding Replacement	48-49	45 of 81
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1010	Clubhouse Interior - Painting	26-27	46 of 81
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1041	Chimney - Maintenance	54-55	48 of 81
1052	Electrical Panel	71-72	48 of 81
1007	Garage Doors - Replacement	42-43	49 of 81
1054	Patio Sheds - Repair	24-25	49 of 81
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1053	Plumbing Study	24-25	50 of 81
1009	Pool Shower Rooms - Refurbish	48-49	50 of 81
1024	Storage Sheds - Replacement	33-34	51 of 81
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1035	Gutters & Downspouts Phase II - Replacement	26-27	52 of 81
1036	Gutters & Downspouts Phase III - Replacement	28-29	53 of 81
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1067	Asphalt - Repairs & Maintenance II	49-50	54 of 81
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1038	Carport Roof 2019 - Replacement	49-50	59 of 81
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1012	Office Equipment - Allowance	26-27	63 of 81
Interior Furnishings			
1011	Clubhouse Carpet - Replacement	25-26	64 of 81
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1060	Clubhouse Light Fixtures - Replacement	25-26	65 of 81
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**Club Estates East Condominium
Category Detail Index**

Asset ID	Description	Replacement	Page
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1013	Shop Roll Up Garage Door - Replacement	38-39	75 of 81
1051	Windows - Replacement	24-25	76 of 81
	Total Funded Assets	66	
	Total Unfunded Assets	<u>1</u>	
	Total Assets	67	

Club Estates East Condominium Property Description

Club Estates East Condominium consists of 21 buildings with 80 units located in Portland, Oregon. The buildings are single story with wood siding and tile roofs, and was built around 1965. The Association shall provide exterior improvements upon each unit, such as paint, maintenance, repair and replacement of roofs, gutters, downspouts, rain drains, and exterior building surfaces. The individual homeowners are responsible for all maintenance and repairs of the interior of their home.

This study uses information supplied by the Association, local vendors and various construction pricing and scheduling manuals to determine useful lives and replacement costs.

A site visit was performed by Schwindt and Company in 2015 and 2018. Schwindt and Company did not investigate components for defects, materials, design or workmanship. This would ordinarily be considered in a complete building envelope inspection. Our condition assessment considers if the component is wearing as intended. All components are considered to be in fair condition and appear to be wearing as intended unless noted otherwise in the component detail.

Funds are being accumulated in the replacement fund based on estimates of future need for repairs and replacement of common property components. Actual expenditures, investment income, and provisions for income taxes however, may vary from estimated amounts, and variations may be material. Therefore, amounts accumulated in the replacement fund may not be adequate to meet future funding needs.

If additional funds are needed, the Association has the right, subject to board approval, to increase regular assessments, levy special assessments, otherwise the Association may delay repairs or replacements until funds are available.

Club Estates East Condominium
 Portland, Oregon
Cash Flow Method - Threshold Funding Model Summary

Report Date	December 8, 2023
Account Number	2clube
Budget Year Beginning	April 1, 2024
Budget Year Ending	March 31, 2025

<i>Report Parameters</i>	
Inflation	4.00%
Interest Rate on Reserve Deposit	3.00%
2024 Beginning Balance	\$165,401

Threshold Funding
Fully Reserved Model Summary

- This study utilizes the cash flow method and the threshold funding model, which establishes a reserve funding goal that keeps the reserve balance above a specified dollar or percent funded amount. The threshold method assumes that the threshold method is funded with a positive threshold balance, therefore, "fully reserved".
- The following items were not included in the analysis because they have useful lives greater than 30 years: grading/drainage; foundation/footings; storm drains; telephone, cable, and internet lines.
- This funding scenario begins with a contribution of **\$115,000** in **2024** and increases **12.00%** each year until 2039. In 2039 the contribution is \$629,460 and increases 0.0% each year for the remaining years of the study. A minimum balance of **\$224** is maintained.
- The reserve study cash flow model includes an annual increase in the required contribution over the 30 year period. Since the current Board and membership only has the authority to obligate the Association for the current budget year, the cash flow model relies on the actions of future Boards to adhere to the required increase in the annual reserve contribution. Because of the possibility that future Boards, due to budgetary constraints, are not able to increase the reserve contribution to the required amount to provide for adequate funding, the Association may be at risk in the future of special assessing the members to fund needed expenditures.
- The purpose of this study is to ensure that adequate replacement funds are available when components reach the end of their useful life. Components will be replaced as required, not necessarily in their expected replacement year. This analysis should be updated annually.

<i>Cash Flow Method - Threshold Funding Model Summary of Calculations</i>	
Required Monthly Contribution	\$9,583.33
Average Net Monthly Interest Earned	<u>\$218.80</u>
Total Monthly Allocation to Reserves	\$9,802.13

Club Estates East Condominium
Cash Flow Method - Threshold Funding Model Projection

Beginning Balance: \$165,401

Year	Annual Contribution	Annual Interest	Annual Expenditures	Projected Ending Reserves	Fully Funded Reserves	Percent Funded
24-25	115,000	2,626	141,084	141,942	2,768,778	5%
25-26	128,800		243,677	27,065	2,742,729	1%
26-27	144,256		171,097	224	2,808,868	0%
27-28	161,567	1,446	39,791	123,446	3,005,197	4%
28-29	180,955	6,052	22,042	288,410	3,232,883	9%
29-30	202,669	11,490	19,918	482,651	3,477,101	14%
30-31	226,990	16,633	58,196	668,078	3,696,705	18%
31-32	254,228	8,378	529,706	400,979	3,440,383	12%
32-33	284,736	12,866	131,495	567,087	3,593,856	16%
33-34	318,904	17,270	171,226	732,035	3,718,252	20%
34-35	357,173	18,103	329,444	777,867	3,689,425	21%
35-36	400,033	28,438	58,587	1,147,751	3,947,740	29%
36-37	448,037	21,460	683,766	933,483	4,247,152	22%
37-38	501,802	14,678	721,470	728,493	4,553,433	16%
38-39	562,018	7,491	785,242	512,760	4,841,112	11%
39-40	629,460	886	823,030	320,076	4,364,158	7%
40-41	629,460	19,215	27,731	941,020	4,702,650	20%
41-42	629,460	32,362	216,444	1,386,398	4,866,132	28%
42-43	629,460	45,198	239,802	1,821,254	5,019,879	36%
43-44	629,460	65,398	10,526	2,505,587	5,426,563	46%
44-45	629,460	85,109	46,828	3,173,328	5,820,435	55%
45-46	629,460	104,076	90,980	3,815,883	6,193,162	62%
46-47	629,460	124,423	64,578	4,505,187	6,617,638	68%
47-48	629,460	145,078	74,794	5,204,932	7,058,225	74%
48-49	629,460	18,947	4,921,400	931,939	2,525,776	37%
49-50	629,460	24,650	460,913	1,125,135	2,463,075	46%
50-51	629,460	28,660	522,254	1,261,001	2,346,695	54%
51-52	629,460	41,978	220,261	1,712,179	2,552,863	67%
52-53	629,460	54,440	261,716	2,134,363	2,737,819	78%
53-54	629,460	66,236	296,084	2,533,976	2,908,632	87%

Club Estates East Condominium Component Summary By Category

Description	Date in Service	Next Occurrence	Useful	Adjustment	Remaining	Units	Unit Cost	Current Cost
Roofing								
Clubhouse Roof: Flat - Replacement	2009	34-35	25	0	10	5,343 SF	15.00	80,145
Clubhouse Roof: Tile - Replacement	2009	34-35	25	0	10	2,500 SF	18.36	45,900
Tile Roof - Repairs 2024-25	2020	24-25	1	3	0	1 Total	54,000.00	54,000
Tile Roof - Replacement	1986	36-37	1	49	12	90,000 SF	18.36@ 25%	413,100
Roofing - Total								\$593,145
Siding								
Exterior Siding - Repair/Replace I	2016	24-25	8	0	0	1 Total	5,000.00	5,000
Exterior Siding - Repair/Replace II	2017	25-26	8	0	1	1 Total	5,000.00	5,000
Exterior Siding Replacement	1965	48-49	50	33	24	69,300 SF	27.00	1,871,100
Siding - Total								\$1,881,100
Painting								
Clubhouse Interior - Painting	2014	26-27	12	0	2	1 Total	19,694.82	19,695
Painting Exterior Siding I	2016	25-26	8	1	1	80 Units	1,911.70@ 50%	76,468
Painting Exterior Siding II	2017	26-27	8	1	2	80 Units	1,911.70@ 50%	76,468
Painting - Total								\$172,631
Building Components								
Building Envelope Inspection	1970	24-25	7	47	0	1 Total	9,797.47	9,797
Chimney - Maintenance	2019	54-55	35	0	30	1 Total	1,274.47	1,274
Electrical Panel	2021	71-72	50	0	47	1 Total	6,793.11	6,793
Garage Doors - Replacement	2017	42-43	25	0	18	9 Each	1,570.21	14,132
Patio Sheds - Repair	2020	24-25	1	0	0	1 Total	700.00	700
Plumbing Repairs	2022	24-25	2	0	0	1 Total	5,000.00	5,000
Plumbing Study	1970	24-25	50	4	0	1 Total	14,067.73	14,068
Pool Shower Rooms - Refurbish	2018	48-49	30	0	24	1 Total	1,274.47	1,274
Storage Sheds - Replacement	2013	33-34	20	0	9	1 Total	14,221.06	14,221
Building Components - Total								\$67,260
Gutters and Downspouts								
Gutters & Downspouts Phase I - Replacement	1986	25-26	35	4	1	1 Total	11,141.63	11,142
Gutters & Downspouts Phase II - Replaceme..	1988	26-27	35	3	2	1 Total	11,141.63	11,142
Gutters & Downspouts Phase III - Replacem..	1990	28-29	35	3	4	1 Total	11,141.63	11,142
Gutters and Downspouts - Total								\$33,425
Streets/Asphalt								
Asphalt - Repairs & Maintenance I	2018	48-49	30	0	24	1 Total	16,007.30	16,007
Asphalt - Repairs & Maintenance II	2019	49-50	30	0	25	1 Total	66,614.22	66,614
Asphalt - Repairs & Maintenance III	2020	50-51	30	0	26	1 Total	66,145.52	66,146
Asphalt - Repairs & Maintenance IV	2021	51-52	30	0	27	1 Total	72,558.95	72,559
Asphalt - Seal Coat	2022	27-28	5	0	3	1 Total	17,496.00	17,496

Club Estates East Condominium Component Summary By Category

Description	Date in Service	Next Occurrence	Useful	Adjustment	Remaining	Units	Unit Cost	Current Cost
<i>Streets/Asphalt continued...</i>								
Asphalt - Seal Coat Driveways	2016	25-26	7	2	1	1 Total	19,549.20	<u>19,549</u>
Streets/Asphalt - Total								\$258,371
Fencing/Security								
Metal Fence - Replacement I	1980	30-31	50	0	6	1 Total	108,560.67@ 33%	36,187
Metal Fence - Replacement II	1980	31-32	50	1	7	1 Total	108,560.67@ 33%	36,187
Metal Fence - Replacement III	1980	32-33	50	2	8	1 Total	108,560.67@ 33%	36,187
Patio Wall - Repair	2023	24-25	1	0	0	1 Total	2,000.00	2,000
Pool Fencing - Replacement	1986	36-37	50	0	12	1 Total	6,278.41	<u>6,278</u>
Fencing/Security - Total								\$116,839
Carpports								
Carpport Roof 2018 - Replacement	2018	48-49	30	0	24	1 Total	18,862.11	18,862
Carpport Roof 2019 - Replacement	2019	49-50	30	0	25	1 Total	7,500.00	7,500
Carpport Roof 2020 - Replacement	2020	50-51	30	0	26	1 Total	7,500.00	7,500
Carpport Roof 2022 - Replacement	2022	52-53	30	0	28	5 Each	7,500.00	37,500
Carpport Roof 2023 - Replacement	2023	53-54	30	0	29	5 Each	7,500.00	37,500
Carpport Roof 2024 - Replacement	1988	24-25	30	6	0	4 Each	7,500.00	30,000
Carpport Roof 2025 - Replacement	1988	25-26	30	7	1	4 Each	7,500.00	<u>30,000</u>
Carpports - Total								\$168,862
Equipment								
Clubhouse HVAC - Replacement	2016	41-42	25	0	17	2 Each	10,228.26	20,457
Clubhouse Hot Water Tanks - Replacement	2015	27-28	12	0	3	1 Total	1,131.05	1,131
Clubhouse Refrigerator - Replacement	2021	41-42	20	0	17	1 Total	1,244.55	1,245
Office Equipment - Allowance	2018	26-27	8	0	2	1 Total	828.40	<u>828</u>
Equipment - Total								\$23,661
Interior Furnishings								
Clubhouse Carpet - Replacement	2014	25-26	10	1	1	1 Total	4,220.32	<u>4,220</u>
Interior Furnishings - Total								\$4,220
Lighting								
Clubhouse Light Fixtures - Replacement	1976	25-26	40	9	1	7 Each	703.37	<u>4,924</u>
Lighting - Total								\$4,924
Recreation/Pool								
Pool - Resurface	2010	25-26	10	5	1	1 Total	14,067.73	14,068
Pool Cover - Replacement	2010	25-26	10	5	1	1 Total	2,110.16	2,110
Pool Decking - Replacement	2017	32-33	15	0	8	1 Total	7,997.34	7,997
Pool Gas Fired Heater - Replacement	2020	35-36	15	0	11	1 Total	5,776.57	5,777
Pool Pump Motor - Replacement	2014	25-26	8	3	1	1 Total	3,094.89	3,095

**Club Estates East Condominium
Component Summary By Category**

Description	Date in Service	Next Occurrence	Useful	Adjustment	Remaining	Units	Unit Cost	Current Cost
<i>Recreation/Pool continued...</i>								
Pool Sand Filter - Replacement	2020	25-26	5	0	1	1 Total	2,105.87	2,106
Recreation/Pool - Total								<u>\$35,153</u>
Grounds Components								
Cesspool - Decommission	2019	26-27	1	6	2	1 Total	12,298.61	12,299
Concrete Surfaces - Repairs	2019	24-25	5	0	0	1 Total	5,852.17	5,852
Dry Wells - Replacement	2009	24-25	15	0	0	2 Each	4,500.00	9,000
Irrigation - Repairs	2015	25-26	10	0	1	1 Total	4,923.71	4,924
Irrigation Controllers - Replacement	2019	31-32	12	0	7	1 Total	2,295.86	2,296
Irrigation Valves - Replacement	2013	33-34	20	0	9	1 Total	18,816.99	18,817
Main Water Line - Repair/Replace	1981	31-32	50	0	7	1 Total	351,552.58	351,553
Retaining Wall - Maintenance	2015	24-25	5	1	0	1 Total	5,667.00	5,667
Tree Replacement	2023	26-27	3	0	2	1 Total	2,152.37	2,152
Walkway & Curbs - Repairs & Maintenance	2012	27-28	15	0	3	1 Total	1,748.61	1,749
Grounds Components - Total								<u>\$414,308</u>
Mailboxes								
Mailboxes - Replacement	2022	52-53	30	0	28	1 Total	14,783.04	14,783
Mailboxes - Total								<u>\$14,783</u>
Doors and Windows								
Clubhouse Doors- Replacement	1976	26-27	50	0	2	7 Each	1,055.08	7,386
Clubhouse Windows - Replacement	1976	26-27	50	0	2	1 Total	20,519.20	20,519
Shop Roll Up Garage Door - Replacement	2008	38-39	30	0	14	1 Total	1,012.87	1,013
Windows - Replacement		<i>Unfunded</i>						
Doors and Windows - Total								<u>\$28,918</u>
Total Asset Summary								<u>\$3,817,599</u>

Club Estates East Condominium Component Summary By Group

Description	Date in Service	Next Occurrence	Useful	Adjustment	Remaining	Units	Unit Cost	Current Cost
Capital								
Asphalt - Seal Coat	2022	27-28	5	0	3	1 Total	17,496.00	17,496
Carport Roof 2018 - Replacement	2018	48-49	30	0	24	1 Total	18,862.11	18,862
Carport Roof 2019 - Replacement	2019	49-50	30	0	25	1 Total	7,500.00	7,500
Carport Roof 2020 - Replacement	2020	50-51	30	0	26	1 Total	7,500.00	7,500
Carport Roof 2022 - Replacement	2022	52-53	30	0	28	5 Each	7,500.00	37,500
Carport Roof 2023 - Replacement	2023	53-54	30	0	29	5 Each	7,500.00	37,500
Carport Roof 2024 - Replacement	1988	24-25	30	6	0	4 Each	7,500.00	30,000
Carport Roof 2025 - Replacement	1988	25-26	30	7	1	4 Each	7,500.00	30,000
Cesspool - Decommission	2019	26-27	1	6	2	1 Total	12,298.61	12,299
Clubhouse Carpet - Replacement	2014	25-26	10	1	1	1 Total	4,220.32	4,220
Clubhouse Doors- Replacement	1976	26-27	50	0	2	7 Each	1,055.08	7,386
Clubhouse HVAC - Replacement	2016	41-42	25	0	17	2 Each	10,228.26	20,457
Clubhouse Hot Water Tanks - Replacement	2015	27-28	12	0	3	1 Total	1,131.05	1,131
Clubhouse Light Fixtures - Replacement	1976	25-26	40	9	1	7 Each	703.37	4,924
Clubhouse Refrigerator - Replacement	2021	41-42	20	0	17	1 Total	1,244.55	1,245
Clubhouse Roof: Flat - Replacement	2009	34-35	25	0	10	5,343 SF	15.00	80,145
Clubhouse Roof: Tile - Replacement	2009	34-35	25	0	10	2,500 SF	18.36	45,900
Clubhouse Windows - Replacement	1976	26-27	50	0	2	1 Total	20,519.20	20,519
Dry Wells - Replacement	2009	24-25	15	0	0	2 Each	4,500.00	9,000
Exterior Siding Replacement	1965	48-49	50	33	24	69,300 SF	27.00	1,871,100
Garage Doors - Replacement	2017	42-43	25	0	18	9 Each	1,570.21	14,132
Gutters & Downspouts Phase I - Replacement	1986	25-26	35	4	1	1 Total	11,141.63	11,142
Gutters & Downspouts Phase II - Replacement	1988	26-27	35	3	2	1 Total	11,141.63	11,142
Gutters & Downspouts Phase III - Replacement	1990	28-29	35	3	4	1 Total	11,141.63	11,142
Irrigation - Repairs	2015	25-26	10	0	1	1 Total	4,923.71	4,924
Irrigation Controllers - Replacement	2019	31-32	12	0	7	1 Total	2,295.86	2,296
Irrigation Valves - Replacement	2013	33-34	20	0	9	1 Total	18,816.99	18,817
Mailboxes - Replacement	2022	52-53	30	0	28	1 Total	14,783.04	14,783
Main Water Line - Repair/Replace	1981	31-32	50	0	7	1 Total	351,552.58	351,553
Metal Fence - Replacement I	1980	30-31	50	0	6	1 Total	108,560.67@ 33%	36,187
Metal Fence - Replacement II	1980	31-32	50	1	7	1 Total	108,560.67@ 33%	36,187
Metal Fence - Replacement III	1980	32-33	50	2	8	1 Total	108,560.67@ 33%	36,187
Office Equipment - Allowance	2018	26-27	8	0	2	1 Total	828.40	828
Pool - Resurface	2010	25-26	10	5	1	1 Total	14,067.73	14,068
Pool Cover - Replacement	2010	25-26	10	5	1	1 Total	2,110.16	2,110
Pool Decking - Replacement	2017	32-33	15	0	8	1 Total	7,997.34	7,997
Pool Fencing - Replacement	1986	36-37	50	0	12	1 Total	6,278.41	6,278
Pool Gas Fired Heater - Replacement	2020	35-36	15	0	11	1 Total	5,776.57	5,777
Pool Pump Motor - Replacement	2014	25-26	8	3	1	1 Total	3,094.89	3,095
Pool Sand Filter - Replacement	2020	25-26	5	0	1	1 Total	2,105.87	2,106
Shop Roll Up Garage Door - Replacement	2008	38-39	30	0	14	1 Total	1,012.87	1,013
Storage Sheds - Replacement	2013	33-34	20	0	9	1 Total	14,221.06	14,221
Tile Roof - Replacement	1986	36-37	1	49	12	90,000 SF	18.36@ 25%	413,100

Club Estates East Condominium Component Summary By Group

Description	Date in Service	Next Occurrence	Useful	Adjustment	Remaining	Units	Unit Cost	Current Cost
<i>Capital continued...</i>								
Tree Replacement	2023	26-27	3	0	2	1 Total	2,152.37	2,152
Windows - Replacement	<i>Unfunded</i>							
Capital - Total								<u>\$3,285,918</u>
Non-Capital								
Asphalt - Repairs & Maintenance I	2018	48-49	30	0	24	1 Total	16,007.30	16,007
Asphalt - Repairs & Maintenance II	2019	49-50	30	0	25	1 Total	66,614.22	66,614
Asphalt - Repairs & Maintenance III	2020	50-51	30	0	26	1 Total	66,145.52	66,146
Asphalt - Repairs & Maintenance IV	2021	51-52	30	0	27	1 Total	72,558.95	72,559
Asphalt - Seal Coat Driveways	2016	25-26	7	2	1	1 Total	19,549.20	19,549
Building Envelope Inspection	1970	24-25	7	47	0	1 Total	9,797.47	9,797
Chimney - Maintenance	2019	54-55	35	0	30	1 Total	1,274.47	1,274
Clubhouse Interior - Painting	2014	26-27	12	0	2	1 Total	19,694.82	19,695
Concrete Surfaces - Repairs	2019	24-25	5	0	0	1 Total	5,852.17	5,852
Electrical Panel	2021	71-72	50	0	47	1 Total	6,793.11	6,793
Exterior Siding - Repair/Replace I	2016	24-25	8	0	0	1 Total	5,000.00	5,000
Exterior Siding - Repair/Replace II	2017	25-26	8	0	1	1 Total	5,000.00	5,000
Painting Exterior Siding I	2016	25-26	8	1	1	80 Units	1,911.70@ 50%	76,468
Painting Exterior Siding II	2017	26-27	8	1	2	80 Units	1,911.70@ 50%	76,468
Patio Sheds - Repair	2020	24-25	1	0	0	1 Total	700.00	700
Patio Wall - Repair	2023	24-25	1	0	0	1 Total	2,000.00	2,000
Plumbing Repairs	2022	24-25	2	0	0	1 Total	5,000.00	5,000
Plumbing Study	1970	24-25	50	4	0	1 Total	14,067.73	14,068
Pool Shower Rooms - Refurbish	2018	48-49	30	0	24	1 Total	1,274.47	1,274
Retaining Wall - Maintenance	2015	24-25	5	1	0	1 Total	5,667.00	5,667
Tile Roof - Repairs 2024-25	2020	24-25	1	3	0	1 Total	54,000.00	54,000
Walkway & Curbs - Repairs & Maintenance	2012	27-28	15	0	3	1 Total	1,748.61	1,749
Non-Capital - Total								<u>\$531,681</u>
Total Asset Summary								<u>\$3,817,599</u>

**Club Estates East Condominium
Annual Expenditure Detail**

Description	Expenditures
Replacement Year 24-25	
Building Envelope Inspection	9,797
Carport Roof 2024 - Replacement	30,000
Concrete Surfaces - Repairs	5,852
Dry Wells - Replacement	9,000
Exterior Siding - Repair/Replace I	5,000
Patio Sheds - Repair	700
Patio Wall - Repair	2,000
Plumbing Repairs	5,000
Plumbing Study	14,068
Retaining Wall - Maintenance	5,667
Tile Roof - Repairs 2024-25	54,000
Total for 2024 - 2025	\$141,084
Replacement Year 25-26	
Asphalt - Seal Coat Driveways	20,331
Carport Roof 2025 - Replacement	31,200
Clubhouse Carpet - Replacement	4,389
Clubhouse Light Fixtures - Replacement	5,121
Exterior Siding - Repair/Replace II	5,200
Gutters & Downspouts Phase I - Replacement	11,587
Irrigation - Repairs	5,121
Painting Exterior Siding I	79,527
Patio Sheds - Repair	728
Patio Wall - Repair	2,080
Pool - Resurface	14,630
Pool Cover - Replacement	2,195
Pool Pump Motor - Replacement	3,219
Pool Sand Filter - Replacement	2,190
Tile Roof - Repairs 2024-25	56,160
Total for 2025 - 2026	\$243,677
Replacement Year 26-27	
Cesspool - Decommission	13,302
Clubhouse Doors- Replacement	7,988
Clubhouse Interior - Painting	21,302

**Club Estates East Condominium
Annual Expenditure Detail**

Description	Expenditures
<i>Replacement Year 26-27 continued...</i>	
Clubhouse Windows - Replacement	22,194
Gutters & Downspouts Phase II - Replacement	12,051
Office Equipment - Allowance	896
Painting Exterior Siding II	82,708
Patio Sheds - Repair	757
Patio Wall - Repair	2,163
Plumbing Repairs	5,408
Tree Replacement	2,328
Total for 2026 - 2027	\$171,097
Replacement Year 27-28	
Asphalt - Seal Coat	19,681
Cesspool - Decommission	13,834
Clubhouse Hot Water Tanks - Replacement	1,272
Patio Sheds - Repair	787
Patio Wall - Repair	2,250
Walkway & Curbs - Repairs & Maintenance	1,967
Total for 2027 - 2028	\$39,791
Replacement Year 28-29	
Gutters & Downspouts Phase III - Replacement	13,034
Patio Sheds - Repair	819
Patio Wall - Repair	2,340
Plumbing Repairs	5,849
Total for 2028 - 2029	\$22,042
Replacement Year 29-30	
Concrete Surfaces - Repairs	7,120
Patio Sheds - Repair	852
Patio Wall - Repair	2,433
Retaining Wall - Maintenance	6,895
Tree Replacement	2,619
Total for 2029 - 2030	\$19,918
Replacement Year 30-31	
Metal Fence - Replacement I	45,788

**Club Estates East Condominium
Annual Expenditure Detail**

Description	Expenditures
<i>Replacement Year 30-31 continued...</i>	
Patio Sheds - Repair	886
Patio Wall - Repair	2,531
Plumbing Repairs	6,327
Pool Sand Filter - Replacement	2,665
Total for 2030 - 2031	<u>\$58,196</u>
Replacement Year 31-32	
Building Envelope Inspection	12,893
Irrigation Controllers - Replacement	3,021
Main Water Line - Repair/Replace	462,619
Metal Fence - Replacement II	47,619
Patio Sheds - Repair	921
Patio Wall - Repair	2,632
Total for 2031 - 2032	<u>\$529,706</u>
Replacement Year 32-33	
Asphalt - Seal Coat	23,944
Asphalt - Seal Coat Driveways	26,754
Exterior Siding - Repair/Replace I	6,843
Metal Fence - Replacement III	49,524
Patio Sheds - Repair	958
Patio Wall - Repair	2,737
Plumbing Repairs	6,843
Pool Decking - Replacement	10,945
Tree Replacement	2,946
Total for 2032 - 2033	<u>\$131,495</u>
Replacement Year 33-34	
Exterior Siding - Repair/Replace II	7,117
Irrigation Valves - Replacement	26,782
Painting Exterior Siding I	108,838
Patio Sheds - Repair	996
Patio Wall - Repair	2,847
Pool Pump Motor - Replacement	4,405
Storage Sheds - Replacement	20,241
Total for 2033 - 2034	<u>\$171,226</u>

**Club Estates East Condominium
Annual Expenditure Detail**

Description	Expenditures
Replacement Year 34-35	
Clubhouse Roof: Flat - Replacement	118,634
Clubhouse Roof: Tile - Replacement	67,943
Concrete Surfaces - Repairs	8,663
Office Equipment - Allowance	1,226
Painting Exterior Siding II	113,191
Patio Sheds - Repair	1,036
Patio Wall - Repair	2,960
Plumbing Repairs	7,401
Retaining Wall - Maintenance	8,389
Total for 2034 - 2035	\$329,444
Replacement Year 35-36	
Clubhouse Carpet - Replacement	6,497
Irrigation - Repairs	7,580
Patio Sheds - Repair	1,078
Patio Wall - Repair	3,079
Pool - Resurface	21,657
Pool Cover - Replacement	3,248
Pool Gas Fired Heater - Replacement	8,893
Pool Sand Filter - Replacement	3,242
Tree Replacement	3,313
Total for 2035 - 2036	\$58,587
Replacement Year 36-37	
Patio Sheds - Repair	1,121
Patio Wall - Repair	3,202
Plumbing Repairs	8,005
Pool Fencing - Replacement	10,052
Tile Roof - Replacement	661,386
Total for 2036 - 2037	\$683,766
Replacement Year 37-38	
Asphalt - Seal Coat	29,132
Patio Sheds - Repair	1,166
Patio Wall - Repair	3,330

**Club Estates East Condominium
Annual Expenditure Detail**

Description	Expenditures
<i>Replacement Year 37-38 continued...</i>	
Tile Roof - Replacement	687,842
Total for 2037 - 2038	<u>\$721,470</u>
Replacement Year 38-39	
Building Envelope Inspection	16,966
Clubhouse Interior - Painting	34,105
Patio Sheds - Repair	1,212
Patio Wall - Repair	3,463
Plumbing Repairs	8,658
Shop Roll Up Garage Door - Replacement	1,754
Tile Roof - Replacement	715,356
Tree Replacement	3,727
Total for 2038 - 2039	<u>\$785,242</u>
Replacement Year 39-40	
Asphalt - Seal Coat Driveways	35,207
Clubhouse Hot Water Tanks - Replacement	2,037
Concrete Surfaces - Repairs	10,539
Dry Wells - Replacement	16,208
Patio Sheds - Repair	1,261
Patio Wall - Repair	3,602
Retaining Wall - Maintenance	10,206
Tile Roof - Replacement	743,970
Total for 2039 - 2040	<u>\$823,030</u>
Replacement Year 40-41	
Exterior Siding - Repair/Replace I	9,365
Patio Sheds - Repair	1,311
Patio Wall - Repair	3,746
Plumbing Repairs	9,365
Pool Sand Filter - Replacement	3,944
Total for 2040 - 2041	<u>\$27,731</u>
Replacement Year 41-42	
Clubhouse HVAC - Replacement	39,847

**Club Estates East Condominium
Annual Expenditure Detail**

Description	Expenditures
<i>Replacement Year 41-42 continued...</i>	
Clubhouse Refrigerator - Replacement	2,424
Exterior Siding - Repair/Replace II	9,740
Painting Exterior Siding I	148,952
Patio Sheds - Repair	1,364
Patio Wall - Repair	3,896
Pool Pump Motor - Replacement	6,029
Tree Replacement	4,193
Total for 2041 - 2042	\$216,444
Replacement Year 42-43	
Asphalt - Seal Coat	35,444
Garage Doors - Replacement	28,629
Office Equipment - Allowance	1,678
Painting Exterior Siding II	154,910
Patio Sheds - Repair	1,418
Patio Wall - Repair	4,052
Plumbing Repairs	10,129
Walkway & Curbs - Repairs & Maintenance	3,542
Total for 2042 - 2043	\$239,802
Replacement Year 43-44	
Irrigation Controllers - Replacement	4,837
Patio Sheds - Repair	1,475
Patio Wall - Repair	4,214
Total for 2043 - 2044	\$10,526
Replacement Year 44-45	
Concrete Surfaces - Repairs	12,823
Patio Sheds - Repair	1,534
Patio Wall - Repair	4,382
Plumbing Repairs	10,956
Retaining Wall - Maintenance	12,417
Tree Replacement	4,716
Total for 2044 - 2045	\$46,828

**Club Estates East Condominium
Annual Expenditure Detail**

Description	Expenditures
Replacement Year 45-46	
Building Envelope Inspection	22,326
Clubhouse Carpet - Replacement	9,617
Irrigation - Repairs	11,220
Patio Sheds - Repair	1,595
Patio Wall - Repair	4,558
Pool - Resurface	32,057
Pool Cover - Replacement	4,809
Pool Sand Filter - Replacement	4,799
Total for 2045 - 2046	\$90,980
Replacement Year 46-47	
Asphalt - Seal Coat Driveways	46,330
Patio Sheds - Repair	1,659
Patio Wall - Repair	4,740
Plumbing Repairs	11,850
Total for 2046 - 2047	\$64,578
Replacement Year 47-48	
Asphalt - Seal Coat	43,123
Patio Sheds - Repair	1,725
Patio Wall - Repair	4,929
Pool Decking - Replacement	19,711
Tree Replacement	5,305
Total for 2047 - 2048	\$74,794
Replacement Year 48-49	
Asphalt - Repairs & Maintenance I	41,032
Carport Roof 2018 - Replacement	48,349
Exterior Siding - Repair/Replace I	12,817
Exterior Siding Replacement	4,796,198
Patio Sheds - Repair	1,794
Patio Wall - Repair	5,127
Plumbing Repairs	12,817
Pool Shower Rooms - Refurbish	3,267
Total for 2048 - 2049	\$4,921,400

**Club Estates East Condominium
Annual Expenditure Detail**

Description	Expenditures
Replacement Year 49-50	
Asphalt - Repairs & Maintenance II	177,583
Carport Roof 2019 - Replacement	19,994
Concrete Surfaces - Repairs	15,601
Exterior Siding - Repair/Replace II	13,329
Painting Exterior Siding I	203,851
Patio Sheds - Repair	1,866
Patio Wall - Repair	5,332
Pool Pump Motor - Replacement	8,250
Retaining Wall - Maintenance	15,107
Total for 2049 - 2050	\$460,913
Replacement Year 50-51	
Asphalt - Repairs & Maintenance III	183,386
Carport Roof 2020 - Replacement	20,794
Clubhouse Interior - Painting	54,603
Office Equipment - Allowance	2,297
Painting Exterior Siding II	212,005
Patio Sheds - Repair	1,941
Patio Wall - Repair	5,545
Plumbing Repairs	13,862
Pool Gas Fired Heater - Replacement	16,015
Pool Sand Filter - Replacement	5,838
Tree Replacement	5,967
Total for 2050 - 2051	\$522,254
Replacement Year 51-52	
Asphalt - Repairs & Maintenance IV	209,214
Clubhouse Hot Water Tanks - Replacement	3,261
Patio Sheds - Repair	2,018
Patio Wall - Repair	5,767
Total for 2051 - 2052	\$220,261
Replacement Year 52-53	
Asphalt - Seal Coat	52,465
Building Envelope Inspection	29,380

**Club Estates East Condominium
Annual Expenditure Detail**

Description	Expenditures
<i>Replacement Year 52-53 continued...</i>	
Carport Roof 2022 - Replacement	112,451
Mailboxes - Replacement	44,330
Patio Sheds - Repair	2,099
Patio Wall - Repair	5,997
Plumbing Repairs	14,994
Total for 2052 - 2053	<u>\$261,716</u>
Replacement Year 53-54	
Asphalt - Seal Coat Driveways	60,967
Carport Roof 2023 - Replacement	116,949
Irrigation Valves - Replacement	58,684
Patio Sheds - Repair	2,183
Patio Wall - Repair	6,237
Storage Sheds - Replacement	44,351
Tree Replacement	6,712
Total for 2053 - 2054	<u>\$296,084</u>

**Club Estates East Condominium
Detail Report by Category**

Clubhouse Roof: Flat - Replacement		5,343 SF	@ \$15.00
Asset ID	1040	Asset Actual Cost	\$80,145.00
	Capital	Percent Replacement	100%
Category	Roofing	Future Cost	\$118,634.18
Placed in Service	April 2009		
Useful Life	25		
Replacement Year	34-35		
Remaining Life	10		

This component funds for the replacement of the clubhouse roof. The roof is a mixture of tile and flat roof.

Schwindt and Company estimated 2,500 square feet of tile roofing and 5,343 square feet of flat roofing.

The cost and useful life estimates are based on information provided by the Association.

Clubhouse Roof: Tile - Replacement		2,500 SF	@ \$18.36
Asset ID	1082	Asset Actual Cost	\$45,900.00
	Capital	Percent Replacement	100%
Category	Roofing	Future Cost	\$67,943.21
Placed in Service	April 2009		
Useful Life	25		
Replacement Year	34-35		
Remaining Life	10		

This component funds for the replacement of the clubhouse roof. The roof is a mixture of tile and flat roof.

Schwindt and Company estimated 2,500 square feet of tile roofing and 5,343 square feet of flat roofing.

The cost and useful life estimates are based on information provided by the Association.

**Club Estates East Condominium
Detail Report by Category**

Exterior Siding - Repair/Replace I

		1 Total	@ \$5,000.00
Asset ID	1026	Asset Actual Cost	\$5,000.00
	Non-Capital	Percent Replacement	100%
Category	Siding	Future Cost	\$5,000.00
Placed in Service	April 2016		
Useful Life	8		
Replacement Year	24-25		
Remaining Life	0		

This component funds for the repair and replacement of the exterior siding. This should include repair of the storage sheds.

The cost estimates are based on information provided by the Association.

According to the Association, \$1,685 was spent in 2016-17.

The useful life assumption is based on accepted industry estimates as established by RS Means and/or The National Construction Estimator. This has been timed to occur with the painting.

Exterior Siding - Repair/Replace II

		1 Total	@ \$5,000.00
Asset ID	1062	Asset Actual Cost	\$5,000.00
	Non-Capital	Percent Replacement	100%
Category	Siding	Future Cost	\$5,200.00
Placed in Service	April 2017		
Useful Life	8		
Replacement Year	25-26		
Remaining Life	1		

This component funds for the repair and replacement of the exterior siding. This should include repair of the storage sheds.

The cost estimates are based on information provided by the Association.

According to the Association, \$1,685 was spent in 2016-17.

The useful life assumption is based on accepted industry estimates as established by RS Means and/or The National Construction Estimator. This has been timed to occur with the painting.

**Club Estates East Condominium
Detail Report by Category**

Clubhouse Interior - Painting		1 Total	@ \$19,694.82
Asset ID	1010	Asset Actual Cost	\$19,694.82
	Non-Capital	Percent Replacement	100%
Category	Painting	Future Cost	\$21,301.92
Placed in Service	April 2014		
Useful Life	12		
Replacement Year	26-27		
Remaining Life	2		

This component funds for painting the interior of the clubhouse.

The cost and useful life estimates are based on information provided by the Association.

Painting Exterior Siding I		80 Units	@ \$1,911.70
Asset ID	1028	Asset Actual Cost	\$76,468.00
	Non-Capital	Percent Replacement	50%
Category	Painting	Future Cost	\$79,526.72
Placed in Service	April 2016		
Useful Life	8		
Adjustment	1		
Replacement Year	25-26		
Remaining Life	1		

This component funds for the painting of the exterior siding. This should include the storage sheds that are rented out.

Schwindt and Company estimated 69,300 square feet of siding.

According to the Association, \$47,000 was spent in 2016-17.

The cost is based on a per unit estimate from Painting and Drywall received by the Association. The useful life assumption is based on accepted industry estimates as established by RS Means and/or The National Construction Estimator.

**Club Estates East Condominium
Detail Report by Category**

Building Envelope Inspection

		1 Total	@ \$9,797.47
Asset ID	1066	Asset Actual Cost	\$9,797.47
	Non-Capital	Percent Replacement	100%
Category	Building Components	Future Cost	\$9,797.47
Placed in Service	April 1970		
Useful Life	7		
Adjustment	47		
Replacement Year	24-25		
Remaining Life	0		

This provision is for a building envelope inspection. Generally the life of the building envelope is greater than 30 years. We recommend the Association perform an inspection to determine the current condition of the system. Once the condition is known the reserve study should be updated.

Industry specialists recommend a building envelope inspection every 5-10 years.

Chimney - Maintenance

		1 Total	@ \$1,274.47
Asset ID	1041	Asset Actual Cost	\$1,274.47
	Non-Capital	Percent Replacement	100%
Category	Building Components	Future Cost	\$4,133.61
Placed in Service	April 2019		
Useful Life	35		
Replacement Year	54-55		
Remaining Life	30		

This component funds for the maintenance of the chimney on the clubhouse.

The cost and useful life estimates are based on information provided by the Association.

Electrical Panel

		1 Total	@ \$6,793.11
Asset ID	1052	Asset Actual Cost	\$6,793.11
	Non-Capital	Percent Replacement	100%
Category	Building Components	Future Cost	\$42,917.61
Placed in Service	April 2021		
Useful Life	50		
Replacement Year	71-72		
Remaining Life	47		

This provision is for the electrical panel in the clubhouse to be replaced.

**Club Estates East Condominium
Detail Report by Category**

Electrical Panel continued...

The cost and useful life are based on information from the Association.

Garage Doors - Replacement

		9 Each	@ \$1,570.21
Asset ID	1007	Asset Actual Cost	\$14,131.89
	Capital	Percent Replacement	100%
Category	Building Components	Future Cost	\$28,628.61
Placed in Service	April 2017		
Useful Life	25		
Replacement Year	42-43		
Remaining Life	18		

This component funds for the replacement of the garage doors.

At the time of site visit, Schwindt and Company noted 9 garage doors.

The cost and useful life estimates are based on information provided by the Association.

Patio Sheds - Repair

		1 Total	@ \$700.00
Asset ID	1054	Asset Actual Cost	\$700.00
	Non-Capital	Percent Replacement	100%
Category	Building Components	Future Cost	\$700.00
Placed in Service	April 2020		
Useful Life	1		
Replacement Year	24-25		
Remaining Life	0		

This component funds for the repair of the storage sheds on each patio. Currently many sheds are damaged. This provision is to replace them as needed.

In 2018 \$829 was spent, and \$500 is planned for 2019.

The cost and useful life assumptions are based on accepted industry estimates as established by RS Means and/or The National Construction Estimator. The Association should obtain a bid to confirm this estimate.

**Club Estates East Condominium
Detail Report by Category**

Plumbing Repairs

		1 Total	@ \$5,000.00
Asset ID	1077	Asset Actual Cost	\$5,000.00
	Non-Capital	Percent Replacement	100%
Category	Building Components	Future Cost	\$5,000.00
Placed in Service	April 2022		
Useful Life	2		
Replacement Year	24-25		
Remaining Life	0		

This provision is for plumbing repairs.

In 2023, \$8,925 was spent on a drywell/storm line replacement between 12375 and 12385.

The cost and useful life are based on information from the Association.

Plumbing Study

		1 Total	@ \$14,067.73
Asset ID	1053	Asset Actual Cost	\$14,067.73
	Non-Capital	Percent Replacement	100%
Category	Building Components	Future Cost	\$14,067.73
Placed in Service	April 1970		
Useful Life	50		
Adjustment	4		
Replacement Year	24-25		
Remaining Life	0		

This provision is for a plumbing study to be done. The Association should consult with a plumber to determine the current condition of the pipes. This may include cutting of pipes.

Pool Shower Rooms - Refurbish

		1 Total	@ \$1,274.47
Asset ID	1009	Asset Actual Cost	\$1,274.47
	Non-Capital	Percent Replacement	100%
Category	Building Components	Future Cost	\$3,266.85
Placed in Service	April 2018		
Useful Life	30		
Replacement Year	48-49		
Remaining Life	24		

This component funds for refurbishing the pool shower rooms.

According to the Association, this was done in 2018 for \$890.

The cost and useful life estimates are based on information provided by the Association. This

**Club Estates East Condominium
Detail Report by Category**

Gutters & Downspouts Phase I - Replacement

Asset ID	1034	1 Total	@ \$11,141.63
	Capital	Asset Actual Cost	\$11,141.63
Category	Gutters and Downspouts	Percent Replacement	100%
Placed in Service	April 1986	Future Cost	\$11,587.30
Useful Life	35		
Adjustment	4		
Replacement Year	25-26		
Remaining Life	1		

This component funds for the replacement of the gutters and downspouts in Phase I.
 In 2022, the Association spent \$1,525 on carport gutters (12535, 12500)
 The cost and useful life estimates are based on information provided by the Association.

Gutters & Downspouts Phase II - Replacement

Asset ID	1035	1 Total	@ \$11,141.63
	Capital	Asset Actual Cost	\$11,141.63
Category	Gutters and Downspouts	Percent Replacement	100%
Placed in Service	April 1988	Future Cost	\$12,050.79
Useful Life	35		
Adjustment	3		
Replacement Year	26-27		
Remaining Life	2		

This component funds for the replacement of the gutters and downspouts in Phase II.
 The cost and useful life estimates are based on information provided by the Association.

**Club Estates East Condominium
Detail Report by Category**

Asphalt - Repairs & Maintenance I

Asset ID	1002	1 Total	@ \$16,007.30
	Non-Capital	Asset Actual Cost	\$16,007.30
Category	Streets/Asphalt	Percent Replacement	100%
Placed in Service	April 2018	Future Cost	\$41,031.58
Useful Life	30		
Replacement Year	48-49		
Remaining Life	24		

This component funds for the repairs and maintenance of the asphalt in the common area.

The cost and useful life estimates are based on information provided by the Association.

Asphalt - Repairs & Maintenance II

Asset ID	1067	1 Total	@ \$66,614.22
	Non-Capital	Asset Actual Cost	\$66,614.22
Category	Streets/Asphalt	Percent Replacement	100%
Placed in Service	April 2019	Future Cost	\$177,582.61
Useful Life	30		
Replacement Year	49-50		
Remaining Life	25		

This component funds for the repairs and maintenance of the asphalt in the common area.

The cost and useful life estimates are based on information provided by the Association.

Asphalt - Repairs & Maintenance III

Asset ID	1068	1 Total	@ \$66,145.52
	Non-Capital	Asset Actual Cost	\$66,145.52
Category	Streets/Asphalt	Percent Replacement	100%
Placed in Service	April 2020	Future Cost	\$183,386.45
Useful Life	30		
Replacement Year	50-51		
Remaining Life	26		

This component funds for the repairs and maintenance of the asphalt in the common area.

According to the Association this was done in 2021 for \$54,528.

The cost and useful life estimates are based on information provided by the Association.

**Club Estates East Condominium
Detail Report by Category**

Asphalt - Repairs & Maintenance IV		1 Total	@ \$72,558.95
Asset ID	1069	Asset Actual Cost	\$72,558.95
	Non-Capital	Percent Replacement	100%
Category	Streets/Asphalt	Future Cost	\$209,214.19
Placed in Service	April 2021		
Useful Life	30		
Replacement Year	51-52		
Remaining Life	27		

This component funds for the repairs and maintenance of the asphalt in the common area.
The cost and useful life estimates are based on information provided by the Association.

Asphalt - Seal Coat		1 Total	@ \$17,496.00
Asset ID	1001	Asset Actual Cost	\$17,496.00
	Capital	Percent Replacement	100%
Category	Streets/Asphalt	Future Cost	\$19,680.62
Placed in Service	April 2022		
Useful Life	5		
Replacement Year	27-28		
Remaining Life	3		

This component funds for the sealcoat of the common area.

Maintenance of asphalt paving includes the periodic application of an asphalt emulsion sealer or "seal coat". This involves thorough cleaning of all pavement, filling of any surface cracks and patching of any locally damaged pavement surfaces, then application of the emulsion sealer.

All asphalt striping will need to be renewed each time that a seal coat is applied. The component expense includes the cost of this work as well as the seal coating cost.

This work should be performed by a licensed paving contractor.

The Association obtained a bid of \$7,550 in 2022 (when oil was \$32/barrel.)

The useful life estimates are based on information provided by the Association. The cost is based on a bid received by the Association.

**Club Estates East Condominium
Detail Report by Category**

Metal Fence - Replacement I

Asset ID	1022	1 Total	@ \$108,560.67
	Capital	Asset Actual Cost	\$36,186.89
Category	Fencing/Security	Percent Replacement	33.33%
Placed in Service	April 1980	Future Cost	\$45,787.96
Useful Life	50		
Replacement Year	30-31		
Remaining Life	6		

This component funds for the replacement of the exterior metal fence.

According to the Association, \$5,720 was spent in 2018.

The cost and useful life estimates are based on information provided by the Association.

Metal Fence - Replacement II

Asset ID	1070	1 Total	@ \$108,560.67
	Capital	Asset Actual Cost	\$36,186.89
Category	Fencing/Security	Percent Replacement	33.33%
Placed in Service	April 1980	Future Cost	\$47,619.48
Useful Life	50		
Adjustment	1		
Replacement Year	31-32		
Remaining Life	7		

This component funds for the replacement of the exterior metal fence.

According to the Association, \$5,720 was spent in 2018.

The cost and useful life estimates are based on information provided by the Association.

Metal Fence - Replacement III

Asset ID	1071	1 Total	@ \$108,560.67
	Capital	Asset Actual Cost	\$36,186.89
Category	Fencing/Security	Percent Replacement	33.33%
Placed in Service	April 1980	Future Cost	\$49,524.26
Useful Life	50		
Adjustment	2		
Replacement Year	32-33		
Remaining Life	8		

This component funds for the replacement of the exterior metal fence.

**Club Estates East Condominium
Detail Report by Category**

Carport Roof 2018 - Replacement

		1 Total	@ \$18,862.11
Asset ID	1037	Asset Actual Cost	\$18,862.11
	Capital	Percent Replacement	100%
Category	Carports	Future Cost	\$48,349.32
Placed in Service	April 2018		
Useful Life	30		
Replacement Year	48-49		
Remaining Life	24		

This component funds for the replacement of the carport roofs in 2018.

The cost and useful life estimates are based on information provided by the Association.

Carport Roof 2019 - Replacement

		1 Total	@ \$7,500.00
Asset ID	1038	Asset Actual Cost	\$7,500.00
	Capital	Percent Replacement	100%
Category	Carports	Future Cost	\$19,993.77
Placed in Service	April 2019		
Useful Life	30		
Replacement Year	49-50		
Remaining Life	25		

This component funds for the replacement of the carport roofs in 2019.

The cost and useful life estimates are based on information provided by the Association.

Carport Roof 2020 - Replacement

		1 Total	@ \$7,500.00
Asset ID	1076	Asset Actual Cost	\$7,500.00
	Capital	Percent Replacement	100%
Category	Carports	Future Cost	\$20,793.52
Placed in Service	April 2020		
Useful Life	30		
Replacement Year	50-51		
Remaining Life	26		

This component funds for the replacement of 1 carport roof in 2020.

The cost and useful life estimates are based on information provided by the Association.

**Club Estates East Condominium
Detail Report by Category**

Carport Roof 2022 - Replacement

		5 Each	@ \$7,500.00
Asset ID	1039	Asset Actual Cost	\$37,500.00
	Capital	Percent Replacement	100%
Category	Carports	Future Cost	\$112,451.37
Placed in Service	April 2022		
Useful Life	30		
Replacement Year	52-53		
Remaining Life	28		

This component funds for the replacement of the carport roofs in 2022.

In 7/2022 the Association spent \$20,550 on courtyards 8, 9, & 10.

Units 12535, 12525, 12515, 12465, 12455, 12445, 12435, 12425, 12415, 12405, 12395, 12385, 12375, 12365, 12355, 12345, 12335, 12325, 12315, 12305, 12295

The cost and useful life estimates are based on information provided by the Association.

Carport Roof 2023 - Replacement

		5 Each	@ \$7,500.00
Asset ID	1078	Asset Actual Cost	\$37,500.00
	Capital	Percent Replacement	100%
Category	Carports	Future Cost	\$116,949.43
Placed in Service	April 2023		
Useful Life	30		
Replacement Year	53-54		
Remaining Life	29		

This component funds for the replacement of the carport roofs in 2023.

In 2023 the roofs on 12670, 12635, 12595, 12575, and 12555 were replaced for \$23,802

The cost and useful life estimates are based on information provided by the Association.

Carport Roof 2024 - Replacement

		4 Each	@ \$7,500.00
Asset ID	1079	Asset Actual Cost	\$30,000.00
	Capital	Percent Replacement	100%
Category	Carports	Future Cost	\$30,000.00
Placed in Service	April 1988		
Useful Life	30		
Adjustment	6		
Replacement Year	24-25		
Remaining Life	0		

This component funds for the replacement of the carport roofs in 2024.

**Club Estates East Condominium
Detail Report by Category**

Clubhouse HVAC - Replacement

		2 Each	@ \$10,228.26
Asset ID	1043	Asset Actual Cost	\$20,456.52
	Capital	Percent Replacement	100%
Category	Equipment	Future Cost	\$39,847.26
Placed in Service	April 2016		
Useful Life	25		
Replacement Year	41-42		
Remaining Life	17		

This component funds for the replacement of the clubhouse HVAC air handler.

The cost is based on a bid the Association received.

The useful life assumption is based on accepted industry estimates as established by RS Means and/or The National Construction Estimator.

Clubhouse Hot Water Tanks - Replacement

		1 Total	@ \$1,131.05
Asset ID	1015	Asset Actual Cost	\$1,131.05
	Capital	Percent Replacement	100%
Category	Equipment	Future Cost	\$1,272.28
Placed in Service	April 2015		
Useful Life	12		
Replacement Year	27-28		
Remaining Life	3		

This component funds for the replacement of the hot water tanks in the clubhouse.

At the time of site visit, Schwindt and Company noted one in the clubhouse and one in the shop.

The cost and useful life estimates are based on information provided by the Association.

Clubhouse Refrigerator - Replacement

		1 Total	@ \$1,244.55
Asset ID	1016	Asset Actual Cost	\$1,244.55
	Capital	Percent Replacement	100%
Category	Equipment	Future Cost	\$2,424.26
Placed in Service	April 2021		
Useful Life	20		
Replacement Year	41-42		
Remaining Life	17		

This component funds for the replacement of the clubhouse refrigerator.

**Club Estates East Condominium
Detail Report by Category**

Pool - Resurface		1 Total	@ \$14,067.73
Asset ID	1048	Asset Actual Cost	\$14,067.73
	Capital	Percent Replacement	100%
Category	Recreation/Pool	Future Cost	\$14,630.44
Placed in Service	April 2010		
Useful Life	10		
Adjustment	5		
Replacement Year	25-26		
Remaining Life	1		

This provision is for resurface the pool.

The cost and useful life assumptions are based on accepted industry estimates as established by RS Means and/or The National Construction Estimator. The Association should obtain a bid to confirm this estimate.

Pool Cover - Replacement		1 Total	@ \$2,110.16
Asset ID	1049	Asset Actual Cost	\$2,110.16
	Capital	Percent Replacement	100%
Category	Recreation/Pool	Future Cost	\$2,194.57
Placed in Service	April 2010		
Useful Life	10		
Adjustment	5		
Replacement Year	25-26		
Remaining Life	1		

This provision is for the replacement of the pool cover.

The cost and useful life assumptions are based on accepted industry estimates as established by RS Means and/or The National Construction Estimator. The Association should obtain a bid to confirm this estimate.

**Club Estates East Condominium
Detail Report by Category**

Pool Decking - Replacement

		1 Total	@ \$7,997.34
Asset ID	1017	Asset Actual Cost	\$7,997.34
	Capital	Percent Replacement	100%
Category	Recreation/Pool	Future Cost	\$10,944.91
Placed in Service	April 2017		
Useful Life	15		
Replacement Year	32-33		
Remaining Life	8		

This component funds for the replacement of the pool decking.

The cost and useful life estimates are based on information provided by the Association.

Pool Gas Fired Heater - Replacement

		1 Total	@ \$5,776.57
Asset ID	1020	Asset Actual Cost	\$5,776.57
	Capital	Percent Replacement	100%
Category	Recreation/Pool	Future Cost	\$8,892.76
Placed in Service	April 2020		
Useful Life	15		
Replacement Year	35-36		
Remaining Life	11		

This component funds for the replacement of the gas fired pool heater.

According to the Association, this was done in 2020 for \$4,762.

The cost and useful life estimates are based on information provided by the Association.

Pool Pump Motor - Replacement

		1 Total	@ \$3,094.89
Asset ID	1021	Asset Actual Cost	\$3,094.89
	Capital	Percent Replacement	100%
Category	Recreation/Pool	Future Cost	\$3,218.69
Placed in Service	April 2014		
Useful Life	8		
Adjustment	3		
Replacement Year	25-26		
Remaining Life	1		

This component funds for the replacement of the pool pump motor.

The useful life estimates are based on information provided by the Association. According to

**Club Estates East Condominium
Detail Report by Category**

Cesspool - Decommission			1 Total	@ \$12,298.61
Asset ID		1065	Asset Actual Cost	\$12,298.61
		Capital	Percent Replacement	100%
Category	Grounds	Components	Future Cost	\$13,302.18
Placed in Service		April 2019		
Useful Life		1		
Adjustment		6		
Replacement Year		26-27		
Remaining Life		2		

This provision is for the decommissioning of the cesspool in 2019, 2026 and 2027.

According to the Association, 3 units will be done in 2019 for \$9,650.

The cost and useful life are based on information from the Association.

Concrete Surfaces - Repairs			1 Total	@ \$5,852.17
Asset ID		1006	Asset Actual Cost	\$5,852.17
		Non-Capital	Percent Replacement	100%
Category	Grounds	Components	Future Cost	\$5,852.17
Placed in Service		April 2019		
Useful Life		5		
Replacement Year		24-25		
Remaining Life		0		

This component funds for immediate repairs to concrete surfaces.

According to the Association, \$4,160 of work was done in 2014.

In 7/2022, the Association spent \$3,720 on repairs.

The cost and useful life assumptions are based on accepted industry estimates as established by RS Means and/or The National Construction Estimator. The Association should obtain a bid to confirm this estimate.

**Club Estates East Condominium
Detail Report by Category**

Dry Wells - Replacement

			2 Each	@ \$4,500.00
Asset ID	1058		Asset Actual Cost	\$9,000.00
	Capital		Percent Replacement	100%
Category	Grounds Components		Future Cost	\$9,000.00
Placed in Service	April 2009			
Useful Life	15			
Replacement Year	24-25			
Remaining Life	0			

This provision is for the replacement of the dry wells located on the property.

According to the Association 3 dry wells were replaced from 2009 - 2011. The Association should annually inspect the dry wells to ensure they are working as intended. \$3,650 was spent in 2016-2017.

According to the Association, \$5,400 was spent in 2018.

In 2023 the Association spent \$7,998 to replace catch basin at the last parking area on the SE side.

The cost and useful life assumptions are based on accepted industry estimates as established by RS Means and/or The National Construction Estimator. The Association should obtain a bid to confirm this estimate.

Irrigation - Repairs

			1 Total	@ \$4,923.71
Asset ID	1055		Asset Actual Cost	\$4,923.71
	Capital		Percent Replacement	100%
Category	Grounds Components		Future Cost	\$5,120.66
Placed in Service	April 2015			
Useful Life	10			
Replacement Year	25-26			
Remaining Life	1			

This component funds for the repair of the irrigation system.

According to the Association, they received a bid of \$3,500 to do this work in 2015.

**Club Estates East Condominium
Detail Report by Category**

Irrigation Controllers - Replacement

Asset ID	1044	1 Total	@ \$2,295.86
	Capital	Asset Actual Cost	\$2,295.86
Category	Grounds Components	Percent Replacement	100%
Placed in Service	April 2019	Future Cost	\$3,021.19
Useful Life	12		
Replacement Year	31-32		
Remaining Life	7		

This component funds for the replacement of the irrigation controllers.

The cost and useful life estimates are based on information provided by the Association.

Irrigation Valves - Replacement

Asset ID	1045	1 Total	@ \$18,816.99
	Capital	Asset Actual Cost	\$18,816.99
Category	Grounds Components	Percent Replacement	100%
Placed in Service	April 2013	Future Cost	\$26,782.44
Useful Life	20		
Replacement Year	33-34		
Remaining Life	9		

This component funds for the replacement of the irrigation valves.

The cost and useful life estimates are based on information provided by the Association.

Main Water Line - Repair/Replace

Asset ID	1023	1 Total	@ \$351,552.58
	Capital	Asset Actual Cost	\$351,552.58
Category	Grounds Components	Percent Replacement	100%
Placed in Service	April 1981	Future Cost	\$462,619.21
Useful Life	50		
Replacement Year	31-32		
Remaining Life	7		

This component funds for the repair and replacement of the main water line.

According to the Association, they flush the lines every 5 years.

The cost and useful life estimates are based on information provided by the Association.

**Club Estates East Condominium
Detail Report by Category**

Retaining Wall - Maintenance		1 Total	@ \$5,667.00
Asset ID	1061	Asset Actual Cost	\$5,667.00
	Non-Capital	Percent Replacement	100%
Category	Grounds Components	Future Cost	\$5,667.00
Placed in Service	April 2015		
Useful Life	5		
Adjustment	1		
Replacement Year	24-25		
Remaining Life	0		

This provision is for the maintenance of the retaining walls located along the property.

The cost and useful life assumptions are based on accepted industry estimates as established by RS Means and/or The National Construction Estimator. The Association should obtain a bid to confirm this estimate.

Note: This is a provision for an anticipated expense. Should the Association find that the cost of this item is greater than or less than the amount provided for herein, this study should be updated to reflect the actual component cost.

Tree Replacement		1 Total	@ \$2,152.37
Asset ID	1046	Asset Actual Cost	\$2,152.37
	Capital	Percent Replacement	100%
Category	Grounds Components	Future Cost	\$2,328.00
Placed in Service	April 2023		
Useful Life	3		
Replacement Year	26-27		
Remaining Life	2		

This component funds for the necessary arbor work.

The cost and useful life estimates are based on information provided by the Association.

**Club Estates East Condominium
Detail Report by Category**

Clubhouse Doors- Replacement

		7 Each	@ \$1,055.08
Asset ID	1059	Asset Actual Cost	\$7,385.56
	Capital	Percent Replacement	100%
Category	Doors and Windows	Future Cost	\$7,988.22
Placed in Service	April 1976		
Useful Life	50		
Replacement Year	26-27		
Remaining Life	2		

This component funds for the replacement of the clubhouse doors.

According to the Association, there are 2 exterior double doors, one standard entrance door and one glass door entrance.

On the inside there are 7 normal size inside doors and 1 set of double doors

In addition to the roll up door, the shop has 2 exterior doors - one replaced in 2011 for \$978.

The cost and useful life estimates are based on information provided by the Association.

Clubhouse Windows - Replacement

		1 Total	@ \$20,519.20
Asset ID	1014	Asset Actual Cost	\$20,519.20
	Capital	Percent Replacement	100%
Category	Doors and Windows	Future Cost	\$22,193.57
Placed in Service	April 1976		
Useful Life	50		
Replacement Year	26-27		
Remaining Life	2		

This component funds for the replacement of the clubhouse windows.

The cost and useful life estimates are based on information provided by the Association.

Shop Roll Up Garage Door - Replacement

		1 Total	@ \$1,012.87
Asset ID	1013	Asset Actual Cost	\$1,012.87
	Capital	Percent Replacement	100%
Category	Doors and Windows	Future Cost	\$1,753.96
Placed in Service	April 2008		
Useful Life	30		
Replacement Year	38-39		
Remaining Life	14		

This component funds for the replacement of the shop roll up garage door.

Additional Disclosures

Levels of Service

The following three categories describe the various types of Reserve Studies from exhaustive to minimal.

I. Full: A Reserve Study in which the following five Reserve Study tasks are performed:

- Component Inventory
- Condition Assessment (based upon on-site visual observations)
- Life and Valuation Estimates
- Fund Status
- Funding Plan

II. Update, With Site Visit/On-Site Review: A Reserve Study update in which the following five Reserve Study tasks are performed:

- Component Inventory (verification only, not quantification)
- Condition Assessment (based on on-site visual observations)
- Life and Valuation Estimates
- Fund Status
- Funding Plan

III. Update, No Site Visit/Off-Site Review: A Reserve Study update with no on-site visual observations in which the following three Reserve Study tasks are performed:

- Life and Valuation Estimates
- Fund Status
- Funding Plan

IV. Preliminary, Community Not Yet Constructed. A reserve study prepared before construction, that is generally used for budget estimates. It is based on design documents such as the architectural and engineering plans. The following three tasks are performed to prepare this type of study:

- Component inventory
- Life and valuation estimates
- Funding Plan

Terms and Definitions

CAPITAL IMPROVEMENTS: Additions to the association's common elements that previously did not exist. While these components should be added to the reserve study for future replacement, the cost of construction should not be taken from the reserve fund.

CASH FLOW METHOD: A method of developing a reserve *Funding Plan* where contributions to the reserve fund are designed to offset the variable annual expenditures from the reserve fund. Different reserve *Funding Plans* are tested against the anticipated schedule of reserve expenses until the desired *Funding Goal* is achieved.

COMPONENT: The individual line items in the *Reserve Study* developed or updated in the *Physical Analysis*. These elements form the building blocks for the *Reserve Study*. *Components* typically are: 1) association

responsibility; 2) with limited *Useful Life* expectancies; 3) predictable *Remaining Useful Life* expectancies; 4) above a minimum threshold cost, and 5) as required by local codes.

COMPONENT INVENTORY: The task of selecting and quantifying reserve *Components*. This task can be accomplished through on-site visual observations, review of association design and organizational documents, a review of established association precedents, and discussion with appropriate association representative(s) of the Association or cooperative.

COMPONENT METHOD: A method of developing a reserve *Funding Plan* where the total contribution is based on the sum of contributions for individual *Components*. See *Cash Flow Method*.

CONDITION ASSESSMENT: The task of evaluating the current condition of the *Component* based on observed or reported characteristics.

CURRENT REPLACEMENT COST: See *Replacement Cost*.

DEFICIT: An actual or projected *Reserve Balance* that is less than the *Fully Funded Balance*. The opposite would be a *Surplus*.

EFFECTIVE AGE: The difference between *Useful Life* and *Remaining Useful Life*. Not always equivalent to chronological age since some *Components* age irregularly. Used primarily in computations.

FINANCIAL ANALYSIS: The portion of a *Reserve Study* where the current status of the reserves (measured as cash or *Percent Funded*) and a recommended reserve contribution rate (reserve *Funding Plan*) are derived, and the projected reserve income and expense over time is presented. The *Financial Analysis* is one of the two parts of a *Reserve Study*.

FULLY FUNDED: 100% Funded. When the actual or projected *Reserve Balance* is equal to the *Fully Funded Balance*.

FULLY FUNDED BALANCE (FFB): Total accrued depreciation, an indicator against which actual or projected *Reserve Balance* can be compared. The *Reserve Balance* that is in direct proportion to the fraction of life “used up” of the current repair or *Replacement Cost*. This number is calculated for each *Component*, then added together for an association total. Two formulas can be utilized, depending on the provider’s sensitivity to interest and inflation effects. Note: Both yield identical results when interest and inflation are equivalent.

$$\text{FFB} = \text{Current Cost} \times \text{Effective Age} / \text{Useful Life}$$

or

$$\text{FFB} = (\text{Current Cost} \times \text{Effective Age} / \text{Useful Life}) + [(\text{Current Cost} \times \text{Effective Age} / \text{Useful Life}) / (1 + \text{Interest Rate})^{\text{Remaining Life}}] - [(\text{Current Cost} \times \text{Effective Age} / \text{Useful Life}) / (1 + \text{Inflation Rate})^{\text{Remaining Life}}]$$

FUND STATUS: The status of the reserve fund as compared to an established benchmark such as percent funding. The Association appears to be adequately funded as the threshold method, reducing the potential risk of a special assessment.

FUNDING GOALS: Independent of the methodology utilized, the following represent the basic categories of *Funding Plan* goals:

- **Baseline Funding:** Establishing a reserve funding goal of keeping the reserve cash balance above zero.
- **Full Funding:** Setting a reserve funding goal of attaining and maintaining reserves at or near 100% funded.
- **Statutory Funding:** Establishing a reserve funding goal of setting aside the specific minimum amount of reserves required by local statutes.
- **Threshold Funding:** Establishing a reserve funding goal of keeping the *Reserve Balance* above a specified dollar or *Percent Funded* amount. Depending on the threshold, this may be more or less conservative than fully funding.

FUNDING PLAN: An association’s plan to provide income to a reserve fund to offset anticipated expenditures from that fund.

FUNDING PRINCIPLES:

- **Sufficient Funds When Required**
- **Stable Contribution Rate over the Years**
- **Evenly Distributed Contributions over the Years**
- **Fiscally Responsible**

LIFE AND VALUATION ESTIMATES: The task of estimating *Useful Life*, *Remaining Useful Life*, and repair or *Replacement Costs* for the reserve *Components*.

PERCENT FUNDED: The ratio at a particular point of time (typically the beginning of the Fiscal Year) of the actual or projected *Reserve Balance* to the *Fully Funded Balance*, expressed as a percentage.

PHYSICAL ANALYSIS: The portion of the *Reserve Study* where the *Component Inventory*, *Condition Assessment*, and *Life and Valuation Estimate* tasks are performed. This represents one of the two parts of the *Reserve Study*.

REMAINING USEFUL LIFE (RUL): Also referred to as “Remaining Life” (RL). The estimated time, in years, that a reserve *Component* can be expected to continue to serve its intended function. Projects anticipated to occur in the initial year have “zero” *Remaining Useful Life*.

REPLACEMENT COST: The cost of replacing, repairing, or restoring a reserve *Component* to its original functional condition. The *Current Replacement Cost* would be the cost to replace, repair, or restore the *Component* during that particular year.

RESERVE BALANCE: Actual or projected funds as of a particular point in time that the Association has identified for use to defray the future repair or replacement of those major *Components* which the Association is obligated to maintain. Also known as reserves, reserve accounts, or cash reserves. Based upon information provided and not audited.

RESERVE PROVIDER: An individual that prepares *Reserve Studies*.

RESERVE STUDY: A budget planning tool that identifies the current status of the reserve fund and a stable and equitable *Funding Plan* to offset the anticipated future major common area expenditures. The *Reserve Study* consists of two parts: the *Physical Analysis* and the *Financial Analysis*.

RESPONSIBLE CHARGE: A reserve specialist in *Responsible Charge* of a *Reserve Study* shall render regular

and effective supervision to those individuals performing services that directly and materially affect the quality and competence rendered by the reserve specialist. A reserve specialist shall maintain such records as are reasonably necessary to establish that the reserve specialist exercised regular and effective supervision of a *Reserve Study* of which he was in *Responsible Charge*. A reserve specialist engaged in any of the following acts or practices shall be deemed not to have rendered the regular and effective supervision required herein:

- The regular and continuous absence from principal office premises from which professional services are rendered, except for the performance of fieldwork or presence in a field office maintained exclusively for a specific project;
- The failure to personally inspect or review the work of subordinates where necessary and appropriate;
- The rendering of a limited, cursory, or perfunctory review of plans or projects in lieu of an appropriate, detailed review;
- The failure to personally be available on a reasonable basis or with adequate advance notice for consultation and inspection where circumstances require personal availability.

SPECIAL ASSESSMENT: An assessment levied on the members of an association in addition to regular assessments. *Special Assessments* are often regulated by governing documents or local statutes.

SURPLUS: An actual or projected *Reserve Balance* greater than the *Fully Funded Balance*.

The opposite would be a *Deficit*.

USEFUL LIFE (UL): Total *Useful Life* or depreciable life. The estimated time, in years, that a *Reserve Component* can be expected to serve its intended function if properly constructed in its present application or installation.