

GREAT FALLS CROSSING

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GREAT FALLS CROSSING COMMUNITY ASSOCIATION

BY-LAWS

ARTICLE I Name and Address

Section 1.01 Name. The name of this association shall be **GREAT FALLS CROSSING COMMUNITY ASSOCIATION** (the "Association").

Section 1.02 Address. The office of the Association shall be at the place to be designated by the Board of Directors, subject to transfer upon notice to the Members of the Association.

ARTICLE II Applicability

Section 2.01 Applicability. These By-Laws shall be applicable to the Association. In accordance with the terms of the Declaration of Covenants, Conditions and Restrictions of Great Falls Crossing (the "Declaration"), all present and future Owners shall be Members of the Association and all Owners and any other person who shall be permitted to use the Community Facilities shall be subject to these By-Laws and to any rules and regulations adopted from time to time by the Board of Directors. Ownership, rental or occupancy of any Lot in the Property shall be conclusively deemed to mean that the Owner, tenant or occupant has accepted, ratified and will comply with these By-Laws and any rules and regulations of the Association.

ARTICLE III Purpose

Section 3.01 Association Purposes. The purpose of the Association is to provide for the management, maintenance, repair and replacement of the Community Facilities and related services to its Members. This Association does not contemplate pecuniary gain or profit to its Members.

ARTICLE IV
Definitions and Interpretation

Section 4.01 Definitions. Unless it is plainly evident from the context that a different meaning is intended, the terms used herein shall have the same meanings as provided in the Declaration.

Section 4.02 Interpretation. In the event of a conflict of interpretation between the provisions set forth in these By-Laws and the Declaration, the Declaration shall govern. In the event that the Internal Revenue Code is hereafter amended or changed, both the Declaration and these By-Laws shall be interpreted in a manner which conforms to the provisions of the Internal Revenue Code with respect to non-profit entities, it being the intention to preserve the status of the Association as a bona-fide non-profit entity.

ARTICLE V
Membership

Section 5.01 Membership. Membership in the Association shall be limited to (i) the Owners or collective co-Owners of Lots subjected to this Declaration and (ii) the Declarant. Votes in the Association are allocated among the Members pursuant to Section 3 of the Declaration.

Section 5.02 Affirmative Vote. Except as otherwise provided herein or in the Declaration, the passage of any decision or resolution shall occur upon the affirmative vote of at least a majority of the Members, either in person or by proxy, who are in good standing and entitled to vote. If any vote shall be taken at an annual or special meeting, a quorum of the Members is required either in person or by proxy. Cumulative voting shall not be permitted.

Section 5.03 Membership List. Not less than thirty (30) days prior to the date of any annual or special meeting of the Association, the Secretary shall compile and maintain, at the principal office of the Association, an updated list of Members and their last known post office addresses. The list shall also show opposite each Member's name the address of the Lot(s) he owns. The list shall be revised by the Secretary to reflect changes in the ownership of Lots occurring prior to the date of the annual or special meeting. The list shall be open to inspection by all Members and other persons lawfully entitled to inspect the list during regular business hours up to the date of the annual or special meeting. The Secretary shall also keep current and retain custody of the minute book of the Association which shall contain the minutes of all annual and special

meetings of the Association and the Board of Directors and all resolutions of the Board of Directors (the "Minute Book").

Section 5.04 Proxies. Proxies may be for quorum purposes only or for a specific vote. Votes may be cast by written proxy or by ballot. Written proxies may be submitted by United States mail or delivered to the office of the Association or delivered directly to the Secretary of the Association. A proxy vote shall be defined as a written vote submitted by a Member which either states the specific vote of the Member with respect to the issues, resolutions or election being voted on by the Members at the annual or special meeting or which is written permission for the Board of Directors or a specific Director to exercise the Member's vote(s) as the Board of Directors or the specific Director sees fit. To be valid, proxies must be duly executed by the Member or the appropriate person whose name appears on a certificate on file with the Association and must be received by the Secretary before the meeting for which the proxy is specified to be effective.

Section 5.05 Quorum. Except as otherwise provided in these By-Laws, the presence, either in person or by proxy, of twenty percent (20%) of each class of Members at the beginning of any annual or special meeting shall constitute a quorum. If any meeting of Members cannot be organized because a quorum has not attended, the Members present may adjourn the meeting from time to time, without notice other than announcement at the meeting, to a time not less than forty-eight (48) hours from the time the original meeting was called until a quorum as aforesaid shall be present or represented.

ARTICLE VI

Meetings of Members

Section 6.01 Place of Annual and Special Meetings. All annual and special meetings of the Association shall be held at the principal office of the Association or at another suitable and convenient place permitted by law and fixed by the Board of Directors from time to time and designated in the notices of the meetings.

Section 6.02 Date of Annual Meetings. Annual meetings of the Members shall be held each year on a date as shall be fixed by the Board of Directors. The Members may transact any business which may properly come before the meeting.

Section 6.03 Notice of Annual Meetings. The Secretary shall mail notices of annual meetings to each Member directed to his last known post office address, as shown on the records of the Association, by regular mail, postage prepaid. This notice shall be mailed not less than ten (10) nor more than thirty (30)

days before the date of the meeting and shall state the date, time and place of the meeting, the purpose or purposes thereof and the items on the agenda, including the general nature of any proposed amendment to the Declaration or these By-Laws. In lieu of mailing notice as herein provided, notice may be delivered by hand to the Members or left at their residences in their absence.

Section 6.04 Special Meeting. It shall be the duty of the President to call a special meeting of the Members in the following situations: (a) the holding of elections of Directors pursuant to the terms of Section 7.02; (b) whenever he is directed to do so by resolution of the Board of Directors; or (c) upon presentation of a petition signed by thirty percent (30%) of either class of Members to the Secretary stating the specific purpose of the special meeting.

Section 6.05 Notice of Special Meetings. The Secretary shall mail or deliver notice of any special meeting of the Association to each Member in the manner provided in Section 6.03 of these By-Laws. The notice shall state the same items required by Section 6.03 of these By-Laws for notices of annual meetings. No business shall be transacted at any special meeting except as stated in the notice thereof unless by consent of two-thirds (2/3) of each class of Members present at the special meeting, either in person or by proxy.

Section 6.06 Order of Business. The order of business at all meetings of the Members shall be as follows:

- (a) Roll call.
- (b) Proof of notice of meeting or waiver of notice.
- (c) Approval of the minutes of the preceding meeting
- (d) Reports of officers and committees.
- (e) Election of Directors, if applicable.
- (f) Unfinished business.
- (g) New business.
- (h) Adjournment.

ARTICLE VII
Board of Directors

Section 7.01 Number of Directors. The affairs of the Association shall be governed by a Board of Directors consisting of three (3) Directors. The initial Directors or their successors shall be appointed by Declarant and shall serve until their successors take office. Upon the replacement of all Declarant-appointed Directors pursuant to Section 7.02, the Board of Directors shall be comprised of three (3) Directors who shall be Owners of Lots, elected by the Owners in person or by proxy, at a special or annual meeting of the Association. Each Director, other than Directors appointed by the Declarant, shall be an Owner of a Lot, or in the case of a corporate or partnership Owner, a duly authorized agent or representative of the corporate or partnership Owner. The corporate or partnership Owner shall be designated as the Director in all correspondence or other documentation setting forth the names of the Directors. In any election of Directors, the nominees receiving the highest number of votes, either in person or by proxy, shall be the Owners elected to the Board of Directors.

Section 7.02 Term of Directors and Compensation.

(a) Within sixty (60) days after the date that fifty percent (50%) of the lots are conveyed to Owners, the Board of Directors shall call a meeting (the "First Election Meeting") for purposes of electing one (1) Owner to replace one (1) Director appointed by Declarant. This elected Director shall serve until the next annual meeting of the Association which is at least one (1) year after the First Election Meeting, at which time this Director may be re-elected or his successor elected for a two (2) year term.

(b) Within sixty (60) days after the date that eighty percent (80%) of the Lots are conveyed to Owners, the Board of Directors shall call a meeting (the "Transitional Meeting") for purposes of electing (2) Owners to replace the remaining two (2) Directors appointed by Declarant. These two (2) newly-elected Directors shall serve until the next annual meeting of the Association following the annual meeting at which time the one (1) Owner-Director elected pursuant to paragraph (a) above is to be reelected or replaced.

(c) Subject to paragraph (a) above, the Owners who are elected to be Directors shall all serve two (2) year terms with one (1) Director being re-elected or replaced in one year and two (2) Directors being reelected or replaced in the next year. Each Director shall continue to hold office until his successor is elected.

(d) The Directors shall serve without compensation.

Section 7.03 Nominations to Board of Directors. Owners may be nominated for election to the Board of Directors in one of the following ways:

(a) A Director shall be deemed to have been nominated for re-election to the position he holds by signifying his intention to seek re-election in a writing addressed to the Board of Directors.

(b) An Owner who is not a Director and who desires to run for election to that position shall be deemed to have been nominated for election upon his filing with the Board of Directors a written petition of nomination bearing the genuine signatures of at least five (5) other Owners.

Section 7.04 Vacancy on Board of Directors. Except as provided in Section 7.01 hereof with respect to Directors appointed by the Declarant, if the office of any Director shall become vacant by reason of his death, resignation, retirement, disqualification, removal from office or otherwise, the remaining Directors, at a special meeting duly called for this purpose, shall choose a successor who shall serve for the unexpired term of the Director he is replacing. In the event that there shall be a deadlock in the voting for a successor by the remaining Directors, the one (1) Director with the longest continuous term on the Board shall select a successor. At the expiration of the term of his position on the Board of Directors, the replacement Director shall be re-elected or his successor shall be elected in accordance with Section 7.01 of these By-Laws.

Section 7.05 Removal of Directors. Subject to the right of the Declarant to nominate and elect Directors as set forth in Section 7.01 hereof, Directors may be removed, with or without cause, by a majority vote of each class of Members at any special meeting of the Members of which notice has been properly given as provided in these By-Laws; provided the same notice of this special meeting has also been given to the entire Board of Directors, including any individual Director whose removal is to be considered at this special meeting.

Section 7.06 Organizational Meeting of the Board of Directors. No later than twenty (20) days following the First Election Meeting, the Transitional Meeting and each annual meeting of the Association, the Board of Directors shall hold a regular meeting for the purposes of organization, election of officers and transaction of other business. Notice of this meeting shall be given to all Directors in accordance with Section 7.08 of these By-Laws, except for the meeting following

the First Election Meeting which shall be called by the Director receiving the highest number of votes.

Section 7.07 Place of Meetings. All meetings of the Board of Directors shall be held at the principal office of the Association or at any other place or places designated at any time by resolution of the Board of Directors or by written consent of all of the Directors.

Section 7.08 Regular Board of Directors Meetings. Regular meetings of the Board of Directors may be held at any time and place permitted by law as from time to time may be determined by the Board of Directors. Notice of regular meetings of the Board of Directors shall be given to each Director personally, by telegram, telephone or by United States mail, with postage prepaid, directed to him at his last known post office address, as the same appears on the records of the Association, at least five (5) but not more than thirty (30) days before the date of the meeting. This notice shall state the date, time, place and purpose of the meeting.

Section 7.09 Special Board of Directors Meetings. Special meetings of the Board of Directors may be called by the President of the Association on three (3) days' written notice to each Director, given in the same manner as provided in Section 7.08 of these By-Laws. Special meetings of the Board of Directors shall be called by the President or the Secretary of the Association in like manner upon the written request of any two (2) Directors.

Section 7.10 Waiver of Notice. Before any meeting of the Board of Directors, whether regular or special, any Director may, in writing, waive notice of such meeting and such waiver shall be deemed equivalent to giving the required notice. All written waivers shall be filed in the Minute Book of the Association or made a part of the minutes of the meeting. Attendance by a Director at any meeting of the Board of Directors shall likewise constitute a waiver by him of the required notice. If all Directors are present at any meeting of the Board of Directors, no notice of the meeting shall be required and any business may be transacted at the meeting except as prohibited by law or these By-Laws.

Section 7.11 Quorum. At all duly convened meetings of the Board of Directors, a majority of the Directors shall constitute a quorum for the transaction of business, except as otherwise expressly provided in these By-Laws. The acts of a majority of the Directors present at the meeting at which a quorum is present shall be the acts of the Board of Directors. If at any meeting of the Board of Directors there shall be less than a quorum present, the Directors present may adjourn the meeting from time to time and, at the adjourned meeting at which

a quorum is present, any business which might have been transacted at the meeting as originally called may be transacted without further notice to any Director.

Section 7.12 Consent in Writing. Any action by the Board of Directors may be taken without a meeting if all of the Directors shall individually or collectively consent in writing to the action. Such written consent shall be filed in the Minute Book. Any action taken by such written consent shall have the same force and effect as a unanimous vote of the Directors.

Section 7.13 Records. The Board of Directors shall cause a complete record of all of its acts and the corporate affairs of the Association to be kept and to present a general report thereof to the Members at the annual meetings of the Association or at any special meeting where a general report is requested in writing by one-third (1/3) of each class of Members entitled to vote.

Section 7.14 Powers and Duties. The Board of Directors shall have and exercise all powers and duties necessary for the proper administration of the affairs of the Association. In the performance of its duties as the governing body of the Association and in addition to those powers and duties set forth in the Declaration, the Board of Directors shall have the powers and duties, including, but not limited to, the following:

(a) Duties:

(i) Each Director individually and the Board of Directors collectively shall perform the duties of the Board of Directors in good faith as a fiduciary of the Association, in a manner which the Director believes to be in the best interest of the Association and with the care of a person of ordinary prudence under similar circumstances, including, but not limited to, reasonable inquiry, skill and diligence.

(ii) Provide for the operation, maintenance, management, insurance, cleaning, sanitation, renewal, replacement, care and upkeep of the Community Facilities and all property, real or personal, of the Association.

(iii) Determine the Common Expenses and Assessments and assess the same against the Owners in accordance with the provisions of the Declaration and these By-Laws.

(iv) Levy and collect, in addition to the Base and Services Assessments, Special Assessments in amounts which the Board of Directors deems proper, whenever the Board of Directors is of the opinion it is necessary to do so in order to meet increased operating or maintenance costs or additional

capital expenses or because of emergencies in accordance with the provisions of the Declaration.

(v) Use and expend any sums collected from Base, Services and Special Assessments for the operation, maintenance, renewal, care and upkeep of the Community Facilities.

(vi) Maintain the Community Facilities at a level of maintenance which approximates that which existed at the time of the Transitional Meeting.

(vii) Maintain a reserve fund out of regular Assessments adequate for the periodic maintenance, repair and replacement of the Community Facilities.

(viii) Use any nonrefundable contributions of Owners who have purchased Lots and any Common Surplus as revenues or for those purposes which the Board of Directors may deem reasonable and necessary pursuant to its powers under the Declaration and these By-Laws.

(ix) Pay all taxes and assessments levied or assessed against any property that may be owned by the Association, exclusive of any taxes or assessments levied against any Owner or otherwise properly chargeable to the Owner.

(x) Collect delinquent Assessments and other charges made by the Association through the Board of Directors against any Lot and the Owner thereof pursuant to Section 14 of the Declaration, together with the costs and expenses incurred in connection therewith, including, but not limited to, court costs and attorneys' fees, whether by suit or otherwise and to abate any nuisance and enforce the terms of the Declaration and the observance of the rules and regulations relating to the Property, by injunction or other legal action or means which the Board of Directors may deem necessary or appropriate.

(xi) Establish operating, escrow and other accounts in the name of the Association as the Board of Directors may deem appropriate from time to time and as may be consistent with generally accepted accounting practices.

(xii) Adopt a budget for each fiscal year which shall contain estimates of the costs and expenses of the Association, including, but not limited to, the following items:

A. Common Expenses which shall include, without limiting the generality of the foregoing, the estimated amounts necessary for maintenance and operation of the Community Facilities and any and all other expenses related to

the operation thereof, including, but not limited to, common utility services, casualty and liability insurance, professional management expenses, administrative and office expenses, reserves and the costs associated with the administration of the Association;

B. Reasonable amounts to be credited, allocated or accumulated for reserves for replacement of those Community Facilities which require replacement, renovation or rehabilitation periodically; and

C. Proposed Assessments against each Lot for the calendar year.

Copies of the proposed budget and proposed Assessments shall be distributed to all Members at least thirty (30) days prior to the beginning of each fiscal year and shall be available to all Members for inspection during regular business hours at the Association's office. If the budget is subsequently amended before the Assessments are made, a copy of the amended budget shall also be distributed and made available for inspection. Subject to the provisions of Section 7.14(a)(iv), nothing herein contained shall be construed as restricting the right of the Board of Directors, at any time and in its sole discretion, to levy a special Assessment in the event that the budget as originally adopted shall appear to be insufficient to pay the cost of the operation or management of the Property or in the event of emergencies.

(xiii) Cause a complete review of the books and accounts of the Association to be made by a competent independent public accountant at the end of each fiscal year and at any other time or times deemed necessary.

(xiv) Maintain accounting records in accordance with generally accepted accounting principles.

(xv) Make and enforce compliance with any reasonable rules and regulations relative to the operation, use and occupancy of the Property, including, but not limited to, penalties to be levied for violations of these By-Laws, the Declaration and any rules and regulations which the Board of Directors shall adopt, and to amend the same from time to time as and when approved by appropriate resolutions which shall be binding on the Owners, tenants and occupants of Lots, their successors in title and assigns. A copy of these rules and regulations and copies of any amendments thereto shall be delivered or mailed to each Owner and any tenant or occupant of a Lot promptly upon the adoption thereof.

(b) Powers:

(i) Employ and dismiss personnel of the Association, and to purchase or arrange for those services, machinery, equipment, tools, materials and supplies as, in the opinion of the Board of Directors, may from time to time be necessary for the proper operation and maintenance of the Community Facilities.

(ii) Enter into a contract for professional management of the Property and the Association, at a price and upon the terms determined by the Board of Directors, to perform those duties and services which the Board of Directors may lawfully delegate. However, any management contract shall not be for a term in excess of two (2) years and shall provide for termination by either party with or without cause on ninety (90) days' written notice thereof to the other.

(iii) Employ or retain and receive advice from professional counsel and consultants, including, but not limited to, landscape architects, architects, engineers, planners, biologists, lawyers and accountants, which the Board of Directors may deem necessary for any proper purposes of the Association, and to fix the compensation for professional advice or services, including, but not limited to, those hereinbefore or hereinafter referred to in these By-Laws. The Board of Directors shall be entitled to rely in good faith on information, opinions, reports or statements, including financial statements and other financial data, in each case prepared or presented by any of the following: (i) one or more officers or employees of the Association whom the Board of Directors reasonably believes to be reliable and competent in the matter presented; (ii) counsel, public accountants or other persons as to the matters which the Board of Directors reasonably believes to be within the professional or expert competence of this person; and (iii) a committee of the Board of Directors duly designated in accordance with law, as to matters within its designated authority, which committee the Board reasonably believes to merit confidence. The Board of Directors shall not be considered to be acting in good faith if it or any Director has knowledge concerning the matter in question that would cause this reliance to be unwarranted.

(iv) Name as an insured, on behalf of the Association, the Association's authorized representative, including any trustee with whom the Association may enter into any insurance trust agreement or any successor to this trustee (each of whom shall be referred to herein as the "Insurance Trustee"), who shall be given exclusive authority to negotiate losses under any policy providing property or liability insurance coverage. The Association or any Insurance Trustee or substitute Insurance Trustee designated by the Association shall have the power to act as attorney-in-fact for the purpose of purchasing

and maintaining such insurance, including the collection and appropriate disposition of the proceeds thereof, the negotiation of losses, execution of releases of liability and the execution of all documents and the performance of all other acts necessary to accomplish these purposes.

(v) Establish depositories for the funds of the Association with the bank or banks as shall be designated from time to time by the Board of Directors and in which monies of the Association shall be deposited. Withdrawal of monies shall be only by check signed by those persons who are authorized by the Board of Directors to sign checks on behalf of the Association.

(vi) Invest monies of the Association in any investments which the Board of Directors deems to be reasonably prudent.

(vii) Borrow and repay monies and give notes, mortgages or other security upon the term or terms which are deemed reasonable by the Board of Directors.

(viii) Sell, lease, transfer or otherwise convey real and personal property owned by the Association by deed, lease or bill of sale executed by the appropriate officers of the Association, with the approval of at least sixty-seven percent (67%) of the votes.

(ix) Acquire by purchase, gift, annexation or lease, real or personal property, if, at any time in the future, the Board of Directors deems it to be proper and not inconsistent with the terms hereof to do so, in such manner as is described in the Declaration.

(x) Take all steps necessary to effectuate any merger of the Association with any other association if approved by the vote of at least sixty-seven percent (67%) of the votes.

(xi) Do all things incidental and necessary to the accomplishment of the above.

The duties and powers imposed on the Board of Directors by this Section 7.14 shall not be amended so as to reduce or eliminate any duties or powers of the Board of Directors without the affirmative vote of at least eighty percent (80%) of the votes.

ARTICLE VIII Officers

Section 8.01 Officers. The officers of the Association shall be a President, Secretary and Treasurer. The Secretary may be eligible to hold the office of Treasurer. The President shall be a Director. The Treasurer and Secretary need not be Directors.

Section 8.02 Election. The officers of the Association shall be elected annually by the Board of Directors at the organizational meeting held pursuant to Section 7.06 of these By-Laws and shall hold office until their successors are elected or appointed by the Board of Directors; provided that each officer shall hold office at the pleasure of the Board of Directors and may be removed, either with or without cause, and his successor elected by the affirmative vote of a majority of the Directors at any annual or special meeting of the Board of Directors called for that purpose. The Board of Directors may, from time to time, appoint other officers which, in its judgment, are necessary. Any officer may resign at any time by giving written notice to the Board of Directors or to the President or Secretary of the Association. Any resignation shall take effect as of the date of the receipt of this notice or any later time specified therein; unless specified therein, the acceptance of this written resignation shall not be necessary to make it effective.

Section 8.03 Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or any other cause shall be filled in the manner prescribed in these By-Laws for regular appointments to that office.

Section 8.04 President. The President shall be the chief executive officer of the Association and shall preside at all meetings of the Association and the Board of Directors. He shall have the general powers and duties usually vested in the office of the president of a community association, including, but not limited to, the power to appoint committees from the Membership, from time to time, as he may deem appropriate to assist in the conduct of the affairs of the Association. The President shall be an ex-officio member of all standing committees, if any. He shall execute deeds, contracts and other instruments, in the name and on behalf of the Association and under its corporate seal when a seal is required, except when these documents are required or permitted by law to be otherwise executed, and except when the signing and execution thereof shall be delegated by the Board of Directors to another officer or agent of the Association.

Section 8.05 Secretary. The Secretary shall attend all meetings of the Board of Directors and all meetings of the Members and record all votes and the minutes of all meetings and

proceedings, including resolutions, in the Minute Book. He shall perform the same duties for any committees when required. He shall have charge of the Minute Book, the records of the Association and any papers which the Board of Directors shall direct him to keep; shall perform all duties incident to the office of Secretary, including, but not limited to, the sending of notice of meetings to the Members, the Directors and members of any committees, and shall perform any other duties which may be prescribed by these By-Laws or by the Board of Directors or the President. He shall also have custody of the corporate seal and shall affix the same to any instrument requiring it when authorized by the Board of Directors and shall attest the same when appropriate. The Secretary shall keep, or cause to be kept, at the principal office of the Association, a membership register showing the following: (a) the names and addresses of all Directors; (b) the names and addresses of all Members; (c) the Lot as to which each membership relates; and (d) the number of memberships held by each Member.

Section 8.06 Treasurer. The Treasurer shall have the responsibility for the Association's funds and securities, shall keep full and accurate accounts of receipts and disbursements in books belonging to the Association, and shall deposit all monies, checks and other valuable effects in the name of and to the credit of the Association in those depositories which may be designated from time to time by the Board of Directors. He shall disburse the funds of the Association, as he may be ordered to do from time to time by the Board of Directors or by the President, and shall render to the President and the Directors at the regular meetings of the Board of Directors, or whenever they or either of them shall require, an account of his transactions as Treasurer and of the financial condition of the Association. Nothing shall prohibit the functions of the Treasurer to be delegated to an agent of the Association provided this delegation is approved by resolution of the Board of Directors. The delegation of the duties of the Treasurer shall not relieve the Treasurer from any responsibility related to overseeing and reviewing any duties performed by the agent.

Section 8.07 Compensation. The officers of the Association shall serve without compensation except that they shall be entitled to reimbursement for all expenses reasonably incurred in the discharge of their duties.

ARTICLE IX INDEMNIFICATION OF DIRECTORS, OFFICERS AND OTHER AUTHORIZED REPRESENTATIVES

Section 9.01 Limitation of Liability. A Director of this Association shall not be personally liable for monetary damages as such for any action taken, or any failure to take action, unless the Director has engaged in willful misconduct or

a knowing violation of the criminal law pursuant to Section 13.1-870.1 E.2 of the Code of Virginia. This provision shall not apply to the responsibility or liability of a Director pursuant to any criminal statute or the liability of a Director for payment of taxes pursuant to local, State or Federal law.

Section 9.02 Indemnification and Payment of Expense.

The Association shall indemnify any Officer or Director (or employee or agent designated by majority vote of the Board of Directors to the extent provided in such vote) who was or is a party or is threatened to be made a party whether civil, criminal, administrative or investigative (including derivative actions) by reason of the fact that he or she is or was a Director or Officer (or employee or agent) of another corporation, partnership, joint venture, trust, employee benefit plan or other enterprise, against expenses (including reasonable attorneys' fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by him or her in connection with such action, suit or proceeding. Indemnification pursuant to this section shall not be made in any case where the act or failure to act giving rise to the claim for indemnification is determined by a court to have constituted willful misconduct or recklessness. Expenses incurred by an Officer, Director, employee, or agent purportedly indemnified by this section in defending a civil or criminal action, suit or proceeding shall be paid by the Association in advance of the final disposition of such action, suit or proceeding upon receipt of an undertaking by or on behalf of such person to repay such amount if it shall ultimately be determined that he or she is not entitled to be indemnified by the Association. The indemnification and advancement of expenses provided by, or granted pursuant to, this Section shall, once granted, continue as to a person who has ceased to be a Director, Officer, employee or agent of and shall inure to the benefit of the heirs, executors and administrators of such person. The Board of Directors is authorized to obtain directors and officers liability insurance and/or to create a fund to secure or insure its indemnification obligations set forth hereunder.

ARTICLE X

Association Books and Records

Section 10.01 Association Books and Records. The Board of Directors shall make available to the Owners current copies of the Declaration, these By-Laws, any rules and regulations adopted pursuant thereto and the books, records and financial statements of the Association. For purposes of this paragraph, "available" shall mean available for inspection, upon request, during normal business hours at the office of the Association or the office of the manager of the Association.

ARTICLE XI
Dissolution and Termination

Section 11.01 Distribution of Assets Upon Dissolution and Termination of the Association. The Association shall exist in perpetuity unless dissolved as provided herein. The Association may be dissolved at an Annual or Special Meeting by the vote of more than two-thirds (2/3) of the Members of each Class as provided in Section 13.1-902, Code of Virginia, 1950, as amended. Written notice of such proposed action shall be sent to all Members not less than twenty-five (25) nor more than fifty (50) days prior to a meeting called for such purpose. Upon dissolution of the Association, other than incident to a merger or consolidation, the assets of the Association shall not be disposed of to any entity other than a non-profit organization conceived and organized to own and maintain such assets without first offering to dedicate the same to an appropriate public agency or to the County of Fairfax.

ARTICLE XII
Miscellaneous

Section 12.01 Fiscal Year. The fiscal year of the Association shall be the calendar year unless the Board of Directors shall determine otherwise.

Section 12.02 Amendments to By-Laws. Except as otherwise provided herein, these By-Laws may be amended from time to time by the affirmative vote, in person or by proxy, of at least fifty-one percent (51%) of the votes. No amendment shall be made to these By-Laws while the Declarant owns any Lot in the Community so as to affect or change any power granted to the Declarant without the prior written consent of the Declarant.

Section 12.03 Inspection of By-Laws. The Association shall keep in its principal office the original or a copy of these By-Laws, as amended or otherwise altered to date, certified by the Secretary, which shall be open to inspection by the Members during normal business hours.

Section 12.04 Membership Minutes. The membership register and the Minute Book shall be open to inspection upon demand of any Member during the normal business hours of the Association, for purposes reasonably related to his interest as a Member.

Section 12.05 Construction. Number and gender as used in these By-Laws shall extend to and include both singular and plural and all genders as the context and construction require.

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9/15/94;9/30/94

Resolutions

(Administrative-Most Recent on Top)

1. GREAT FALLS CROSSING COMMUNITY ASSOCIATION
Policy Resolution No. 11- 01

Enforcement and Due Process Procedures

WHEREAS, The Virginia Property Owners Association Act (“Act”) provides the Board of Directors with the power to assess charges against and suspend privileges of members of the Association who are responsible for violations of the Declaration of Covenants, Conditions and Restrictions, Bylaws and rules and regulations of the Association (“Governing Documents”); and

WHEREAS, Article 7 of the Association’s Declaration of Covenants, Conditions and Restrictions provides in part, that the Association is entitled to enter upon individual Lots for the purpose of performing maintenance deemed necessary; and

WHEREAS, the Act requires that the Board of Directors formally adopt and publish a written resolution to enact the statutory power to assess monetary charges against owners and for the suspension of common area privileges for violations of the governing documents; and

WHEREAS, enforcement of the community’s rules is intended to protect and enhance the quality of life for the entire community and to protect the owners’ property values in a manner that complies with the laws of Virginia; and

WHEREAS, for the benefit and protection of all of the members of the Association, the Board of Directors deems it desirable to formally adopt a resolution to enact the statutory power to assess monetary charges and to establish procedure for enforcement of the Governing Documents of the Association, including the maintenance of individual Lots.

NOW, THEREFORE, BE IT RESOLVED THAT:

On behalf of the Association, the Board of Directors may, in its discretion, issue a citation to any owner whose behavior or use of property does not conform to the Association’s Governing Documents. The Board may always decide to attempt to resolve potential violation(s) through informal means.

- 1.) General.** All owners and residents of Great Falls Crossings shall comply with all the provisions of the rules and guidelines of the community, including but not limited to Articles of Incorporation, the Declaration of Covenants, Conditions and Restrictions, the Bylaws and the Architectural Review Guidelines. All purchasers are entitled to receive a copy of the Governing Documents from the seller under Virginia law. Additionally, copies of these documents may be obtained by contacting the Association’s Management Company or through the Association’s website.

Failure to comply with the Governing Documents shall be grounds for enforcement action, including steps to recover damages or injunctive relief, suspension of voting rights and use of recreational facilities, foreclosure of liens or any other legal or equitable relief deemed appropriate by the Board of Directors. The owner of the property is responsible

for ensuring that all residents, including tenants, and guests comply with the Governing Documents. The procedures set forth herein are required if the Board intends to pursue suspension of privileges and/or the imposition of monetary charges under the Act or when considering entering onto a Lot to perform maintenance. In all other respects, the Association may pursue enforcement action as it deems appropriate under the circumstances.

- 2.) **First Notice.** A first notice of citation shall be issued in writing and delivered by regular mail or hand-delivery. The notice shall request that the owner correct the violation or provide a plan for correction (see below) within fifteen (15) calendar days or such other period as specified. The notice shall be sent to the address shown on the records of the Association. If the owner is a non-resident, a copy of the violation notice may be delivered to the tenant at the property address by either first class mail or by hand-delivery.

The first notice of citation shall:

- Generally advise the owner of the nature of the violation(s);
- Cite the provision(s) within the governing documents which has/have allegedly been violated;
- Specify the remedy (if any) required; and
- If the violation is continuing, state a time period within which corrective action must be completed

- 3.) **Plan for Correction.** If corrective action cannot be accomplished within the allotted timeframe, the owner may (within the time period specified in the notice) provide a written plan for correcting the violation to the Architectural Committee Chair (or such other person as specified in the notice). This plan must provide a timeline (not to exceed 30 days) for correcting the violation and an explanation as to why the correction will require longer than the time allowed. The Chair (or such other person as specified in the notice) will review the plan. If the plan is accepted, the owner will be expected to complete the work according to their plan to avoid additional enforcement action. If the Chair (or such other person as specified in the notice) does not accept the plan, the owner may, pursuant to paragraph 4 below, request a hearing before the Board, within 10 days of the date notice of such rejection is sent to owner.

- 4.) **Hearing Notice.** If the violation(s) is/are not corrected within the time period is specified and an appeal has been filed or no corrective plan has been submitted and approved, or, the violation(s) is/are repeated anytime within 12 months of the first notice, the Board of Directors reserves the power to issue a hearing notice, which shall follow the basic form of the first notice of citation and include any additional information deemed relevant by the Board of Directors concerning the offense. The hearing notice shall be delivered to the owner by hand delivery or by certified mail, return receipt requested, to the owner at least 14 days in advance of the hearing date, and shall:

- If monetary charges are being considered, warn the owner of the Board's power to impose charges of up to \$10 per day for up to ninety days, up to a maximum of

\$900.00 per violation (for continuing violations) and \$50 (for single offense) and/or such other amounts permitted by the Act;

- If entry onto the owner's Lot by the Association is being considered, warn the owner of such possible entry;
- If suspension of privileges will be considered, notify the owner of the Board's power to suspend any and all of the owner's common area rights and;
- Inform the owner of the date, time and place of the hearing and his or her right to have counsel present.

5.) Hearing. At the hearing, the Board of Directors shall provide the owner with a reasonable amount of time to be heard subject to the discretion of the meeting chairperson. The owner may appear before the Board to explain either why there is no violation of the Governing Documents or why the owner believes the rule or guideline should not be enforced. Witnesses and interested parties may also be permitted to appear and testify subject to the chairperson's reasonable discretion. The Board members may pose questions to the owner, as well as to any witnesses or interested parties.

- At its sole election, the Board may choose to meet in closed session to deliberate on the information presented and determine whether satisfactory proof of the alleged violation was presented, and if so, whether monetary charges, entry onto the lot, suspension of privileges, or other action should be undertaken. Action taken as a result of deliberations in executive session should be announced in open session and noted in the minutes. The results of the hearing will be delivered to the owner at the owner's address of record with Association, by hand delivery or by certified mail within seven (7) days of the hearing or such longer period as provided by the Act.
- Monetary Charges. Unless permitted by the Act, charges may not exceed \$50.00 for a single offense or \$10.00 per day, for up to ninety days, up to a maximum of \$900.00 per violation, for an offense of a continuing nature. Charges will be treated as an assessment against an owner's property.
- Lot Entry. If entry onto a Lot is approved, the Association shall document, by photographs, video, or otherwise the condition of the Lot before entry and after. A representative of the Association shall be present to oversee the maintenance. Should the owner or resident of the Lot being maintained appear and demand that such work be halted, the Association will halt such work and leave the Lot while the Board reviews its options (including seeking legal counsel). The Board may file a lien or otherwise collect the costs of maintenance as it would any other assessment due under the governing documents.
- Suspension of Privileges. The Association may also suspend the right of an owner (and that owner's residents/tenants) to use the common area facilities and services provided through the Association (including general common element parking privileges).

- 6.) **Miscellaneous:** Owners are legally responsible for ensuring that their tenants, guests, or invitees comply with the governing documents. The procedures outlined in this resolution may be applied to all violations of the governing documents, but do not preclude the Association from exercising other enforcement procedures and remedies authorized by the Act or Governing Documents including, but not limited to, the initiation of suit or self-help remedies (other than entry onto Lot) or warranted by the circumstances in the opinion of the Board. Good faith efforts by the Board of Directors to comply with the terms of this policy and substantial compliance shall be sufficient. The Board of Directors reserves the power to assign all of its powers and responsibilities herein to a standing or special committee of its choice.

The effective date of this resolution, which supersedes Resolution #1, shall be March 28, 2011.

President,
Great Falls Crossing Community Association

MARCH 28, 2011
Date

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors held on March 28, 2011.

Motion by: John Campbell Seconded by: John Brennan

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>John Brennan</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Michael B...</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

[Signature] 3/28/11
Secretary Date

Resolution effective: March 28, 2011.

GREAT FALLS CROSSING COMMUNITY ASSOCIATION, INC.

ADMINISTRATIVE RESOLUTION NO. 08-02

(Establishment of Board Terms)

WHEREAS, the Board of Directors ("Board") of the Great Falls Crossing Community Association, Inc., ("Association") is authorized, by Article VII, Section 7.01 of the Bylaws, to manage the affairs of the Association; and

WHEREAS, Article VII, 7.01 of the Association Bylaws provides that the Board shall consist of three (3) directors who shall be owners; and

WHEREAS, Article VII, 7.02 of the Bylaws provides that each director, after developer control ends, is to serve a two-year term but that such terms were to be initially staggered after transition from developer control so that one (1) director's term will expire at the first annual meeting and the terms of the other two (2) will expire at the next annual meeting; and

WHEREAS, this staggering of Board terms was designed to ensure that at least one (1) director would be on the Board after each annual meeting; and

WHEREAS, over time, the specific terms of directors has become unclear due to mid-term vacancies and other confusion involving resignations, appointments and subsequent elections; and

WHEREAS, The Board deems it to be in the best interests of the Association to re-establish the terms of the three (3) directors to implement a staggered Board consistent with the aforementioned requirement of the Bylaws.

THEREFORE, BE IT RESOLVED THAT the terms of each director on the current Board shall be as follows:

1. The term of Christopher Massey will expire at the annual meeting convened in April 2009.
The term of Scott Harper will expire at the annual meeting convened in April 2009.
The term of Stephen DeWeese is expiring at the annual meeting convening in April 2008.
2. The terms of the each new director after the expiration cited above shall be two (2) years.
3. Directors who are appointed by the Board to fill a vacancy on the Board shall serve until a successor is elected at the next annual meeting of the Association following the appointment and such elected successor shall serve the remaining term of the director position which the appointee was appointed to fill.

CONSENT IN LIEU OF THE MEETING OF
BOARD OF DIRECTORS OF
GREAT FALLS CROSSING COMMUNITY ASSOCIATION, INC.

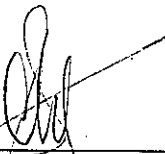
Pursuant to Section 13.1-865 of the Virginia Non-Stock Corporation Act and Article VII, Section 7.12 of the Association Bylaws, the undersigned, being all of the directors of the Great Falls Crossing Community Association., do hereby execute this Consent in writing to the following actions taken by them:

RESOLVED: that the Board adopts the attached Resolution clarifying the terms of the Board of Directors effective immediately.

4/21/08
Date

4-21-2008
Date


4/21/08
Date



Director



Director



Director

Great Falls Crossing Community Association

Administrative Resolution Number 07-02

Community Solicitation Prohibition Resolution

Whereas, Article 7, Section 7.14 of the Bylaws grants the Board of Directors all the powers necessary to provide goods and services in accordance with the Association Documents; and

Whereas, the Board of Directors deems it desirable to establish a resolution to prohibit solicitations within the community; and

Whereas, the Board of Directors deems it desirable to allow owners and residents to solicit for charitable and community related endeavors;

Now therefore, be it resolved that a Community Solicitation Prohibition Resolution shall be adopted and implemented herewith:

1. No solicitation shall be within Great Falls Crossing Community Association except by owners and residents for charitable and community related endeavors.
2. Notice of the no solicitation policy shall be posted on signs in appropriate locations and in particular at all entrances to the community.
3. Nothing contained in this Resolution shall preclude individual owners from inviting contractors, deliverymen and other suppliers and contractors from visiting homes for legitimate business purposes.
4. The solicitation policy shall apply to guests and contractors or suppliers of any kind and description.
5. Solicitation in violation of this provision shall be considered an illegal trespass giving the Association all legal remedies against persons violating this resolution, including application for injunctive relief and/or suits for damages.
6. Owners violating this Resolution may be subject to assessment of charges of up to \$50.00 for a single offense or \$10.00 per day for continuing violations, after notice and hearing, as required by the Virginia Property Owners' Association Act.¹
7. Exceptions to the solicitation policy are as follows:
 - a) When specifically approved by the Board of Directors; or
 - b) Federal census taking.

Great Falls Crossing Community Association

By: _____

Christopher Massey, President

¹ Virginia Property Owners' Association Act, Section 55-513 Adoption and enforcement of Rules

GREAT FALLS CROSSING COMMUNITY ASSOCIATION, INC

The Recreation Center and Swimming Pool are available for rent. The areas may be reserved by the aforementioned provided the following Procedures, Rules, and Regulations observed.

PROCEDURES:

1. Individuals interested in renting the areas for private organizational use must complete an "Application for Use and Rental Agreement."
2. The request must be made with the Management Agent at least two (2) weeks in advance and must be accompanied by the security deposit (see page 3).
3. An inspection will be scheduled with the management company representative prior to and directly after the event. The individual (Renter) must be present at the inspection of the facility and throughout the event.

RULES AND REGULATIONS

4. Only GFCCA members are eligible to reserve the clubhouse. A Member is any person of legal age, residing in Great Falls Crossing, property owner or lease holder, who is in good standing with the Association. Guests are permitted, but members cannot rent the clubhouse for use by non-members.
5. The Renter is responsible for the conduct of the guests and must be on the Clubhouse premises throughout the party, and is liable for all damages, including any damages exceeding the amount of the previously obtained security deposit.
6. No alcoholic beverages are permitted at any event.
7. The Renter is responsible for all rented areas including the meeting room, hallways, and bathrooms. No furniture is to be removed from the room.
8. All areas must be returned to pre-rental condition. Trash must be secured and removed from the premises. Renters are encouraged to recycle and separate trash in accordance with Fairfax County regulations.
9. **SMOKING IS PROHIBITED INDOORS.** The Renter assumes full responsibility for making sure their guests comply with this rule.
10. All floors must be swept and cleaned and swept with the broom located in the hall closet. All rugs must be vacuumed; the vacuum is also kept in the hall closet. All bathrooms must be cleaned of debris and trash.
11. There must be a thorough and clear access to the exits at all times.
12. Prior approval by the Association is required for all decorations. Any decorations must be completely removed, including any tape, etc. used. Renters will be charged for restoration of any tape, etc., remaining on the walls or doors.
13. Music at all times must be kept at a moderate level. The doors and windows must be closed at all times when music is playing.

14. Excessive noises, abuse, or unacceptable behaviors resulting in complaints to the Board of Directors will not be tolerated and may result in revocation of the privilege to use the facilities.
15. All requests for rental of the facility will be approved by Management, as authorized by Board of Directors.
16. Two (2) hours of set-up/clean-up time will be granted for use immediately prior to/after the reserved time.
17. In the event of material changes to a scheduled party (number of attendees, type of event, etc.), the Renter is responsible for notifying the Association. All applicable changes in fees must be brought up to date at that time.
18. All adult activities must end, and the area vacated and cleaned, no later than 1:00 A.M., or 2:00 A.M. on weekends. All chairs, tables, and other items brought to other areas must be returned to their original places.
19. The Renter is responsible for clean-up of all areas in and around the clubhouse, turning of lights, turning the thermostat to the appropriate setting (heat to 65 degrees/air conditioning to 75 degrees if used), arming the alarm system, and returning the key to the clubhouse to management after the event ends. Failure to comply with this rule may result in the forfeiture of their deposit.
20. The Association reserves the right to terminate use at any time if a violation of the rules exists/persists (e.g., keep security deposit, keep fee, etc).

YOUTH ACTIVITIES

YOUTH ACTIVITIES ARE RESTRICTED TO MEMBERS AND THEIR INVITED GUESTS ONLY. Any activity consisting of seventy-five percent (75%) youth (under 18 years of age) must be chaperoned, At least two (2) chaperones, over the age of 21, for each ten (10) persons must be present at all times. All parties must end and areas cleaned no later than 11:00 P.M. on weekdays, and 12:00 A.M. on weekends and holidays.

The application and all required forms must be executed and signed by an adult who will assume responsibility for the areas.

SCHEDULE OF RENTAL FEE

CLUBHOUSE RENTAL

<u>Approved User</u>	<u>Deposit</u>
Party/Meeting with up to 62 people	\$250.00

SWIMMING POOL - Swimming pool is not available for rental during normal hours of operation.

<u>Approved User</u>	<u>Deposit</u>
Party/Meeting with up to 159 people	\$250.00

*A mandatory pool operator fee of \$_____ per hour applies plus a charge of \$_____ for each additional lifeguard required (determined by the number of people to be in attendance).

SWIMMING POOL AND CLUBHOUSE RENTAL - Swimming pool is not available for rental during normal hours of operation.

<u>Approved User</u>	<u>Deposit</u>
Party/Meeting with usage of both facilities	\$500.00

*A mandatory pool operator fee of \$_____ per hour applies plus a charge of \$_____ for each additional lifeguard required (determined by the number of people to be in attendance).

The Swimming Pool is not available for rental during normal business hours of operation.

Rental of the Swimming Pool is also subject to the Pool Rules set forth by the Board of Directors.

Failure by the Renter to comply with any and all Procedures, Rules and Regulations set forth by the Board of Directors can result in forfeiture in deposit, cancellation of event, and/or restriction of any further use of facilities.

Resolution #2 (Amended)
Collections Procedures

The following information describes the collection procedures established by the Board of Directors of Great Falls Crossing Community Association to ensure fiscal responsibility and equitable financial treatment of all homeowners.

- Each homeowner will be provided a coupon booklet with address labels to facilitate payment of the quarterly homeowners' assessment. Non-receipt of coupon books or other correspondence shall not relieve the Owner of the obligation to pay the amount due by the due date.
- A copy of the Association's proposed annual budget and proposed assessments will be distributed to all Owners at least thirty (30) days prior to the beginning of the fiscal year and also may be inspected during normal business hours at the offices of the Management Agent. Additionally, special assessments may be levied in accordance with the Associations rules.
- Quarterly payments are due and payable on the first day of each quarter. A thirty-day grace period is provided for each payment. A twenty dollar (\$20.00) late fee will be assessed following this grace period. The Association will also impose a fifteen percent (15%) per annum interest charge at the end of each subsequent month for any outstanding balance. A fee of twenty-five dollars (\$25) will be charged for all returned checks.
- As a courtesy, the Board of Directors or its Management Agent may elect to, but is not required, to send a reminder letter of past due amounts.
- In compliance with Section 55-516 of the Property Owners' Association Act, the Association may file a lien against the Owner's property for unpaid assessments, including service assessments, late fees, returned check charges, charges due to violations, and interest. A written notice shall be sent to the property owner by certified mail at least ten days prior to before the actual filing of a memorandum of lien.
- The Board of Directors may direct that collection action commence at the earlier of 1) the past due amount(s) total \$500.00 or more or 2) the amount owed is between seven and eleven months past due. The Owner shall be responsible for payment of all fees or costs associated with the collection process.
- In accordance with Section 16 of the Declaration of Covenants, Conditions, and Restrictions, the Association may revoke the rights of an Owner whose assessments are past due to either vote or to use the Community Facilities.
- The Board of Directors, upon demonstration of hardship by the Owner, whose assessments are past due, may establish a payment schedule for past-due amounts in

lieu of other collection actions described above. Once established, such a schedule must be complied with, or the collection actions described above will be initiated.

- This amended resolution supercedes all previous versions of Great Falls Crossing Community Association Resolution #2 (Collections Procedures).

Thomas K. Ferrell
President
Great Falls Crossing Community Association


April 11, 00
Date

GREAT FALLS CROSSING COMMUNITY ASSOCIATION

RESOLUTION #4

Excess Assessment Income

The Association elects to apply all or part of the excess assessment income to the following year's assessments and that such final amount shall be at the Board's discretion.



President, Great Falls Crossing Community Association

12-12-1999
Date

GREAT FALLS CROSSING COMMUNITY ASSOCIATION, INC.

POLICY RESOLUTION NO. 08-01

(Electronic Notice/Voting)

WHEREAS, Section 55-513 of the Virginia Property Owners Association Act ("Act") and Article VII of the Bylaws of the Great Falls Crossing Community Association, Inc. ("Association") provide that the Board of Directors shall have the power and duties necessary for the proper administration of the affairs of the Association and the power to adopt rules and regulations; and

WHEREAS, Sections 13.1-810, 13.1-847 and 13.1-847.1 of the Virginia Non-Stock Corporation Act authorize the Association to send electronic notices and accept electronic proxies and votes by members; and

WHEREAS, the Board believes that it is in the best interest of the Council to establish a policy under which official notices and votes or proxies may be submitted electronically and to ensure that such proxies and votes are cast in a consistent manner and to help protect the integrity of the voting process.

NOW, THEREFORE, be it resolved that the Board of Directors does hereby adopt the following policy:

1. Notice: Provided the Board has received the written consent of the owner, the Association may send notice of any meeting of the Board or Association by electronic transmission (e.g., facsimile/electronic mail). Such consent is revocable by written notice by the owner or if two consecutive notices are unable to be delivered by the Association.
2. Electronic Voting: Subject to any specific rules specified by the Board for particular meetings or votes, the Board may accept the vote, ratification or proxy of any owner submitted by electronic transmission (e.g., facsimile/electronic mail), provided that such transmission shall either set forth, be submitted with, or otherwise satisfy the Board, or its delegate(s), that the electronic transmission was authorized by the owner.
3. Conditions to Be Set Forth in Meeting Notice: The Board shall, in addition to standing rules, be authorized to implement any conditions for the use of electronic proxies or votes, including, for example, a requirement that owners who wish to submit their proxy or vote via electronic mail, utilize the Association website for forwarding such proxy or vote.

I hereby certify that the Board of Directors adopted this Policy Resolution on March 12, 2008.

GREAT FALLS CROSSING
COMMUNITY ASSOCIATION, INC.



Christopher Massey, President

RESOLUTION ACTION RECORD

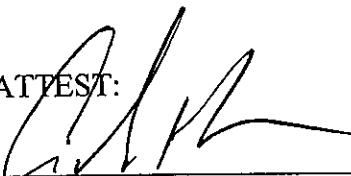
Duly adopted at a meeting of the Board of Directors held on March 12, 2008.

Motion by: Chris Massey Seconded by: Scott Harper

VOTE:

	YES	NO	ABSTAIN	ABSENT
<u>Steve DeWesc</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Chris Massey</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Scott Harper</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:


Secretary

13 MAR 2008
Date

Resolution effective: March 17, 2008.

**RESOLUTION OF THE BOARD OF DIRECTORS
OF GREAT FALLS CROSSING COMMUNITY ASSOCIATION**

Policy Resolution Number 07-01

Policies and Procedures Regarding Lot Maintenance

WHEREAS, Article 7, Section 7.14 of the Bylaws provides that the Board of Directors shall make and enforce compliance with any reasonable rules and regulations relative to the operation, use and occupancy of the Property;

WHEREAS, Section 7(b) of the Declaration provides that the Association and its agents and employees shall have a right and easement of access to each lot to abate any violation of any laws or orders of any governmental authorities having jurisdiction over the Property and the cost of the repairs made to any lot shall be chargeable to the Owner of the lot;

WHEREAS, the Fairfax County zoning ordinance provides that the maximum grass height for lawns is 12 inches;

WHEREAS, Section 55-513 (B) of the Virginia Property Owners' Association Act provides the Association with the power to suspend a members right to use facilities or services and to assess charges against members for violations of the governing documents;

WHEREAS, the Board of Directors deems it necessary and in the best interests of the Association to establish orderly procedures for the enforcement of lawn care standards within the community, and to provide for the suspension of privileges and the assessment charges against Members for violations of the governing documents regarding lot maintenance and lawn care;

NOW, THEREFORE BE IT RESOLVED THAT the foregoing recitals are incorporated by reference herein and that the following procedures shall be adopted for the administrative and internal enforcement of violations of the governing documents, especially as they relate to the maintenance of the lots within the community.

I. RULES

A. Residents shall be required to mow the grass within their lot on a regular basis during the normal grass mowing season (generally April through October) in order to maintain a proper and consistent appearance and a height of grass of no more than 6 inches and no less than 2 inches.

B. Residents are also required to keep their lawns and lots in good repair, including keep yards free from weeds and bare/brown spots and conducting proper watering and irrigation on a regular basis during dry periods, except during periods of voluntary or mandatory water restrictions suggested or implemented by Fairfax County.

C. Hedges, trees and shrubs must be neatly trimmed and maintained and their size maintained in proportion to the lot and home through pruning. Dead trees, shrubs or other vegetation shall be removed. Residents are required to remove vegetation from curbing, and shall keep any public sidewalks within their lots neatly edged on both sides.

II. ACTIONS PRIOR TO INITIATION OF FORMAL RESOLUTION PROCESS

A. Any Member, Owner, or Agent of the Association has the authority to request that a Member, Owner or their family members, guests, or invitees cease or correct any act or omission which appears to be in violation of the governing documents.

B. The Board of Directors, an Association Committee or the Managing Agent may make initial attempts to secure compliance verbally or through correspondence.

III. PRELIMINARY INVESTIGATION

A. Upon receipt of an oral or written complaint, a committee member, the Managing Agent or a member of the Board of Directors may make a preliminary investigation as to the validity of the complaint and issue an initial citation. The initial citation should advise the Resident of the required action to bring the lot into compliance with the Declaration and this policy resolution and should specify that the Resident must undertake the required action within seven (7) days of the date of the citation.

B. If the Resident fails to comply before the deadline cited in the citation, the Association Committee or Managing Agent, on behalf of the Association, shall send the Resident a second notice of citation, sent via registered or certified mail, return receipt requested, mail, or via hand-delivery, which shall advise the Resident that if he/she does not comply with the requests made for compliance within seven (7) days of the date of the second notice, the Association may exercise its right to enter the lot for the purpose of remedying the condition cited and will assess all costs as an assessment to the lot, including the costs of remediation, any administrative fees that may be established by the Board at its discretion, and any and all legal fees and costs. The Association will deem notice to be effective if the Resident fails or refuses to sign for any registered or certified mailing from the Association. After the delivery of such notice, the Association may exercise its right repetitively, as necessary and without further notice so long as the violation continues.

C. The notice shall also inform the Owner of the imposition of sanctions for the violation and provide the Owner with an opportunity for a hearing. Failure to respond to the request for a hearing by the allotted time period shall result in a waiver of the hearing and the Association shall proceed to Section V below.

D. If the Owner responds affirmatively to the request for the hearing, the Board of Directors or a Committee shall serve a Notice of Hearing on the charged Member at least fourteen (14) days prior to the hearing by hand delivery or certified mail, return receipt requested, at the address of record with the Association. The Notice of Hearing shall be substantially in the following form, but may include other information:

You are hereby notified that a hearing will be held before the Board at (place) on (date), at (time) for the violation of _____ of the governing documents/architectural guidelines/rules and regulations. You may be present at the hearing, may be represented by counsel, and may present any relevant evidence regarding the alleged violation.

If the charged member advises the Association that he or she cannot attend the hearing on the scheduled date and indicates the time and dates when they would be available, the Association may reschedule the hearing and deliver notice of the new hearing date and time.

IV. HEARING

At the hearing, the charged party may do the following:

- (a) make an opening statement;
- (b) introduce evidence, testimony and witnesses;
- (c) rebut evidence and testimony;
- (d) make a closing statement.

The decision of the Association shall be in writing and be issued within seven (7) days of the conclusion of the hearing.

V. SANCTIONS

Disciplinary action imposed by the Association may include, but is not limited to, (a) the assessment of charges against the Member in accordance with Section 55-513 of the Virginia Property Owners' Association Act and (b) the suspension of the Members' rights to use the Association's facilities and services in accordance with 55-513(B) of the Virginia Property Owners' Association Act. The Association reserves its right to take other actions outlined in Section 27 of the Declaration.

This resolution was duly adopted by the Board of Directors this 19th day of November 2007.
(date)

Great Falls Crossing Community Association

By:  _____
Christopher Massey, President

GREAT FALLS CROSSING COMMUNITY ASSOCIATION

RESOLUTIONS ACTION RECORD

Resolution Type: Policy No.: 07-01

Pertaining to: Lot Maintenance

Duly adopted at a meeting of the Board of Directors of the Great Falls Crossing Community Association held August 27, 2007.

Motion by: Mr. DeWeese

Seconded by: Mr. Harper

VOTE:

		YES	NO	ABSTAIN	ABSENT
Chris Massey,	Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen DeWeese,	Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Harper,	Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

[Signature]
Secretary

19 Nov 2007
Date

Resolution effective December 15, 2007.

I hereby certify that a copy of the foregoing resolution was mailed to all owners of on
December 4, 2007
(date)

[Signature]
Jessica Azzarano, CMCA® AMS®
Community Manager

GREAT FALLS CROSSING COMMUNITY ASSOCIATION

RESOLUTION NO. 07-03

(Policy Concerning the Increase of the Maximum Base Assessment)

WHEREAS, Article 13(b) of the Declaration of Covenants, Conditions and Restrictions ("Declaration") authorizes the Board of Directors ("Board") of the Association to annually increase the Maximum Base Assessment by an amount equal to ten percent (10 %) of the existing Maximum Base Assessment; and

WHEREAS, the Board believes that it is in the best interest of the Association to establish a policy where the Maximum Base Assessment is automatically raised each year unless such increase is expressly rejected; and

NOW, THEREFORE, be it resolved that the Board of Directors does hereby adopt the following policy:

1. Maximum Base Assessment: The Maximum Base Assessment shall be increased each fiscal year by an amount equal to ten percent (10 %) of the Maximum Base Assessment for the preceding year.
2. Effect of Automatic Increase of the Maximum Base Assessment: The automatic increase in the Maximum Base Assessment shall not require an increase in the *actual* annual base assessment which shall be set by the Board annually in an amount at or below the Maximum Base Assessment amount.
3. Suspension of Increase: The Board of Directors may, within thirty (30) days of the beginning of the Association's fiscal year, suspend the increase in the Maximum Base Assessment for that fiscal year provided the Board adopts a written resolution to that effect which is approved by all directors.
4. Current Maximum Base Assessment: The Maximum Base Assessment for the fiscal year 2007 (January through December) is currently \$1308 per year, per home. The Maximum Base Assessment for the fiscal year 2008 (January through December) will be currently \$1,438 per year, per home.

I hereby certify that the Board of Directors adopted this Policy Resolution on
November 19, 2007.

GREAT FALLS CROSSING
COMMUNITY ASSOCIATION

Chris Massey, President

RESOLUTION ACTION RECORD

Duly adopted at a meeting of the Board of Directors of Great Falls Crossing Community

Association held November 19, 2007.

Motion by: Steve DeWeese Seconded by: Scott Harper

VOTE:

YES NO ABSTAIN ABSENT

Director,

Director-7

Director

Director

Director

ATTEST:

Secretary

Date _____

Resolution effective: 19 DEC, 2007.

GREAT FALLS CROSSING COMMUNITY ASSOCIATION

RESOLUTION #3

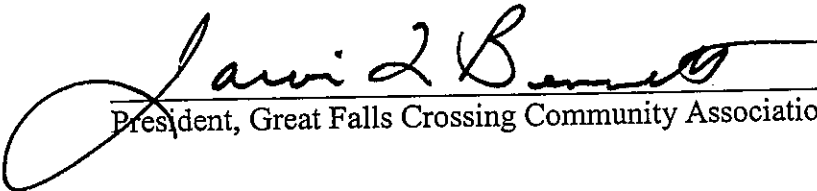
MAXIMUM BASE ASSESSMENT

This Resolution increases the Maximum Base Assessment for the fiscal year of 2000 by 10% over the Maximum Base Assessment for fiscal year 1999.

Whereas, the Maximum Base Assessment for fiscal year 1999 is Eight Hundred Eighty Dollars (\$880) per lot, although the current Assessment has been set at Seven Hundred Fifty-Six (\$756) per lot: and

Whereas, Section 13(b) of the Declaration of Covenants, Conditions and Restrictions allows the Board of Directors to increase the Maximum Base Assessment by 10% from the previous year without a vote of the membership;

NOW THEREFORE, BE IT RESOLVED that the Maximum Base Assessment for FY2000 shall be set at Nine Hundred Sixty-Eight Dollars (\$968) for FY2000.


President, Great Falls Crossing Community Association

12-12-1999
Date

GREAT FALLS CROSSING COMMUNITY ASSOCIATION, INC.

MAXIMUM BASE ASSESSMENT RESOLUTION 95-1

This Resolution increases the Maximum Base Assessment for the fiscal year of 1996 by 10% over the Maximum Base Assessment for fiscal year 1995.

WHEREAS, the Maximum Base Assessment for fiscal year 1995 is Eight Hundred Dollars (\$800) per lot, although the current Assessment has been set at Seven Hundred Twenty Dollars (\$720) per lot; and

WHEREAS, Section 13 (b) of the Declaration of Covenants, Conditions and Restrictions allows the Board of Directors to increase the Maximum Base Assessment by 10% from the previous year without a vote of the membership;

NOW THEREFORE, BE IT RESOLVED that the Maximum Base Assessment for FY 1996 shall be set at Eight Hundred Eighty Dollars (\$880) per lot, although the Annual Assessment will be set at Seven Hundred Twenty Dollars (\$720) for FY 1996.

The Effective Date of this Resolution shall be January 1, 1996.

ADOPTED THIS 6th DAY OF MARCH ~~1995~~ 1996

William D. Perry
DIRECTOR

Robert A. Perry
DIRECTOR

John P. Perry
DIRECTOR

Rules and Regulations

(Owner's Handbook)

GREAT FALLS CROSSING COMMUNITY ASSOCIATION, INC

The Recreation Center and Swimming Pool are available for rent. The areas may be reserved by the aforementioned provided the following Procedures, Rules, and Regulations observed.

PROCEDURES:

1. Individuals interested in renting the areas for private organizational use must complete an "Application for Use and Rental Agreement."
2. The request must be made with the Management Agent at least two (2) weeks in advance and must be accompanied by the security deposit (see page 3).
3. An inspection will be scheduled with the management company representative prior to and directly after the event. The individual (Renter) must be present at the inspection of the facility and throughout the event.

RULES AND REGULATIONS

4. Only GFCCA members are eligible to reserve the clubhouse. A Member is any person of legal age, residing in Great Falls Crossing, property owner or lease holder, who is in good standing with the Association. Guests are permitted, but members cannot rent the clubhouse for use by non-members.
5. The Renter is responsible for the conduct of the guests and must be on the Clubhouse premises throughout the party, and is liable for all damages, including any damages exceeding the amount of the previously obtained security deposit.
6. No alcoholic beverages are permitted at any event.
7. The Renter is responsible for all rented areas including the meeting room, hallways, and bathrooms. No furniture is to be removed from the room.
8. All areas must be returned to pre-rental condition. Trash must be secured and removed from the premises. Renters are encouraged to recycle and separate trash in accordance with Fairfax County regulations.
9. **SMOKING IS PROHIBITED INDOORS.** The Renter assumes full responsibility for making sure their guests comply with this rule.
10. All floors must be swept and cleaned and swept with the broom located in the hall closet. All rugs must be vacuumed; the vacuum is also kept in the hall closet. All bathrooms must be cleaned of debris and trash.
11. There must be a thorough and clear access to the exits at all times.
12. Prior approval by the Association is required for all decorations. Any decorations must be completely removed, including any tape, etc. used. Renters will be charged for restoration of any tape, etc., remaining on the walls or doors.
13. Music at all times must be kept at a moderate level. The doors and windows must be closed at all times when music is playing.

14. Excessive noises, abuse, or unacceptable behaviors resulting in complaints to the Board of Directors will not be tolerated and may result in revocation of the privilege to use the facilities.
15. All requests for rental of the facility will be approved by Management, as authorized by Board of Directors.
16. Two (2) hours of set-up/clean-up time will be granted for use immediately prior to/after the reserved time.
17. In the event of material changes to a scheduled party (number of attendees, type of event, etc.), the Renter is responsible for notifying the Association. All applicable changes in fees must be brought up to date at that time.
18. All adult activities must end, and the area vacated and cleaned, no later than 1:00 A.M., or 2:00 A.M. on weekends. All chairs, tables, and other items brought to other areas must be returned to their original places.
19. The Renter is responsible for clean-up of all areas in and around the clubhouse, turning of lights, turning the thermostat to the appropriate setting (heat to 65 degrees/air conditioning to 75 degrees if used), arming the alarm system, and returning the key to the clubhouse to management after the event ends. Failure to comply with this rule may result in the forfeiture of their deposit.
20. The Association reserves the right to terminate use at any time if a violation of the rules exists/persists (e.g., keep security deposit, keep fee, etc).

YOUTH ACTIVITIES

YOUTH ACTIVITIES ARE RESTRICTED TO MEMBERS AND THEIR INVITED GUESTS ONLY. Any activity consisting of seventy-five percent (75%) youth (under 18 years of age) must be chaperoned. At least two (2) chaperones, over the age of 21, for each ten (10) persons must be present at all times. All parties must end and areas cleaned no later than 11:00 P.M. on weekdays, and 12:00 A.M. on weekends and holidays.

The application and all required forms must be executed and signed by an adult who will assume responsibility for the areas.

SCHEDULE OF RENTAL FEE

CLUBHOUSE RENTAL

<u>Approved User</u>	<u>Deposit</u>
Party/Meeting with up to 62 people	\$250.00

SWIMMING POOL - Swimming pool is not available for rental during normal hours of operation.

<u>Approved User</u>	<u>Deposit</u>
Party/Meeting with up to 159 people	\$250.00

*A mandatory pool operator fee of \$_____ per hour applies plus a charge of \$_____ for each additional lifeguard required (determined by the number of people to be in attendance).

SWIMMING POOL AND CLUBHOUSE RENTAL - Swimming pool is not available for rental during normal hours of operation.

<u>Approved User</u>	<u>Deposit</u>
Party/Meeting with usage of both facilities	\$500.00

*A mandatory pool operator fee of \$_____ per hour applies plus a charge of \$_____ for each additional lifeguard required (determined by the number of people to be in attendance).

The Swimming Pool is not available for rental during normal business hours of operation.

Rental of the Swimming Pool is also subject to the Pool Rules set forth by the Board of Directors.

Failure by the Renter to comply with any and all Procedures, Rules and Regulations set forth by the Board of Directors can result in forfeiture in deposit, cancellation of event, and/or restriction of any further use of facilities.

ASSOCIATION USE ONLY

PARTY RENTAL CHECK OFF SHEET

Initial Walk-Thru Prior to the Party:

- _____ **Floor**
- _____ **Furniture**
- _____ **Walls**
- _____ **Trash Cans**
- _____ **Bathrooms**
- _____ **Rugs**
- _____ **Water Fountain**
- _____ **Common Area Around Clubhouse**
- _____ **Renters told of noise ordinance. Let renters know that the Police could be called if ordinance is not followed. Have renter list on "Exhibit 1" any discrepancies they do not want to be held responsible for during the post inspection.**
- _____ **Renter told no parking or driving allowed in fire lanes or paths along the Clubhouse.**
- _____ **Reminder regarding prohibition on alcohol and smoking inside facility.**

Architectural Guidelines

**ACKNOWLEDGMENT BY ALL ADJACENT PROPERTY OWNERS IS NEEDED.
YOUR APPLICATION WILL NOT BE PROCESSED UNLESS THIS IS PROVIDED.**

Their printed names and signatures (contained below) indicate an awareness of your intent to modify or alter the exterior of your property and do not constitute approval or disapproval. Any neighbor who has a valid concern or objection regarding this application may submit it in writing to:

Great Falls Crossing ARB
c/o Sequoia Management Company, Inc.
13998 Parkeast Circle, Chantilly, VA 20151.

1. NAME: _____
ADDRESS: _____
SIGNATURE: _____
 2. NAME: _____
ADDRESS: _____
SIGNATURE: _____
 3. NAME: _____
ADDRESS: _____
SIGNATURE: _____
 4. NAME: _____
ADDRESS: _____
SIGNATURE: _____
-

OWNER'S ACKNOWLEDGEMENT: I/We understand that:

1. Materials herein contained shall represent alterations which comply with the zoning and building codes of Fairfax County and the Commonwealth of Virginia. Further, nothing herein contained shall be construed as a waiver of modification of such ordinances. The Owner is responsible for obtaining the necessary building permits prior to commencement of construction.
2. No work shall commence until written approval from the Architectural Review Board has been received by the Owner. Any construction or exterior alteration before approval of this application is not allowed and if alterations are made, I/we may be required to return the property to its former condition at my /our expense; and that I/we may be required to pay any and all resulting legal expenses incurred.
3. Approval is contingent upon all work being completed in a workmanlike manner within six (6) months. Members of the ARB and/or a representative from Sequoia Management Company, Inc. may make a routine inspection at any time during, or subsequent to, construction.

4. This request is subject to restrictions by the Declaration and a review process as established by the Board of Directors. Any variations from the original application must be resubmitted for approval. A copy of this request will be returned to me/us following review by the Architectural Review Board.
5. I/We acknowledge and agree that I/we will be solely liable for any claims, including without limitations, claims for property damage or personal injury, which result from the requested addition or modification. I/we hereby indemnify the Great Falls Crossing Community Association Board of Directors, the Architectural Review Board, Sequoia Management Company, Inc. and all employees, agents, or members of these entities from and against any and all such claims. Moreover, I/we accept responsibility for all maintenance, repair and upkeep of said addition or modification.

SIGNATURE

DATE

SIGNATURE

DATE

ACTION TAKEN BY THE ARCHITECTURAL REVIEW BOARD:

Date Received by ARB: _____

☐ Approved as Requested.

☐ Approved Subject to the Following Conditions/Modifications: _____

☐ Disapproved for the Following Reason(s): _____

E-Mail Notification Given To Homeowner(s) on: _____

**GREAT FALLS CROSSING COMMUNITY
ASSOCIATION ARCHITECTURAL
REVIEW BOARD**

Signature: _____

Print Name: _____

Title: _____

Date: _____

duly authorized

GREAT FALLS CROSSING COMMUNITY ASSOCIATION ARCHITECTURAL REVIEW BOARD CHARTER

MEMBERSHIP

The Review Board (ARB) shall consist of at least three, and no more than seven, members appointed by the Board of Directors.

TERMS

Terms shall be for three years and will be staggered as determined by the Board of Directors.

Members of the Review Board may be removed by the Board of Directors with or without cause. Appointments to fill vacancies in unexpired terms shall be made by the Board of Directors. Review Board members or homeowners may nominate individuals to be considered by the board for appointments to fill vacancies.

The Review Board Chairperson and Co-Chairperson shall be nominated by the Review Board members and submitted to the Board of Directors for appointment. These nominations shall be made at the ARB meeting immediately following the annual meeting. Should the Review Board Chairperson seat become vacant, the Co-Chairperson shall assume the duties of the Chairperson and any member may be nominated to the Co-Chairperson's seat for the remainder of the term.

Any resident who would like to serve on the Review Board shall submit a letter of intent to the Board of Directors for consideration, provided the resident is in good standing with the Association. Efforts will be made to encourage geographical diversity throughout the community.

PURPOSE

The Review Board shall regulate the external appearance and locations of the property and improvements in such a manner as to preserve and enhance values and to maintain a harmonious relationship among structures and the natural vegetation and topography.

The Board of Directors and the Review Board will enforce the Association's covenants and rules and regulations.

DUTIES

The Chairperson will be responsible for setting an agenda and conducting the Review Board meetings; ensuring that all members are properly notified of all meeting dates, times and locations; ensuring that proper meeting minutes are produced and representing the

Review Board at the Board of Directors meetings when necessary (either in person or by furnishing a written report and minutes of the Review Board's meetings).

The Co-Chairperson will assist the Chairperson and assume all responsibilities and duties of the Chairperson in the Chairperson's absence.

The Review Board will review applications submitted by homeowners for exterior modifications to homes or lots, and shall approve, approve with conditions or deny said applications within forty-five (45) days, in accordance with the governing documents and architectural design standards of the Association. Immediately following each meeting, pending applications will be returned to management along with dispositions, so that prompt notification of applicants can be made by management. In order to meet the forty-five day requirement in the governing documents, applications may not be "held in abeyance." If they cannot be approved (with or without conditions), they must be disapproved pending whatever further information or action is needed.

Review Board members may not vote on the review of their own applications or the applications of adjacent property owners. As with any association member, they may participate in the discussion of such applications.

The Review Board will periodically inspect the property for compliance with architectural standards and approved plans for alterations. Non-compliance with standards or approved plans will be reported to management for action under the enforcement policy adopted by the Board of Directors.

The Review Board will periodically review the standards and submit any recommended amendments to the Board of Directors for their approval. Additionally, the Review Board will provide the homeowners with the opportunity for submittal of proposed changes to the architectural design standards. If the Review Board deems the proposed changes are advisable, the suggested changes will be forwarded to the Board for consideration.

The Review Board will work in conjunction with the Board of Directors, the Managing Agent and legal counsel regarding the interpretation, development and implementation of the architectural design standards. Members of the Review Board shall not directly contact legal counsel. Contact with legal counsel will be initiated only by the Managing Agent or Board President.

The Review Board will maintain consistent communication and a working relationship with the homeowners, Board of Directors, management and other Committees.

The Review Board will maintain complete and accurate records of all actions taken.

The Review Board will annually review and recommend to the Board of Directors the amendment or deletion of any provision within this Charter which may be deemed

necessary.

MEETINGS

All meetings of the Review Board shall be open to the all members, in accordance with the Virginia Property Owners' Association Act and the directives of the Board of Directors.

The Review Board will meet as needed at a time and place designated by the Review Board. The membership shall be given reasonable notice of the date, time and place of all meetings. A meeting may be cancelled if there is no business to address.

A majority of the members shall constitute a quorum. The Committee may meet but may not act upon applications, new business or hearing matters without a quorum of its members. Vacant positions shall be counted when determining the number of members needed for a quorum.

The minutes shall include the names of the members present, the date and time of the meeting and outline of the significant events that occurred during the meeting. After minutes are adopted by the Review Board members, a copy will be submitted to management and the Board of Directors.

Special meetings of the Review Board may be called by any two members after not less than three days notice to each member, unless such notice is waived by each member. Concurrent notice of any special meeting must be provided to the Board of Directors. A majority of the members shall constitute a quorum at any such meeting.

Tami Becker

President

Great Falls Crossing Community Association
Board of Directors

Adopted February 28, 2001

Great Falls Crossing Community Association Guidelines for Architectural Modifications

Version 2006-5
Last updated: 3/4/07 by PK

General Requirements

Unless otherwise specified, all exterior modifications require advance approval from the Architectural Review Board (ARB). In accordance with Section 25 (Architectural Control), Paragraph A (Building Restrictions), of the Declaration of Covenants, Conditions and Restrictions (CCR's) of Great Falls Crossing Community Association (GFCCA), an application *must* be submitted to the Architectural Review Board for any exterior addition or change, unless otherwise noted below.

It is recommended that in addition to reading through these guidelines, all homeowner's also use their Section 25 (Architectural Control) and Section 26 (Use Restrictions) of the CCR's as guidance for an ARB Application. Should a conflict ever occur between the CCR's and the ARB Guidelines, the governing CCR's take a higher precedence.

These guidelines are intended to help the homeowners plan exterior modifications or additions so that a request for approval will not be denied or unduly delayed. While adherence to these guidelines does not guarantee approval of every application, it should expedite the approval process and result in fewer denied applications.

In order to be reviewed and assessed, an application *must* include, at a minimum, the following:

- A copy of the lot plat with the footprint of the proposed modification drawn to scale;
- A detailed description of the proposed modification, including the type of materials to be used (e.g., pressure-treated pine), design elements (e.g., split-rail style fence with wire mesh backing), and finish (e.g., painted white);
- Signature(s) of homeowner(s);
- Signatures of adjoining property owners acknowledging their awareness of the proposed modifications; and,
- Drawings or pictures of the proposed modification.. Drawings are required for all major exterior modifications or additions..

In order to facilitate a timely assessment of an application, it is better to provide too much information, rather than too little.

As governed in the CCR's, Section 26 (Use Restrictions), Paragraph E (No Signs), no signage is permitted on a homeowner's property, except for real estate signs. Fairfax county does not allow more than 5 directional signs for a particular property (pointing to an open house or house for sale), and they cannot be within 500 yards of each other. Houses are not allowed more than one FOR SALE sign per property, unless it's a corner lot, where two are allowed. Contractor's signage, advertising their work are not allowed.. Please read contracts carefully prior to execution of work, as some contractors require signage, which is not permitted. Any building permits, required by Fairfax County Code, will be permitted.

Proposed modifications cannot interfere with drainage on the homeowner's property or neighboring properties, and are subject to all existing easements.

Certain modifications are subject to approval on a case-by-case basis. Other modifications for which ARB approval was not obtained and which were completed prior to the implementation of these guidelines may be subject to review. *Do not assume that a proposed modification to a property will be approved simply because similar a modification exists in the neighborhood.*

Guidelines

Decks

All decks are subject to ARB approval. Decks may be constructed of any material that meets Fairfax County building code requirements. Decks must be set back from the rear property line, in accordance with Fairfax County zoning ordinances. Any deck extending around the side of a house must meet Fairfax County requirements for setback from the side property lines. Decks may extend around the side of a house but may not pass the front wall of the house.

Decks may be clear-sealed, stained, or painted white or any exterior paint color found in the Builder's palette.; decks constructed in non-wood materials (provide they meet Fairfax County building code) are allowed, although colors must comply with the Builder's palette, or specific approval from the ARCB is required. Privacy screening above the deck railing, such as wood lattice, must meet Fairfax County code requirements for both the construction and height. If the style of a privacy screen selected has a "front" and "back" side, the front side must face out.

Substantial modifications to an existing deck (e.g., change in size or shape) also require ARB approval.

Any areas under a deck that will be used for storage (including sheds) must be enclosed/screened in a way that is consistent with the deck design and materials.

Dog Houses and Dog Runs

Dog houses must be located in the backyard, and do not require ARB approval. Enclosed dog runs require ARB approval, will be considered on a case-by-case basis, and will include neighboring homeowner's views.

Exterior Colors

ARB approval is required for color changes to window shutters, front doors, trim, and garage doors and their surrounding trim. The new color should be drawn from the Builder's color palette [see Appendix A attached to these guidelines]. Any proposed new color will be considered with neighboring color schemes.

Fences

All fences are subject to ARB approval. Only rear yards may be fenced,. Fences must begin at the rear wall of the house, and must not extend in front of the plane of the rear wall of the house. Fencing of side yards is strictly prohibited. The rear wall of the home is described as the corner point of the home, excluding any bump-outs.

Fences may be constructed of wood, ornamental metal, vinyl-coated metal, or equivalent. Metal materials such as chain link and welded wire are strictly prohibited. Except that split rail fencing may be backed by vinyl coated wire mesh. Fence panels may not exceed six (6) feet in height measured from ground level; ornamental caps, finials, etc. may not exceed 1 (one) foot in height on top of the six feet of fencing for a total fence height not to exceed 7 (seven) feet from ground level. Wood fences may be clear-sealed or stained. Ornamental metal or vinyl-coated materials should be black, brown, or green in color. If fence panels have a "front" and "back" side, the front side must face out. The

same requirements will be required for wood lattice decorative fences.

If your neighbor(s) have already erected an ARB approved fence on their property line, your fence either must directly abut the existing fence (no space left between), or you must allow a setback from your property line sufficient to allow a 3 (three) foot pathway between the fences. In the event that your neighbor(s) have already erected an ARB approved fence NOT on their property line, your fence CANNOT abut to theirs and can only be built on your property line or you must allow a setback from your property line sufficient to allow a 3 (three) foot pathway between your property line and the fence.

Backyard fences for town homes must be repaired or replaced by the homeowner, when necessary, with fencing of the same material, design, and finish.

Flagpoles

Freestanding flagpoles are prohibited. Flagpole brackets mounted on a house, a mailbox post or on a porch column are permitted and do not require ARC approval.

Landscaping

ARB approval is not required for most landscaping. ARB approval is required for landscaping along property lines when it will exceed three (3) feet in height or eight (8) feet in length when mature.

Landscape lighting does not require ARB approval unless it is part of property line plantings as outlined above. Homeowners are reminded to consider the impact of landscape lighting on neighboring properties.

Alteration of common area landscaping without the written approval of the Board of Directors is prohibited.

Sprinkler systems are permitted, do not require ARB approval, and must not be installed in VDOT right of ways.

Retaining walls of stone or decorative concrete block do not require ARB approval.

Light Fixtures and Door Hardware (external)

All external light fixtures and door hardware must be in brass color.

Mailboxes and Mailbox Posts

All mailboxes must meet U.S. Postal Service requirements. ARB approval is not required to replace a mailbox or its post, as long as it is of the same or similar style (color and shape) as the original in your neighborhood. Festive decorations on mailboxes are approved provided they are temporary and removed according to the following schedule: Year-end holidays, such as Christmas (30 days); All others, such as Fourth of July, Halloween, Thanksgiving, etc. (10 days)

Major Exterior Changes

Major exterior changes are those that substantially alter the existing house or property, either by subtraction or addition, and are subject to ARB approval. Major exterior changes include, but are not limited to, driveways, garages, porches, greenhouses, fireplace chimneys, installation or replacement of entry or garage doors, or home additions.

Replacement of existing windows with a different style, or installation of new windows with or without stained glass or other ornamental panels requires ARB approval.

The design of major exterior changes must be compatible in scale, materials, and color with your house and adjacent houses. Pitched roofs must match the slope of the existing roof. Windows and entry doors must match the original type used by the builder. New window and door placement must be located in a manner that relates well to the location of existing windows and entry doors. Paint colors for major exterior changes should be drawn from the Builder's color palette.

Changes in grade or other conditions that may affect drainage must be indicated on the homeowner's application. Modification will be denied if adjoining properties will be adversely affected by changes in drainage. Please note that serious grade changes must be approved by Fairfax County.

Patios and Walkways

All patios and walkways are subject to ARB approval. Patios and walkways may be constructed of any material except asphalt. The square-footage of a backyard patio may not exceed 50% (fifty percent) of the square footage of the backyard. Requests for side yard patios and walkways will be reviewed on a case-by-case basis.

Modifications to an existing walkway (e.g., change in size, shape, or materials) also require ARB approval.

Recreation and Play Equipment

In general, ARB approval for swing sets, jungle gyms, tree houses, playhouses, sandboxes, and wading pools is not required if located in the backyard and used only for their intended purposes. Please consider neighbors when locating play equipment.

Basketball backboards mounted above the garage are prohibited. Basketball backboards permanently mounted on a post near the driveway require ARB approval, which may be granted on a case-by-case basis, taking into account the proximity of the backboard to adjoining properties. Non-permanent and/or Rollaway basketball backboards are permitted and do not require ARC approval, but must be used only in the driveway. Under no circumstance will a non-permanent or rollaway backboard be permitted on a homeowners' front property line, bordering a street or cul-de-sac so as to create a potential traffic hazard. Additionally, rollaway backboards are not permitted in common areas.

Screened Porches/Gazebos

All screened porches/gazebos are subject to ARB approval. Screened porches and gazebos must be constructed of wood or wood-like materials, such as aluminum and/or Trex. They may be clear-sealed, stained, or painted in the same color of the house trim (usually white or cream/beige color). In accordance with Fairfax County Building Code requirements, gazebos and screened porches must have a peaked or pitched roof. Acceptable roofing materials include shingles, wood shakes, copper, and painted standing-seam aluminum. Other materials may be considered on a case-by-case basis. If

a gazebo roof is to be shingled, the shingles must match the shingles used on the house as nearly as possible.

A screened porch may be incorporated into or under a deck. A screened porch located at or above grade must have a pitched roof.

Sheds

All sheds are subject to ARB approval. In general, the design of a shed must respect the aesthetic interests of the neighborhood. Freestanding sheds should not exceed eight (8) feet in length or width, and should not exceed six (6) feet in height. Sheds may be located under a deck, if any. If no deck is present, sheds should be located against the back wall of the house, if feasible. Freestanding sheds must be located so as to minimize visibility (1) from the front of the house, and (2) from neighboring yards. A shed located in the rear of a townhome must not exceed the height of the rear yard fence.

Sheds located under decks may extend beyond the side of the house but may not extend beyond the perimeter of the deck. Any area under a deck that will be used for storage, including sheds, must be screened.

Signs

Real estate signs advertising the sale of a home may be posted at the property. Such signs shall not exceed a total area of four (4) square feet or a maximum height of six (6) feet. Such signs shall not exceed one (1) in number per property, except that there may be two (2) such signs on a corner lot. Such signs shall be removed within seven (7) days of settlement.

Free-standing, off-property directional signs are permitted only under the following conditions:

- (1) No such sign shall exceed three (3) square feet in area or four (4) feet in height.
- (2) Such signs shall not exceed five (5) in number per property or yard sale being advertised, provided that no two (2) signs advertising the same property and located beside the right-of-way of any one street shall be located closer than five hundred (500) yards from each other.
- (3) All such signs shall be permitted only if, and in only those locations, approved by the Virginia Department of Transportation.
- (4) Signs are not permitted to be posted upon trees, utility poles, traffic control signs, lights or devices or in any place or manner prohibited by the provisions of the Fairfax County Zoning Ordinance or the Virginia Department of Transportation.
- (5) Such signs shall be permitted for only the day of an open house. Directional signs must be removed, by the homeowner or selling agent, not later than two (2) hours following the end of an open house. Further, placement or posting of directional signs on other residents' properties must receive advance permission from the homeowner.

Signs posted that do not adhere to these guidelines are subject to immediate removal.

Storm Doors and Screen Doors

Storm doors and screen doors do not require ARB approval if full view with a single panel. Storm doors can have a kick plate similar to that of the front doors. Storm doors must be white, black, match the door trim color, or match the front door color.

Screen doors on the front of the house are permitted with the same specifications as storm doors, or the newer, fully retractable screen doors are also permitted. Screen doors at the side or back of the house; i.e. patio doors, etc. are to be the same style (color and shape) as the original.

Sun Control Devices

Sun control devices such as awnings, canopies, or similar devices do not require ARB approval. No sun control devices may be placed in the front or side yards, or affixed to the front or side of a house. Such devices placed in the backyard or attached to the rear of a house must be maintained in good repair. Sun control devices may only be placed at the rear of a house.

Sun Rooms, Three Season Rooms, and Conservatories

All sunrooms, three season rooms, and conservatories are subject to ARB approval. Sun rooms and conservatories may be constructed of any material that meets Fairfax County building code requirements. The exterior material (e.g. brick, stone, stucco, siding, etc.) must be the same as the original of the home. The roof pitch must conform to the existing pitch and the grade must be the same as that of the house, unless it can be adequately documented by a qualified contractor the appropriate reason for the difference.

Swimming Pools/Hot Tubs

All swimming pools/hot tubs are subject to ARB approval. Semi-permanent and permanent above ground swimming pools are prohibited. Above ground hot tubs should be placed very close to the rear plane of the house in the back yard, with respect to neighboring homeowners views and NOT be visible from the street. In-ground swimming pools and hot tubs are permitted but must meet all Fairfax County Code requirements. Detailed plans to include fencing, equipment location, and pool design must be submitted with the application form.

Television Antennae and Satellite Dishes

Satellite dishes and antennae for television reception are subject to Federal Communications Commission (FCC) requirements. Dishes cannot exceed 39" in diameter. External antennas should not be visible from street in front of the house without ARB approval. which shall be granted only if a reasonable reception is not possible with a location of the dish or antenna such that it is not visible from the front of the house.

APPENDIX A

Great Falls Crossing Community Association Guidelines for Exterior Colors

General Requirements

Unless otherwise specified, all exterior color changes require advance approval from the Architectural Review Board (ARB). In accordance with Section 25 (Architectural Control), Paragraph A (Building Restrictions), of the Declaration of Covenants, Conditions and Restrictions (CCR's) of Great Falls Crossing Community Association (GFCCA), an application **must** be submitted to the Architectural Review Board for any exterior addition or change, unless otherwise noted below..

The following elements are covered in this Guideline:

- 1) Doors and shutters **must** be painted or stained as outlined below,
- 2) Trim around shutters and doors **must** match existing white or cream/beige color.
- 3) Garage Doors **must** match existing white or cream/beige color.
- 4) Siding **must** match the original aluminum siding.
- 5) Bricks walls **must** be left natural.
- 6) Gazebos can be clear sealed or stained wood, or may be painted in white or cream/beige color.
- 7) Attic ventilation] **must** match color of the trim around windows and doors (usually white or cream/beige color).

Exterior Color Palette for Doors and Shutters:

All doors and shutters must match the colors below; however, solid wood doors (with and without glass) can be stained with a light or dark stain, or remain in their natural wood color.

The following are colors from DURON, Weather Shield, 100% Acrylic Coating – Semi Gloss. Equivalent colors from other paint manufacturers are acceptable.

Current Color

Black
Dark Green
Kelley Green
Dark Red
Dark Gray
Light Gray
Tan
Beige
White
Dark Blue

Approved Color for repainting

Black
Forest Green
Medium Green equivalent
Colonial Red
Hearthstone
Incense
Tavern Beige
Greystone
914 White
Briney Deep

Please return the completed form and all required documents to: Great Falls Crossing Community Association, c/o Sequoia Management Company, Inc., 13998 Parkeast Circle, Chantilly, VA 20151. One (1) copy reflecting the action taken by the Architectural Review Board (ARB) will be returned to you for your records.

E-MAIL ADDRESS (REQUIRED): _____

DESCRIPTION OF MODIFICATION REQUESTED: In accordance with the Declaration of Covenants, Conditions and Restrictions (the "Declaration") referred to in the Deed covering the property described above, I/we hereby apply for consent to make the following modification or addition to our property. Please include a description of the addition or modification being requested below:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

1. Diagram/sketch/line drawing of proposed modification and/or addition to the property;
2. Copy of survey or plat of the property with location of proposed modification and/or addition depicted; and
3. Samples, color pictures, descriptions, and/or color palettes of materials to be used and/or pictures of similar projects done by the architect/builder/construction company.

**ACKNOWLEDGMENT BY ALL ADJACENT PROPERTY OWNERS IS NEEDED.
YOUR APPLICATION WILL NOT BE PROCESSED UNLESS THIS IS PROVIDED.**

Their printed names and signatures (contained below) indicate an awareness of your intent to modify or alter the exterior of your property and do not constitute approval or disapproval. Any neighbor who has a valid concern or objection regarding this application may submit it in writing to:

Great Falls Crossing ARB
c/o Sequoia Management Company, Inc.
13998 Parkeast Circle, Chantilly, VA 20151.

1. NAME: _____
ADDRESS: _____
SIGNATURE: _____
 2. NAME: _____
ADDRESS: _____
SIGNATURE: _____
 3. NAME: _____
ADDRESS: _____
SIGNATURE: _____
 4. NAME: _____
ADDRESS: _____
SIGNATURE: _____
-

OWNER'S ACKNOWLEDGEMENT: I/We understand that:

1. Materials herein contained shall represent alterations which comply with the zoning and building codes of Fairfax County and the Commonwealth of Virginia. Further, nothing herein contained shall be construed as a waiver of modification of such ordinances. The Owner is responsible for obtaining the necessary building permits prior to commencement of construction.
2. No work shall commence until written approval from the Architectural Review Board has been received by the Owner. Any construction or exterior alteration before approval of this application is not allowed and if alterations are made, I/we may be required to return the property to its former condition at my /our expense; and that I/we may be required to pay any and all resulting legal expenses incurred.
3. Approval is contingent upon all work being completed in a workmanlike manner within six (6) months. Members of the ARB and/or a representative from Sequoia Management Company, Inc. may make a routine inspection at any time during, or subsequent to, construction.

4. This request is subject to restrictions by the Declaration and a review process as established by the Board of Directors. Any variations from the original application must be resubmitted for approval. A copy of this request will be returned to me/us following review by the Architectural Review Board.
5. I/We acknowledge and agree that I/we will be solely liable for any claims, including without limitations, claims for property damage or personal injury, which result from the requested addition or modification. I/we hereby indemnify the Great Falls Crossing Community Association Board of Directors, the Architectural Review Board, Sequoia Management Company, Inc. and all employees, agents, or members of these entities from and against any and all such claims. Moreover, I/we accept responsibility for all maintenance, repair and upkeep of said addition or modification.

SIGNATURE

DATE

SIGNATURE

DATE

ACTION TAKEN BY THE ARCHITECTURAL REVIEW BOARD:

Date Received by ARB: _____

☐ Approved as Requested.

☐ Approved Subject to the Following Conditions/Modifications: _____

☐ Disapproved for the Following Reason(s): _____

E-Mail Notification Given To Homeowner(s) on: _____

**GREAT FALLS CROSSING COMMUNITY
ASSOCIATION ARCHITECTURAL
REVIEW BOARD**

Signature: _____

Print Name: _____

Title: _____

Date: _____

duly authorized

Reserve Study and Report

Replacement Reserve Study
GREAT FALLS CROSSING

RSTUDY+
REPLACEMENT RESERVE STUDY
GREAT FALLS CROSSING

Reston, Virginia



Management:

COMPANY

Dale Edwards
Property Manager

13998 Parkeast Circle
Chantilly, Virginia 20194
Tel: 703.803.9641
Email: DEdwards@seguoiamgmt.com

Consultant:

RICHARD J. SCHUETZ, AIA
ARCHITECT



Wm. Bruce Bennett
Senior Reserve Analyst

5101 10th Street South, Suite #4
Arlington, Virginia 22204
Cell: 703.989.2600
Home/office: 703.989.2600
Office: 703.820.1790
Fax: 703.820.1695 or 208.246.0910
Email: imajica@rstudy.com

January 25, 2014

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RICHARD J. SCHUETZ, AIA
ARCHITECT

5101 10th Street South, Suite #4
Arlington, Virginia 22204
Tel: (703) 820-1790 Fax: (703) 820-1695 E-mail: rick@great-architecture.com

January 25, 2014

Dale Edwards
SEQUOIA MANAGEMENT COMPANY
13998 Parkeast Circle
Chantilly, Virginia 20194

Tel: 703.803.9641
Email: DEdwards@sequoiamgmt.com

Dale Edwards:

Pursuant to your acceptance of our Proposal on October 21, 2013, we have completed our evaluation of GREAT FALLS CROSSING in Reston, Virginia, and have developed the enclosed RSTUDY+ Replacement Reserve Study. The Study includes the following components:

- **Replacement Reserve Report.** The *Report* contains a summary of the financial data calculated by the *Replacement Reserve Analysis*, a general description of the community, a summary of the conditions observed during our site evaluation, and information about the *Replacement Reserve Inventory*.
- **Replacement Reserve Analysis.** The *Analysis* is a tabular and graphical presentation of current Association funding of Reserves, and recommended Reserve Funding, calculated by both standard funding methodologies, the Cash Flow and Component Method.
- **Replacement Reserve Inventory.** The *Inventory* lists the common components of the community evaluated by the *Replacement Reserve Analysis*, and includes estimated replacement costs, normal economic life, and the remaining economic life for each component evaluated.
- **List of Recommended Repairs.** The *Repair List* itemizes defects we observed during our site evaluation. The repairs are categorized by building trade and include estimated costs.
- **Supplemental Photographs.** The photographs document observations made during the site evaluation.
- **Replacement Reserve Allocations.** The *Replacement Reserve Allocations* suggests allocation of the annual deposits to Replacement Reserves by the Cash Flow and Component Method. Cash Flow contributions are allocated based upon a chronological method recently developed by RSTUDY.
- **Appendix.** The *Appendix* contains definitions and standard procedures.

This Study should be reviewed by the GREAT FALLS CROSSING, Board of Directors, those responsible for the management of the components included in the *Inventory*, and the accounting professionals employed by the Association. We are prepared to provide revisions to the *Replacement Reserve Analysis* and the *Replacement Reserve Inventory* upon the request of the Board of Directors. Revisions should be requested by the Board of Directors within three (3) months of the date of this Study. If you have any questions regarding this report, please contact Mr. Richard J. Schuetz at (703) 820-1790.

Sincerely,
RICHARD J. SCHUETZ, AIA
Architect

Wm Bruce Bennett

Wm. Bruce Bennett
Senior Reserve Analyst

**Replacement Reserve
Report**

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B. Financial Summary - Page	3
C. Site Evaluation - Page	6
D. Inventory - Page	17
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**Replacement Reserve
Analysis**

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Cumulative Funding and Expenditures Graph - A2
Cash Flow Method
Cumulative Receipts and Expenditures - A3
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Cumulative Receipts and Expenditures - A5
Annual Replacement Expenditures - A6

**Replacement Reserve
Inventory**

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**List of Recommended
Repairs**

Attachments

Supplemental Photographs
Replacement Reserve Allocations
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RSTUDY+

REPLACEMENT RESERVE REPORT

GREAT FALLS CROSSING

Reston, Virginia

January 25, 2014



A. GENERAL INFORMATION

Intent. The intent of this RSTUDY+ Replacement Reserve Study is to provide GREAT FALLS CROSSING (hereinafter called the Association), with an inventory of the common community facilities and infrastructure components that require periodic replacement, a general view of the condition of these components, and an effective financial plan to fund projected periodic replacements.

- **Inventory of common components.** The attached *Replacement Reserve Inventory* lists the common components of the community that require periodic replacement, whose replacement is scheduled for funding from Replacement Reserves. Section D of this *Replacement Reserve Report* provides information about components excluded from the *Inventory*, whose replacement is not scheduled for funding from Replacement Reserves, and the basis of those exclusions.
- **Condition of common components.** The *Replacement Reserve Inventory* includes our estimates of the normal economic life and the remaining economic life for those components whose replacement is scheduled for funding from Replacement Reserves. Section C of this *Replacement Reserve Report* provides additional information about several of these components including recommendations for repairs, maintenance, and replacements.
- **Financial plan.** Because many components owned by the Association have limited life and require periodic replacement, it is essential the Association have an effective financial plan to provide funding for the timely replacement of these components, to protect the appearance and value of the community. In conformance with American Institute of Certified Public Accountant guidelines, the *Replacement Reserve Analysis* evaluates the current funding of Replacement Reserves as reported by the Association, and recommends annual funding of Replacement Reserves by two generally accepted accounting methods, the Cash Flow Method and the Component Method. The *Replacement Reserve Analysis* includes graphic and tabular presentations of these methods and current Association funding.

Scope. GREAT FALLS CROSSING is a residential community in Reston, Virginia. The community was constructed in 1997 and consists of 320 single family homes, 30 townhomes, and associated improvements. We have assumed that all of these units are individually owned and are not the responsibility of the Association. These individually owned units and other components of the community not identified in the Request for Proposal as the responsibility of the Association were not evaluated and were not included in the *Replacement Reserve Inventory* or *Replacement*

REPLACEMENT RESERVE REPORT

Reserve Analysis.

We have identified community facilities and infrastructure components with limited life that require periodic replacement and whose replacement is the responsibility of the Association, based upon our review of the following:

- The Request for Proposal, submitted and executed by the Association.
- Our field evaluations and measurements.
- The previous Replacement Reserve Study, prepared by our firm dated August 30, 2009 and revised in September 2009.
- Aerial photographs acquired by Richard J. Schuetz, AIA.

We have divided the components whose replacement is the responsibility of the Association into two categories, based upon the source of funding for the needed replacement. The categories are:

- Funding from Replacement Reserves. Those components whose replacement is scheduled for funding from Replacement Reserves are listed in the *Replacement Reserve Inventory*. This is a comprehensive list and the funding of replacements other than those specifically listed in the *Replacement Reserve Inventory* will result in inaccuracies in the results calculated by the *Replacement Reserve Analysis*.
- Funding from other sources. Examples of components whose replacement is NOT to be funded from Replacement Reserves, are listed and discussed in Section D - Inventory, below. This is not a comprehensive list and we have assumed that the replacement of all components not specifically listed in the *Replacement Reserve Inventory* will NOT be funded from Replacement Reserves.

The major components included in the *Replacement Reserve Inventory* are the Community Center; asphalt pavement, concrete sidewalks, and concrete curb & gutter at the Community Center and the townhouse section of the community; recreation facilities, tot lots, fencing, entrance monuments, asphalt pavement at pipestems, pond at Dunn Meadow Road pipestem, etc. **The components included in the *Replacement Reserve Inventory* have an estimated one-time replacement cost of \$1,551,436.**

Site evaluation. We conducted our site evaluations in November and December 2013. Our evaluation was visual and nondestructive.

Replacement Reserve Study - Level of Service. The *Replacement Reserve Study* has been performed as a Full Service *Replacement Reserve Study* as defined under the National Reserve Study Standards adopted by the Community Associations Institute. A complete component inventory was established based on information regarding commonly owned components provided by the Association and upon quantities derived from field measurement and/or quantity takeoffs from to-scale engineering drawings made available by the Association. The condition of all components was ascertained from a site visit and the visual inspection of each component by the analyst. The life expectancy and the value of components are provided based on these observations. The funding status (Replacement Reserves on Deposit) and funding plan (Current Annual Contribution to Replacement Reserves) have been provided by the Association.

REPLACEMENT RESERVE REPORT

B. FINANCIAL SUMMARY

Purpose. The purpose of the attached *Replacement Reserve Analysis* is to evaluate the current funding of Replacement Reserves as reported by the Association, and to recommend annual contributions to Replacement Reserves by two generally accepted accounting methodologies, the Cash Flow Method and the Component Method. All three evaluations are based upon the same 30-year Study Period, Replacement Reserves reported to be on deposit at the start of the Study Year, and projected expenditures for replacements of common elements shown in the *Replacement Reserve Inventory*.

Study Year and Study Period. The Association reports that they operate on a calendar year and that contributions to Replacement Reserves have already been established for 2014. The first year evaluated by the *Replacement Reserve Analysis*, the "Study Year," is 2015. The *Replacement Reserve Analysis* evaluates funding in a 30-year period extending forward from January 1, 2015. This 30-year period is called the "Study Period."

Current Funding. In a memo dated October 23, 2013, the Association reports Replacement Reserves on Deposit of \$343,000 as of January 1, 2014, and current annual deposits to Replacement Reserves totaling \$56,000. The Replacement Reserve Inventory assumes that there will be no replacements funded from Replacement Reserves in the remainder of 2014 and that the Association will have \$399,000 on deposit on January 1, 2015, the first day of the Study Year. We understand that some of the replacements scheduled in 2015 may appropriately be moved into 2014. This would have a nominal impact on our funding recommendations.

Projected Expenditures. We project that in the first five years of the study, from the Study Year, 2015, through the end of 2019, the Association has a cash requirement of between \$487,062 and \$497,062. This is based upon \$471,062 of expenditures for replacements listed in the *Replacement Reserve Inventory* and \$16,000 to \$26,000 of repairs, maintenance, and miscellaneous small replacements outlined in the *List of Recommended Repairs*. Several of the projects associated with these expenditures are discussed in Section C below.

We have projected annual Association expenditures (not including the \$16,000 to \$26,000 of repairs, maintenance, and minor replacements outlined in *List of Recommended Repairs*) over the next 30 years, based upon the *Replacement Reserve Inventory*. This data is presented as a graph on page A-6 of the *Replacement Reserve Analysis*. **It shows that the average annual expenditure from Replacement Reserves over the next 30 years is \$70,892.**

List of Recommended Repairs - timing of repairs. The enclosed *List of Recommended Repairs* itemizes \$16,000 to \$26,000 of defects we noted during our site evaluation. The accuracy of the values used for the remaining economic life in the *Replacement Reserve Inventory* and thereby the entire *Replacement Reserve Analysis* is dependent upon the timely completion of these repairs, maintenance, and miscellaneous small replacements.

List of Recommended Repairs - funding of repairs. We have assumed that NO Replacement Reserves will be used to fund the correction of the defects outlined in the *List of Recommended Repairs*. The United States Tax Code grants very favorable tax status to Replacement Reserves,

REPLACEMENT RESERVE REPORT

conditional on the expenditure of Replacement Reserves within specific guidelines. Funding maintenance, repair, and/or capital improvements from Replacement Reserves may have adverse tax consequences and should be done only after consultation with an accounting professional.

EVALUATION OF CURRENT ASSOCIATION FUNDING. Our evaluation of the current Association funding plan is based in part, on financial data provided to us by the Association.

\$56,000 **Current Association Funding.** The Association reports that they are currently contributing \$56,000 per year to Replacement Reserves (\$13,33 per unit per month). Based upon Replacement Reserves reported to be on deposit, and the *Replacement Reserve Inventory*, our evaluation of Current Association Funding shows that it results in the Association being unable to make scheduled replacements in 12 years of the thirty-year Study Period. We have calculated that a maximum shortfall of \$145,851 will occur in 2040.

Projections of Current Association Funding are presented in graph and tabular format on page A-5 of the *Replacement Reserve Analysis*. These calculations assume that NO Replacement Reserves will be allocated to fund the \$16,000 to \$26,000 of repairs, maintenance, and/or minor replacements outlined in the *List of Recommended Repairs*. A more detailed explanation of the Current Association Funding calculations is contained in the *Appendix*.

STANDARD ACCOUNTING METHODOLOGIES. The enclosed *Replacement Reserve Analysis* calculates recommended funding of Replacement Reserves in each year of the 30-year Study Period, by two generally accepted methods, the Cash Flow Method, and the Component Method. Both calculations are based upon the same financial data, including the costs of the replacements scheduled in the *Replacement Reserve Inventory* and Replacement Reserves reported to be on deposit at the start of the Study. The Cash Flow Method and Component Method calculations and Replacement Reserve funding recommendations in 2015, the Study Year, are discussed below:

\$65,153 **Cash Flow Method** - Minimum Recommended Funding of Replacement Reserves in the Study Year (\$15.51 per unit per month). The Cash Flow Method calculates the minimum annual funding of Replacement Reserves that will fund Projected Annual Replacements from a common pool of Replacement Reserves and prevents Replacement Reserves from dropping below the Minimum Recommended Balance. Annual deposits to Replacements Reserves remain the same between peaks in cumulative expenditures called Peak Years.

Minimum Recommended Balance. We have established the Minimum Recommended Balance at \$77,572 or 5 percent of the one-time replacement cost of all of the components listed in the *Replacement Reserve Inventory*.

The Cash Flow Method calculations are presented in graph and tabular format on page A-3 of the *Replacement Reserve Analysis*. These calculations assume that NO Replacement Reserves will be allocated to fund the \$16,000 to \$26,000 of repairs, maintenance, and/or minor replacements outlined in the *List of*

REPLACEMENT RESERVE REPORT

Recommended Repairs. A more detailed explanation of the Cash Flow Method is contained in the *Appendix*.

\$235,604

Component Method - Recommended Funding of Replacement Reserves in the Study Year (\$56.10 per unit per month). The Component Method is a time tested and very conservative mathematical model developed by HUD in the early 1980's. The Component Method treats each component in the *Replacement Reserve Inventory* as a separate account and deposits are made annually to each of these individual accounts. A fence with a life of ten years and a value of \$1,000, will require a deposit of \$100 per year to Replacement Reserves. Based upon this funding formula, the Association should have \$796,605 on deposit (Current Funding Objective), but the Association reports to having Replacement Reserves totaling \$399,000 on deposit, approximately 50 percent funded.

The Component Method calculations are presented in graph and tabular format on page A-4 of the *Replacement Reserve Analysis*. These calculations assume that NO Replacement Reserves will be allocated to fund the \$16,000 to \$26,000 of repairs, maintenance, and/or minor replacements outlined in the *List of Recommended Repairs*. A more detailed explanation of the Component Method is contained in the *Appendix*.

FUNDING RECOMMENDATIONS:

We recommend the Association adopt an annual contribution to Replacement Reserves calculated by one of the standard accounting methods, either the Cash Flow Method or the Component Method, to insure that proper funding is available to make scheduled replacements throughout the entire 30-year Study Period.

We further recommend the Association fully fund the *List of Recommended Repairs* in the Study Year, and establish the necessary annual funding for the normal maintenance and repairs needed throughout the community.

REPLACEMENT RESERVE REPORT

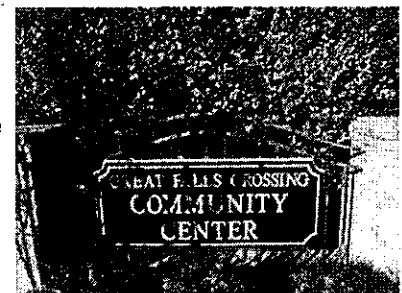
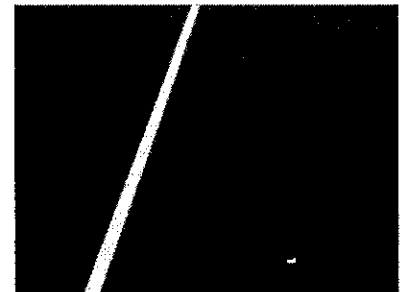
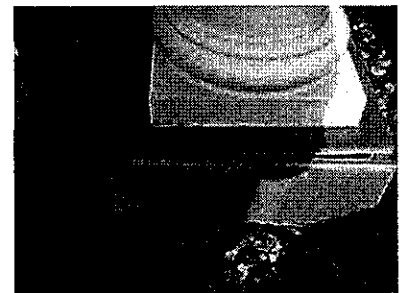
C. SITE EVALUATION

General comments. GREAT FALLS CROSSING is facing several large and expensive replacement, repair, and maintenance projects. The major replacement projects facing the Association in the first five years of the Study Period, from the Study Year, 2015, through the end of 2019, include:

- Partial replacements of the wood fence and associated maintenance & repairs.
- Asphalt pavement replacement at the Community Center, townhouses pipestems and a portion of the asphalt trails.
- Partial replacements of concrete sidewalks and curb & gutter in conjunction with the asphalt pavement replacement project.
- Swimming pool finish.
- Partial replacements of the pool furniture and the benches and tables in the common open spaces.
- Tuckpointing of the entrance features and stoop at the Community Center.
- EIFS coating on the Community Center including minor repairs and modifications.
- Partial replacements of furniture in the meeting room.
- Renovation of the Community Center electric panels and switchgear.
- Replacement of the older tot lot equipment and borders.
- Basketball court color coat.
- Tennis court base asphalt, color coat and part of the wind screening.
- Funding is also provided for several components that are only replaced at failure including the security system, sump pump, pool pumps, .

These projects are scheduled in the *Replacement Reserve Inventory* and have an estimated cost of \$471,062 in the first five years of the Study Period.

The *List of Recommended Repairs* outlines \$16,000 to \$26,000 of repairs, maintenance, and miscellaneous small replacements we observed throughout the community, which need correction now. Most of this amount is associated with the normal maintenance at the entrance features and a variety of issues at the Community Center.



REPLACEMENT RESERVE REPORT

Safety defects. Several of the defects in the *List of Recommend Repairs* are safety hazards and should be repaired immediately to protect the residents from potential injury and to protect the Association from potential liability. We have identified safety hazards in the *List of Recommended Repairs* by printing them in **bold**. We do NOT warranty that all defects throughout the community that could be considered "safety defects" are identified in the *List of Recommended Repairs*.

Site plans and drawings. No site plans, drawings, or other documents were made available to Richard J. Schuetz, AIA, for our review in conjunction with the preparation of this Replacement Reserve Study. The Association is responsible for the maintenance, repair, and replacement of hundreds of thousands of dollars of components. Attempting to accomplish these tasks without comprehensive site plans, drawings and documents places an unnecessary and expensive additional burden on the Association.

We recommend the Association acquire comprehensive site plans and drawings, detailing the construction of all common elements of the community. These documents should be scanned into an electronic format and posted to an Association web site, where they will be an excellent resource for the residents, Board of Directors, and contractors working for the Association, in the coming years.

Comments on Site Evaluation. The *List of Recommended Repairs* provides a component by component discussion of defects we observe during our site evaluation. The following comments are not intended to restate these observations but address one of the following specific issues regarding the larger, more significant components at the community:

- Components that require specific comments because of the manner in which they have been treated in the *Replacement Reserve Analysis*.
- Comments on components that could not be properly addressed in the *List of Recommended Repairs*.

The comments on the following pages reflect the conditions found at the time of our site evaluation.

Asphalt pavement - general. We identified approximately 48,321 square feet of asphalt pavement at the Community Center parking area, Murray Downs Court (townhouses) and Crippen Vail Court between Hunters Gate and the Route 7 access road that is the responsibility of the Association. The section of Crippen Vail was not identified as being the responsibility of the Association in the previous Replacement Reserve Study. No information about the dates of installation or the specifications that were used to install the pavement was provided for our review. The asphalt pavement is generally at end of



REPLACEMENT RESERVE REPORT

its normal economic life. We observed areas where defects in the asphalt pavement are allowing water to penetrate through the pavement, causing damage and deterioration of the load carrying capabilities of the base materials and bearing soils beneath the pavement. The defects we observed included areas with open cracks, holes in the pavement, alligatoring, and depressed areas of pavement indicating damage to the base materials and bearing soils beneath the pavement.

Asphalt pavement - replacement and repair. We have assumed that the Association will replace the asphalt pavement by overlaying with 2 inches of new asphalt and the cost of this project is included in the *Replacement Reserve Inventory*. Before the installation of the new pavement, the existing asphalt roads and parking areas should be milled. The asphalt pavement is milled to insure that the new pavement can be properly graded to move all water to the storm water system.



The project to replace the asphalt pavement should include the evaluation of all damaged and deteriorated pavement. Areas of asphalt pavement with minor defects that are limited to the asphalt pavement, where the base materials and bearing soils have not been damaged, may be repairable with one of the fabric reinforcing sheets in use today, to prevent defects from printing through to the new asphalt pavement.

Areas of asphalt pavement with more serious defects, where the asphalt pavement has significant damage and/or deterioration, or where base materials and/or bearing soils beneath the pavement have been damaged, should have defective asphalt pavement, base materials, and bearing soils removed and replaced with materials capable of properly supporting the new pavement.

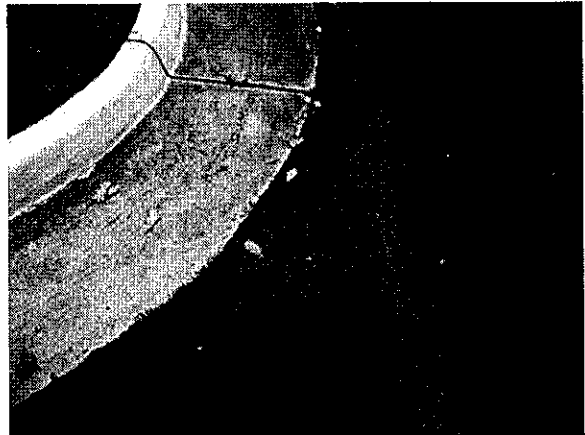


The replacement cost shown in the *Replacement Reserve Inventory* assumes a normal replacement project with base repairs at five to 10 percent of the total area. Failure to accomplish proper repairs prior to the installation of a new asphalt top coat will result in the new pavement having a substantially reduced economic life as the old failures rapidly print through to the new asphalt. An asphalt pavement overlay, installed over defective pavement, frequently begins failing almost immediately and will generally be at complete failure in two to five years.

REPLACEMENT RESERVE REPORT

The result of a proper installation of a 2-inch asphalt overlay, after appropriate repairs, should be a new traffic surface with an economic life of 14 to 18 years for the roads and parking areas. For the *Replacement Reserve Inventory*, we have assumed that appropriate repairs will be made, that the new pavement will be properly installed, and that the roads and parking areas will have an economic life of 16 years. The economic life should be adjusted in the coming years as the *Replacement Reserve Inventory* is updated, to reflect the actual condition of the asphalt pavement as it ages. This evaluation should be conducted every three to five years.

In several locations the concrete curb & gutter segments are cracked, damaged and/or displaced. These defective segments of curb & gutter will prevent proper grading of the new asphalt pavement and/or allow water to penetrate into the bearing soils beneath the curb & gutter segments and adjacent asphalt pavement. These curb & gutter segments should be replaced before, or in conjunction with, the project to replace the asphalt pavement, to establish a proper grade and insure that all water is properly directed to the storm water system.



Asphalt Pavement Maintenance Program. After the installation of the new asphalt pavement discussed above, the Association will need to establish an Asphalt Pavement Maintenance Program. This program will be necessary if the pavement is to achieve the economic life shown in the *Replacement Reserve Inventory*. The Asphalt Pavement Maintenance Program should include the components discussed below:

- Crack sealing. All small cracks and defects in the asphalt pavement should be sealed with an appropriate sealing compound. If the cracks or defects are too large to be sealed with a sealing compound, or if the defects have resulted in displacement of the asphalt pavement, indicating damage to the base materials or bearing soils, defective areas of asphalt pavement, base materials, and bearing soils should be cut out and replaced. This repair should be done **annually**.
- Cleaning. Long term exposure to oil and gas breaks down asphalt. Automobiles leaking gas and/or oil should be removed from the community immediately and spill areas cleaned to prevent damage to the asphalt pavement. The maintenance of the asphalt pavement should include the cleaning of asphalt pavement damaged by oil and/or gas and the cutting



RSTUDY+ REPLACEMENT RESERVE REPORT

out and replacement of deteriorated pavement. This should be done **annually** in conjunction with the crack sealing project discussed above.

- Seal coating. Seal coating should be done **every three to five years**. For this maintenance activity to be effective in extending the life the asphalt, the crack sealing and cleaning of the asphalt discussed above, should be done first.
- Striping. After completion of the seal coating, install new striping in parking areas.

We have assumed that the first year after the asphalt pavement replacement project and every year thereafter, the Association will conduct crack sealing and cleaning project, and that the cost of these annual projects, (except as discussed below, when they are an integral part of a sealcoating project) will not be funded from Replacement Reserves.

Three cycles of sealcoating are properly accomplished between major asphalt pavement replacement projects. We have assumed that in the fourth year after the asphalt pavement replacement project, the Association will conduct a comprehensive maintenance cycle on the pavement including crack sealing, cleaning, sealcoating, and striping. The project may require cutting out and replacing asphalt pavement, base materials, and bearing soils. The project is included in the *Replacement Reserve Inventory* for funding from Replacement Reserves. Funding maintenance and repair from Replacement Reserves may have adverse tax consequences for the Association. We recommend the Association review these expenditures with their accounting professionals prior to making any disbursements.

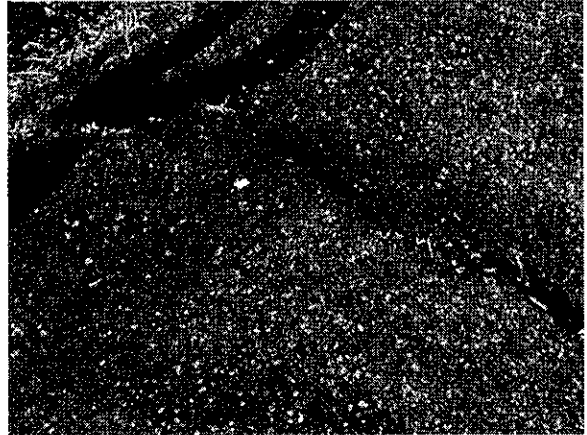
Pipestems. Eleven pipestems are reported to be the responsibility of the Association. The asphalt pavement is generally at the end of its normal economic life and we have assumed that the project will be accomplished in conjunction with the asphalt pavement replacement project outlined above. The pavement installed at the pipestems is not constructed to the same standards as the pavement at the townhouses and Community Center. These base material and the lack of concrete curbs to support the edge of the pavement generally results in the pavement having a reduced economic life. We have assumed the pavement will be replaced every 12 years. We have not included the pavement in the asphalt pavement maintenance program outlined above because the edge failures and base failures typical of pipestem failures are not effectively addressed by the maintenance program.



REPLACEMENT RESERVE REPORT

Asphalt trails. The previous Replacement Reserve Inventory identified asphalt trails at the Community Center and in the open space east of the townhomes as being the responsibility of the Association. With this Study, we have assumed that the trail installed along Crippen Vail Court is also the responsibility of the Association.

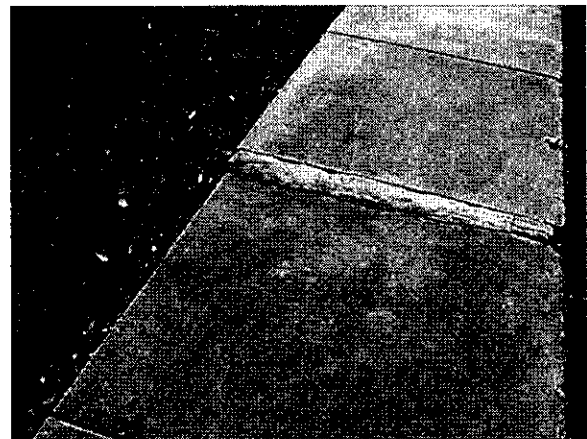
There is an extensive network of other trails at the community along Hunter Mill Road, Baron Cameron Avenue, route 7 access road, and Lake Fairfax Drive. We have assumed that these trails are in public rights-of-way and are not the responsibility of the Association.



We have scheduled asphalt trail replacements to coincide with of the asphalt pavement replacements and sealcoating projects. We have assumed that each project will replace 33 percent of the trails. The selection of the sections to be replaced should be made based on a visual evaluation of all of the trails.

Asphalt pavement replacement - scheduling. We have included the replacement of the asphalt pavement in the *Replacement Reserve Inventory* in first year of the Study, the Study Year, 2015. We recommend the Association replace the pavement as soon as possible to prevent further damage and deterioration of the asphalt pavement, base materials, and bearing soils. Delay in the replacement of the pavement will likely result in repair costs significantly higher than those shown in the *List of Recommended Repairs*.

Concrete components. We identified approximately 3,200 square feet of concrete pavement (sidewalks) and 2,114 feet of concrete curb & gutter at the Community Center, along Crippen Vail, and at Murray Downs Court that is the responsibility of the Association. There are defects in these components including components that are deteriorated, damaged, and displaced. Some of these defects are trip hazards and we recommend that the defective components be replaced as soon as possible to protect the residents from potential injury and the Association from potential liability for those injuries. Several segments of curb & gutter will need to be replaced prior to, or in conjunction with, the asphalt replacement project to insure that the new asphalt pavement can be properly graded to direct water to the storm water system.



REPLACEMENT RESERVE REPORT

We have assumed that 5 percent of the concrete components will be replaced in conjunction with the next asphalt pavement replacement project (scheduled in 2015). Subsequent cycles of concrete component replacements are scheduled at 16 year intervals in the *Replacement Reserve Inventory*, to coincide with future asphalt replacement projects. We have accelerated the percentages of concrete components scheduled for replacement in future projects to reflect a normal aging pattern. Interim replacements may be necessary and in the *Replacement Reserve Inventory*, we have assumed that these replacements will not be funded from Replacement Reserves.

Tot lot. The *List of Recommended Repairs* outlines several defects we observed at the tot lots and recommends a comprehensive evaluation by a playground safety specialist. This evaluation should be conducted as soon as possible. The defects we have identified and those identified by the playground safety specialist should be corrected as soon as possible to protect those using the tot lot from potential injury and the Association from potential liability for those injuries.



We have assumed that the Association will replace the older tot lot equipments as a single project in 2017 and that the project will include the replacement of the wood borders with one of the new vinyl systems. Since our last evaluation, three new pieces of equipment have been installed at the Community Center and one piece of equipment, a see-saw was removed from the townhouse tot lot. We have assumed like kind replacements based on the current configuration.

Entrance features. All twelve of the property identification signs at the community have been replaced since our last evaluation. The black signs so not exhibit the UV deterioration observed in the red signs they replaced.

Many of the common elements installed at the entrance features can achieve their maximum economic life with annual maintenance. The projects should include annual painting (touch-up or comprehensive based on the condition) of the decorative metal railings, repairs/replacements of the ground mounted light fixtures, repairs/replacements of the components of the various irrigation systems. The irrigation system should be addressed twice each year, when the system is brought on line in the spring and again when it is take off line in the fall.



REPLACEMENT RESERVE REPORT

We have assumed that defects in the masonry at the entrance features will be tuckpointed every five years and that the project will also include the correction of defects in the flagstone stoop at the Community Center.

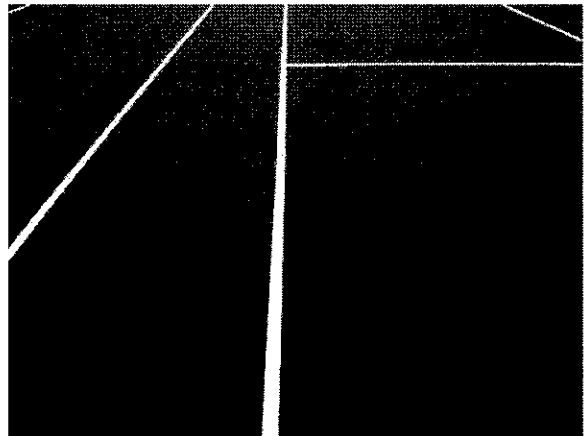
Wood fence. We have identified approximately 1.75 miles of fence as being the responsibility of the Association. The fence varies in age and exposure and as a consequence, it varies in condition. We have assumed that every four years, the Association will conduct a project to replace approximately 25 percent of the fences and to conduct maintenance, repair, and painting operations on the other 75 percent.



We recommend the Association consider making replacements with one of the vinyl systems on the market today. These fences systems while more expensive initially, maintain an attractive appearance, do not require painting, and require significantly less maintenance and repair. In the past, problems with UV deterioration limited the fence systems color to "brite white" such as the rail fencing at the Gatesmeadow entrance to the community, but beige and greys are now available.



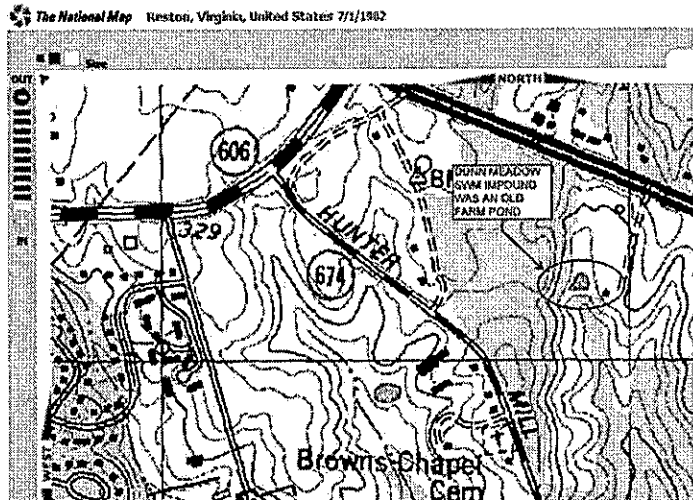
Tennis court. The Association has replaced the surface on the tennis court since our last evaluation, but defects in the base continue to print through. We have assumed that the next surface replacement will be done in conjunction with a comprehensive replacement including the base asphalt to insure that future surfaces will have a normal economic life.



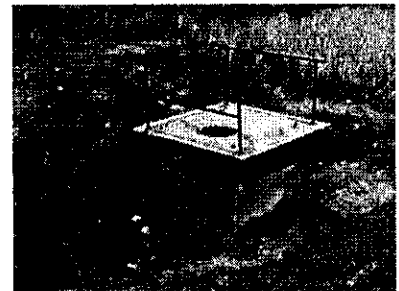
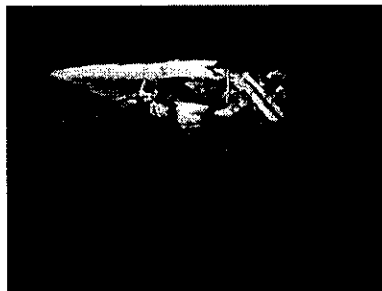
RSTUDY+ REPLACEMENT RESERVE REPORT

Farm pond. Separate from the stormwater system discussed in Section D - Inventory below, a pond is located southwest of the Dunn Meadow Road pipestem. This pond was not identified in the previous Replacement Reserve Study but we now understand that the pond is the responsibility of the Association. We further understand that the Association has recently spent approximately \$26,000 restoring the facility.

We reviewed our archive and were able to locate a topographic map from July 1, 1982 which clearly shows that the pond existed in the same approximate configuration at least 17 years prior to the construction of the community.



While the pond may function as a stormwater facility, it is not constructed to the same quality and standards typical of a stormwater facility. For example, the photograph on the right is of the overflow structure at the stormwater dry pond adjacent to the Gatesmeadow entrance to the community. The photograph on the left shows the overflow structure at the pond.



The corrugated metal pipe used to construct the overflow has a much shorter economic life than the concrete structures typically used to construct stormwater facilities. The pond as it exists currently has multiple issues including a spillway that will be easily damaged by erosion, very little rip rap to minimize erosion at the outflow and inflows, trees left in the earth berm that creates the pond, an overflow that will be easily blocked by the debris that typically washes into a pond, and there is no ground cover to stabilize the adjacent grades. Defects in the pond could result in the pond having less than a normal economic life and a failure could result in downstream flooding.



REPLACEMENT RESERVE REPORT

As Reserve Specialists, we are generalists and our evaluation has been visual and general. We discuss the pond with a professional engineer experienced in the maintenance and construction of such facilities in Fairfax County, Greg Budnick, GJB Engineering (www.gjbengineering.com). We agreed that a more detailed evaluation is appropriate to insure that defects that could prevent the pond from achieving a normal economic life are identified and corrected. We have included the recommendation and funding for this pond evaluation in the List of Recommended Repairs. We are prepared to modify the Replacement Reserve Study to reflect the findings of the pond evaluation when implemented by the Board of Directors.

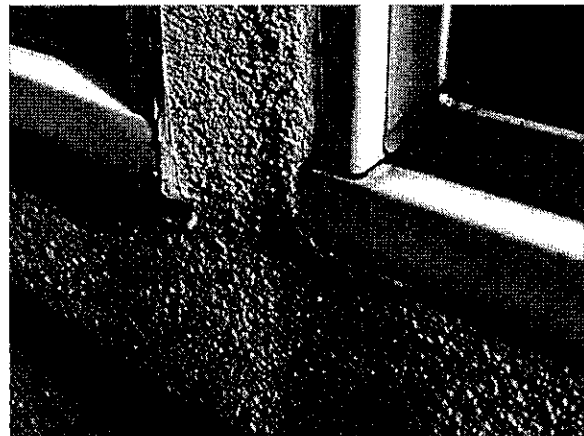


Pending the results of the pond evaluation outlined above, in the Replacement Reserve Inventory, we have assumed that the pond will be inspected and dredged every 10 years and reconstructed every 20 years.



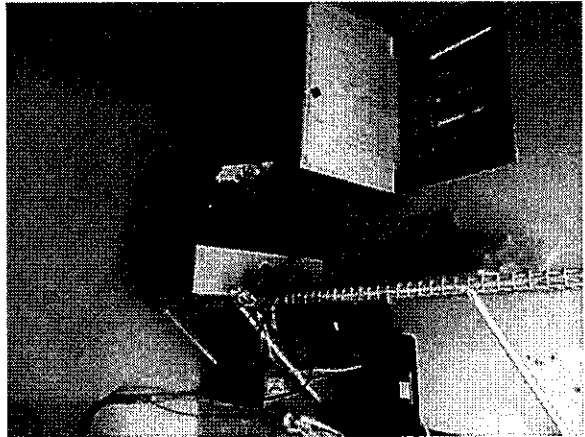
We have included the paving of the Dunn Meadow Drive pipestem with the major asphalt pavement project in 2015 and as discussed else where in this Report, it will be appropriate to move this project to 2014.

Community Center - EIFS. Many of the defect identified in the previous Study have been corrected but some remain. We have included a project to install a new finish coat on the EIFS system and have assumed that the project will include the correction of the defects residual from original construction..

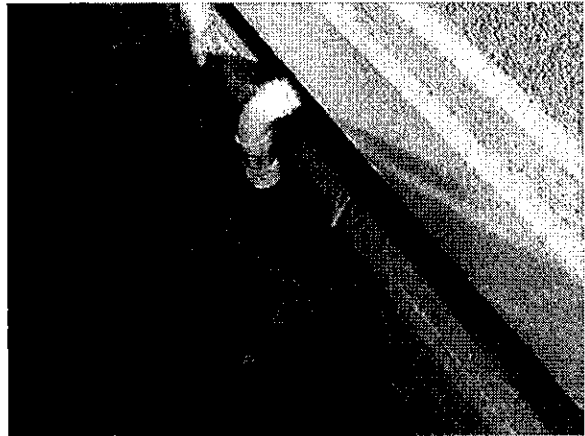


REPLACEMENT RESERVE REPORT

Community Center - security system. The security system is installed on a shelf in the pool equipment room. The chemicals used in the swimming pool are stored and used in this room and brief evaluation of the metal components in the room such as light switch covers and electrical, will demonstrate the corrosive nature of the chemicals. We recommend the equipment be relocated to any alternative location and the Association should be prepared to replace the equipment.



Community Center - sump pump. A sump pump is installed in the floor of the basement of the Community Center. The sump pump appears to discharge at the building foundation and the adjacent grade impounds the water against the foundation. Long-term, this defect has the potential to damage the bearing soils beneath the foundation. The discharge should be piped away from the building and the project should include the downspouts as outlined in the List of Recommended Repairs.



Community Center - interior. We have assumed that the Association will conduct a renovation of the locker rooms and kitchen facilities, including the various floor coverings, in 2019.

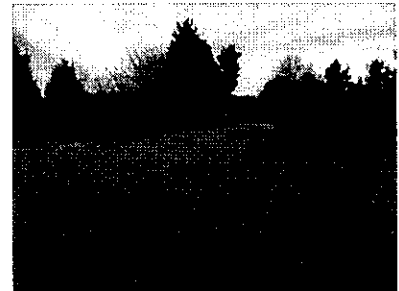
REPLACEMENT RESERVE REPORT

D. INVENTORY

Basis. The data contained in the *Replacement Reserve Inventory* is based upon information provided by the Association and our field observations and measurements in November and December 2013. No drawings or documents were provided for our review in conjunction with the preparation of this *Replacement Reserve Study*. We also utilized aerial photographs of the community. We confirmed the scale of the aerial photographs using field measurements.

Estimated Life Left. The values in the "Estimated Life Left in Years" column in the *Replacement Reserve Inventory* has been established by the Analyst based upon a visual evaluation of the components. The values are not based upon a mathematical formula directly related to "Estimated Economic Life in Years." Some components may experience longer lives while others may experience shorter lives depending on many factors such as environment, quality of the component, maintenance, timeliness of repairs, etc.

Inclusion - Crippen Vale Court. We understand that the Association has determined that Crippen Vale Court from Hunter Gateway to the Route 7 access road is the responsibility of the Association. We have modified the Inventory to include the asphalt pavement in the roadway, the concrete curb & gutter, and an asphalt trail that runs along the northwest side of Crippen Vale Court.

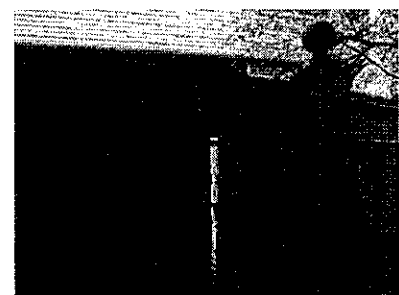


A large commercial property that fronts on Baron Cameron is also served by this roadway (and the associated curb & gutter, and trail) as well as the stockade fence installed along Hunter Gateway, Crippen Vale Court. For the purpose of this Reserve Study, we have assumed that there is no cost-sharing agreement between the two properties and that the components are the sole responsibility of the Association.

Pond. We understand that the pond adjacent to the Dunn Meadows Drive pipestem is the responsibility of the Association and we have added the periodic inspection, dredging, and reconstruction of the facility to the Inventory.



Wood stockade fences. The Inventory includes the approximately 9200 feet of wood stockade fence installed around the perimeter of various sections of the community based on our visual evaluation. This represents a increase of 596 feet from the previous Study. We were unable to identify the cause of the discrepancy.



REPLACEMENT RESERVE REPORT

Exclusions. The following items have been excluded from the *Replacement Reserve Inventory*. If any of these exclusions have been made in error, we will reinsert the component at the request of the Board of Directors:

Long-lived components. Components that when properly maintained, can be assumed to have a life equal to the property as a whole, are excluded from the *Replacement Reserve Inventory*. Examples of components excluded from the *Replacement Reserve Inventory* by this standard include:

- Gate and pavement system at the end of Turnwell Stable Court at the connection to Cameron Health Drive.
- Community Center foundation and structure.
- Domestic water supply mains and sanitary sewers. A network of domestic water mains and sanitary sewers is installed throughout the community on property owned by the Association. No drawings detailing the components of the system were available for our review. We have assumed that any needed repairs/replacements of the components of this system will not be funded from Replacement Reserves.
- Brick entrance feature. Periodic tuck pointing will be necessary and this is included in the *Replacement Reserve Inventory*.



Value. For ease of administration of the Replacement Reserves and to reflect accurately how Replacement Reserves are administered, components with a dollar value less than \$1,000.00 have been excluded from the *Replacement Reserve Inventory*. Examples of components excluded from the *Replacement Reserve Inventory* by this standard include:

- Ground mounted light fixtures at the entrance features.
- Irrigation systems at the entrance features.
- Electrical services at the entrance features.
- Dog walk stations.
- General signage throughout the community.
- Metal stair railings and hand rails.
- Ground cover in the tot lots.



Unit improvements. We understand that the elements of the project that relate to a single unit are the responsibility of that unit owner. Examples of components excluded from the *Replacement Reserve Inventory* by this standard include:

- Townhouse concrete lead walks behind the edge of the Association owned sidewalks, closest to the houses, including all replacements resulting from a differential in elevation between individual and community owned components.
- Fences installed at the stormwater management facility adjacent to the Gatesmeadow entrance to the community.
- Utility connections, including water, sewer, gas, and electrical, that serve a single unit, even

REPLACEMENT RESERVE REPORT

when they are on property owned by the Association.

- Building exteriors and site improvements including the decks, concrete steps, fences, stoops, retaining walls and patios.

Streetlights. The previous Reserve Study identified 62 streetlights as being the responsibility of the Association. Marking on the streetlights indicate that they are the responsibility of the local power company and we have removed them from the Inventory. We have left the decorative streetlight adjacent to the Community Center in the Inventory.



Stormwater system. The community is served by an extensive stormwater system that includes inlets, outlets, subsurface piping, rip-rap filters, concrete trickle ditches, three impound areas (adjacent to the Community Center, adjacent to the Gatesmeadow entrance to the community, and between the townhouses and Baron Cameron Ave.), overflow structures, spillways, access roads, fences signage, etc. Other than normal maintenance (which has not been evaluated by this Study), we have assumed that these systems are the responsibility of Fairfax County.



Utilities. Many improvements owned by utility companies are on property owned by the Association. We have assumed that repair, maintenance, and replacements of these components will be done at the expense of the appropriate utility company. Examples of components excluded from the *Replacement Reserve Inventory* by this standard include:

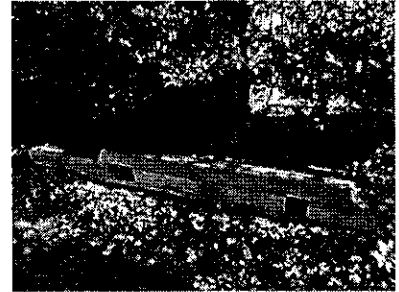
- Primary electric feeds and transformers.
- Telephone and cable TV systems.

Maintenance Activities. Maintenance activities are NOT appropriately funded from Replacement Reserves. Funding maintenance and repair activities from Reserves may have adverse tax consequences for the Association. Examples of components excluded from the *Replacement Reserve Inventory* by this standard include:

- Cleaning and janitorial services.
- Interior painting.
- Exterior painting.
- Landscaping, landscape maintenance and site grading.
- Asphalt pavement crack sealing and cleaning.

REPLACEMENT RESERVE REPORT

Wood retaining wall. A wood retaining wall is installed at the Hunter Gate entrance to the community. We have assumed that the Association will make replacement with one of the segmental retaining wall systems on the market today. These systems generally have a cost 15 to 25 percent greater than a wood wall, but can be assumed to have an unlimited economic life. We have assumed that any needed replacements of these walls would be handled as a one-time-only repair, and not funded from Replacement Reserves. We have submitted an electronic copy (in Adobe pdf format) of a brochure on segmental retaining wall systems along with the electronic copy of this *Replacement Reserve Study*.



Irrigation systems. Multiple very small irrigation system is installed in the landscaped areas at the entrance features and in the landscaped areas immediately adjacent to the Community Center. We have assumed that the Association will have the system professionally evaluated each spring when the system is brought on line and each fall when the system is shut down for the winter. We have assumed that any needed repairs or replacements will be done in conjunction with these evaluations and that the costs associated with this work will not be funded from Replacement Reserves.



Government. Site improvements that serve the community are located on property owned by the local or state government. These improvements are located in the right-of-ways of all of the roadways that surround the community and are located within the community with the exception of Murray Downs Court and Crippen Vale Court from Hunter gate to the Route 7 access road.



We have assumed that any needed repairs or replacements of components located in these areas are not the responsibility of the Association and costs associated with any work on these components will not be funded from Replacement Reserves. The components located in these areas include but are not limited to those listed.

- Asphalt pavement.
- Asphalt trails including the trails located along Baron Cameron Avenue, Hunter Mill Road, and Lake Fairfax Drive.
- Concrete sidewalks.
- Concrete curb & gutter.
- Storm water management system components.
- Utilities, including electrical, sanitary sewers, domestic water mains, and natural gas.

REPLACEMENT RESERVE REPORT

E. METHODOLOGY

The site data used in this *Replacement Reserve Study* is based upon information provided by the Association and our visual survey of the property on the dates stated in the Report. We have estimated the normal economic life, remaining economic life, and replacement cost for each component listed in the *Replacement Reserve Inventory*. We have used Government standards, published estimating manuals, our experience with similar properties, and engineering judgment to develop these estimates.

Our visual survey of the property did not ascertain compliance with current building codes, but assumed that all components met building code requirements in force at the time of construction. This *Replacement Reserve Study* has been developed with care by experienced persons, but Richard J. Schuetz, AIA, Architect (and/or its representatives) makes no representations that the Study includes, evaluates, and estimates all appropriate components, or discloses all defects, concealed or visible. No warranty or guarantee is expressed or implied.

Actual experience in replacing components may differ significantly from the estimates in the Study because of conditions beyond our control. These differences may be caused by maintenance practices, inflation, variations in pricing and market conditions, future technological developments, regulatory actions, acts of God, and luck. Some components may function normally during our survey and then fail without notice.

The intent of this RSTUDY+ *Replacement Reserve Study* is to provide the Association with an inventory of the common elements of the community, a general view of the condition of these components, and an effective financial planning tool for the replacement of the community facilities and infrastructure components with limited life, for which, the Association is responsible. To be effective, this Study should be reviewed by the GREAT FALLS CROSSING Board of Directors, those responsible for the management of the components included in the *Inventory*, and the accounting professionals employed by the Association. We are prepared to provide a revision to *Replacement Reserve Inventory* and the *Replacement Reserve Analysis* upon the request of the Board of Directors.

Respectfully Submitted,
RICHARD J. SCHUETZ, AIA
ARCHITECT

Wm Bruce Bennett

Wm. Bruce Bennett
Senior Reserve Analyst

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REPLACEMENT RESERVE ANALYSIS

GREAT FALLS CROSSING
January 2014
GENERAL INFORMATION:

2015 Study Year

\$399,000 Replacement Reserves reported to be on deposit at start of Study Year

\$1,551,436 Estimated value of all Components included in the Replacement Reserve Inventory

The information shown in this Summary does not account for interest earned on Replacement Reserves on deposit, nor does it include adjustments for inflation. For more information see the attached Appendix.

REPORTED CURRENT FUNDING DATA:

\$56,000 **REPORTED CURRENT ANNUAL CONTRIBUTION TO REPLACEMENT RESERVES**

\$13.33 Per unit current monthly contribution to Replacement Reserves

CASH FLOW METHOD CALCULATIONS:

\$65,153 **MINIMUM RECOMMENDED ANNUAL CONTRIBUTION TO REPLACEMENT RESERVES**

\$15.51 Per unit minimum recommended monthly contribution to Replacement Reserves

\$77,572 Recommended minimum Replacement Reserve Funding Threshold (5.0 percent)

2051 First year Reserves fall to minimum recommended level (Design Year)

COMPONENT METHOD CALCULATIONS:

\$235,604 **MINIMUM RECOMMENDED ANNUAL CONTRIBUTION TO RESERVES (IN STUDY YEAR)**

\$56.10 Per unit minimum recommended monthly contribution to Replacement Reserves

\$796,605 Current Funding Objective

50.09% Funding Percentage

\$397,605 One time deposit required to fully fund Replacement Reserves

\$74,948 Annual Contribution to Replacement Reserves if Reserves were fully funded.

PROJECT INFORMATION:

PROPERTY MANAGED BY:
SEQUOIA MANAGEMENT COMPANY
 Dale Edwards
 13998 Parkeast Circle
 Chantilly, Virginia 20151
 703 - 803-9641

MAJOR COMPONENTS IN ANALYSIS:
 Sections of asphalt pavement, sidewalks,
 and curb & gutter, Community Center, fences,
 recreation facilities, entrance features, etc.

PROPERTY LOCATION:
 Reston, Virginia

TYPE OF PROPERTY:
 Residential

OF UNITS:
 350

YEAR BUILT:
 1997 to 2003

NOTES:

This Analysis conforms to the National Reserve Study Standards of the Community Associations Institute adopted in 1998. This Association uses a fiscal year that covers the period of January 1 to December 31. This Analysis has calculated recommended funding for 2015 (Study Year) as funding for 2014 has already been established.

In a memo dated October 23, 2013 the Association reports Reserves on Deposit of \$343,000 on January 1, 2014 and annual Reserve funding of \$56,000. We have assumed no expenditures from Reserves in 2014 and a January 1, 2015 starting balance of \$399,000. Some of the 2015 scheduled replacements may be appropriately accomplished in 2014. This would have a nominal impact on our funding recommendations.

The community consists of 30 townhouse and 320 single family homes.

Richard J. Schuetz, AIA, Architect

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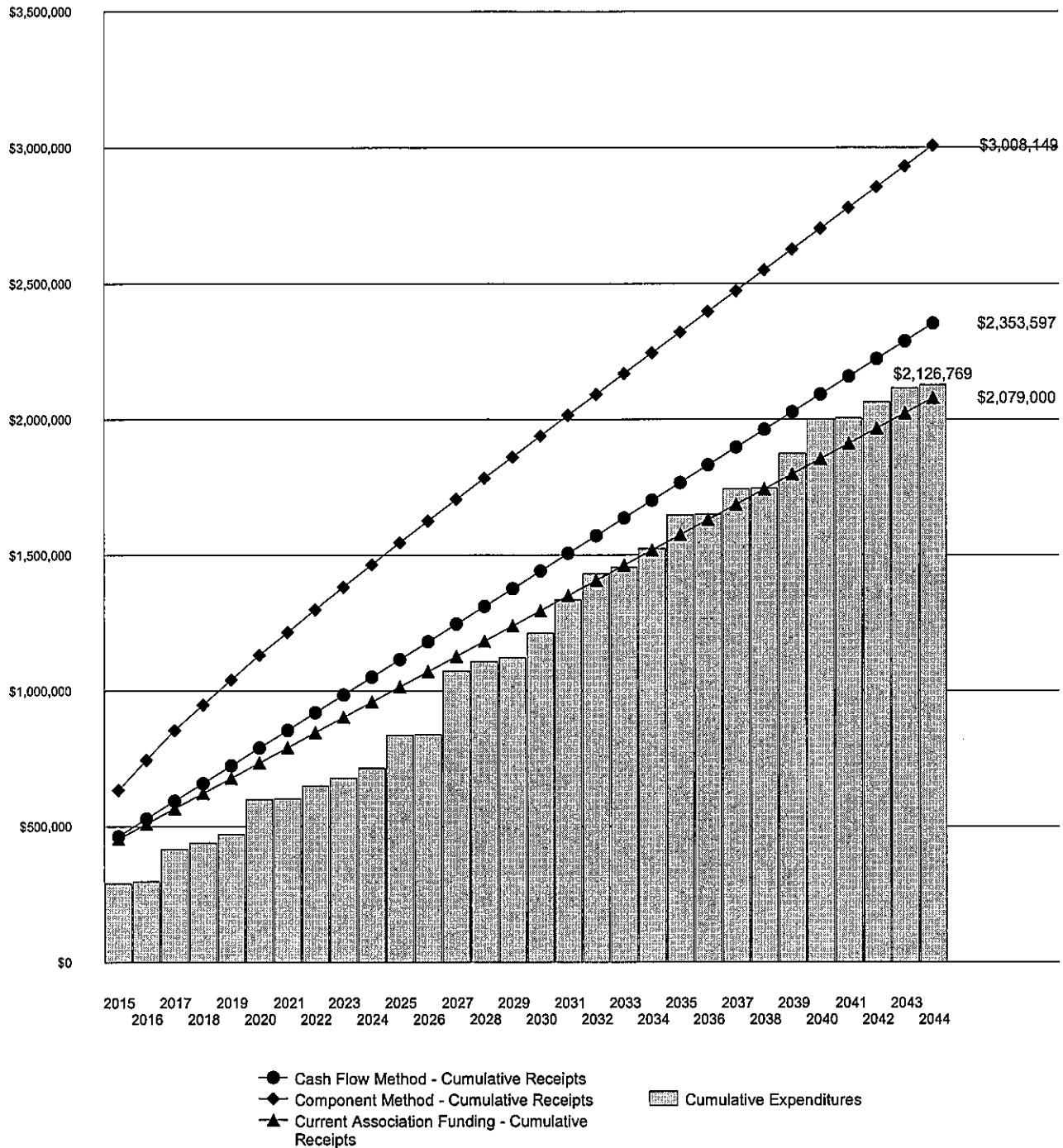
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REPLACEMENT RESERVE ANALYSIS

GREAT FALLS CROSSING

January 2014

Funding Methods Comparison Graph - Cumulative Receipts and Expenditures



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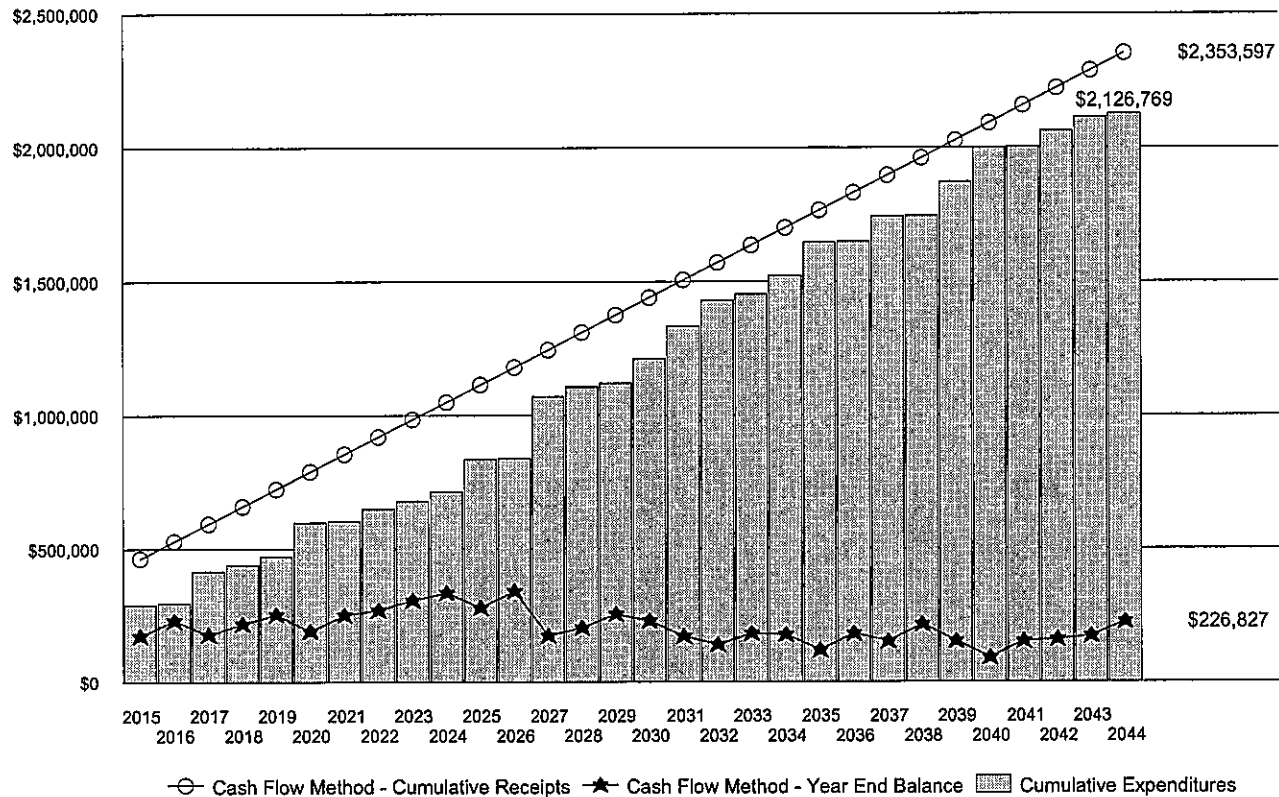
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REPLACEMENT RESERVE ANALYSIS

GREAT FALLS CROSSING
January 2014

Cash Flow Method - Cumulative Receipts and Expenditures Graph



Cash Flow Method Data - Years 1 through 30

Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	TEN YEAR SUMMARIES
Starting balance	\$399,000										
Annual deposit	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	Expenditures: \$714,754
Expenditures	\$289,603	\$7,760	\$118,714	\$24,201	\$30,785	\$127,670	\$4,480	\$46,530	\$29,055	\$35,956	Receipts: \$1,050,532
Year end balance	\$174,551	\$231,944	\$178,383	\$219,335	\$253,704	\$191,187	\$251,860	\$270,483	\$306,581	\$335,778	
Minimum rec. funding lvl.	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	
Cumulative expenditures	\$289,603	\$297,363	\$416,077	\$440,278	\$471,062	\$598,732	\$603,212	\$649,742	\$678,798	\$714,754	
Cumulative receipts	\$464,153	\$529,306	\$594,460	\$659,613	\$724,766	\$789,919	\$855,073	\$920,226	\$985,379	\$1,050,532	

Year	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Expenditures: \$808,823 Receipts: \$653,557
Annual deposit	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	
Expenditures	\$121,326	\$2,760	\$232,818	\$35,650	\$13,680	\$90,350	\$123,312	\$95,895	\$23,040	\$69,991	
Year end balance	\$279,606	\$341,999	\$174,334	\$203,837	\$255,310	\$230,113	\$171,954	\$141,212	\$183,326	\$178,488	
Minimum rec. funding lvl.	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	
Cumulative expenditures	\$836,080	\$838,840	\$1,071,658	\$1,107,308	\$1,120,988	\$1,211,338	\$1,334,650	\$1,430,545	\$1,453,585	\$1,523,576	
Cumulative receipts	\$1,115,685	\$1,180,839	\$1,245,992	\$1,311,145	\$1,376,298	\$1,441,452	\$1,506,605	\$1,571,758	\$1,636,911	\$1,702,064	

Year	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	Expenditures: \$603,193 Receipts: \$653,567 FIRST TRANSITION YEAR 2051
Annual deposit	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	\$65,153	
Expenditures	\$123,610	\$2,760	\$94,294	\$1,500	\$127,660	\$127,450	\$3,456	\$59,015	\$51,684	\$11,764	
Year end balance	\$120,031	\$182,424	\$153,284	\$216,937	\$154,430	\$92,133	\$153,830	\$159,969	\$173,438	\$226,827	
Minimum rec. funding lvl.	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	\$77,572	
Cumulative expenditures	\$1,647,186	\$1,649,946	\$1,744,240	\$1,745,740	\$1,873,401	\$2,000,851	\$2,004,307	\$2,063,321	\$2,115,005	\$2,126,769	
Cumulative receipts	\$1,767,218	\$1,832,371	\$1,897,524	\$1,962,677	\$2,027,830	\$2,092,984	\$2,158,137	\$2,223,290	\$2,288,443	\$2,353,597	

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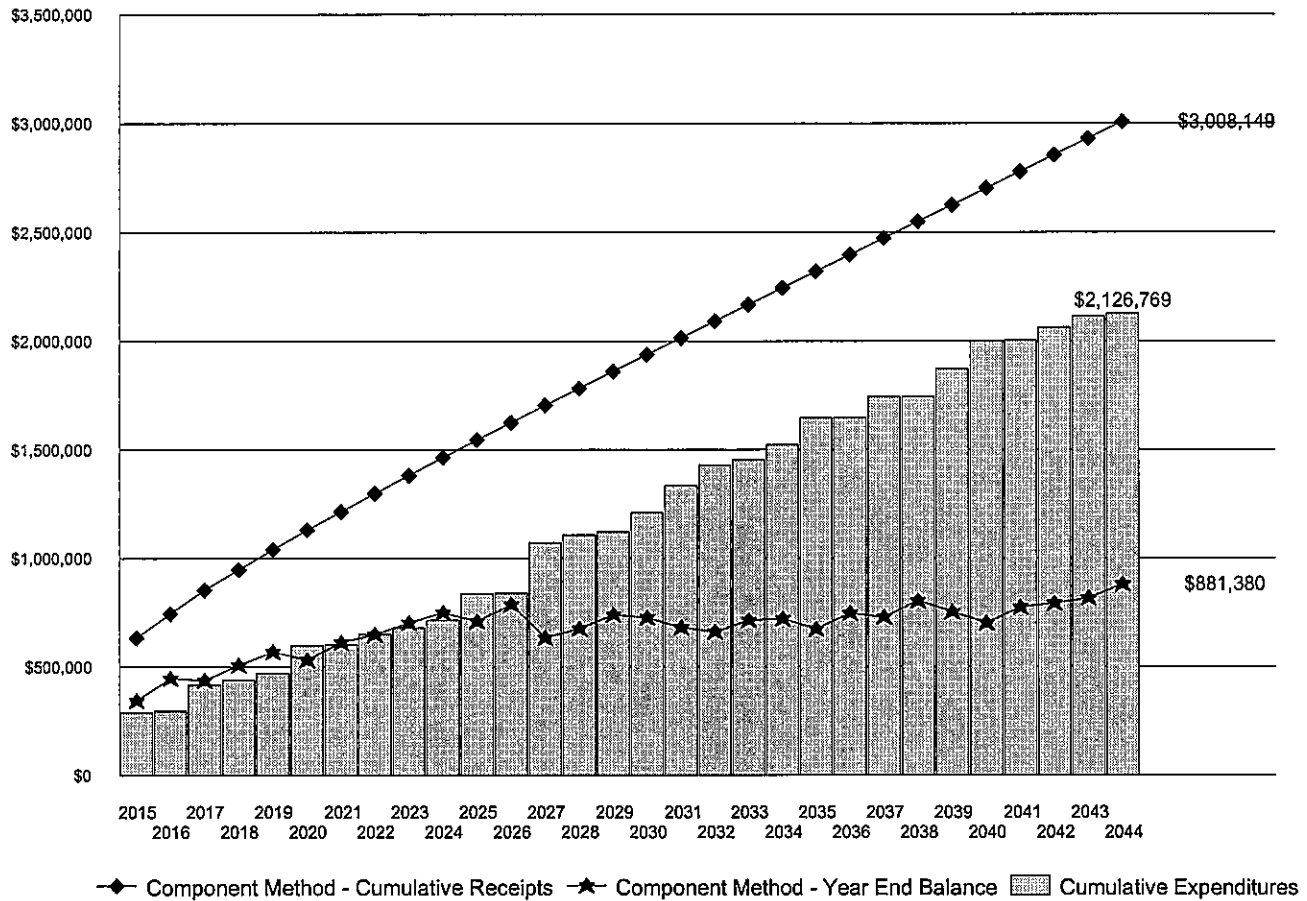
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REPLACEMENT RESERVE ANALYSIS

GREAT FALLS CROSSING

January 2014

Component Method - Cumulative Receipts and Expenditures Graph



Component Method Data - Years 1 through 30

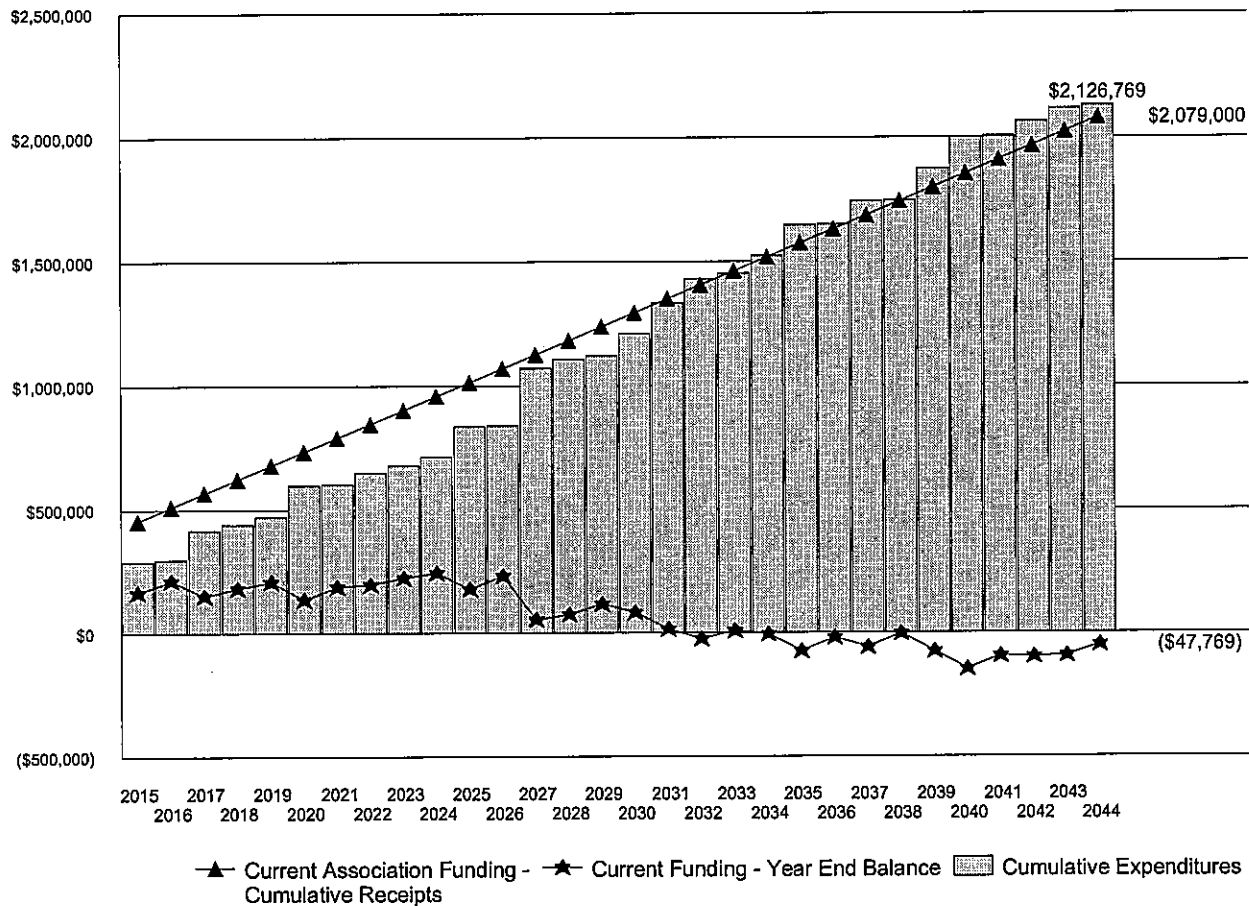
Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	TEN YEAR SUMMARIES
Starting balance	\$399,000										
Annual deposit	\$235,604	\$110,776	\$109,255	\$93,924	\$92,560	\$90,727	\$83,762	\$83,722	\$83,058	\$82,485	
Expenditures	\$289,603	\$7,760	\$118,714	\$24,201	\$30,785	\$127,670	\$4,480	\$46,530	\$29,055	\$35,956	Expenditures: \$714,754
Year end balance	\$345,002	\$448,018	\$438,559	\$508,282	\$570,058	\$533,114	\$612,396	\$649,589	\$703,592	\$750,121	Receipts: \$1,464,874
Cumulative Expenditures	\$289,603	\$297,363	\$416,077	\$440,278	\$471,062	\$598,732	\$603,212	\$649,742	\$678,798	\$714,754	
Cumulative Receipts	\$634,604	\$745,381	\$854,635	\$948,560	\$1,041,120	\$1,131,847	\$1,215,609	\$1,299,331	\$1,382,389	\$1,464,874	
Year	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TEN YEAR SUMMARIES
Annual deposit	\$81,508	\$79,894	\$79,894	\$77,722	\$77,544	\$77,468	\$76,975	\$76,623	\$76,606	\$76,329	Expenditures: \$808,823
Expenditures	\$121,326	\$2,760	\$232,818	\$35,650	\$13,680	\$90,350	\$123,312	\$95,895	\$23,040	\$69,991	Receipts: \$762,588
Year end balance	\$710,303	\$787,437	\$634,512	\$676,584	\$740,449	\$727,566	\$681,229	\$661,956	\$715,523	\$721,861	
Cumulative Expenditures	\$836,080	\$838,840	\$1,071,658	\$1,107,308	\$1,120,988	\$1,211,338	\$1,334,650	\$1,430,545	\$1,453,585	\$1,523,576	
Cumulative Receipts	\$1,546,382	\$1,626,276	\$1,706,170	\$1,783,893	\$1,861,437	\$1,938,905	\$2,015,879	\$2,092,502	\$2,169,108	\$2,245,438	
Year	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	TEN YEAR SUMMARIES
Annual deposit	\$76,307	\$76,307	\$76,307	\$76,299	\$76,299	\$76,299	\$76,299	\$76,299	\$76,147	\$76,147	Expenditures: \$603,193
Expenditures	\$123,610	\$2,760	\$94,294	\$1,500	\$127,660	\$127,450	\$3,456	\$59,015	\$51,684	\$11,764	Receipts: \$764,747
Year end balance	\$674,559	\$748,106	\$730,119	\$804,919	\$753,558	\$702,407	\$775,250	\$792,535	\$816,997	\$881,380	
Cumulative Expenditures	\$1,647,186	\$1,649,946	\$1,744,240	\$1,745,740	\$1,873,401	\$2,000,851	\$2,004,307	\$2,063,321	\$2,115,005	\$2,126,769	
Cumulative Receipts	\$2,321,745	\$2,398,052	\$2,474,360	\$2,550,659	\$2,626,958	\$2,703,258	\$2,779,557	\$2,855,856	\$2,932,003	\$3,008,149	

REPLACEMENT RESERVE ANALYSIS

GREAT FALLS CROSSING

January 2014

Current Association Funding - Cumulative Receipts and Expenditures Graph



Current Funding Data - Years 1 through 30

Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	TEN YEAR SUMMARIES
Starting balance	\$399,000										
Annual deposit	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	
Expenditures	\$289,603	\$7,760	\$118,714	\$24,201	\$30,785	\$127,670	\$4,480	\$46,530	\$29,055	\$35,956	
Year end balance	\$165,397	\$213,637	\$150,923	\$182,722	\$207,938	\$136,268	\$187,788	\$197,258	\$224,202	\$244,246	
Cumulative Expenditures	\$289,603	\$297,363	\$416,077	\$440,278	\$471,062	\$598,732	\$603,212	\$649,742	\$678,798	\$714,754	Expenditures: \$714,754
Cumulative Receipts	\$455,000	\$511,000	\$567,000	\$623,000	\$679,000	\$735,000	\$791,000	\$847,000	\$903,000	\$959,000	Receipts: \$959,000
Year	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TEN YEAR SUMMARIES
Annual deposit	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	
Expenditures	\$121,326	\$2,760	\$232,818	\$35,650	\$13,680	\$90,350	\$123,312	\$95,895	\$23,040	\$69,991	
Year end balance	\$178,920	\$232,160	\$55,342	\$75,692	\$118,012	\$83,662	\$16,350	(\$23,545)	\$9,415	(\$4,576)	
Cumulative expenditures	\$836,080	\$838,840	\$1,071,658	\$1,107,308	\$1,120,988	\$1,211,338	\$1,334,650	\$1,430,545	\$1,453,585	\$1,523,576	
Cumulative receipts	\$1,015,000	\$1,071,000	\$1,127,000	\$1,183,000	\$1,239,000	\$1,295,000	\$1,351,000	\$1,407,000	\$1,463,000	\$1,519,000	Expenditures: \$808,823
Annual deposit	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	Receipts: \$560,000
Expenditures	\$123,610	\$2,760	\$94,294	\$1,500	\$127,660	\$127,450	\$3,456	\$59,015	\$51,684	\$11,764	TEN YEAR SUMMARIES
Year end balance	(\$72,186)	(\$18,946)	(\$57,240)	(\$2,740)	(\$74,401)	(\$145,851)	(\$93,307)	(\$96,321)	(\$92,005)	(\$47,769)	
Cumulative Expenditures	\$1,647,186	\$1,649,946	\$1,744,240	\$1,745,740	\$1,873,401	\$2,000,851	\$2,004,307	\$2,063,321	\$2,115,005	\$2,126,769	
Cumulative Receipts	\$1,575,000	\$1,631,000	\$1,687,000	\$1,743,000	\$1,799,000	\$1,855,000	\$1,911,000	\$1,967,000	\$2,023,000	\$2,079,000	
Annual deposit	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	Expenditures: \$603,193
Expenditures	\$123,610	\$2,760	\$94,294	\$1,500	\$127,660	\$127,450	\$3,456	\$59,015	\$51,684	\$11,764	Receipts: \$560,000
Year end balance	(\$72,186)	(\$18,946)	(\$57,240)	(\$2,740)	(\$74,401)	(\$145,851)	(\$93,307)	(\$96,321)	(\$92,005)	(\$47,769)	
Cumulative Expenditures	\$1,647,186	\$1,649,946	\$1,744,240	\$1,745,740	\$1,873,401	\$2,000,851	\$2,004,307	\$2,063,321	\$2,115,005	\$2,126,769	
Cumulative Receipts	\$1,575,000	\$1,631,000	\$1,687,000	\$1,743,000	\$1,799,000	\$1,855,000	\$1,911,000	\$1,967,000	\$2,023,000	\$2,079,000	

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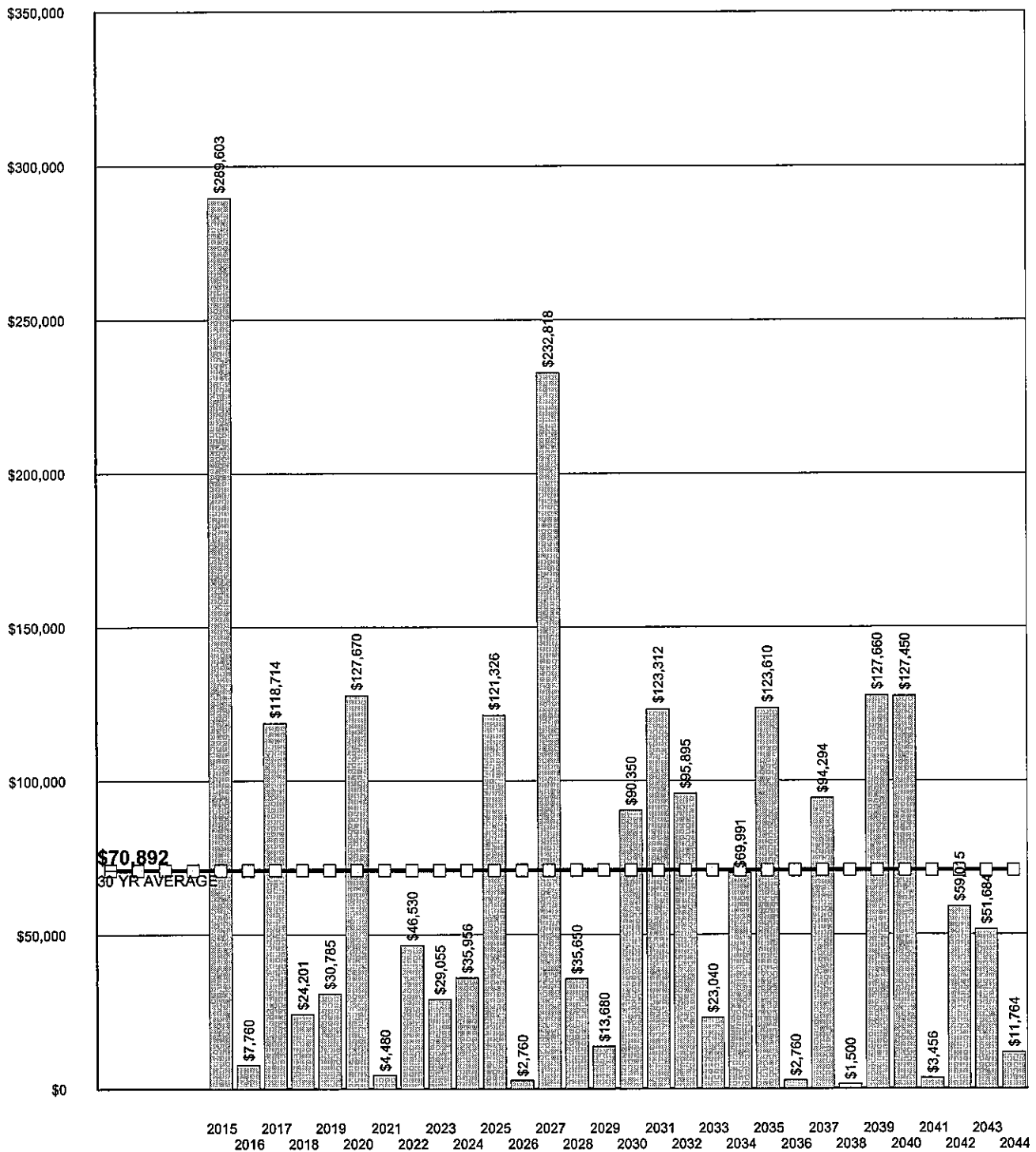
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REPLACEMENT RESERVE ANALYSIS

GREAT FALLS CROSSING

January 2014

Graph of Annual Replacement Expenditures



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REPLACEMENT RESERVE INVENTORY

GREAT FALLS CROSSING

January 2014

INVENTORY OF COMPONENTS - NORMAL REPLACEMENT

ITEM #		UNIT	NUMBER OF UNITS	UNIT REPLACEMENT COST (\$)	NORMAL ECONOMIC LIFE (YRS)	REMAINING ECONOMIC LIFE (YRS)	TOTAL REPLACEMENT COST (\$)
CONCRETE COMPONENTS							
1	Concrete sidewalks - 5%	sf	160	\$9.00	80	none	\$1,440
2	Concrete sidewalks - 15%	sf	480	\$9.00	80	16	\$4,320
3	Concrete sidewalks - 20%	sf	640	\$9.00	80	32	\$5,760
4	Concrete sidewalks - 25%	sf	800	\$9.00	80	48	\$7,200
5	Concrete sidewalks - 35%	sf	1,120	\$9.00	80	64	\$10,080
6	Concrete curb & gutter - 5%	ft	107	\$34.00	80	none	\$3,631
7	Concrete curb & gutter - 15%	ft	320	\$34.00	80	16	\$10,894
8	Concrete curb & gutter - 20%	ft	427	\$34.00	80	32	\$14,525
9	Concrete curb & gutter - 25%	ft	534	\$34.00	80	48	\$18,156
10	Concrete curb & gutter - 35%	ft	748	\$34.00	80	64	\$25,418

COMMENTS:

Concrete components. We have assumed that the concrete sidewalk and curb & gutter replacements will be done in conjunction with the asphalt pavement replacement project in 2015 and every 16 years thereafter. We have include increasing percentages of components for replacement to reflect the normal aging of the materials. Interim replacements may be needed and we have assumed that they will not be funded from Replacement Reserves.

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REPLACEMENT RESERVE INVENTORY

GREAT FALLS CROSSING

January 2014

INVENTORY OF COMPONENTS - NORMAL REPLACEMENT

ITEM #		UNIT	NUMBER OF UNITS	UNIT REPLACEMENT COST (\$)	NORMAL ECONOMIC LIFE (YRS)	REMAINING ECONOMIC LIFE (YRS)	TOTAL REPLACEMENT COST (\$)
ASPHALT PAVEMENT							
11	Asphalt pavement - Murray Downs Ct	sf	21,505	\$1.82	16	none	\$39,139
12	Asphalt pavement - Community Cntr	sf	11,680	\$1.82	16	none	\$21,258
13	Asphalt pavement - Crippen Vail Ct	sf	15,136	\$1.82	16	none	\$27,548
14	Asphalt sealcoat - initial cycle	sf	48,321	\$0.22	16	4	\$10,631
15	Asphalt sealcoat - mid cycle	sf	48,321	\$0.24	16	8	\$11,597
16	Asphalt sealcoat - final	sf	48,321	\$0.28	16	12	\$13,530
17	Asphalt pavement - pipe stems	sf	34,759	\$2.25	12	none	\$78,208
18	Asphalt trail (33%)	sf	5,511	\$2.75	12	none	\$15,154
19	Asphalt trail (33%)	sf	5,511	\$2.75	12	4	\$15,154
20	Asphalt trail (33%)	sf	5,511	\$2.75	12	8	\$15,154

COMMENTS:

Asphalt roadways and parking replacement. We have assumed that the Association will replace the asphalt pavement at the Community Center, Murray Downs (townhouses), and Crippen Vail from Hunter Gate Way to the Route 7 frontage road in 2015. The cost shown above assumes a timely pavement replacement project including milling and base repairs at 5 to 10 percent of the total area.

Sealcoating. We have assumed three cycles of sealcoating between major replacement projects.

Pipe stems. We identified 35 homes with shared (pipestem) asphalt driveways. We have assumed a 12 year economic life for this pavement and that seal coating would be ineffective at extending the economic life of the pavement.

Asphalt trails. We have consolidated the asphalt trails at the Community Center (5,504 sf), along Crippen Vale (4,320), and in the open space east of the townhouses (6,708) in these three line items. We have assumed that 33 percent will be replaced every 4 years.

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REPLACEMENT RESERVE INVENTORY

GREAT FALLS CROSSING

January 2014

INVENTORY OF COMPONENTS - NORMAL REPLACEMENT

ITEM #		UNIT	NUMBER OF UNITS	UNIT REPLACEMENT COST (\$)	NORMAL ECONOMIC LIFE (YRS)	REMAINING ECONOMIC LIFE (YRS)	TOTAL REPLACEMENT COST (\$)
GENERAL SITE IMPROVEMENTS							
21	Tuckpoint brick piers & CC stoop	ls	1	\$4,000.00	5	none	\$4,000
22	Carved property identification signs	ea	12	\$1,500.00	15	13	\$18,000
23	Decorative metal railings at features	ft	436	\$52.00	45	27	\$22,672
24	Vinyl fence - Gatesmeadow entrance	ft	720	\$32.00	35	18	\$23,040
25	Wood fence - (25%)	ft	2,325	\$34.00	20	none	\$79,050
26	Wood fence - (25%)	ft	2,325	\$34.00	20	5	\$79,050
27	Wood fence - (25%)	ft	2,325	\$34.00	20	10	\$79,050
28	Wood fence - (25%)	ft	2,325	\$34.00	20	15	\$79,050
29	Large streetlights - Community Cntr	ea	5	\$4,400.00	45	33	\$22,000
30	Mailboxes - Murray Downs Ct.	ea	32	\$72.00	25	8	\$2,304
31	Pond - inspection	ea	1	\$2,000.00	10	9	\$2,000
32	Pond - maintenance and dredging	ls	1	\$8,000.00	20	9	\$8,000
33	Pond - reconstruction and dredging	ls	1	\$28,000.00	20	19	\$28,000

COMMENTS:

Tuckpointing. We have assumed a tuckpointing project every 5 years to address the masonry at the entrance features piers installed with the fence systems and the flagstone stoop at the Community Center

Wood fence. Fences are installed at Meadows (2,065 ft), The Glenn along Hunter Gate Way & Baron Cameron (1,092 sf), Estates along Hunter Mill (1,096 sf), Estates along Route 7 (2,752 ft), behind the homes south and west of Waterfall Lane (1,634), and screening the adjacent commercial proper along Crippen Vail and Hunter Gate Way (662 ft).

The fences vary in age and condition. We have assumed the will replace 25 percent of the fence every 5 years and that the project will include the maintenance, repair, painting of all of the fences.

Streetlights. The streetlights have markings that indicate they are the responsibility of the local power company with the exception of the lights at the Community Center.

CC = Community Center; Meadows = The Meadows at Great Falls; Estates = Estates at Great Falls Crossing

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REPLACEMENT RESERVE INVENTORY

GREAT FALLS CROSSING

January 2014

INVENTORY OF COMPONENTS - NORMAL REPLACEMENT

ITEM #		UNIT	NUMBER OF UNITS	UNIT REPLACEMENT COST (\$)	NORMAL ECONOMIC LIFE (YRS)	REMAINING ECONOMIC LIFE (YRS)	TOTAL REPLACEMENT COST (\$)
COMMUNITY CENTER							
34	Asphalt shingle roof system	sf	2,520	\$2.75	25	9	\$6,930
35	EIFS coating & caulking	sf	1,900	\$4.25	10	none	\$8,075
36	Windows and doors	sf	453	\$42.00	25	9	\$19,026
37	Kitchen renovation	ls	1	\$16,000.00	20	5	\$16,000
38	Locker room renovation	ls	1	\$13,000.00	20	5	\$13,000
39	Locker room flooring	sf	384	\$9.00	7	5	\$3,456
40	Utility floor covering	sf	380	\$5.00	10	5	\$1,900
41	Meeting room carpet	sf	441	\$4.00	12	5	\$1,764
42	Meeting room furnishings (50%)	ls	1	\$2,800.00	10	2	\$2,800
43	Meeting room furnishings (50%)	ls	1	\$2,800.00	10	7	\$2,800
44	Security system	ea	1	\$4,200.00	20	none	\$4,200
45	HVAC - Outdoor unit	ea	1	\$7,600.00	12	7	\$7,600
46	HVAC - Furnace & air handler	ea	1	\$3,400.00	24	7	\$3,400
47	HVAC - Outdoor unit	ea	1	\$5,400.00	12	7	\$5,400
48	HVAC - Furnace & air handler	ea	1	\$2,600.00	24	7	\$2,600
49	Hot water heater	ea	1	\$3,200.00	10	7	\$3,200
50	Simplex sump pump system	ea	1	\$1,500.00	20	3	\$1,500
51	Electric panels & switchgear renovation	ls	1	\$2,500.00	10	none	\$2,500

COMMENTS:

The EIFS system has cracking and defects that are allowing water penetration into the structure.. We have assumed these defects will be corrected in conjunction with the installation of a new finish coat and caulking.

Interior renovation. We have assumed the Association will conduct a renovation of the Community Center interior, including the locker rooms, kitchen, and most floor covering in 2020.

HVAC equipment, hot water heater, and sump pump. This equipment is normally only replaced at failure.

Security system. The security system is installed in the pool equipment room where it is exposed to a corrosive atmosphere. The Association should be prepared to make a replacement at any time. The new system should not be installed in the pool equipment room.

Sump pump. Repairs to the discharge line are needed now.

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REPLACEMENT RESERVE INVENTORY

GREAT FALLS CROSSING

January 2014

INVENTORY OF COMPONENTS - NORMAL REPLACEMENT

ITEM #		UNIT	NUMBER OF UNITS	UNIT REPLACEMENT COST (\$)	NORMAL ECONOMIC LIFE (YRS)	REMAINING ECONOMIC LIFE (YRS)	TOTAL REPLACEMENT COST (\$)
SWIMMING POOLS							
52	Swimming pools - structure	sf	4,326	\$72.00	60	45	\$311,472
53	Swimming pools - finish coat (2011)	sf	4,324	\$5.25	7	3	\$22,701
54	Swimming pools - tile and coping	ft	337	\$55.00	21	19	\$18,535
55	Swimming pool - pump 5 hp	ea	1	\$4,200.00	15	none	\$4,200
56	Wading pool - pump 1/2 hp	ea	1	\$1,200.00	15	none	\$1,200
57	Filter systems	ls	1	\$8,500.00	20	5	\$8,500
58	Concrete pool deck	sf	7,674	\$12.00	30	12	\$92,088
59	Swimming pool fence - 6'	ft	410	\$16.00	20	13	\$6,560
60	Wading pool fence - 3'	ft	105	\$14.00	20	13	\$1,470
61	Furniture - 33%	ls	1	\$5,000.00	9	1	\$5,000
62	Furniture - 33%	ls	1	\$5,000.00	9	4	\$5,000
63	Furniture - 33%	ls	1	\$5,000.00	9	7	\$5,000
64	Canvas tent - fabric	sf	640	\$7.00	8	6	\$4,480
65	Canvas tent - structure	ls	1	\$9,000.00	24	22	\$9,000

COMMENTS:

Pool deck. We have assumed that the project to replace the pool deck will include the replacement of all plumbing and electrical systems located beneath the pool deck.

Pool equipment. The pumps and filters are normally only replaced at failure.

Furniture. We have consolidated the pool deck furniture and the benches & picnic tables in the open space (CC, east of townhouses & west of Aldbury way) into these three line items. We have assumed that strap replacement, painting, etc., will be accomplished as a maintenance activity not funded from Reserves.

Pool evaluation. We conducted our evaluation of the swimming pools in the winter and the pool was not in operation and covered. We have used historical information to develop the remaining economic life of several components.

CC = Community Center

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REPLACEMENT RESERVE INVENTORY

GREAT FALLS CROSSING

January 2014

INVENTORY OF COMPONENTS - NORMAL REPLACEMENT

ITEM #		UNIT	NUMBER OF UNITS	UNIT REPLACEMENT COST (\$)	NORMAL ECONOMIC LIFE (YRS)	REMAINING ECONOMIC LIFE (YRS)	TOTAL REPLACEMENT COST (\$)
OTHER RECREATIONAL FACILITIES							
66	Tennis court asphalt base	sf	13,200	\$3.25	15	2	\$42,900
67	Tennis court color coat	sf	13,200	\$0.85	5	2	\$11,220
68	Tennis court fencing	ft	460	\$20.00	20	14	\$9,200
69	Tennis court wind screening (50%)	ft	1,840	\$1.50	10	7	\$2,760
70	Tennis court wind screening (50%)	ft	1,840	\$1.50	10	1	\$2,760
71	MP court asphalt base	sf	4,250	\$3.25	15	12	\$13,813
72	MP court color coat	sf	4,250	\$0.60	5	2	\$2,550
73	MD tot lot - MP structure	ea	1	\$12,000.00	20	2	\$12,000
74	MD tot lot - swing	ea	1	\$2,500.00	20	2	\$2,500
75	MD tot lot - border	ft	154	\$16.00	20	2	\$2,464
76	CC tot lot - MP structure	ea	1	\$28,000.00	20	2	\$28,000
77	CC tot lot - swing	ea	1	\$4,200.00	20	2	\$4,200
78	CC tot lot - border	ft	630	\$16.00	20	2	\$10,080
79	CC tot lot - see-saw	ea	1	\$2,200.00	20	17	\$2,200
80	CC tot lot - climb structure	ea	1	\$1,800.00	20	17	\$1,800
81	CC tot lot - play hut	ea	1	\$2,000.00	20	17	\$2,000
82	CC tot lot - fence	ft	330	\$14.00	20	13	\$4,620

COMMENTS:

Tennis courts. Open cracks in the tennis court are cited for repair in the List of Recommended Repairs.

Tot Lots. We have assumed the Association will conduct a major tot lot equipment replacement in 2017 to address the older equipment and borders.

CC = Community Center
MD = Murray Downs Court
MP = Multipurpose

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REPLACEMENT RESERVE INVENTORY

GREAT FALLS CROSSING

January 2014

SCHEDULE OF REPLACEMENTS - YEARS ONE TO FIFTEEN

2015	
Wood fence - (25%)	\$79,050
Asphalt pavement - pipe stems	\$78,208
Asphalt pavement - Murray Dowl	\$39,139
Asphalt pavement - Crippen Vail	\$27,548
Asphalt pavement - Community t	\$21,258
Asphalt trail (33%)	\$15,154
EIFS coating & caulking	\$8,075
Swimming pool - pump 5 hp	\$4,200
Other Replacements	\$16,971
Total Scheduled Replacements	\$289,603

2016	
Furniture - 33%	\$5,000
Tennis court wind screening (50%)	\$2,760
Total Scheduled Replacements	\$7,760

2017	
Tennis court asphalt base	\$42,900
CC tot lot - MP structure	\$28,000
MD tot lot - MP structure	\$12,000
Tennis court color coat	\$11,220
CC tot lot - border	\$10,080
CC tot lot - swing	\$4,200
Meeting room furnishings (50%)	\$2,800
MP court color coat	\$2,550
Other Replacements	\$4,964
Total Scheduled Replacements	\$118,714

2018	
Swimming pools - finish coat (20	\$22,701
Simplex sump pump system	\$1,500
Total Scheduled Replacements	\$24,201

2019	
Asphalt trail (33%)	\$15,154
Asphalt sealcoat - initial cycle	\$10,631
Furniture - 33%	\$5,000
Total Scheduled Replacements	\$30,785

2020	
Wood fence - (25%)	\$79,050
Kitchen renovation	\$16,000
Locker room renovation	\$13,000
Filter systems	\$8,500
Tuckpoint brick piers & CC stoop	\$4,000
Locker room flooring	\$3,456
Utility floor covering	\$1,900
Meeting room carpet	\$1,764
Total Scheduled Replacements	\$127,670

2021	
Canvas tent - fabric	\$4,480
Total Scheduled Replacements	\$4,480

2022	
Tennis court color coat	\$11,220
HVAC - Outdoor unit	\$7,600
HVAC - Outdoor unit	\$5,400
Furniture - 33%	\$5,000
HVAC - Furnace & air handler	\$3,400
Hot water heater	\$3,200
Meeting room furnishings (50%)	\$2,800
Tennis court wind screening (50%)	\$2,760
Other Replacements	\$5,150
Total Scheduled Replacements	\$46,530

2023	
Asphalt trail (33%)	\$15,154
Asphalt sealcoat - mid cycle	\$11,597
Mailboxes - Murray Downs Ct.	\$2,304
Total Scheduled Replacements	\$29,055

2024	
Windows and doors	\$19,026
Pond - maintenance and dredgin	\$8,000
Asphalt shingle roof system	\$6,930
Pond - inspection	\$2,000
Total Scheduled Replacements	\$35,956

2025	
Wood fence - (25%)	\$79,050
Swimming pools - finish coat (20	\$22,701
EIFS coating & caulking	\$8,075
Furniture - 33%	\$5,000
Tuckpoint brick piers & CC stoop	\$4,000
Electric panels & switchgear rent	\$2,500
Total Scheduled Replacements	\$121,326

2026	
Tennis court wind screening (50%)	\$2,760
Total Scheduled Replacements	\$2,760

2027	
Concrete pool deck	\$92,088
Asphalt pavement - pipe stems	\$78,208
Asphalt trail (33%)	\$15,154
MP court asphalt base	\$13,813
Asphalt sealcoat - final	\$13,530
Tennis court color coat	\$11,220
Locker room flooring	\$3,456
Meeting room furnishings (50%)	\$2,800
Other Replacements	\$2,550
Total Scheduled Replacements	\$232,818

2028	
Carved property identification sig	\$18,000
Swimming pool fence - 6'	\$6,560
Furniture - 33%	\$5,000
CC tot lot - fence	\$4,620
Wading pool fence - 3'	\$1,470
Total Scheduled Replacements	\$35,650

2029	
Tennis court fencing	\$9,200
Canvas tent - fabric	\$4,480
Total Scheduled Replacements	\$13,680

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REPLACEMENT RESERVE INVENTORY

GREAT FALLS CROSSING

January 2014

SCHEDULE OF REPLACEMENTS - YEARS SIXTEEN TO THIRTY

2030 Wood fence - (25%) \$79,050 Swimming pool - pump 5 hp \$4,200 Tuckpoint brick piers & CC stoop \$4,000 Utility floor covering \$1,900 Wading pool - pump 1/2 hp \$1,200 Total Scheduled Replacements \$90,350	2031 Asphalt pavement - Murray Dowi \$39,139 Asphalt pavement - Crippen Vail \$27,548 Asphalt pavement - Community t \$21,258 Asphalt trail (33%) \$15,154 Concrete curb & gutter - 15% \$10,894 Furniture - 33% \$5,000 Concrete sidewalks - 15% \$4,320 Total Scheduled Replacements \$123,312	2032 Tennis court asphalt base \$42,900 Swimming pools - finish coat (20 \$22,701 Tennis court color coat \$11,220 Hot water heater \$3,200 Meeting room furnishings (50%) \$2,800 Tennis court wind screening (50% \$2,760 MP court color coat \$2,550 CC tot lot - see-saw \$2,200 Other Replacements \$5,564 Total Scheduled Replacements \$95,895
2033 Vinyl fence - Gatesmeadow entr: \$23,040 Total Scheduled Replacements \$23,040	2034 Pond - reconstruction and dredgi \$28,000 Swimming pools - tile and coping \$18,535 HVAC - Outdoor unit \$7,600 HVAC - Outdoor unit \$5,400 Furniture - 33% \$5,000 Locker room flooring \$3,456 Pond - inspection \$2,000 Total Scheduled Replacements \$69,991	2035 Wood fence - (25%) \$79,050 Asphalt trail (33%) \$15,154 Asphalt sealcoat - initial cycle \$10,631 EIFS coating & caulking \$8,075 Security system \$4,200 Tuckpoint brick piers & CC stoop \$4,000 Electric panels & switchgear ren: \$2,500 Total Scheduled Replacements \$123,610
2036 Tennis court wind screening (50% \$2,760 Total Scheduled Replacements \$2,760	2037 CC tot lot - MP structure \$28,000 MD tot lot - MP structure \$12,000 Tennis court color coat \$11,220 CC tot lot - border \$10,080 Canvas tent - structure \$9,000 Furniture - 33% \$5,000 Canvas tent - fabric \$4,480 CC tot lot - swing \$4,200 Other Replacements \$10,314 Total Scheduled Replacements \$94,294	2038 Simplex sump pump system \$1,500 Total Scheduled Replacements \$1,500
2039 Asphalt pavement - pipe stems \$78,208 Swimming pools - finish coat (20 \$22,701 Asphalt trail (33%) \$15,154 Asphalt sealcoat - mid cycle \$11,597 Total Scheduled Replacements \$127,660	2040 Wood fence - (25%) \$79,050 Kitchen renovation \$16,000 Locker room renovation \$13,000 Filter systems \$8,500 Furniture - 33% \$5,000 Tuckpoint brick piers & CC stoop \$4,000 Utility floor covering \$1,900 Total Scheduled Replacements \$127,450	2041 Locker room flooring \$3,456 Total Scheduled Replacements \$3,456
2042 Decorative metal railings at featu \$22,672 MP court asphalt base \$13,813 Tennis court color coat \$11,220 Hot water heater \$3,200 Meeting room furnishings (50%) \$2,800 Tennis court wind screening (50% \$2,760 MP court color coat \$2,550 Total Scheduled Replacements \$59,015	2043 Carved property identification sig \$18,000 Asphalt trail (33%) \$15,154 Asphalt sealcoat - final \$13,530 Furniture - 33% \$5,000 Total Scheduled Replacements \$51,684	2044 Pond - maintenance and dredgin \$8,000 Pond - inspection \$2,000 Meeting room carpet \$1,764 Total Scheduled Replacements \$11,764

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LIST OF RECOMMENDED REPAIRS

GREAT FALLS CROSSING

Reston, Virginia

January 25, 2014

REPAIR CATEGORY AND REPAIR DESCRIPTION

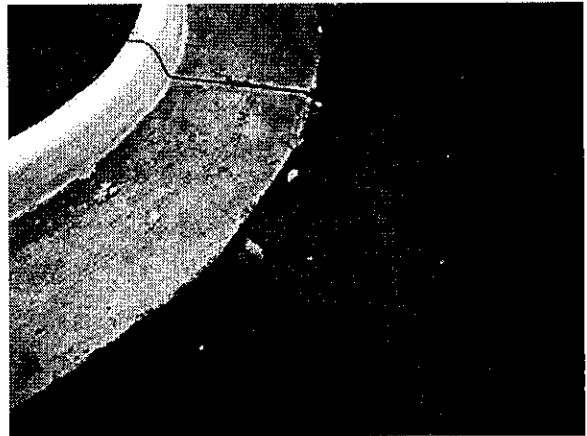
PHOTOGRAPHS ESTIMATED REPAIR COST

SITE IMPROVEMENTS:

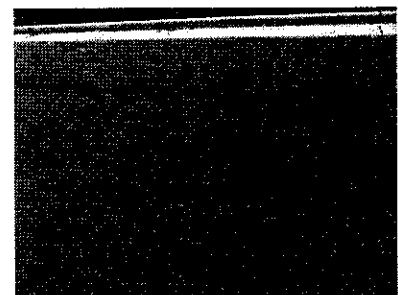
1. Asphalt pavement - replacement

From Reserves

- Replace the asphalt pavement at the Community Center (CC) parking area, Crippen Vale Court from Hunter Gate Way to the Route 7 access road, pipe stems, and at the townhouses (Murray Downs Court) including the roadways and parking areas. The project should include the operations discussed below. See Supplemental Photographs #25, 27, 99, 100, 101, 106, 107, 115, 116, 117, 120, 121, 122, 123, 124, 127, 128, 122, 134, 135, 137, 138, 144, 145, 146, 156.



- Replace the existing asphalt pavement by overlaying with 2 inches of new asphalt. Prior to the installation of the new pavement, mill the existing asphalt pavement to insure that the final grade of the new pavement will not impound water and to eliminate the need to run the asphalt pavement into the curbs.
- Evaluate damaged and deteriorated asphalt pavement and make necessary repairs to insure that the new asphalt pavement will have a normal economic life.
- Prior to, or in conjunction with the asphalt replacement discussed above, replace defective segments of curb & gutter that would prevent the new asphalt pavement from being properly graded. See "3. Concrete components" below for an outline of these replacements.

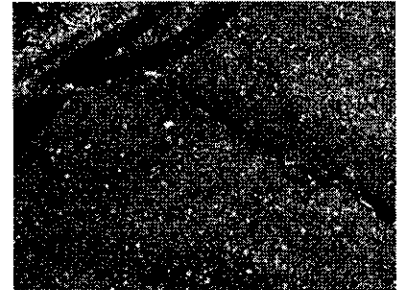


LIST OF RECOMMENDED REPAIRS

2. Asphalt trails.

From Reserves

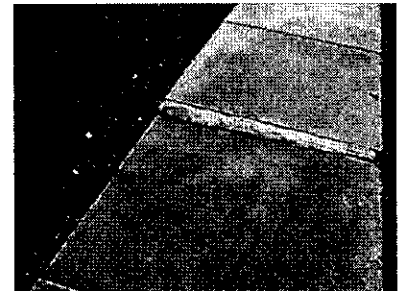
- Replace approximately 33 percent of the asphalt trails that are the responsibility of the Association, including the trails at the Community Center and in the open space and utility right-of-way east of the townhomes. Replace gravel trails that receive heavy use with a properly constructed asphalt trail. See Supplemental Photographs #2, 15, 24, 94, 95



3. Concrete components

From Reserves

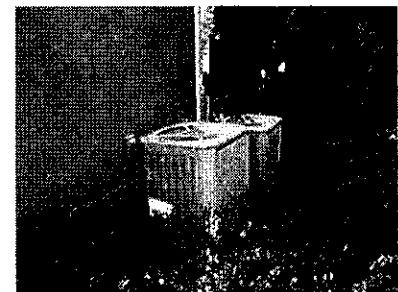
- Concrete pavement and curb & gutter. Replace defective segments of concrete sidewalk and curb & gutter in conjunction with the asphalt pavement replacement project outlined above. The segments that require replacement have one or more of the defects outlined below. See Supplemental Photographs #35, 139.
 - **Displaced concrete components (with a difference in elevation over 1 inch) which are potential trip hazards.**
 - **Spalling concrete components with loose or very rough pavement that are potential trip hazards.**
 - Damaged/deteriorated concrete components.
 - Curb & gutter segments that impound water, water to penetrate into the base materials and bearing soils, and/or segments that would prevent the proper grading of the asphalt pavement.



4. Grading, drainage, and landscape.

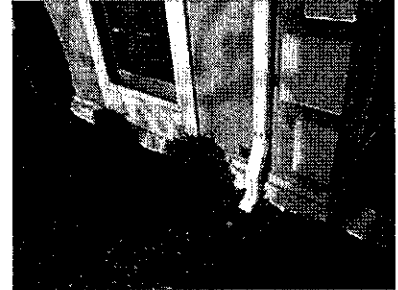
\$2,000 - 3,000

- Correct site grading defects that impound water against the Community Center foundation. After the establishment of proper grade at the building, modify grade to provide a constant fall of at least 1 inch per foot away from the foundations for at least the first 12 feet. Grading operations should include the remove all organic materials in the areas to be addressed, including all top soil, ground cover, grass, mulch, plants, shrubs, trees, leaves, etc. Where necessary, the grade should be raised by the installation and compaction of a high clay content soil to prevent water penetration. Final grade should be achieved by the installation of a maximum of 2 inches of top soil, mulch, or decorative gravel. See Supplemental Photographs #30, 41.



LIST OF RECOMMENDED REPAIRS

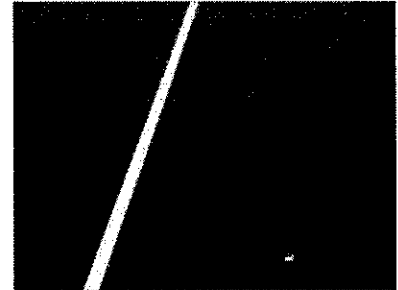
- Install a comprehensive system of subsurface downspout extensions to move the Community Center roof discharge to an appropriate component of the storm water system or to a paved area that will direct the water to a storm water system component. The existing system of downspout extensions should be water tested to insure they function properly. Any defective components should be replaced. Replacements should be made schedule 40 PVC which can be properly maintained. See Supplemental Photographs #30.



5. Court

\$1,000 - 2,000

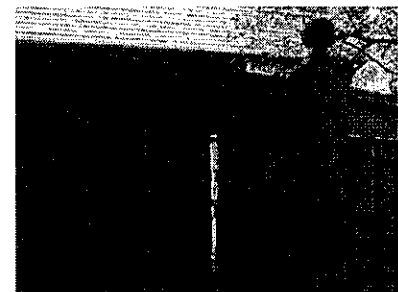
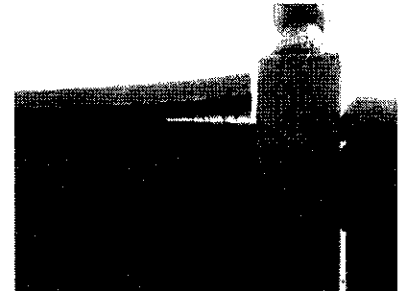
- Correct major cracking in the tennis courts and minor defects in the basketball court. Properly secure wind screens. See Supplemental Photographs 11, 12, 21, 22, 23.



6. Stockade fences

From Reserves

- Conduct a comprehensive replacement/maintenance project on the extensive inventory of stockade fencing that is the responsibility of the Association. The project should include the tasks outlined below. See Supplemental Photographs #28, 85, 89, 92, 93, 119, 136.
 - Conduct a comprehensive inspection of all of the fencing to identify the 25 percent with the most deterioration for replacement and the maintenance & repair activities that are necessary to allow the remaining 75 percent of the fencing to be kept in service.
 - Conduct the replacement, maintenance, and repair activities identified by the inspection outlined above.
 - Clean and renew finish on all of the fencing.

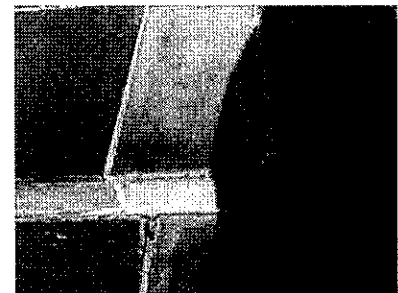


LIST OF RECOMMENDED REPAIRS

7. Masonry

From Reserves

- Tuckpoint defects extensive and widely distributed inventory of masonry components that are the responsibility of the Association including the flagstone stoop at the Community Center, masonry piers at the entrance features, and masonry piers that are integral with the stockade fencing. The project should include the tasks outlined below. See Supplemental Photographs #28, 32, 33, 34, 82, 90, 91, 92, 104.
 - Conduct a comprehensive inspection the masonry stoop and piers.
 - Replace damaged, deteriorated, and/or eroded mortar.
 - Replace cracked, damaged, or dead masonry.
 - Correct defects in the masonry that are allowing water to penetrate into the masonry structures. Install/restore cement wash to discharge water from horizontal surfaces.
 - Cleaning organic growth from the masonry.
 - Properly abandon unused sockets in the Community Center stoop.
- **Defects in the flagstone stoop at the Community Center that are potential trip hazards should be corrected as soon as possible. See Supplemental Photographs #32, 83**



8. Tot lot

\$1,000 - 2,000

- The tot lots, including the tot lot borders, tot lot ground cover, and tot lot equipment should be evaluated by a playground safety specialist for compliance with the Consumer Product Safety Commission, Handbook for Public Playground Safety. Defects identified by the playground safety specialist should be resolved to avoid injury to children and potential liability to the Association. The defects include but are not limited to those discussed below. See Supplemental Photographs #4, 5, 6, 7, 8, 9, 10, 96, 97, 98.
 - Deteriorated wood tot lot borders are a trip hazard.
 - Deteriorated swing chain coating traps water, causing accelerated deterioration.

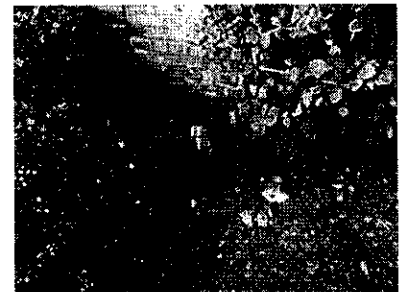
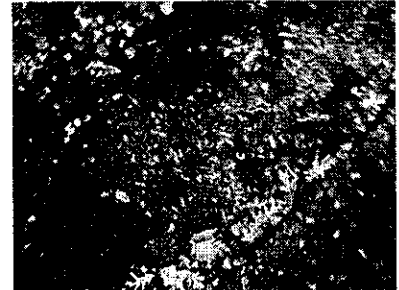


LIST OF RECOMMENDED REPAIRS

9. Entrance features - maintenance

\$4,000 - 6,000

- Irrigation systems. Conduct a comprehensive evaluation of the irrigation systems installed at the entrance features when the system is brought on line in the spring and when they are take off line and winterized in the fall. The project should include any necessary repairs and replacements. The project should include the irrigation system at the Community Center. See Supplemental Photographs #112.
- Lighting systems. Concurrent with the irrigation system inspections discussed above, inspect the electrical systems and ground mounted light fixtures at the entrance features. See Supplemental Photographs #81, 103, 110.
- Restore and paint all damaged and/or deteriorated exterior metal handrails at the Community Center and decorative metal railings at the entrance features. The project should include the evaluation of railing attachments and the correction of any defects that would allow water penetration into the supporting structure. See Supplemental Photographs #33, 34, 36, 81, 83, 84, 86, 87, 103, 104, 110, 111, 125, 126, 129, 130, 131, 132.



10. Site Improvements - Miscellaneous

\$5,000 - 8,000

- Restore deteriorated paint finish on general signage and minor defects on the property identification signs throughout the community. See Supplemental Photographs #114.

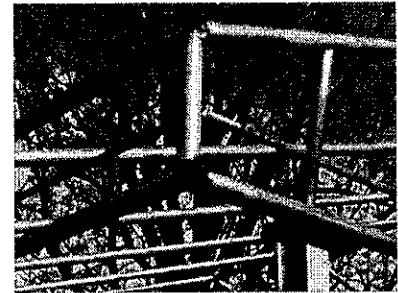


LIST OF RECOMMENDED REPAIRS

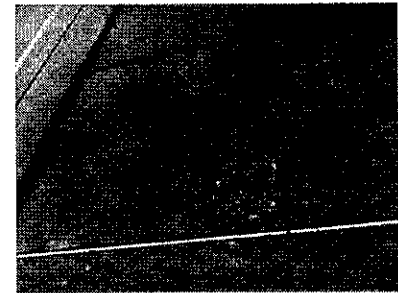
- Restore finish on the chain link fence posts and top rails at the tot lot and at the swimming pool. Make minor repairs to the fence systems. See Supplemental Photographs #3, 50.



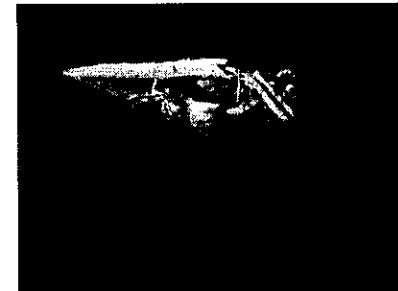
- Remove rust from the pool deck awning structure and paint to prevent future deterioration had potential damage to the canvas. See Supplemental Photographs #52, 53.



- Correct defects in the concrete pool deck including a pipe extending from the deck that is a potential trip hazard, defective fence post sockets, and cracked/loose pavement. Monitor replaced concrete pavement that is not aligned with the older pavement and replace if necessary. See Supplemental Photographs #56, 57, 70.



- Pond. The work recently completed on the pond adjacent to the Dunn Meadow Road pipestem should be evaluated by a Professional Engineer experienced in the construct of such facilities in Fairfax County. The focus of this evaluation is discussed in more detail in the Report and should include an evaluation of issues outlined below. See Supplemental Photographs #147, 148, 149, 150, 151, 152, 153, 154, 155, 156.



- No rip rap, pavement or other reinforcing was observed in the spillway and this will allow the spillway to be easily damaged by erosion.
- Small rip rap filters will not prevent erosion damage (inlet and outlet).
- Trees left in the earth berm and it appears that the adjacent grade has been changed.
- The overflow configuration will be easily obstructed by the normal debris that will be washed into the pond.
- The Dunn Meadow pipestem was not constructed to the specification necessary to support heavy construction vehicles and the reconstruct of the pond has done significant damage to the pavement, base materials, and bearing soils.

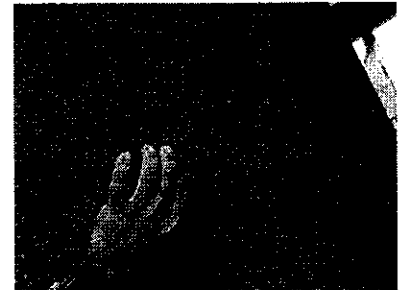
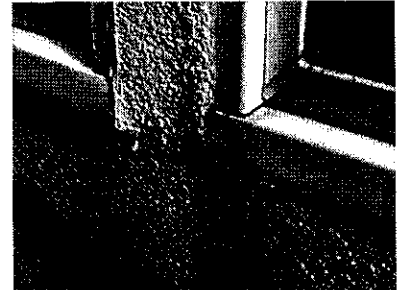
LIST OF RECOMMENDED REPAIRS

COMMUNITY CENTER

11. EIFS

- Correct defects in the EIFS system installed as the siding material at the Community Center. Defects that require correction are outlined below. See Supplemental Photographs #37, 38, 39, 42.
 - Restore deteriorated caulking and other defects that are allowing water penetration into the structure.
 - Correct defects in the adjacent trim and windows that is allowing water penetration into the structure.
 - Evaluate cracking in the field and install control joints necessary to prevent further deterioration.
 - Clean growth from the EIFS.
- After the correction of the defects outlined above, install new caulking and new finish coat.

From Reserves



12. Electrical switch gear and electrical systems

- **Conduct comprehensive restoration and preventative maintenance cycle on electrical switch gear. Defects to be corrected should include those listed below. See Supplemental Photographs #65, 66, 67, 68, 71, 74.**
 - Restore or replace rusty electrical switch gear, panels, and/or other components.
 - Confirm proper function of the ground cable connections to the copper water pipes that has corrosion.
 - Secure loose wiring.
 - Remove stored items and other obstructions from the vicinity of the electrical panels and establish safe work zones.

From Reserves

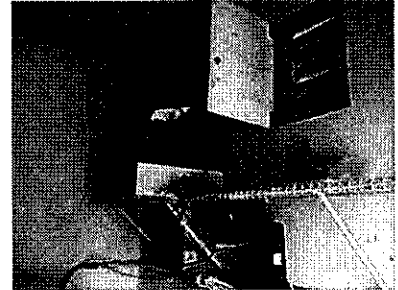


LIST OF RECOMMENDED REPAIRS

13. Community Center - miscellaneous

\$3,000 - 5,000

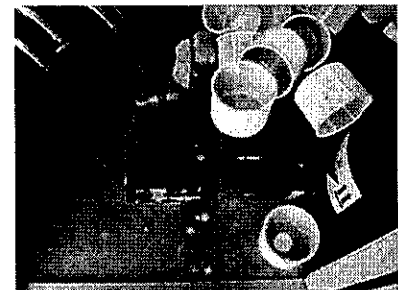
- Security system. Move the security system out of the pool equipment room where the corrosive atmosphere caused by the pool chemicals will result in the system have a significantly reduced economic life. See Supplemental Photographs #60.



- Evaluate ventilation in the pool equipment room and correct as necessary. See Supplemental Photographs #60.
- Correct defective sump pump installation that discharges water against the Community Center foundation. See Supplemental Photographs #40.



- Properly store materials left over from recent work on the pool so that they will be available for future maintenance and repair. See Supplemental Photographs #59.



- Correct damaged drywall in the pool equipment room and touch up paint throughout. See Supplemental Photographs #64, 65, 69.



LIST OF RECOMMENDED REPAIRS

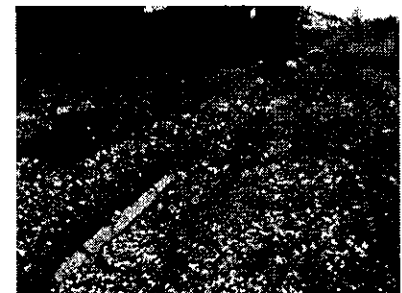
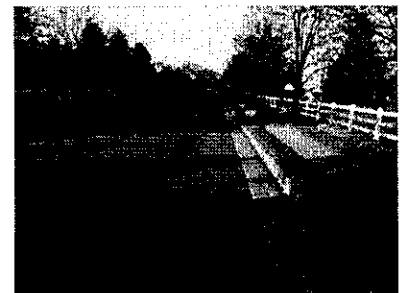
- Replace loose floor tiles in the lifeguard room. See Supplemental Photographs #76.



14. Administrative

Nominal

- **Notify the government agency responsible for the public roads, sidewalks and asphalt trails adjacent to and within the community of the failures and trip hazards. Request that they make timely and appropriate repairs. See Supplemental Photographs #143.**
- Notify those responsible for the stormwater facilities adjacent to the Community Center, the two impounds north of Baron Cameron, and in the public rights-of-way of defects at the facilities including but not limited to those outlined below. See Supplemental Photographs #16, 17, 18, 19, 113, 140, 141, 142.
 - Build-up of silt and debris will prevent full function and is resulting in standing water at some locations.
 - Gates and access doors (at overflow structures) are not secured.
 - Head wall railing sockets impound water.
 - Warning and information signs are faded.
 - Access roads are in poor condition.



LIST OF RECOMMENDED REPAIRS

- Request utility company complete operations at the Cobble Mill entrance to the community. See Supplemental Photographs #130.



TOTAL COST OF RECOMMENDED REPAIRS

\$16,000 to \$26,000

NOTE: Defects that are potential safety hazards should be repaired immediately to prevent personal injury and to protect the Association from potential liability. We have identified safety hazards in the above List of Recommend Repairs by printing them in **bold**.



Photo #1. Start of photographs taken on November 15, 2013. General view of the Community Center (CC).



Photo #2. Trail adjacent to the Community Center.



Photo #3. Finish on the fence is failing, CC Tot Lot.

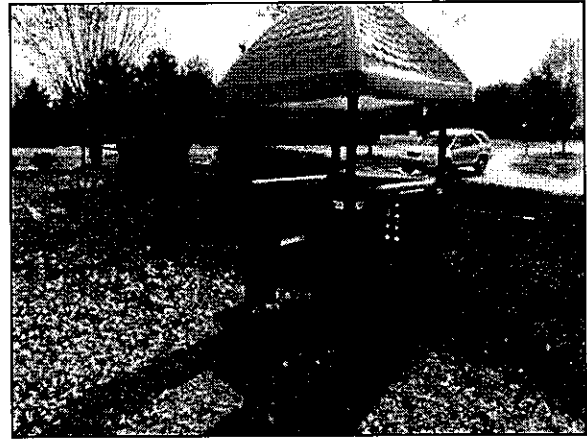


Photo #4. Play structure at the CC Tot Lot.



Photo #5. See-saw at the CC Tot Lot.

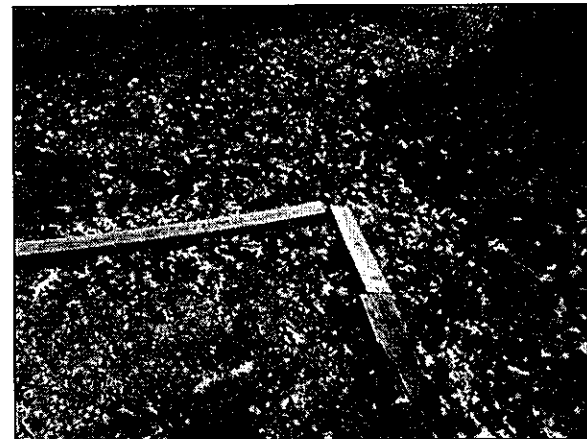


Photo #6. Wood border at the CC Tot Lot.

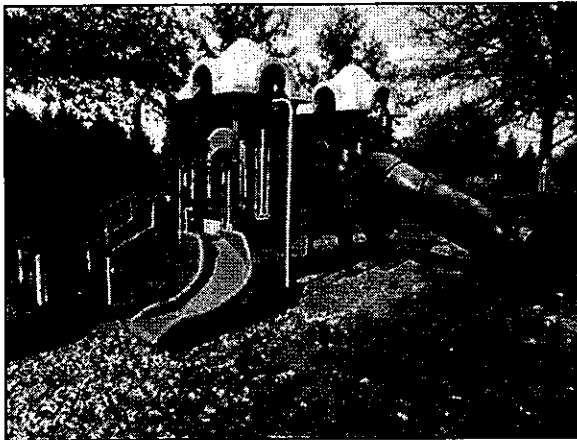


Photo #7. MP structure at the CC Tot Lot.



Photo #8. Jungle Gym at the CC Tot Lot.



Photo #9. Vinyl coating on the swing chain has failed and will impound water against the chain, a defect that is not immediately apparent.



Photo #10. Swing at the CC Tot Lot. Note the picnic table within the tot lot.



Photo #11. General view of the basketball court.

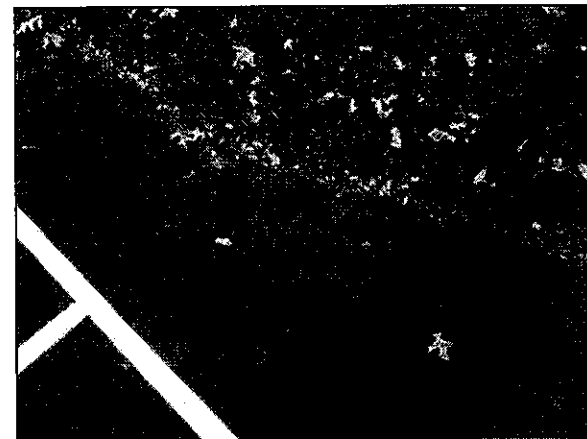


Photo #12. Basketball court surface with minor defect.

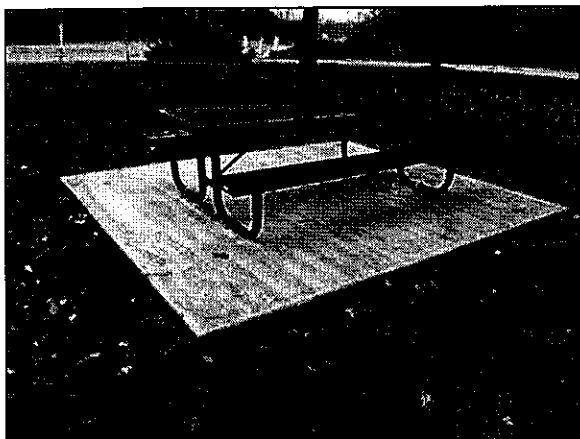


Photo #13. Picnic table installation northeast of the basketball court.



Photo #14. Recent bench installation.

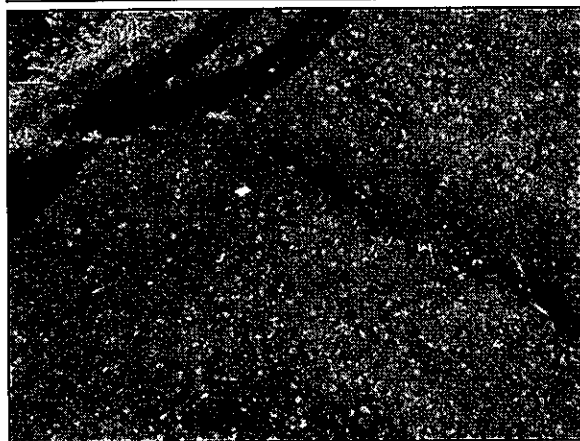


Photo #15. Defect in the asphalt trail near the Community Center.

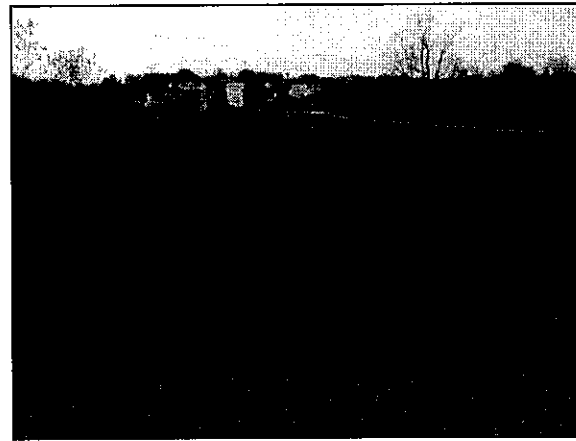


Photo #16. Stormwater impound northwest of the Community Center.

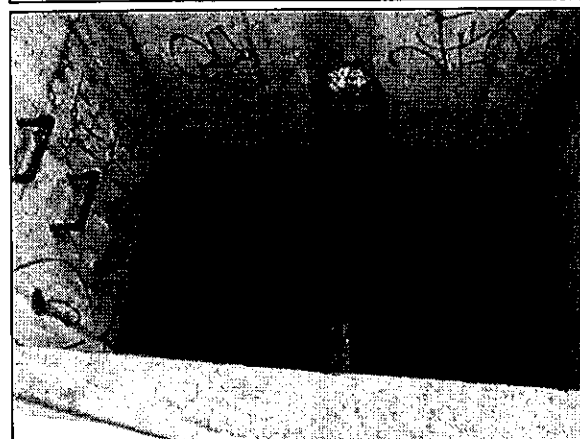


Photo #17. Overflow structure at the stormwater impound northwest of the Community Center.

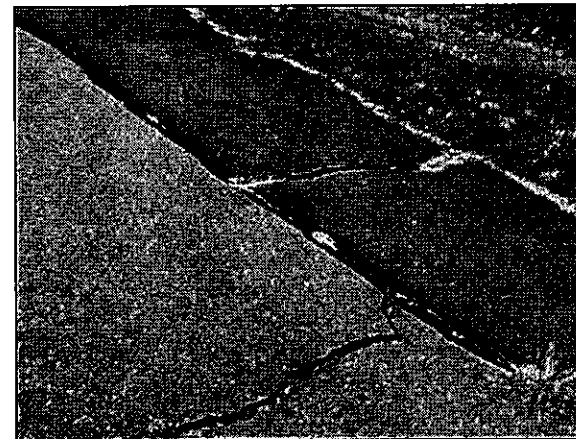


Photo #18. Access road to the stormwater impound northwest of the Community Center.

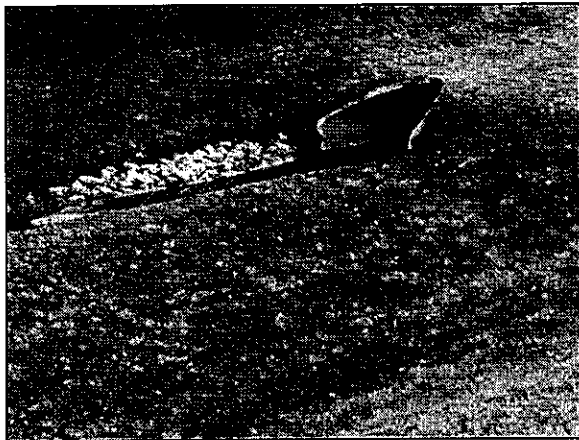


Photo #19. Standing water at the stormwater impound northwest of the Community Center.



Photo #20. General view of the swimming pool and Community Center.

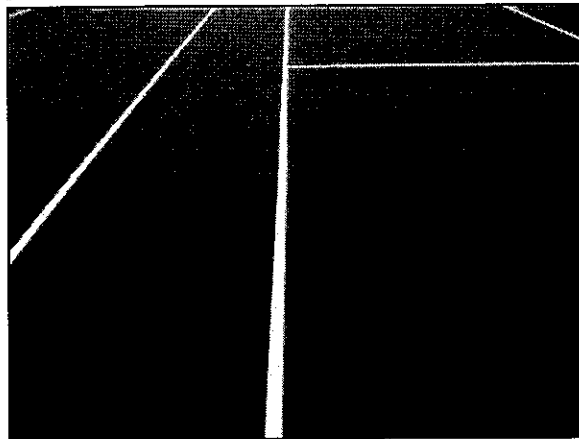


Photo #21. Open cracks in the tennis court.

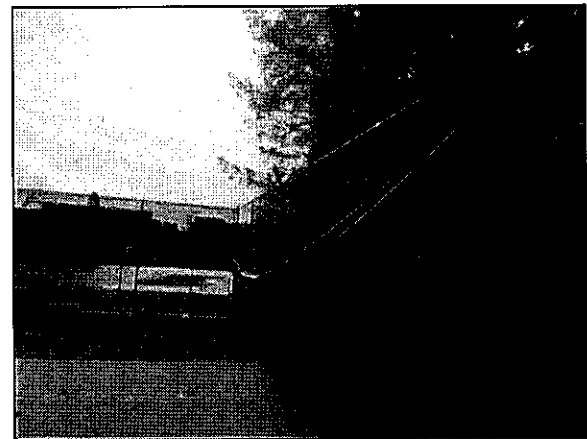


Photo #22. Loose tennis court wind screen.



Photo #23. No cracking at the tennis court post.



Photo #24. Defects in asphalt trail along Crippen Vale Court.

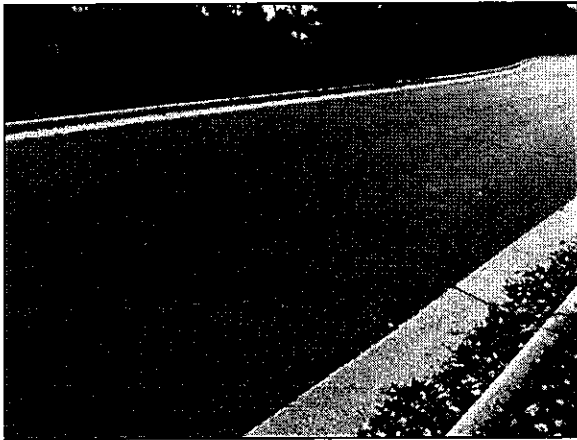


Photo #25. Large open crack in the asphalt pavement, Crippen Vale Court.

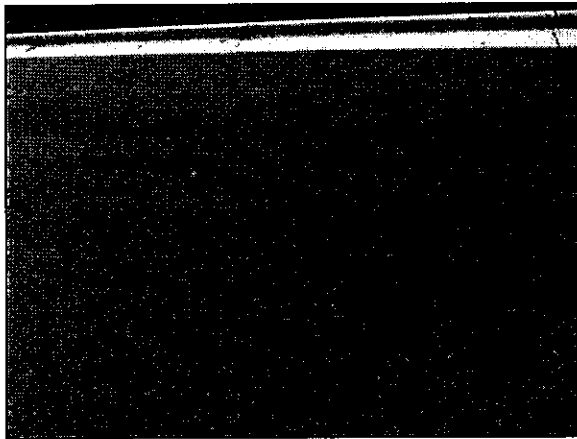


Photo #27. Depressed alligatored asphalt pavement may indicate damage to the base materials and bearing soils, Crippen Vale Court.



Photo #29. Commercial facility has access onto Crippen Vale Court.

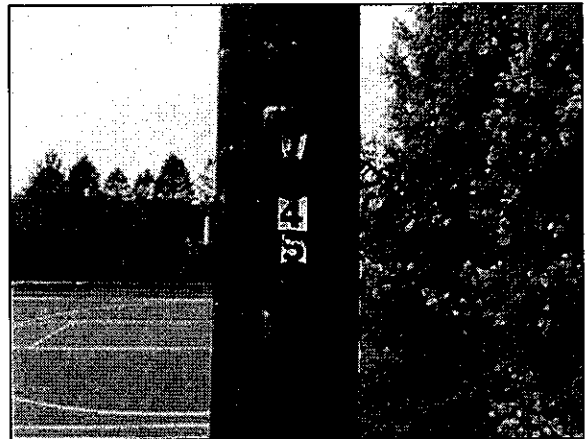


Photo #26. Markings on streetlights installed along Crippen Vale Court.



Photo #28. Typical defect in the fence system installed southeast of Crippen Vale Court.



Photo #30. Downspout at Community Center discharges at the building foundation.

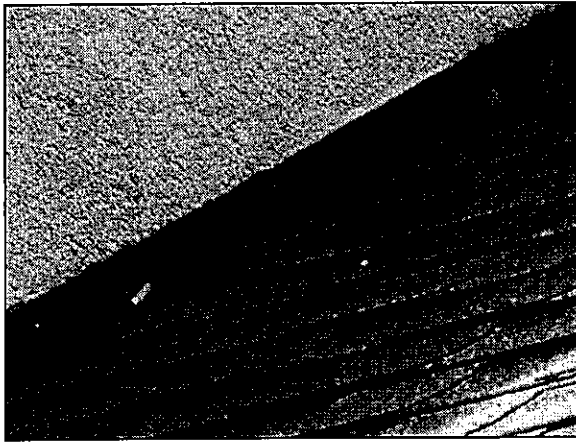


Photo #31. Properly executed EIFS system terminated above the shingles to allow access to the step flashings.

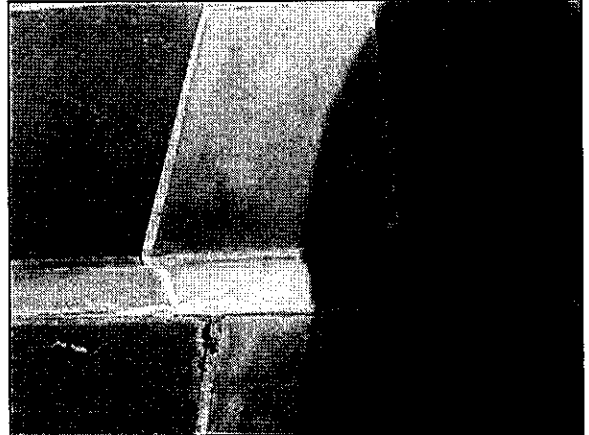


Photo #32. Steps at main steps of the Community Center have failed mortar.



Photo #33. Open socket in the Community Center stoop.

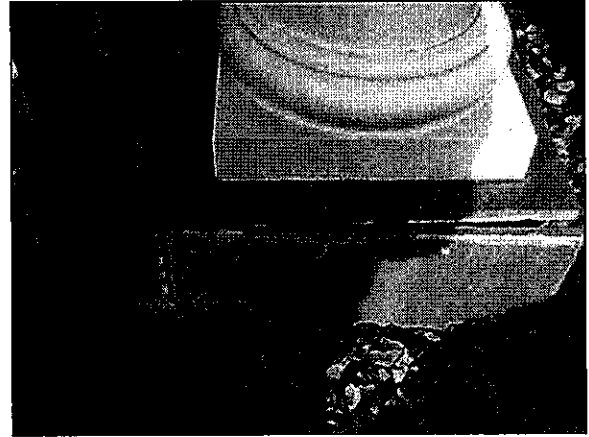


Photo #34. Failed flagstone facing on the Community Center stoop.

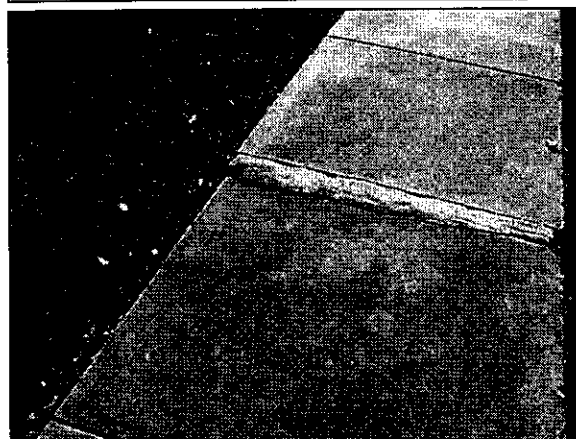


Photo #35. Displaced sidewalk at Community Center is a potential trip hazard.



Photo #36. Stoop and railings at meeting room entrance.

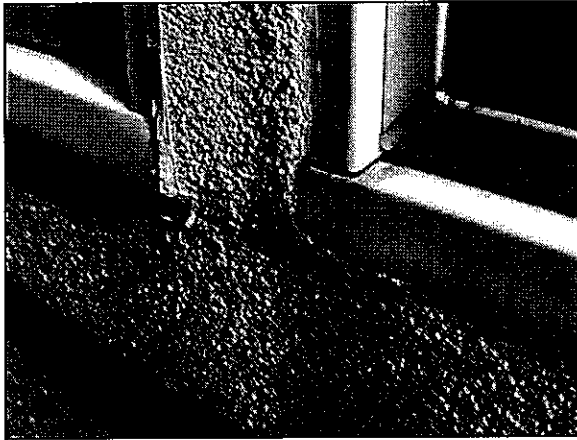


Photo #37. EIFS is not properly sealed to the windows and the defect is allowing water penetration. Note growth on the EIFS.

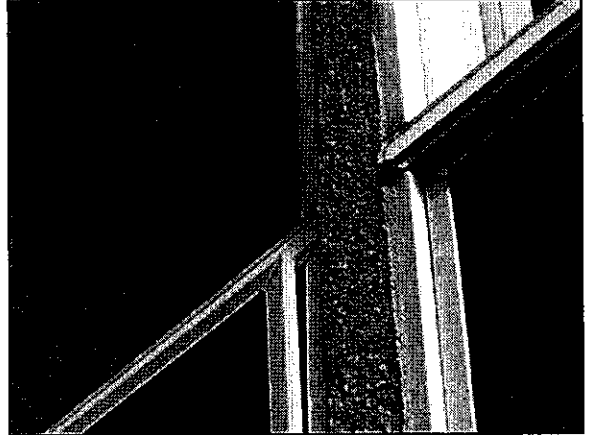


Photo #38. Loose window screen, Community Center.

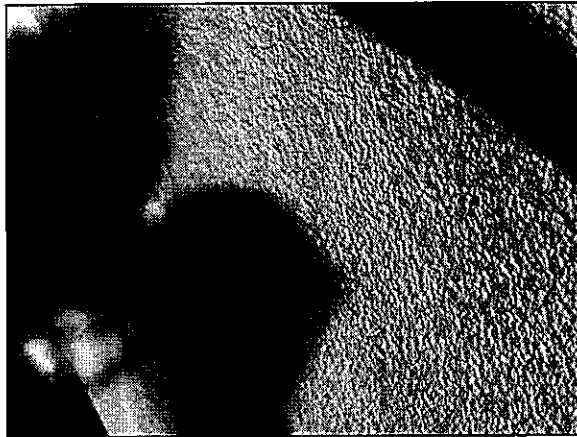


Photo #39. Growth on EIFS, Community Center.

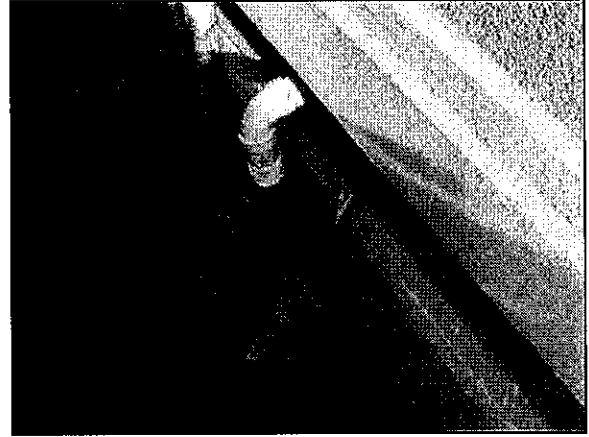


Photo #40. Sump pump discharges at the Community Center foundation.

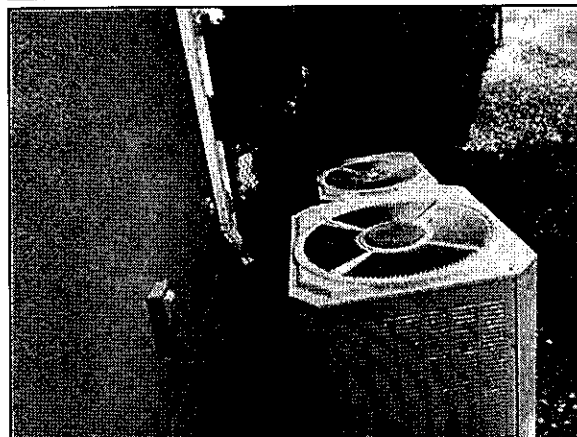


Photo #41. Two HVAC units serve the Community Center.



Photo #42. Cracking in the field of the EIFS.

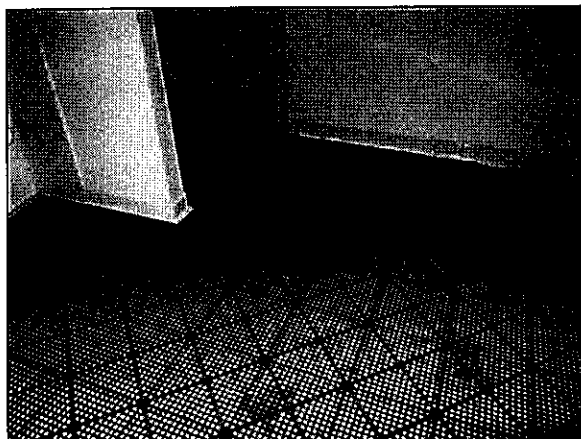


Photo #43. Dri-deck floor system, Community Center.

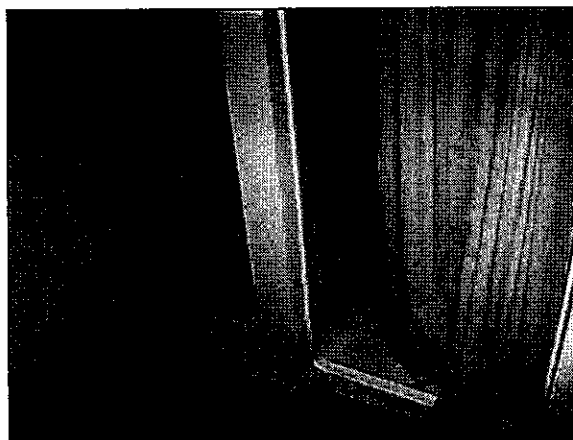


Photo #44. Shower units, Community Center. Note the rust on the corner bead.

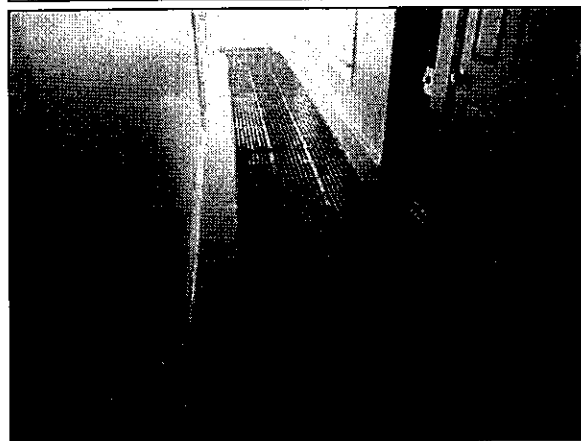


Photo #45. Corridor, Community Center.



Photo #46. Vanity in the Community Center.

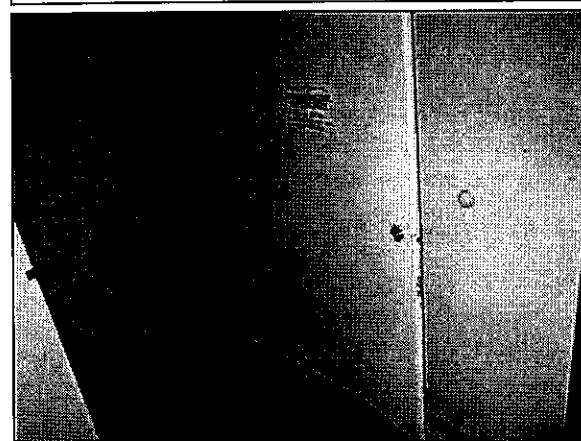


Photo #47. Restroom enclosure, Community Center. Note failed paint on the partition/door.



Photo #48. Typical cracks in the pool deck.



Photo #49. Pool deck has been cut.

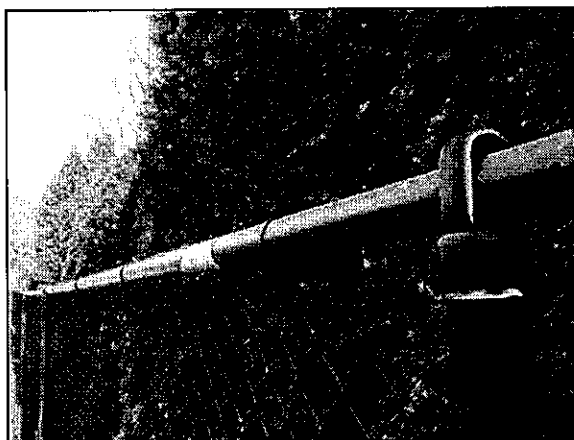


Photo #50. Detail view of the pool fence.

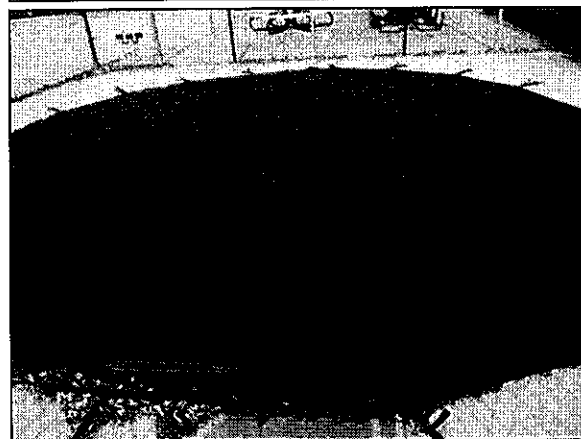


Photo #51. Wading pool cover.



Photo #52. Pool deck sun awning structure.

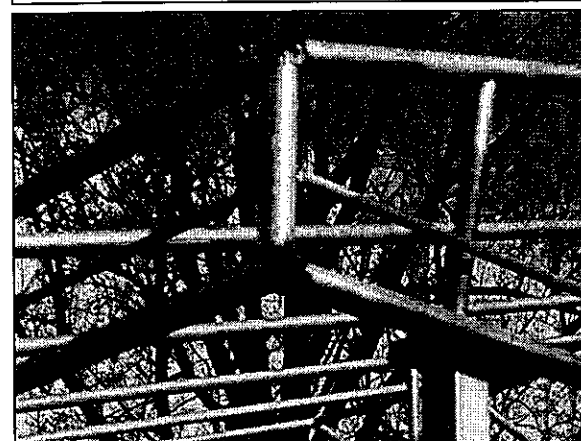


Photo #53. Pool deck awning structure with rusting welds.



Photo #54. Recent work on the pool deck.

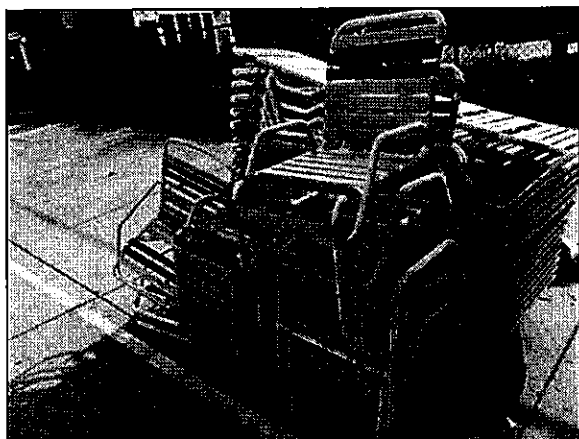


Photo #55. Pool furniture stored on the pool deck (waiting re-strapping?)

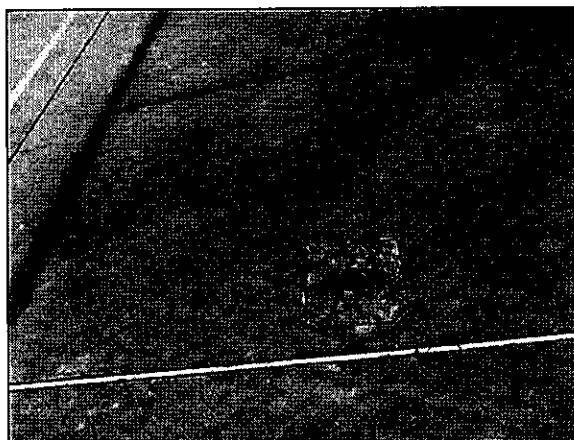


Photo #56. Pipe extends from the pool deck.

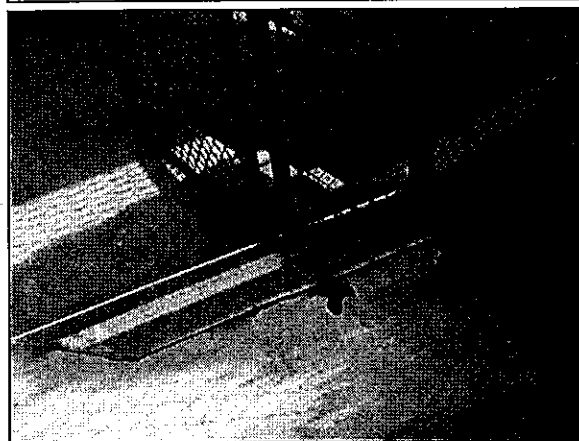


Photo #57. Height difference between old and new concrete pavement.

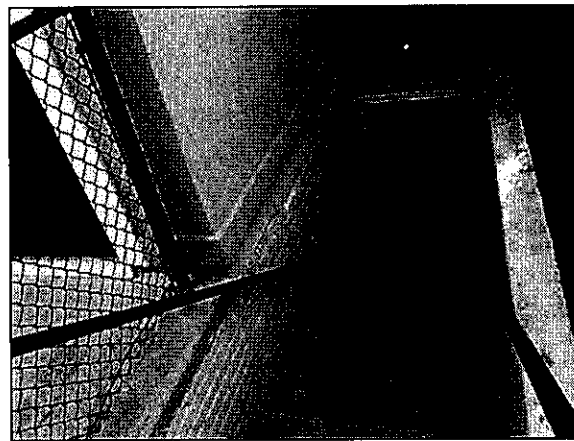


Photo #58. Steps to basement.

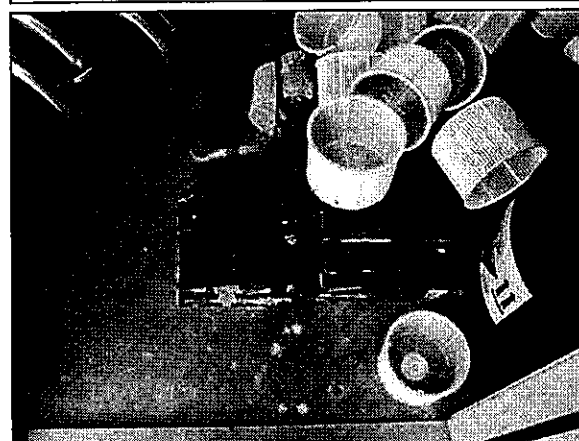


Photo #59. Material from recent work on pool.

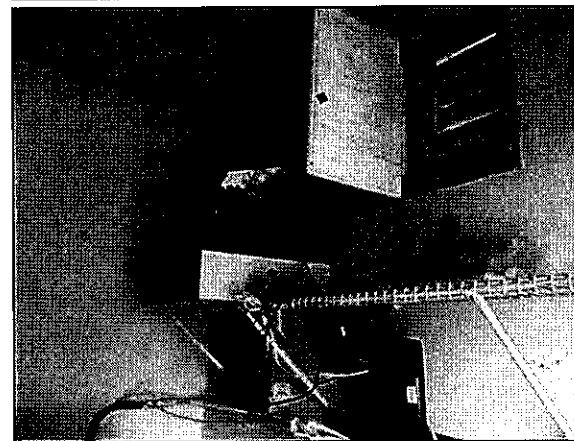


Photo #60. Security monitor and vent in pool equipment room.



Photo #61. Swimming pool filters.



Photo #62. Main pool pump.

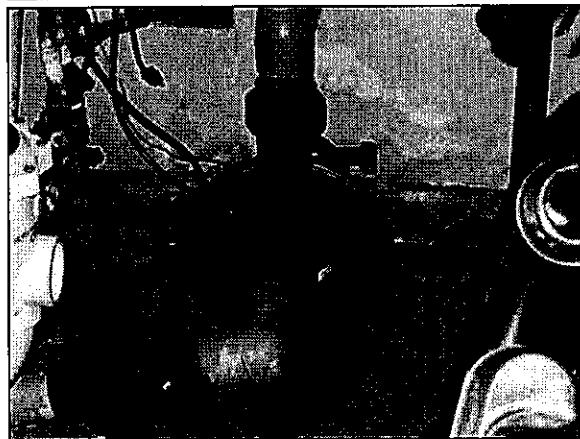


Photo #63. Wading pool pump.

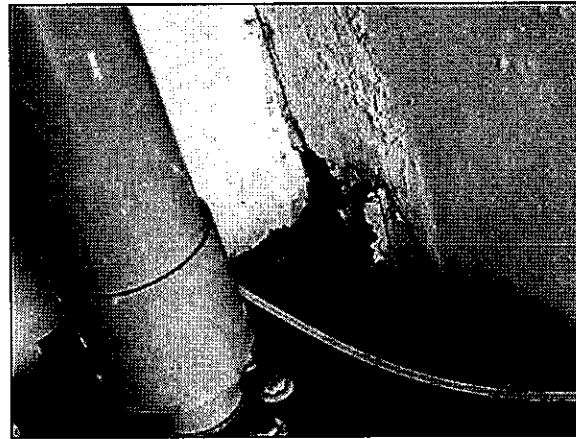


Photo #64. Drywall damage in pool equipment room.



Photo #65. Damaged drywall in pool equipment room at wading pool pump.

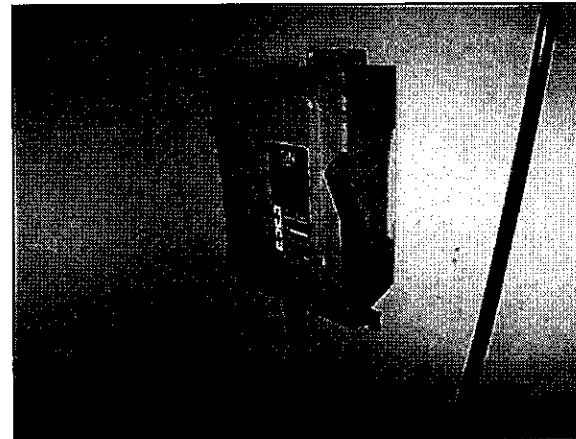


Photo #66. Pump control. Note rust.

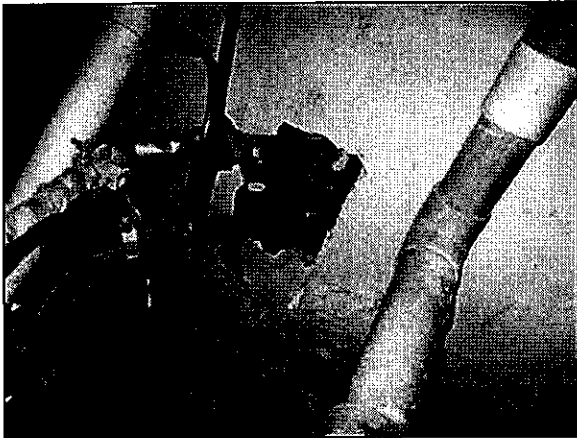


Photo #67. Corrosion at electrical grounds, pool equipment room.

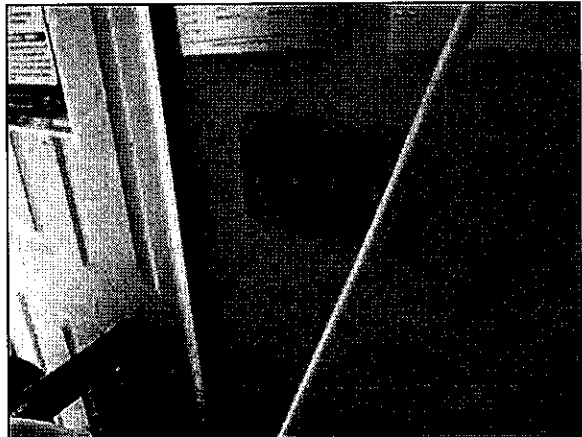


Photo #68. Rusty light switch, pool equipment room.

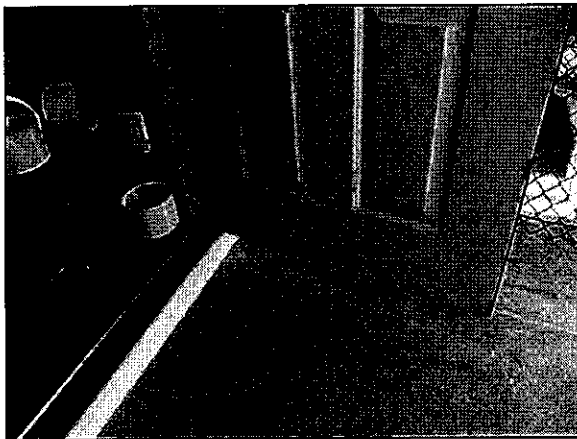


Photo #69. Door to pool equipment room.



Photo #70. Defective sockets and crack in pool deck.

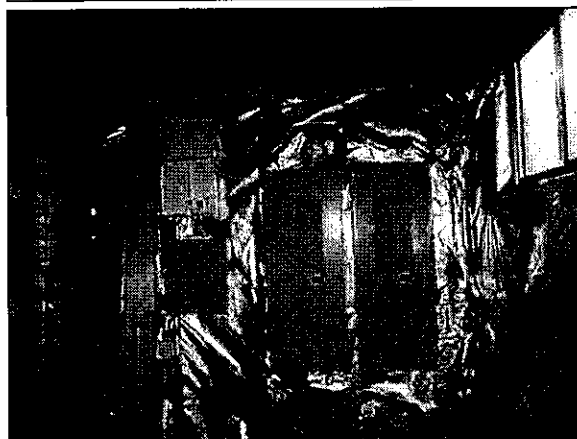


Photo #71. Electrical panels are in the basement.

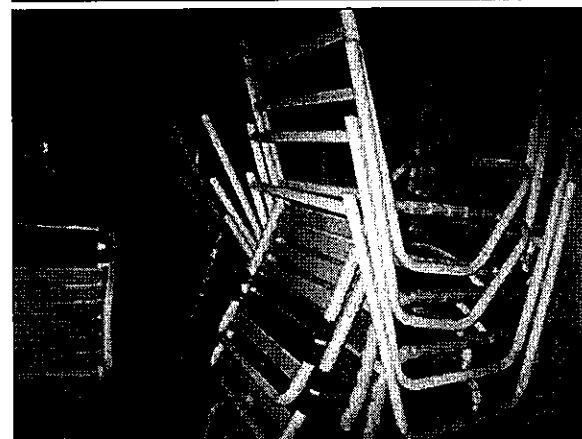


Photo #72. Pool furniture stored in basement.

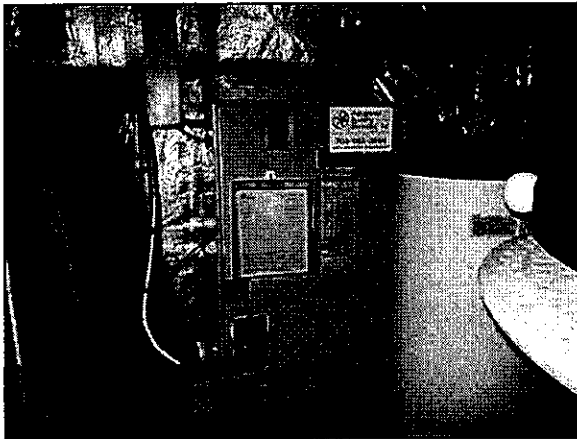


Photo #73. Hot water heater and furnace in Community Center basement.



Photo #74. Corrosion in sub-panel, Community Center basement.

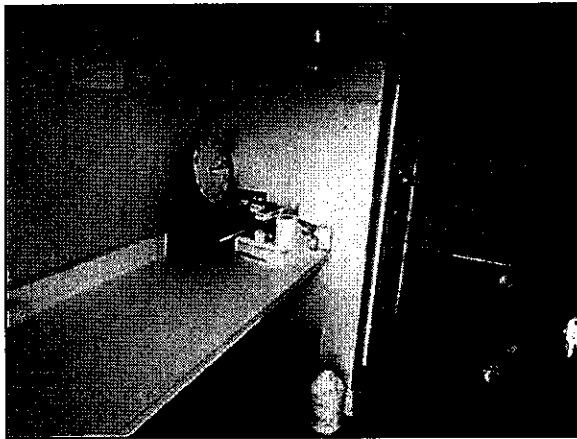


Photo #75. Lifeguard room.

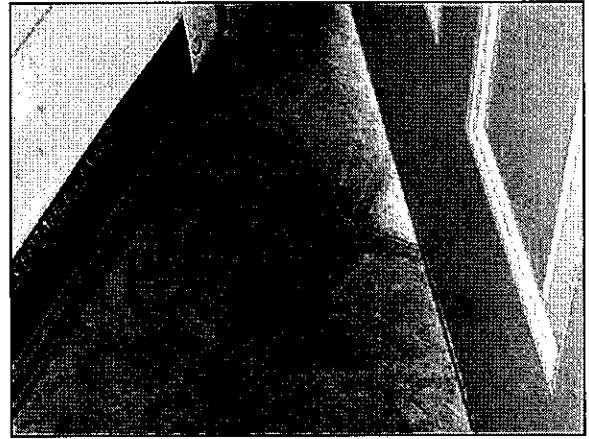


Photo #76. Loose tile flooring in lifeguard room.



Photo #77. Failed sealant between pool deck and stoop.

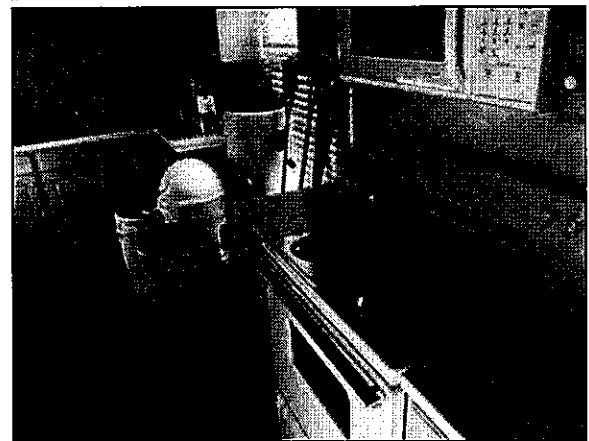


Photo #78. General view of the kitchen facilities in the Community Center.

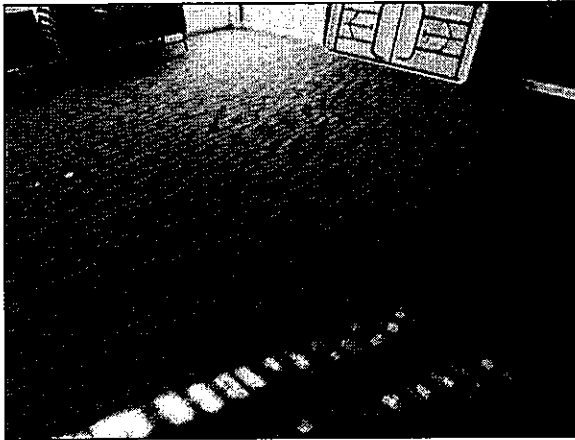


Photo #79. Floor covering in the meeting room.

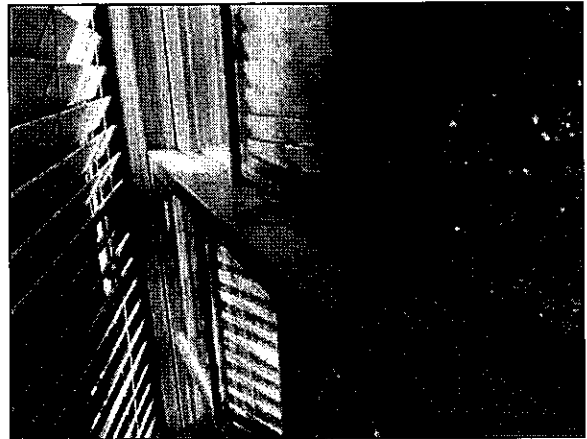


Photo #80. Typical window installation. The window was not locked when we arrived but we secured the window prior to departure.

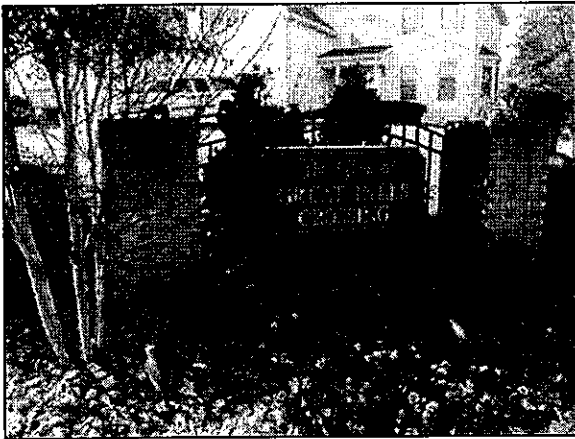


Photo #81. Entrance feature at the west corner of Crippen and Hunter Gate.



Photo #82. Typical masonry entrance monument needing tuckpointing.



Photo #83. Typical failing paint system on decorative metal at entrance monument.

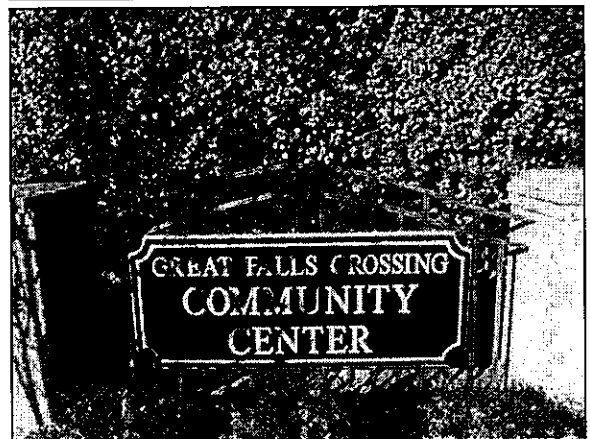


Photo #84. Entrance monument at the north corner of Crippen and Hunter Gate.



Photo #85. Fence installed along Hunter Gate.

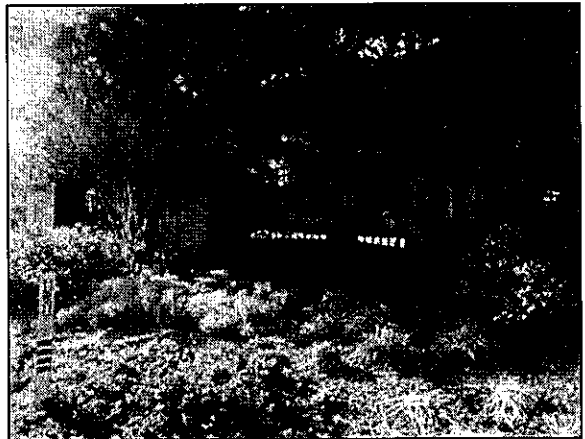


Photo #86. Entrance monument at west corner of Hunter Gate and Baron Cameron



Photo #87. Entrance monument at the north corner of Hunter Gate and Baron Cameron.



Photo #88. Small wood retaining wall near the entrance monument at the corner of Hunter Gate and Baron Cameron.



Photo #89. Typical entrance monument masonry construction in need of tuckpointing.

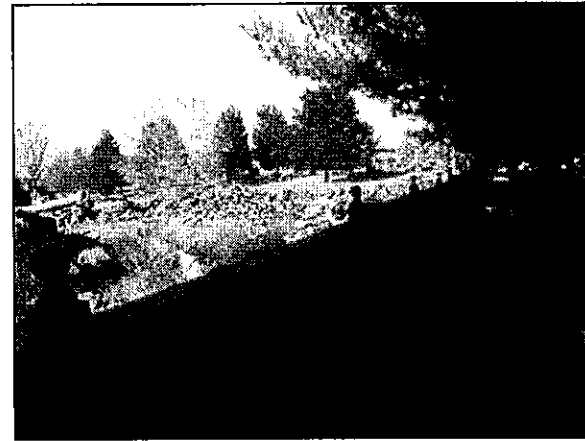


Photo #90. Fence installed along boundary with commercial facility northeast of Hunter Gate.



Photo #91. Fence around commercial facility at the corner of Baron Cameron and Hunter Gate. Fence on left runs along Hunter Gate. Right fence runs along Baron Cameron.



Photo #92. Fence between the residential units Stable Farm Road and Baron Cameron.



Photo #93. Asphalt trail and fence along Baron Cameron.



Photo #94. Gravel and asphalt trails in the open space southeast of the townhomes.



Photo #95. Large open cracks in the asphalt pavement in the open space southeast of the townhouses.



Photo #96. General view of the Townhouse (TH) tot lot.

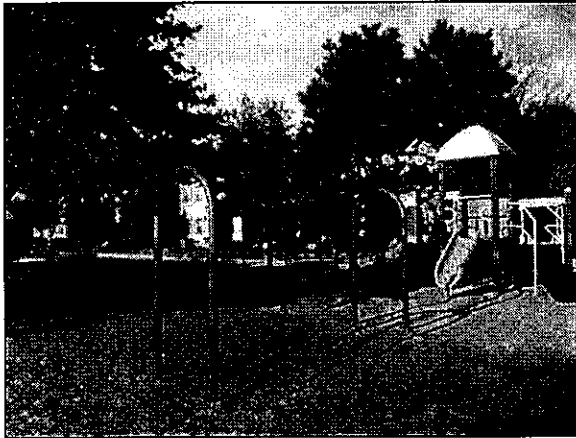


Photo #97. Swing and MP structure at the TH tot lot.



Photo #98. TH tot lot wood border.



Photo #99. General view of the asphalt pavement at the townhouses.

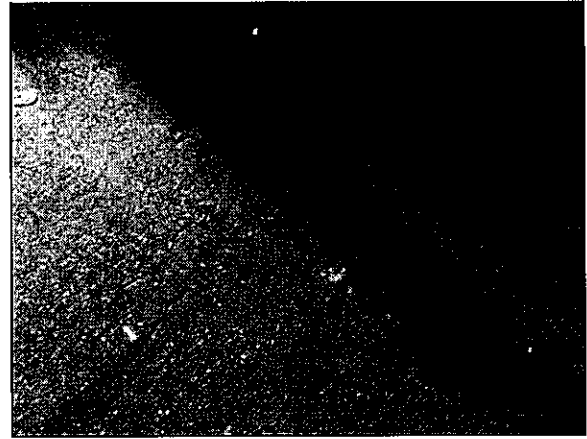


Photo #100. Cracked and eroded asphalt pavement at the townhouses.



Photo #101. Large open cracks in the asphalt pavement at the townhouses.

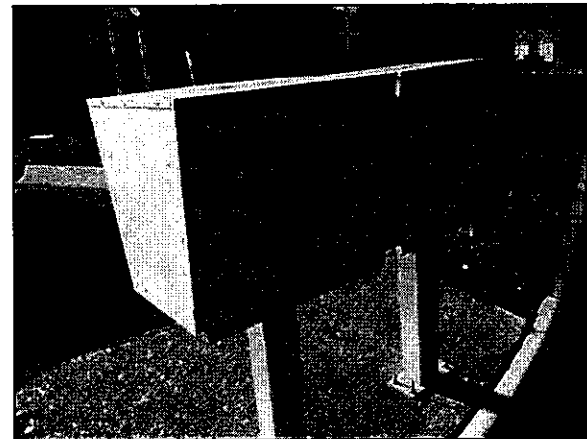


Photo #102. Mailboxes at the townhouses.

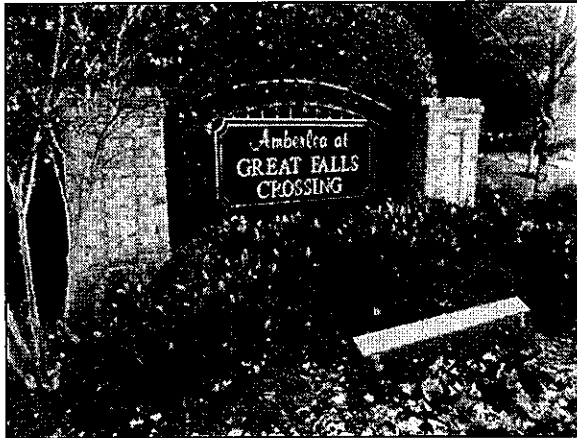


Photo #103. Entrance monument at the townhomes.

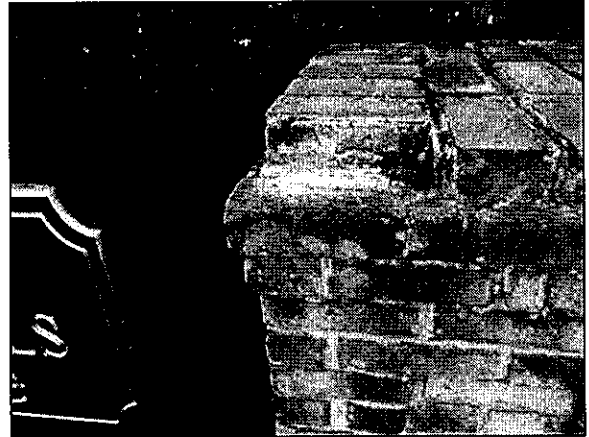


Photo #104. Typical entrance monument with defective masonry. Note failing paint on the decorative metal railing.



Photo #105. Gated connection between Tunwell Stable Court and Cameron Health Drive. Note that gate was open.



Photo #106. Hunter Gate Way pipestem



Photo #107. Cracks in Hunter Gate Way pipestem.



Photo #108. Open space adjacent to Aldbury Way with benches and a dog walk station.



Photo #109. Vinyl fence installed along Gatesmeadow Way.



Photo #110. Entrance monument at the west corner of the Gatesmeadow Way entrance to the community.

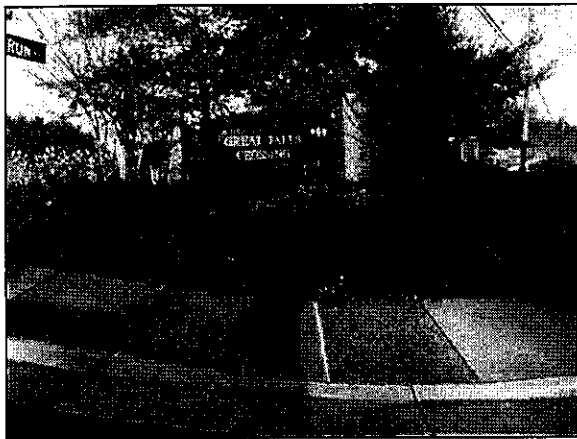


Photo #111. Entrance monument at the east corner of the Gatesmeadow Way entrance to the community.

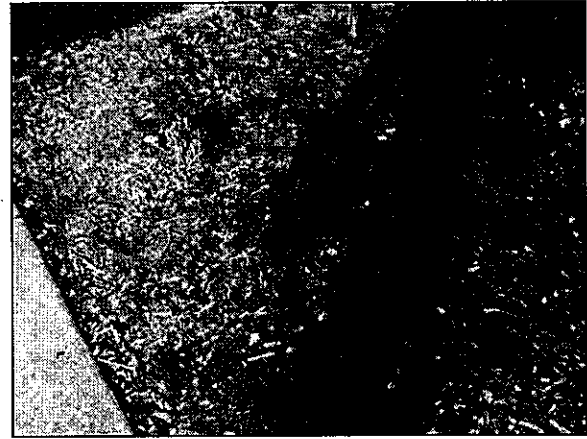


Photo #112. Irrigation system at the entrance monument at the west corner of the Gatesmeadow Way entrance to the community.



Photo #113. Stormwater impound east of Gatesmeadow and north of Baron Cameron.

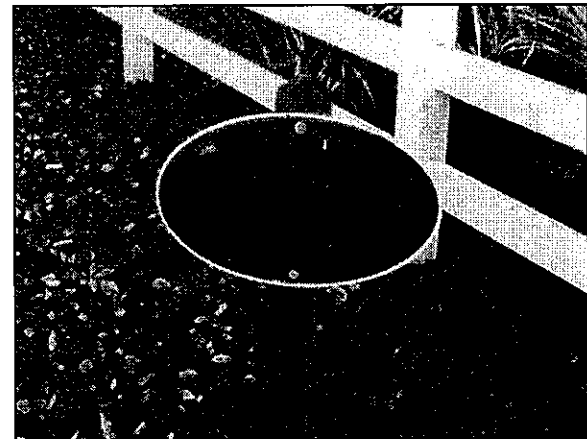


Photo #114. Faded signage at the Gatesmeadow entrance to the community.



Photo #115. Grove Hampton pipestem.



Photo #116. General view of the Murray Downs pipestem.

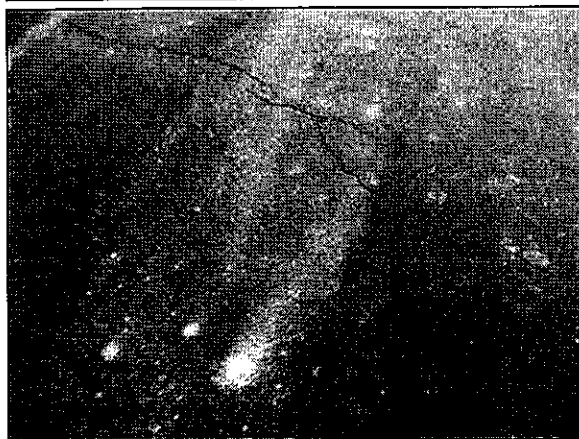


Photo #117. Cracks in the Murray Downs pipestem.

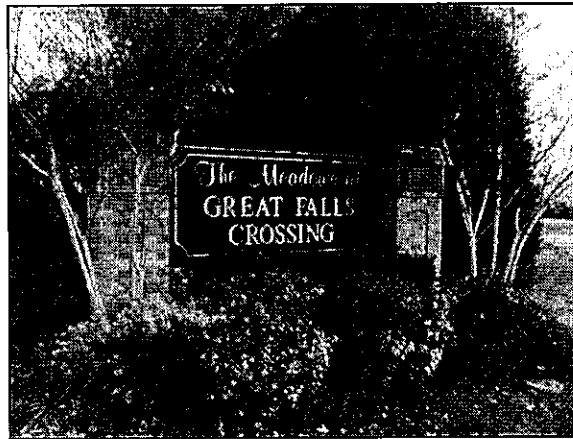


Photo #118. Entrance monument at Hunt Club and Lake Fairfax.

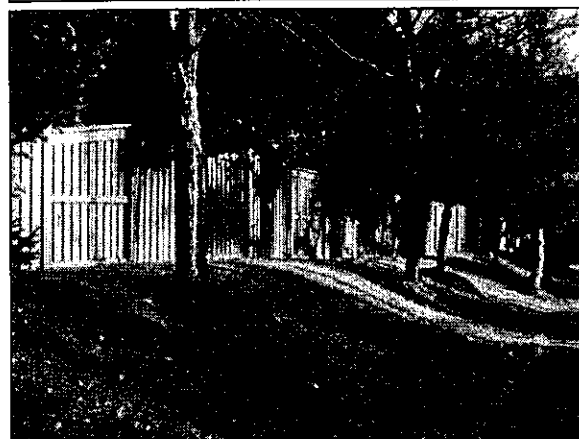


Photo #119. Fence along Lake Fairfax.



Photo #120. Dasher (north) pipestem.

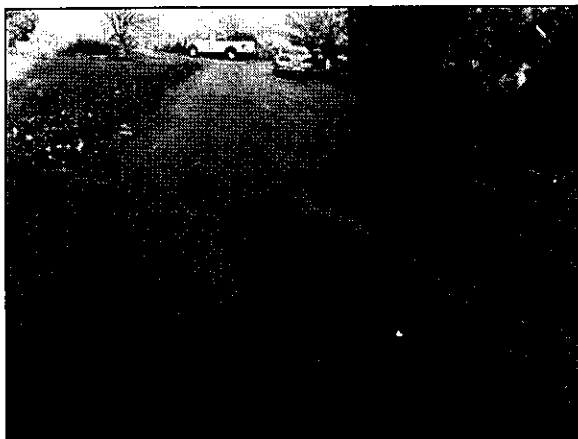


Photo #121. Cracks in the Dasher (north) pipestem.



Photo #122. Dasher (middle north) pipestem.

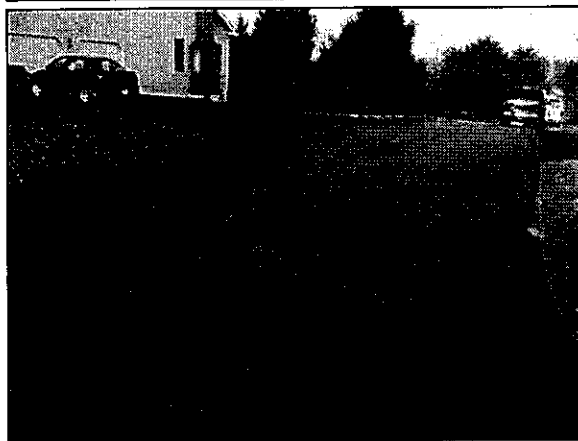


Photo #123. Dasher (middle south) pipestem.

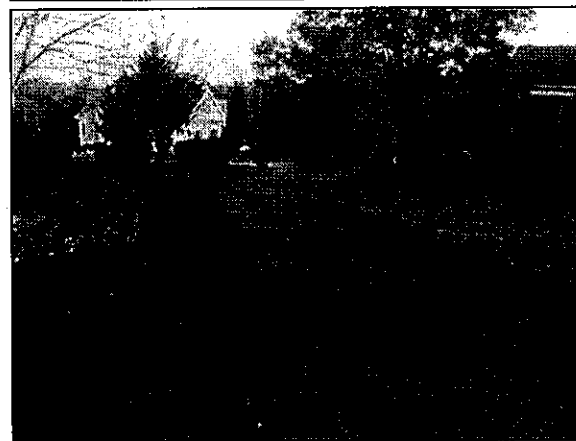


Photo #124. Dasher (south) pipestem.



Photo #125. West entrance monument at the Water Fall entrance.

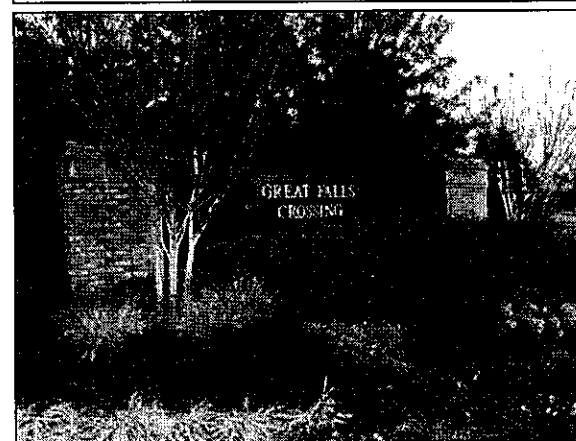


Photo #126. East entrance monument at the Water Fall entrance.



Photo #127. Waterfall pipestem.

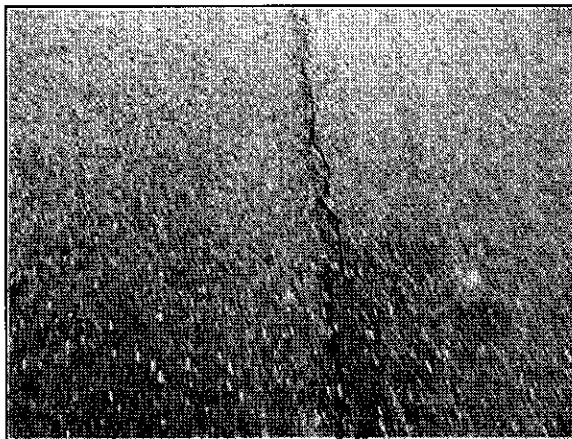


Photo #128. Typical crack in Waterfall pipestem



Photo #129. North entrance monument at the Cobble Mill entrance.



Photo #130. Improperly installed utilities at the north entrance monument at the Cobble Mill entrance.



Photo #131. South entrance monument (without signage) at the Cobble Mill entrance.

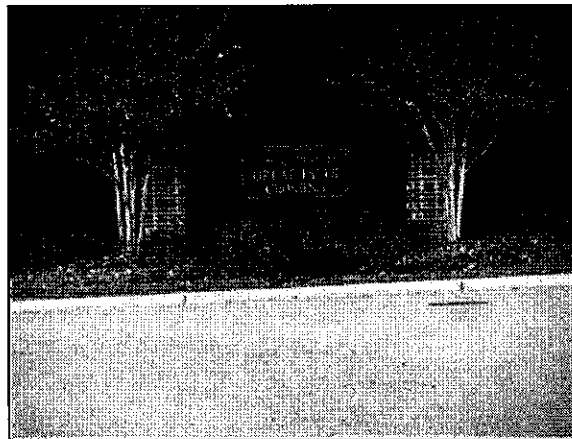


Photo #132. Monument at the corner of Cobble Mill and Cobble Pond.



Photo #133. General view of the Dunn Meadow Court pipestem.



Photo #134. Dunn Meadow Drive pipestem.

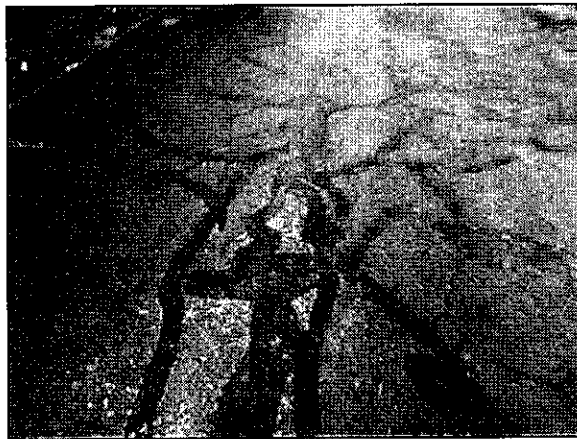


Photo #135. Dunn Meadow Drive pipestem.

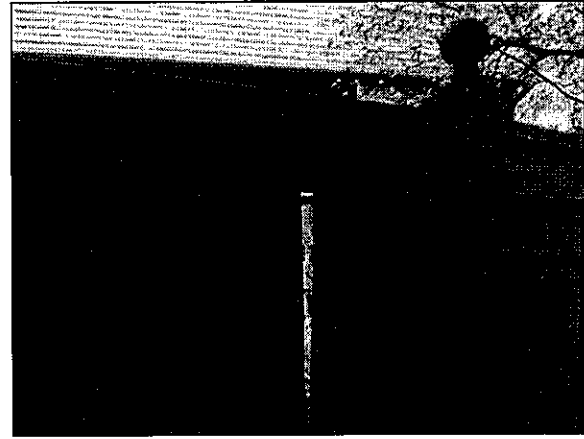


Photo #136. Fence along Hunter Gate.

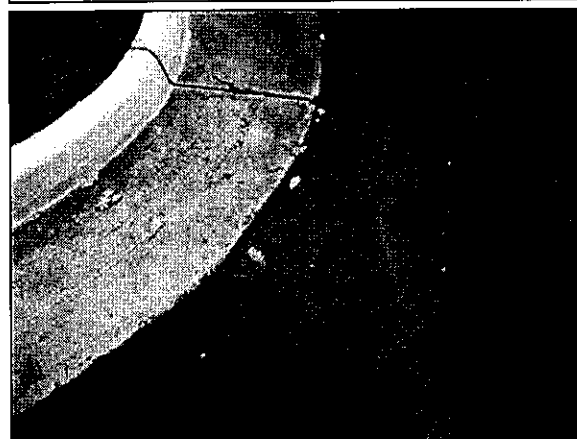


Photo #137. Start of photographs taken on December 22, 2013. Depressed asphalt pavement in the Community Center parking area.



Photo #138. Depressed and alligatored asphalt pavement at the Community Center parking area.

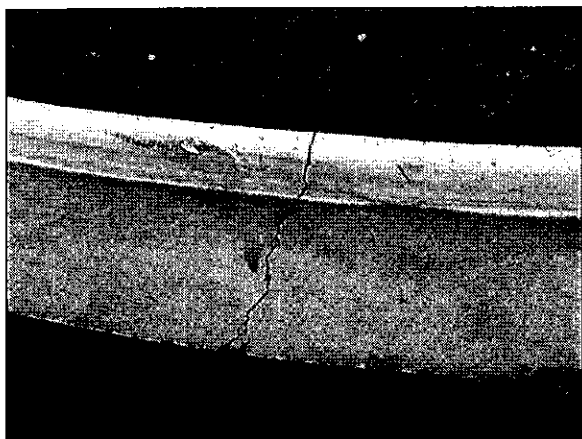


Photo #139. Crack in concrete curb, Community Center.



Photo #140. Signage at the stormwater impound west of the townhouses.

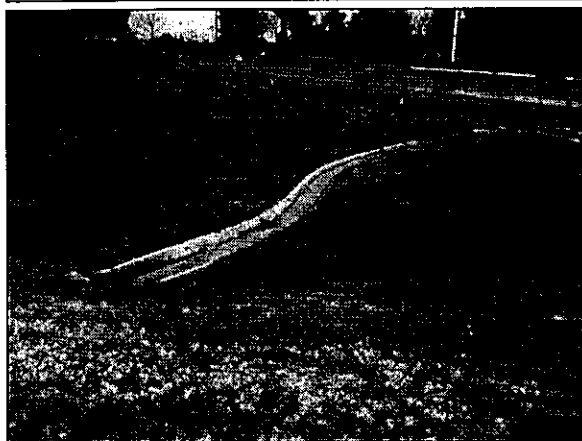


Photo #141. Concrete drainage swale between the stormwater impound west of the townhouse and Baron Cameron.



Photo #142. Signage at the stormwater impound east of the Gatesmeadow entrance to the community.



Photo #143. Gatesmeadow Way defective pavement.



Photo #144. Dunn Meadow Drive pipestem.



Photo #145. Dunn Meadow Drive pipestem.



Photo #146. Dunn Meadow Drive pipestem.



Photo #147. Impound facility adjacent to Dunn Meadow Drive pipestem.

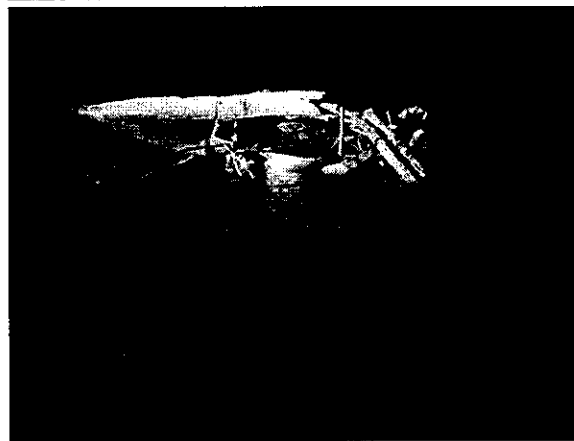


Photo #148. Overflow pipe at the impound facility adjacent to Dunn Meadow Drive Pipestem.



Photo #149. General view of the berm that creates the impound adjacent to the Dunn Meadow Drive pipestem



Photo #150. Spillway is not reinforced and will be easily damaged by erosion.



Photo #151. Spillway is not reinforced and will be easily damaged by erosion.

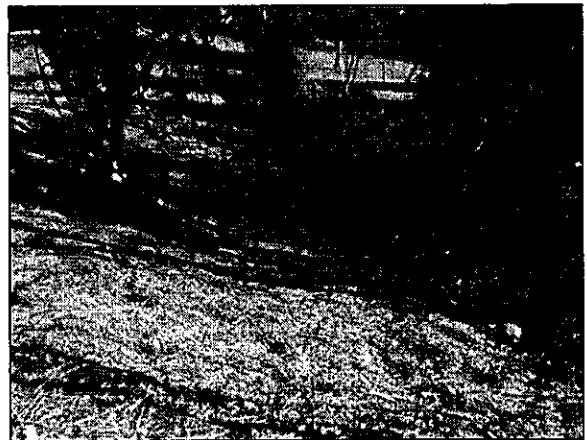


Photo #152. Outfall has limited rip rap.



Photo #153. Grading at the berm that creates the impound appears to have been modified at trees.



Photo #154. Outfall with limited erosion control.



Photo #155. Outfall with limited erosion control.



Photo #156. Defective grading impounds water on the pipestem.

REPLACEMENT RESERVE STUDY APPENDIX

1. COMMON INTEREST DEVELOPMENTS - AN OVERVIEW

Over the past 30 years, the responsibility for community facilities and infrastructure around many of our homes has shifted from the local government and private sector to Community Associations. Thirty years ago, a typical new town house abutted a public street on the front and a public alley on the rear. Open space was provided by a nearby public park and recreational facilities were purchased ala carte from privately owned country clubs, swim clubs, tennis clubs, and gymnasiums. Today, 60% of all new residential construction - townhouses, single family homes, condominiums, and cooperatives - is in Common Interest Developments (CID). In a CID, a homeowner is bound to a Community Association that owns, maintains, and is responsible for periodic replacements of the roads, curbs, sidewalks, playgrounds, street lights, recreational facilities, and other community facilities and infrastructure.

The growth of Community Associations has been explosive. In 1965 there were only 500 Community Associations in the United States. According to the U.S. Census, there were 130,000 Community Associations in 1990. Community Associations Institute (CAI), a national trade association, estimates there were more than 200,000 Community Associations in 2000, and the majority of new construction throughout the country is in CIDs.

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

2. REPLACEMENT RESERVE STUDY - RSTUDY+

The financial planning tool designed to provide an Association with the information to plan for the expenses of replacing community facilities and infrastructure components with limited life is a Replacement Reserve Study.

This Replacement Reserve Study format is called RSTUDY+. It is intended to provide an Association with the most effective financial planning tool available. RSTUDY+ consists of the following components:

- **Replacement Reserve Report.** The *Report* contains a summary the financial data calculated by the enclosed *Replacement Reserve Analysis*, a general description of the community, a summary of the conditions observed during our site evaluation, and information about the *Replacement Reserve Inventory*.

REPLACEMENT RESERVE STUDY APPENDIX

- **Replacement Reserve Analysis.** The *Analysis* is a tabular and graphical presentation of current Association funding and the Cash Flow and Component Method Replacement Reserve Funding calculations.
- **Replacement Reserve Inventory.** The *Inventory* lists the common components of the community evaluated by the *Replacement Reserve Analysis*, and includes estimated replacement costs, normal economic life and the remaining economic life for each component evaluated.
- **List of Recommended Repairs.** The *Repair List* itemizes defects we observed during our site evaluation. The recommended repairs are categorized by building trade and include an estimated cost.
- **Photographs and a Log of Photographs.** The photographs document observations made during the site evaluation.
- **Appendix.** This Appendix contains general information, definitions, and standard procedures.

The intent of the RSTUDY+ Replacement Reserve Study is to provide the Association with an inventory of the common components of the community, a general view of the condition of these components, and an effective financial planning tool to address the costs associated with the replacement of community facilities and infrastructure components with limited life.

- **Inventory of commonly owned components.** The *Replacement Reserve Inventory* lists the common components of the community which we have scheduled for replacement from the Replacement Reserves. Section D of the *Replacement Reserve Report* provides information about the basis of the *Replacement Reserve Inventory* and the components excluded from the Inventory.
- **Condition of common components.** The *Replacement Reserve Inventory* includes our estimates of the normal economic life and the remaining economic life. Section C of the *Replacement Reserve Report* provides additional information on several of these components including recommendations for maintenance and replacements.
- **Financial Plan.** Because many of the components owned by the Association have limited life and will require periodic replacement, it is essential the Association have an effective financial plan to provide for the timely replacement of these components, to protect the appearance and value of the community. In conformance with American Institute of Certified Public Accountant guidelines, the *Replacement Reserve Analysis* has calculated the minimum recommended contribution to Replacement Reserves by both the Cash Flow Method and the Component Method. The *Analysis* includes a graphic presentation of these methods and the Association current funding.

REPLACEMENT RESERVE STUDY APPENDIX

3. REPLACEMENT RESERVE INVENTORY

The work on a Replacement Reserve Study starts with the development of the Replacement Reserve Inventory. In theory, the Inventory is a detailed listing of each and every component that requires replacement, for which the Association is responsible. In function, the Inventory only includes components whose replacement will be funded from Replacement Reserves. Replacement of components not included in the Inventory should be funded from sources other than Replacement Reserves.

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

Exclusion of Reserve Components. Every effort has been made to identify all common components, which should be reasonably considered for inclusion in the Replacement Reserve Inventory. This may result in the inclusion of some components in the Inventory that may reasonably be deleted. We will make such deletions at the direction of the Board of Directors. The Board of Directors should understand that future replacement of the deleted components should be funded from sources other than the Replacement Reserves. Generally, three kinds of components are excluded from the Inventory:

- Small components. For ease of administration, relatively low cost components are normally funded from the annual operating budget rather than making disbursements from Replacement Reserves. An obvious example is a light bulb, but examples might also include benches, trash cans, or miscellaneous signage. Our policy is to assume the use of operating funds for replacement of any component with a replacement cost less than \$1,000, unless requested otherwise by the Association.
- Long lasting components. Some Inventories include components with estimated economic lives exceeding 40 years. Some analysts would omit these components from the schedule entirely on the basis that the economic life of these components approaches the property as a whole. We recommend these components remain in the Inventory because deletion would expose the Association to the potential of a large unfunded liability should the replacements be needed at some time in the future. An example of this type of component is a swimming pool shell.
- Components incorrectly included. In an effort to include all reserve components which could reasonably be considered as "common," it is possible some components have been incorrectly included.

REPLACEMENT RESERVE STUDY APPENDIX

Estimating. The final step in the development of the Inventory is the estimation of replacement costs, normal economic life, and remaining economic life for each component listed in the Inventory. In addition to observations made during the site evaluation, government standards, published estimating manuals, our experience with similar properties, and engineering judgment is used to develop these estimates.

4. REPLACEMENT RESERVE ANALYSIS

A Replacement Reserve Analysis is the financial evaluation portion of a Replacement Reserve Study. The enclosed Replacement Reserve Analysis calculates the minimum Recommended Annual Deposit to Reserves by two different methods, the *Component Method* and the *Cash Flow Method*. We recommended the Board of Directors discuss with their accounting professional, which method is more suitable for use by the Association.

- **Component Analysis.** We first calculate a Current Objective, which is the reserve amount that would have been accumulated by now had all of the components on the schedule been included from initial construction at their current replacement costs. We then distribute the actual reserves on hand, as reported by the Association, to the components on the schedule in proportion to the current objective figures. The annual deposit for each component is equal to the difference between the replacement cost and the reserves on hand, divided by the years of life remaining. The analysis is then repeated for as many future years as are covered by the study, assuming that replacements occur as forecasted. The Component Analysis ensures a regular buildup of reserves for every component on the schedule, but usually results in an annual contribution higher than that calculated by the Cash Flow Method.
- **Cash Flow Analysis.** We first determine a recommended Minimum Recommended Reserve Funding Level (defined below). We then distribute the estimated replacement costs for the next 50 years to the future years in which they are projected to occur, and calculate the minimum constant yearly contribution to the reserves necessary to keep the reserves on hand above the minimum reserve level. The Cash Flow Method assumes that the Association has the authority to use all of the reserves on hand for replacements as the need actually occurs. The Cash Flow calculated for annual contribution is normally somewhat less than that developed by the Component Method.

Interest and Inflation - Adjusted Component and Adjusted Cash Flow Analysis. It is possible to modify the Replacement Reserve Analysis to include inflation and interest calculations. Attempting to forecast future inflation and interest rates and the impact of changing technology is highly tenuous and we recommend that the Analysis be updated periodically, rather than attempt to project far into the future. We do, however, have the capability to produce an Adjusted Analysis. The inflation and interest rates used must be specified by the Association. We will provide more information on this type of analysis upon your request.

REPLACEMENT RESERVE STUDY APPENDIX

Repair and maintenance. The Replacement Reserve Analysis addresses replacements only, not repairs or maintenance. If we develop a repair list, the life left is based on the recommended repairs being accomplished within one year of the study.

Revisions. Revisions will be made to the Replacement Reserve Analysis in accordance with the written instructions of the Board of Directors. There is no fee for the first revision, if requested in writing within three months of the date of the Study.

Updating. We recommend the Replacement Reserve Analysis be updated annually, by the Board of Directors, to identify replacements which have actually occurred, the cost of actual replacements, and current Reserves on Deposit.

The Analysis should also be updated annually with information on current construction costs and changes in building technology. This update should be performed by independent, qualified individuals, experienced in the process of updating a Replacement Reserve Analysis. Updating an Analysis after a major replacement is made usually results in a significant reduction in the Minimum Recommended Annual Contribution to Replacement Reserves as calculated by the Component Method.

We also recommend the Board of Directors commission a new Analysis every three to five years. This analysis should be performed by independent, qualified individuals, experienced in the process of developing a Replacement Reserve Analysis.

5. LIST OF RECOMMENDED REPAIRS

List of Recommended Repairs. The List of Recommended Repairs identifies defects observed during the site evaluation. The repairs required to correct these defects are listed by trade and include the estimated cost of the repair.

Remaining Economic Life. The "Remaining Economic Life" listed for each component in the Inventory assumes that all repairs will be completed within the next 12 months, unless specifically stated otherwise. Failure to make timely repairs may result in significant inaccuracies in the Analyses.

Repair Funding. The Replacement Reserve Analysis assumes the costs of the repairs listed in the List of Recommended Repairs will NOT be funded from the Replacement Reserves. If the Association intends to fund these repairs from Replacement Reserves, the Analysis should be adjusted with the Replacement Reserves reduced by the funding used for the repairs.

Trade Grouping. Repairs are grouped by trade and cost estimates assume that all work by a given trade will be done together as a single project. If repairs are done piecemeal, the costs would be significantly higher.

REPLACEMENT RESERVE STUDY APPENDIX

Completion of Repairs. The Replacement Reserve Analysis assumes that all repairs will be completed within the next twelve months unless stated otherwise in the Study. Deletion of certain repairs or delays in the completion of the repairs may result in major inaccuracies in the Replacement Reserve Analysis.

Estimated Costs. We used standard estimating manuals. Contractor proposals or actual cost experience may be available to the Association. We will adjust the Inventory to conform to your proposals upon the written request of the Board of Directors.

Safety Issues. Should be given the highest priority and repairs done immediately.

Replacement Criteria for frequently observed defects:

- Concrete pavement:
 1. Tripping hazard (0.5" or more height difference)
 2. Severe cracking (numerous or over 1/8 inch wide)
 3. Severe spalling
 4. Uneven riser heights on steps
 5. Steps with risers in excess of 8.25"
- Asphalt pavement:
 1. Large cracks, settled or heaved areas. In relatively isolated areas, these should be patched by removing the affected asphalt, inspecting and repairing the substrate, and pouring a new top coat. If extensive (more than 60% of the pavement affected), it is probably more economical to replace the entire section. This situation would be the basis for an early projected replacement in the Replacement Reserve Schedule.
 2. Minor cracking. These cracks should be cleaned of debris and plant growth and then filled with an appropriate sealing compound to prevent water infiltration through the asphalt into the base. This repair should be done now and then on a yearly basis. Note that this is a different process from seal coating discussed below.
 3. Crankcase oil. Long term exposure to oil or gasoline breaks down asphalt. Spill areas should be cleaned, or if deterioration has penetrated the asphalt, patched.
 4. Seal coating. Seal coating should be done every three to five years. To be effective in extending the life of the asphalt, the repairs described above need to be done first. Seal coating is a maintenance item and is not normally included in the Replacement Reserve Inventory or on the List of Recommended Repairs.
- Roofing:
 1. Missing, badly worn or limited life shingles or surfaces
 2. Deteriorated fire resistant treated (FRT) sheathing
 3. Inadequate attic ventilation and insulation
 4. Problem gutters, roof drains and downspouts

REPLACEMENT RESERVE STUDY APPENDIX

6. DEFINITIONS

Complete Cycle - Years. (Interval Replacement only) The number of years after Initial Replacement required to achieve 100% replacement.

Current Objective. As of the study date, the dollars that would have been accumulated in the designated account of a component, had that component been included in the Replacement Reserve Inventory from the time of construction at the current replacement cost. Calculation:

$$\text{Total Replacement Cost} \times [\text{Normal Economic Life} - \text{Remaining Economic Life}]$$

Note that all three elements of this calculation are estimated.

The Total Current Objective is the sum of the current objectives for each component included in the Inventory and would be the Association's Replacement Reserve if they were fully funded by the Component Method.

Initial Replacement - Years. (Interval Replacement only) Estimated number of years until the replacement cycle is expected to begin.

Interval Replacement Component. An Interval Replacement Component is not replaced as a whole, but portions of the component are replaced at intervals.

Minimum Recommended Annual Contribution to Replacement Reserves. The requirement for annual contribution to reserves calculated by both the Component and Cash Flow Method.

Minimum Recommended Reserve Funding Level (Cash Flow Analysis only). The Cash Flow Analysis calculates a Minimum Recommended Annual Contribution to Replacement Reserves that will, based upon the Inventory, prevent Reserves from dropping below this prescribed level. This value is established as a percentage of the Estimated Value of All Reserves Components included in this Analysis by the Reserve Consultant, based on the conditions of the community and considering the effects of a high cost component having a shorter than estimated Remaining Economic Life.

Normal Economic Life. Estimated number of years that a new component should last until it has to be replaced.

Normal Replacement Component. A component of the property that, after an expected economic life, is replaced in its entirety.

Number of Years of the Study. In the Component and Cash Flow Methods, number of years into the future for which expenditures are projected and reserve levels calculated. This number should be large enough to include the projected replacement of every component on the schedule at least once. The RSTUDY+ Analysis projects data over a 50 year period. The graphical presentation includes the first 30 years of this data.

REPLACEMENT RESERVE STUDY APPENDIX

Remaining Economic Life. Estimated number of years from the Study Year until the component is expected to require replacement. In theory, this should be the difference between the Normal Economic Life and the age of the component. It may vary because of maintenance practices, solar orientation, technological development, regulatory action, acts of God, or other reasons.

Replacement Reserves Reported to be on Deposit. Amount of accumulated reserves available to the Association.

Replacement Reserve Study. An analysis of the components of the common property of the Association for which a need for replacement should be anticipated within the economic life of the property as a whole. The analysis involves estimation for each component of its replacement cost, economic life, and life remaining. The objective of the study is to calculate a recommended annual contribution to the Association's Replacement Reserves.

Total Replacement Cost. Total of the Estimated Replacement Costs for all components on the schedule.

Transition Year. In the cash flow analysis, a year in which the reserves on hand are projected to fall to the Minimum Recommended Replacement Reserve Funding Level.

Unit Cost. Estimated replacement cost for a single unit of a given component on the schedule. We use standard estimating manuals and judgement.

Unit of Measure. We use the following abbreviations:

EA: each LF: lineal feet LS: lump sum SF: square feet

REPLACEMENT RESERVE ALLOCATION

GREAT FALLS CROSSING
January 2014
CASH FLOW METHOD - THREE YEAR ALLOCATION OF REPLACEMENT RESERVES

Item #	Component	Estimated	Allocation	2015			2016			2017		
		Replacement Cost	of Reserves on Deposit	Deposits	Expenses	Year End Balance	Deposits	Expenses	Year End Balance	Deposits	Expenses	Year End Balance
NORMAL COMPONENTS												
CONCRETE COMPONENTS												
1	Concrete sidewalks - 5%	1,440	1,440		(1,440)							
2	Concrete sidewalks - 15%	4,320										
3	Concrete sidewalks - 20%	5,760										
4	Concrete sidewalks - 25%	7,200										
5	Concrete sidewalks - 35%	10,080										
6	Concrete curb & gutter - 5%	3,631	3,631		(3,631)							
7	Concrete curb & gutter - 15%	10,894										
8	Concrete curb & gutter - 20%	14,525										
9	Concrete curb & gutter - 25%	18,156										
10	Concrete curb & gutter - 35%	25,418										
ASPHALT PAVEMENT												
11	Asphalt pavement - Murray Dow	39,139	39,139		(39,139)							
12	Asphalt pavement - Community	21,258	21,258		(21,258)							
13	Asphalt pavement - Crippen Vail	27,548	27,548		(27,548)							
14	Asphalt sealcoat - initial cycle	10,631		8,245		8,245	2,386		10,631			10,631
15	Asphalt sealcoat - mid cycle	11,597										
16	Asphalt sealcoat - final	13,530										
17	Asphalt pavement - pipe stems	78,208	78,208		(78,208)							
18	Asphalt trail (33%)	15,154	15,154		(15,154)							
19	Asphalt trail (33%)	15,154		11,753		11,753	3,401		15,154			15,154
20	Asphalt trail (33%)	15,154										
GENERAL SITE IMPROVEME												
21	Tuckpoint brick piers & CC stoo	4,000	4,000		(4,000)		1,825		1,825	2,041		3,866
22	Carved property identification sig	18,000										
23	Decorative metal railings at featu	22,672										
24	Vinyl fence - Gatesmeadow entr	23,040										
25	Wood fence - (25%)	79,050	79,050		(79,050)							
26	Wood fence - (25%)	79,050					36,063		36,063	40,341		76,404
27	Wood fence - (25%)	79,050										
28	Wood fence - (25%)	79,050										
29	Large streetlights - Community C	22,000										
30	Mailboxes - Murray Downs Ct.	2,304										
31	Pond - inspection	2,000										
32	Pond - maintenance and dredging	8,000										
33	Pond - reconstruction and dredgi	28,000										
COMMUNITY CENTER												
34	Asphalt shingle roof system	6,930										
35	EIFS coating & caulking	8,075	8,075		(8,075)							
36	Windows and doors	19,026										
37	Kitchen renovation	16,000					7,299		7,299	8,165		15,465
38	Locker room renovation	13,000					5,931		5,931	6,634		12,565
39	Locker room flooring	3,456					1,577		1,577	1,764		3,340
40	Utility floor covering	1,900					867		867	970		1,836
41	Meeting room carpet	1,764					805		805	900		1,705
42	Meeting room furnishings (50%)	2,800	2,397	403		2,800			2,800		(2,800)	
43	Meeting room furnishings (50%)	2,800										
44	Security system	4,200	4,200		(4,200)							
45	HVAC - Outdoor unit	7,600										
46	HVAC - Furnace & air handler	3,400										
47	HVAC - Outdoor unit	5,400										
48	HVAC - Furnace & air handler	2,600										
49	Hot water heater	3,200										
50	Simplex sump pump system	1,500		1,500		1,500			1,500			1,500
51	Electric panels & switchgear ren	2,500	2,500		(2,500)							
SWIMMING POOLS												

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REPLACEMENT RESERVE ALLOCATION

GREAT FALLS CROSSING
January 2014
CASH FLOW METHOD - THREE YEAR ALLOCATION OF REPLACEMENT RESERVES

Item #	Component	Estimated Replacement Cost	Allocation of Reserves on Deposit	2015			2016			2017		
				Deposits	Expenses	Year End Balance	Deposits	Expenses	Year End Balance	Deposits	Expenses	Year End Balance
52	Swimming pools - structure	311,472										
53	Swimming pools - finish coat (2C	22,701		22,701		22,701			22,701			22,701
54	Swimming pools - tile and coping	18,535										
55	Swimming pool - pump 5 hp	4,200	4,200		(4,200)							
56	Wading pool - pump 1/2 hp	1,200	1,200		(1,200)							
57	Filter systems	8,500					3,878		3,878	4,338		8,216
58	Concrete pool deck	92,088										
59	Swimming pool fence - 6'	6,560										
60	Wading pool fence - 3'	1,470										
61	Furniture - 33%	5,000	5,000			5,000		(5,000)				
62	Furniture - 33%	5,000		3,878		3,878	1,122		5,000			5,000
63	Furniture - 33%	5,000										
64	Canvas tent - fabric	4,480										
65	Canvas tent - structure	9,000										
OTHER RECREATIONAL FAC												
66	Tennis court asphalt base	42,900	36,729	6,171		42,900			42,900		(42,900)	
67	Tennis court color coat	11,220	9,606	1,614		11,220			11,220		(11,220)	
68	Tennis court fencing	9,200										
69	Tennis court wind screening (50%	2,760										
70	Tennis court wind screening (50%	2,760	2,760			2,760		(2,760)				
71	MP court asphalt base	13,813										
72	MP court color coat	2,550	2,183	367		2,550			2,550		(2,550)	
73	MD tot lot - MP structure	12,000	10,274	1,726		12,000			12,000		(12,000)	
74	MD tot lot - swing	2,500	2,140	360		2,500			2,500		(2,500)	
75	MD tot lot - border	2,464	2,110	354		2,464			2,464		(2,464)	
76	CC tot lot - MP structure	28,000	23,972	4,028		28,000			28,000		(28,000)	
77	CC tot lot - swing	4,200	3,596	604		4,200			4,200		(4,200)	
78	CC tot lot - border	10,080	8,630	1,450		10,080			10,080		(10,080)	
79	CC tot lot - see-saw	2,200										
80	CC tot lot - climb structure	1,800										
81	CC tot lot - play hut	2,000										
82	CC tot lot - fence	4,620										

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REPLACEMENT RESERVE ALLOCATION

GREAT FALLS CROSSING

January 2014

COMPONENT METHOD - THREE YEAR ALLOCATION OF REPLACEMENT RESERVES

Item #	Component	Estimated	Allocation	2015			2016			2017		
		Replacement	of Reserves	Deposits	Expenses	Year End Balance	Deposits	Expenses	Year End Balance	Deposits	Expenses	Year End Balance
NORMAL COMPONENTS												
CONCRETE COMPONENTS												
1	Concrete sidewalks - 5%	1,440	721	719	(1,440)		18		18	18		36
2	Concrete sidewalks - 15%	4,320	1,704	154		1,858	154		2,012	154		2,166
3	Concrete sidewalks - 20%	5,760	1,695	123		1,818	123		1,941	123		2,065
4	Concrete sidewalks - 25%	7,200	1,397	118		1,516	118		1,634	118		1,753
5	Concrete sidewalks - 35%	10,080	947	141		1,087	141		1,228	141		1,368
6	Concrete curb & gutter - 5%	3,631	1,819	1,812	(3,631)	0	45		45	45		91
7	Concrete curb & gutter - 15%	10,894	4,297	388		4,685	388		5,073	388		5,461
8	Concrete curb & gutter - 20%	14,525	4,274	311		4,585	311		4,895	311		5,206
9	Concrete curb & gutter - 25%	18,156	3,524	299		3,822	299		4,121	299		4,420
10	Concrete curb & gutter - 35%	25,418	2,387	354		2,741	354		3,096	354		3,450
ASPHALT PAVEMENT												
11	Asphalt pavement - Murray Dow	39,139	19,604	19,535	(39,139)		2,446		2,446	2,446		4,892
12	Asphalt pavement - Community	21,258	10,647	10,610	(21,258)	0	1,329		1,329	1,329		2,657
13	Asphalt pavement - Crippen Vail	27,548	13,798	13,750	(27,548)		1,722		1,722	1,722		3,443
14	Asphalt sealcoat - initial cycle	10,631	3,661	1,394		5,055	1,394		6,449	1,394		7,843
15	Asphalt sealcoat - mid cycle	11,597	2,541	1,006		3,547	1,006		4,554	1,006		5,560
16	Asphalt sealcoat - final	13,530	1,271	943		2,214	943		3,157	943		4,100
17	Asphalt pavement - pipe stems	78,208	39,172	39,035	(78,208)		6,517		6,517	6,517		13,035
18	Asphalt trail (33%)	15,154	7,590	7,564	(15,154)		1,263		1,263	1,263		2,526
19	Asphalt trail (33%)	15,154	4,428	2,145		6,573	2,145		8,718	2,145		10,864
20	Asphalt trail (33%)	15,154	1,898	1,473		3,371	1,473		4,844	1,473		6,317
GENERAL SITE IMPROVEME												
21	Tuckpoint brick piers & CC stoor	4,000	2,004	1,996	(4,000)		800		800	800		1,600
22	Carved property identification sig	18,000	601	1,243		1,844	1,243		3,087	1,243		4,329
23	Decorative metal railings at featu	22,672	4,290	657		4,946	657		5,603	657		6,259
24	Vinyl fence - Gatesmeadow entr	23,040	5,276	935		6,210	935		7,145	935		8,080
25	Wood fence - (25%)	79,050	39,594	39,456	(79,050)		3,953		3,953	3,953		7,905
26	Wood fence - (25%)	79,050	27,716	8,556		36,272	8,556		44,827	8,556		53,383
27	Wood fence - (25%)	79,050	17,817	5,567		23,384	5,567		28,951	5,567		34,517
28	Wood fence - (25%)	79,050	7,919	4,446		12,365	4,446		16,810	4,446		21,256
29	Large streetlights - Community C	22,000	2,694	568		3,261	568		3,829	568		4,397
30	Mailboxes - Murray Downs Ct.	2,304	739	174		913	174		1,086	174		1,260
31	Pond - inspection	2,000		200		200	200		400	200		600
32	Pond - maintenance and dredging	8,000	2,004	600		2,603	600		3,203	600		3,802
33	Pond - reconstruction and dredgi	28,000		1,400		1,400	1,400		2,800	1,400		4,200
COMMUNITY CENTER												
34	Asphalt shingle roof system	6,930	2,083	485		2,567	485		3,052	485		3,537
35	EIFS coating & caulking	8,075	4,045	4,030	(8,075)		808		808	808		1,615
36	Windows and doors	19,026	5,718	1,331		7,049	1,331		8,379	1,331		9,710
37	Kitchen renovation	16,000	5,610	1,732		7,342	1,732		9,073	1,732		10,805
38	Locker room renovation	13,000	4,558	1,407		5,965	1,407		7,372	1,407		8,779
39	Locker room flooring	3,456	247	535		782	535		1,317	535		1,852
40	Utility floor covering	1,900	381	253		634	253		887	253		1,140
41	Meeting room carpet	1,764	442	220		662	220		883	220		1,103
42	Meeting room furnishings (50%)	2,800	982	606		1,588	606		2,194	606	(2,800)	
43	Meeting room furnishings (50%)	2,800	280	315		595	315		910	315		1,225
44	Security system	4,200	2,104	2,096	(4,200)		210		210	210		420
45	HVAC - Outdoor unit	7,600	1,269	791		2,060	791		2,852	791		3,643
46	HVAC - Furnace & air handler	3,400	1,135	283		1,418	283		1,701	283		1,985
47	HVAC - Outdoor unit	5,400	902	562		1,464	562		2,026	562		2,588
48	HVAC - Furnace & air handler	2,600	868	216		1,085	216		1,301	216		1,518
49	Hot water heater	3,200	321	360		680	360		1,040	360		1,400
50	Simplex sump pump system	1,500	601	225		826	225		1,051	225		1,275
51	Electric panels & switchgear ren	2,500	1,252	1,248	(2,500)		250		250	250		500
SWIMMING POOLS												

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REPLACEMENT RESERVE ALLOCATION

GREAT FALLS CROSSING
January 2014
COMPONENT METHOD - THREE YEAR ALLOCATION OF REPLACEMENT RESERVES

Item #	Component	Estimated Replacement Cost	Allocation of Reserves on Deposit	2015			2016			2017		
				Deposits	Expenses	Year End Balance	Deposits	Expenses	Year End Balance	Deposits	Expenses	Year End Balance
52	Swimming pools - structure	311,472	36,402	5,980		42,382	5,980		48,362	5,980		54,341
53	Swimming pools - finish coat (2C	22,701	4,873	4,457		9,330	4,457		13,787	4,457		18,244
54	Swimming pools - tile and coping	18,535	442	905		1,347	905		2,251	905		3,156
55	Swimming pool - pump 5 hp	4,200	2,104	2,096	(4,200)		280		280	280		560
56	Wading pool - pump 1/2 hp	1,200	601	599	(1,200)		80		80	80		160
57	Filter systems	8,500	2,980	920		3,900	920		4,820	920		5,740
58	Concrete pool deck	92,088	26,137	5,073		31,210	5,073		36,284	5,073		41,357
59	Swimming pool fence - 6'	6,560	986	398		1,384	398		1,782	398		2,180
60	Wading pool fence - 3'	1,470	221	89		310	89		399	89		489
61	Furniture - 33%	5,000	1,948	1,526		3,474	1,526	(5,000)		556		556
62	Furniture - 33%	5,000	1,113	777		1,890	777		2,668	777		3,445
63	Furniture - 33%	5,000	278	590		868	590		1,459	590		2,049
64	Canvas tent - fabric	4,480	280	600		880	600		1,480	600		2,080
65	Canvas tent - structure	9,000	188	383		571	383		954	383		1,337
OTHER RECREATIONAL FAC												
66	Tennis court asphalt base	42,900	17,190	8,570		25,760	8,570		34,330	8,570	(42,900)	
67	Tennis court color coat	11,220	2,248	2,991		5,239	2,991		8,229	2,991	(11,220)	
68	Tennis court fencing	9,200	1,152	537		1,689	537		2,225	537		2,762
69	Tennis court wind screening (50%	2,760	276	310		587	310		897	310		1,208
70	Tennis court wind screening (50%	2,760	1,106	827		1,933	827	(2,760)		276		276
71	MP court asphalt base	13,813	922	992		1,914	992		2,906	992		3,897
72	MP court color coat	2,550	511	680		1,191	680		1,870	680	(2,550)	
73	MD tot lot - MP structure	12,000	5,109	2,297		7,406	2,297		9,703	2,297	(12,000)	
74	MD tot lot - swing	2,500	1,064	479		1,543	479		2,021	479	(2,500)	
75	MD tot lot - border	2,464	1,049	472		1,521	472		1,992	472	(2,464)	
76	CC tot lot - MP structure	28,000	11,921	5,360		17,281	5,360		22,640	5,360	(28,000)	
77	CC tot lot - swing	4,200	1,788	804		2,592	804		3,396	804	(4,200)	
78	CC tot lot - border	10,080	4,292	1,929		6,221	1,929		8,151	1,929	(10,080)	
79	CC tot lot - see-saw	2,200	110	116		226	116		342	116		458
80	CC tot lot - climb structure	1,800	90	95		185	95		280	95		375
81	CC tot lot - play hut	2,000	100	106		206	106		311	106		417
82	CC tot lot - fence	4,620	694	280		975	280		1,255	280		1,535

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