





(Final Report, Revised November 30, 2022)

Condition Assessment & Reserve Fund Plan Update 2022

DRANESVILLE ESTATES

Herndon, Virginia



Prepared for:
The Board of Directors
&
Spectrum Property Management







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November 30, 2022

Ms. Lisa Cornaire, Managing Agent Spectrum Property Management P.O. Box 1562 Great Falls, Virginia 22066

RE: CONDITION ASSESSMENT AND RESERVE FUND PLAN UPDATE 2022

Dranesville Estates

(Final Report, Revised November 30, 2022)

Herndon, Virginia Project No. 9526

Dear Ms. Cornaire:

Mason & Mason Capital Reserve Analysts, Inc. has completed the report for Dranesville Estates.

We have revised the report to reflect changes that were requested by you and the Board via email on November 16 and November 29, 2022.

We genuinely appreciate the opportunity to work with you and the Association.

Sincerely,

Mason & Mason Capital Reserve Analysts, Inc.

James G. Mason, R.S. Principal

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SIGNATION

OF SPECIAL

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FOREWORD

PLEASE READ THIS FIRST

This report contains information the Board requires to fulfill its fiduciary responsibilities with respect to the financial health of the Association. Even if you are already familiar with the concepts of capital reserve planning, it requires some study. The information in this report is vital to your Association's financial health. Unless you understand it, your Association may not follow it. This may lead to underfunding and financial stress at some time in the future.

Our years of experience providing reserve analysis to both first-time and multi-update return clients have compelled us to develop a logical funding approach, which is based on generational equity and fairness to common-interest property owners that helps ensure realistic reserve funding levels.

Our approach is neither standard, nor is it necessarily easy to understand without first becoming familiar with some basic concepts. Section 3 explains these concepts in more detail. We want you to understand them because a well-informed Association makes the best decisions for its common-property owners.

SUMMARY OF KEY ISSUES

Different readers will look for different things from this report. Perhaps the homeowner will just be looking for the high points. A prospective buyer may be looking at the general financial condition of the Association's reserves. A Board member should probe deeper in order to understand the financial tools that will be helpful in fulfilling their fiduciary responsibilities to the Association.

The Summary of Key Issues presents a recapitulation of the most important findings of Dranesville Estates' Reserve Fund Plan Update. Each is discussed in greater detail in the body of the report. We encourage the reader to 'go deeper' into the report, and we have written it in a way that is understandable to a first-time reader.

Analyzing the capital reserves reveals that:

• The reserve fund is approximately **fully funded** through 2021. Our goal is to maintain fully funded status through the end of the 20-year period (2041).

To maintain fully funded status, the Board should:

- Reduce the annual contribution in 2023 from \$3,897 to \$2,235, followed by annual adjustments of 4% to reflect inflation thereafter.
- This represents a reduction from \$1.97 to \$1.13 (a net reduction of \$0.84) per residence, per month (based on 165 units).

Supporting data are contained in the body of this report, and we encourage the reader to take the time to understand it.

VISUAL EVALUATION METHODOLOGY

The first step in the process is collection of specific data on each of your community's commonly held components. This information includes quantity and condition of each included component. We collect most of this data during the on-site field survey. When this information is not available in the field, we may obtain it by discussion with those knowledgeable through management or service activities.

The field survey or condition assessment is visual and non-invasive. We do not perform destructive testing to uncover hidden conditions; perform operational testing of mechanical, electrical, plumbing, fire, and life safety protection; or perform code compliance analysis.

We make no warranty that every defect has been identified. Our scope of work does not include an evaluation of moisture penetration, mold, indoor air quality, or other environmental issues. While we may identify, pedestrian hazards observed during the course of the field survey, this report should not be considered a safety evaluation of components.

Replacement costs are sometimes based on published references, such as R. S. Means. However, our opinions of replacement costs usually include removal and disposal and are usually based on experience with similar projects including information provided by local contractors and reported client experience. Actual construction costs can vary significantly due to seasonal considerations, material availability, labor, economy of scale, and other factors beyond our control.

Projected useful service lives are based on statistical data and our opinion of their current visual condition. No guarantee of component service life expectancies is expressed or implied and none should be inferred by this report. Your actual experience in replacing components may differ significantly from the projections in the report, because of conditions beyond our control or that were not visually apparent at the time of the survey.

Visual Condition Ratings Definitions

Excellent Condition - No problems noted, like new condition.

Good Condition - No deterioration.

Fair Condition - Minor deterioration, but still serviceable.

Poor Condition - Significant deterioration, reaching the end of its service life.

Failed Condition - Beyond repair, must be removed and replaced.

1. INTRODUCTION

1.1 Background: Dranesville Estates is comprised of 165 single-family homes located in Herndon, Virginia. The community was constructed in 1985. No private streets are within the community. The common elements of the community include two entrance signs, mature trees in the common area, and a storm water drainage system. The previously included asphalt footpaths have now been removed at the direction of the Board. We have provided the supporting Deed of Easement with the Board of Supervisors of Fairfax County at the end of the report at the request of the Board.

We are providing the Condition Assessment and Reserve Fund Plan Update based on Proposal Acceptance Agreement No. 9526 dated June 22, 2022. Our services are subject to all terms and conditions specified therein.

Mason & Mason did not review the declarations, covenants, or other organization documents pertaining to the establishment and governance of the Association. Ultimately, the establishment, management, and expenditure of reserves are within the discretion of the Association and its Board of Directors pursuant to their organizational documents and subject to the laws of the applicable jurisdiction. We are not otherwise financially associated with the Management Company or the Association and we therefore do not have any conflicts of interest that would bias this report. Information provided by Management is deemed reliable. This report is not intended to be an audit or a forensic investigation. This report is not a mandate but is intended to be a guide for future planning.

Mason & Mason provided a Level I Condition Assessment and Reserve Fund Plan for Dranesville Estates in 2016. This report is a Level II Update of the previous report and includes a new condition assessment. All common components were visually observed. Measurements and quantities were generally accepted from the previous report except where changes have occurred. The update report is a stand-alone document and reference to the previous report should not be necessary.

Eva Pastalkova, Ph.D., Analyst conducted the field evaluation for this report on October 20, 2022. The sky was clear, and the temperature was approximately 60 degrees F. Precipitation had not occurred for several days prior to the site visit. The pavements, walkways, and grounds were generally dry and clean of debris.

1.2 Principal Findings: The common assets appeared to be in overall good condition. The brick-and-mortar entrance bollards appeared to be in good condition, and we did not observe any structural deficiencies. The two community name signs mounted on the brick surface appeared to be in poor condition, and we have scheduled their near-term replacement. The storm water drainage system appeared to be in good condition.

Management requested that the asphalt footpaths included in our 2016 study be removed from this study. The Deed of Easement with the Board of Supervisors of Fairfax County specifying that the community "grants and conveys unto the County a trail easement for the purpose of constructing, operating and maintaining a public trail through and across the Property" is attached to this report.

Currently, the reserve fund appears to be fully funded for the current cycle and the contributions should be lowered to address generational equity issues, while maintaining fully funded status long-term. The Association has adequate reserve funding and should be proactive in making the necessary common component repairs and replacements.

In order to maintain the physical attributes that preserve property values and provide a safe environment for occupants and guests, a series of capital expenditures should be anticipated. Consequently, we have scheduled near-, mid-, and late-term restoration and replacement projects based on anticipated need from our experience with similar properties.

Generally, our approach is to group appropriately related component replacement items into projects. This creates a more realistic model and allows a grouping timeline that is more convenient to schedule and logical to accomplish. Please see the Table 1 Discussion, Column 18, for specific information.

2. FINANCIAL ANALYSIS

We have tracked the annual inflation rate among our clients based on their reported costs for typical services for over 20 years. The average rate of inflation since the 2008 recession was 1.46% according to the U.S. Labor Department and is similar in our experience with clients. Substantially higher inflation rates did not materialize until recently. It is impossible to predict what these rates will do in the coming years, but the reported annual rate of 9.5% for the previous 12 months we are currently experiencing, in our opinion, is unsustainable, but may persist for a while. It appears that the Covid 19 impact on the world and U.S. economies, and a war in Europe are exerting significant upward pressure on inflation. We have programmed starting base costs in most cases higher than normal in anticipation that near-term high inflation will continue. We are using a 4.00% long-term annual rate of inflation, with the assumption that higher inflation will not be too long lived. The next five years will be a critical time in this regard. Interest income is expected to rise as Federal Reserve rates rise to combat inflation. We are using a 2.0% long-term annual rate of return on investments. However, unlike reserves, interest income can be taxable, which may reduce the net gain even further. Annual Administrative Updates are increasingly important to respond to rapidly changing inflationary pressures during these unprecedented times. It is prudent to keep a close watch on the economy and be ready to respond by updating the reserve fund plan as economic changes dictate.

- 2.1 Calculation Basics: The Association is on a calendar fiscal year. Management reported that the reserve fund balance, including cash and securities as of **December 31, 2021**, was projected to be \$66,823. We have used 4% inflation factor and 2% annual interest income in our calculations. The total expenditures for the twenty-year period for both the **Cash Flow Method** and **Component Method** are projected to be \$116,275.
- 2.2 Current Funding Analysis, Cash Flow Method (Table 3): The 2022 annual contribution to reserves has been set at \$3,897 with a presumed 4% annual increase. At this level, the total for all annual contributions for the twenty-year period would be \$116,045, and the total interest income is projected to be \$35,036. This funding results in unnecessarily high balances throughout the twenty-year period and over funds the reserves.
- 2.3 Alternative Funding Analysis, Cash Flow Method, Hybrid Approach (Table 3.1): This plan provides the annual contributions necessary to maintain balances more consistent with the fully funded goal by reducing the annual contribution to \$2,235 in 2023 and providing a 4% annual adjustment matching inflation thereafter. This plan allows for a gradual increase over time after the initial reduction and addresses generational equity issues. The total for all annual contributions for the twenty-year period would be \$65,756, and the total interest income is projected to be \$25,522. The fully funded balance in 2041 is \$41,826.
- 2.4 Funding Analysis, Component Method (Table 4): This method of funding would require variable annual contributions, averaging \$3,409 over the twenty-year period. The total for all annual contributions would be \$68,176, and the total interest income is projected to be \$23,102. The fully funded balance in 2041 is \$41,826. The Component Method model considers the current reserve fund balance in computing individual component contributions for current cycles.

3. METHODS OF FUNDING

Once the data are compiled, our proprietary software produces two distinct funding methods. These are the **Component Method and Cash Flow Method**. Each of these methods is used in analyzing your Association's reserve status and each plays a role in the Board's decision on how to fund reserves. While we provide the guidance, the choice of funding method is ultimately the prerogative of the Board. Considering the vulnerability of the Association's assets, its risk tolerance, and its ability to fund contributions, the Board should decide how the Association will fund its reserves and at what level.

3.1 Component Method: As reserve analysts, we recognize the value of Component Method calculations as they address both future replacement costs and the time remaining to fund them. This is the foundation of the savings concept. You will see the term 'fully funded.' This simply means you are on schedule, in any given year, to accrue sufficient funds by the component's replacement date. It does not mean you must have 100% of the funds ahead of time. Simplified Example: A component projected to cost \$1,000 at the end of its 10-year life cycle would require a \$100 annual contribution in each of the 10 years. As long as you follow this contribution plan, the component is 'fully funded.'

Prior to determining the actual required annual contribution, a complex calculation apportions the existing reserve fund to each component. Each component's remaining unfunded balance forms the basis for the required contribution going forward.

Funds set aside for replacement of individual components are not normally used for the replacement of other components, even though the funds reside in the same bank account. In rare cases where a reserve fund is actually overfunded, \$0 will be displayed on the Component Method tables, indicating that the component is fully funded for that cycle.

While the time basis for the report is a 20-year period, the Component Method allows for inclusion of long-life components that may require replacement after the specified period. This allows for funding of long-life components contemporaneously, which is fundamentally fair if they are serving the current owners. This is in contrast to saying, 'if it doesn't require replacement within our 20-year period, we're going to ignore it.'

Due to replacement cycle time and cost differentials, the Component Method typically results in annual contribution fluctuations, which often makes it difficult for a Board to implement. However, its guidance is essential and invaluable for understanding funding liabilities and making informed recommendations. Table 4 shows these calculations, as well as projects interest income, expenses with inflation, and yearly balances, which will be 'fully funded.'

3.2 Cash Flow Method: The Cash Flow Method is easier to implement. It is a simple 20-year spread sheet that includes the starting balance, current contribution, interest income, inflation rate, projected expenses, and resulting yearly balances. The Cash Flow Method pools the contributions allocated to each of the Association's common components into a single 'account.'

Table 3 shows these calculations. This table reflects the information you provided on your reserve fund balance and current contribution. It also shows projected yearly positive or negative balances. The Cash Flow Method does not include replacement funding for anything beyond the 20-year period, thus leaving a potential shortfall in funding and failing to address generational equity if not specifically set to do so. It does not provide any real guidance beyond the basic information. There are several variations on cash flow goals such as Threshold Funding (just enough to stay positive) and Percentage Funding (a predetermined level based on some arbitrary percentage), but these schemes do not address the reality of fully funding, and typically are just a way of passing the obligation on to the next generation.

3.3 Hybrid Approach: Please note that this is not a method, rather a way (approach) for us to utilize the Cash Flow Method, while ensuring the appropriate funding levels are achieved long-term. Our Hybrid Approach uses the projected fully funded balance at the end of the 20-year period from Table 4 as a funding goal. We then set up Cash Flow funding plans. Table 3 is your 'where we are now' Cash Flow spreadsheet modeling your reserve balance and current contribution. Table 3.1 (and possibly others) provides alternative(s) to this that meet the fully funded goal from Table 4.

We usually establish a new Cash Flow contribution that requires only small annual inflationary increases to reach the fully funded goal at the end of the 20-year period. This has the added effect of establishing a funding plan that addresses inflation. The contribution in the first year, adjusted for inflation, is equal to the contribution in the last year, based on inflated dollars (future value of money). This approach will also allow underfunded Associations the time to catch up, mitigating undue hardships. It balances the risk of temporary underfunding with the benefit of consistent predictable increasing contributions. The combination of the Component and Cash Flow Methods (Hybrid Approach) provides the advantages of both methods.

4. TYPES OF RESERVE STUDIES

- **4.1 Full Reserve Study, Level I,** the analyst develops a component inventory and condition assessment which is based upon on-site visual observations, and is the basis for the estimated remaining-useful-life of the components as well as their replacement cost. This information is used to develop the Financial Analysis which includes the fund status and funding plan.
- **4.2 Full Update, With-Site-Visit, Level II,** the analyst conducts an onsite verification of the component inventory included within the study being updated (not quantification) as well as performing a condition assessment), which is the basis for the estimated remaining-useful-life of the components and their replacement costs. This information is used to develop the Financial Plan which includes the fund status and funding plan.
- **4.3 Administrative Update, Level III,** the analyst updates the remaining-useful-life of the components based on information provided by Management and not condition as a site visit is not performed. The replacement costs and other pertinent information are also updated. This information is used to develop the Financial Plan which includes the fund status and funding plan.
- **4.4 Residential and Commercial Development Services,** before construction an analyst develops budget estimates based on design documents such as the architectural and engineering plans, and developer founding documents.

5. RESERVE PROGRAMMING

The Mason & Mason proprietary software used to produce the financial tables (Tables 1 through 4) have been under continual refinement for over a decade. It is unique in the industry as it provides comprehensive modeling through Microsoft Access and Excel that addresses the many challenges of reserve funding, allows analysts and clients to run 'what if' scenarios, provides an easy to understand matrix of views and functions, and is easily provided to clients through e-mail.

5.1 Interest Income on Reserve Funds: Most Associations invest at least part of their reserve funds. Small Associations may simply use a savings account or certificates of deposit, while large Associations may have multiple investments with short-, medium-, and long-term instruments. One issue that is difficult to quantify is the percentage of funds invested. Some Associations invest a fairly substantial portion, while others hold back due to current cash outflow obligations. Some Associations do not reinvest the investment proceeds in their reserves; rather they divert the cash into their operations fund. We do not agree with this approach as it has the effect of requiring additional reserve contributions to make up for the difference. There is also the issue of changing rates over the 20-year period. In the recent past we have seen large swings in relatively short time periods. While reserve funds are not usually taxable by the IRS, the investment income generated by the reserve fund is taxable in most situations. Even with all these potential pitfalls, investment income still represents a substantial source of additional funds and for this reason should not be ignored. There is no way to make 'one size fits all' with any accuracy for the individual Association. Our approach to this dilemma is to use lower approximations that compensate for less than 100% of funds invested. We feel this is still better than not recognizing it, and periodic updates allow for adjustments based on experience. The rate can be set at any level, including zero, for Associations desiring to not recognize interest. The rate should reflect, as accurately as possible, the actual composite rate of return on all securities and other instruments of investment including allowances for taxes.

The interest income displayed on Table 3 and Table 4 is the summation of the beginning reserve fund interest accrual and the interest earned on the contributions minus the interest lost by withdrawing the capital expenditures. This method of calculation, while not exact, approximates the averages of the three principal components of a reserve fund for each twelve-month period.

- **5.2 Future Replacement Costs (Inflation):** Inflation is a fact of life. In order to replicate future financial conditions as accurately as possible, inflation on replacement costs should be recognized. The financial tables have been programmed to calculate inflation based upon a pre-determined rate. This rate can be set at any level, including zero. **A plan that does not include inflation is a 1-year plan, and any data beyond that first year will not reflect reality.**
- **5.3 Simultaneous Funding:** This is a method of calculating funding for multiple replacement cycles of a single component over a period of time from the same starting date. Simple Example: Funding for a re-roofing project, while, at the same time, funding for a second, subsequent re-roofing project. This method serves a special purpose if multiple-phase projects are all near-term but will result in higher annual contribution requirements and leads to generational equity issues otherwise. We use this type of programming only in special circumstances.

- **5.4 Sequential Funding:** This is a method of calculating funding for multiple replacement cycles of a single component over a period of time where each funding cycle begins when the previous cycle ends. Simple Example: Funding for the second re-roofing project begins after the completion of the initial re-roofing project. This method of funding appears to be fundamentally equitable. We use this type of programming except in special circumstances.
- **5.5 Normal Replacement:** Components are scheduled for complete replacement at the end of their useful service lives. Simple Example: An entrance sign is generally replaced all at once.
- **5.6 Cyclic Replacement:** Components are replaced in stages over a period of time. Simple Example: Deficient sidewalk panels are typically replaced individually as a small percentage, rather than the complete system.
- **5.7 Minor Components:** A minimum component value is usually established for inclusion in the reserve fund. Components of insignificant value in relation to the scale of the Association should not be included and should be deferred to the operations budget. A small Association might exclude components with aggregate values less than \$1,000, while a large Association might exclude components with aggregate values of less than \$10,000. Including many small components tends to over complicate the plan and does not provide any relative value or utility.
- **5.8 Long Life Components:** Almost all Associations have some components with long or very long useful service lives typically ranging between thirty and sixty years. Traditionally, this type of component has been ignored completely. Simple Example: Single replacement components such as entrance monuments should be programmed for full replacement at their statistical service life. This allows for all common property owners to pay their fair share during the time the component serves them. This also has the added effect of reducing the funding burden significantly as it is carried over many years.
- **5.9 Projected Useful Service Life:** Useful service lives of components are established using construction industry standards and our local experience as a guideline. Useful service lives can vary greatly due to initial quality and installation, inappropriate materials, maintenance practices or lack thereof, environment, parts attrition, and obsolescence. By visual observation, the projected useful service life may be shortened or extended due to the present condition. The projected useful service life is not a mandate, but a guideline, for anticipating when a component will require replacement and how many years remain to fund it.
- **5.10 Generational Equity:** As the term applies to reserves, it is the state of fairness between and over the generations relating to responsibility for assets you are utilizing during your time of ownership. It is neither reasonable, nor good business to defer current liabilities to future owners. This practice is not only unfair; it can also have a very negative impact on future property values.

6. UPDATING THE RESERVE FUND PLAN

A reserve fund plan should be periodically updated to remain a viable planning tool. Changing financial conditions and widely varying aging patterns of components dictate that revisions should be undertaken periodically from one to five years, depending upon the complexity of the common assets and the age of the community. Weather, which is unpredictable, plays a large part in the aging process.

Full Updates (Level II) include a site visit to observe current conditions. These updates include adjustments to the component inventory, replacement schedules, annual contributions, balances, replacement costs, inflation rates, and interest income.

We encourage Associations that are undergoing multiple simultaneous or sequential costly restoration projects (usually high-rise buildings) to perform Level III Administrative Updates. Administrative updates do not include a condition assessment. They are accomplished by comparing original projections with actual experience during the interim period as reported by Management. These updates can be performed annually and include adjustments to the replacement schedules, contributions, balances, replacement costs, inflation rates, and interest income. The Level III Administrative Update can be a cost-effective way of keeping current between Level II Full Update cycles. Full Updates (Level II) and Administrative Updates (Level III) help to ensure the integrity of the reserve fund plan.

7. PREVENTIVE MAINTENANCE

The following preventive maintenance practices are suggested to assist the Association in the development of a routine maintenance program. The recommendations are not to be considered the only maintenance required but should be included in an overall program. The development of a maintenance checklist and an annual condition survey will help extend the useful service lives of the Association's assets.

This section includes best maintenance practices or life-extension maintenance for many, but not necessarily all, components in the report. Items for which no maintenance is necessary, appropriate or beyond the purview of this report are not included in this section. We typically include them for townhomes and garden condominiums while mid- and high-rise buildings are generally too complex.

7.1 Exterior Lighting: Outdoor lighting has a limited service life because of the accelerated aging process due to weather extremes. Remediation of the pole fixtures is a viable alternative to full replacement and would include painting the poles along with lamp housing replacement, including ballasts and capacitors. Any poles observed to be out of plumb should be straightened. Periodic cleaning of peeling paint and rust, priming, and re-painting of poles and fixtures will help extend the useful service life. Building-mounted lights should be replaced as needed. Landscape lighting generally has a short service life due to close ground contact, moisture, and damage due to landscaping practices. Sometimes remediation of the fixtures is possible, but generally, it must be replaced frequently.

7.2 Brick Component Tuckpointing & Repair: Brick components should be inspected periodically for step cracks in the mortar and shear cracks through the brick and mortar, indicating settlement problems. Signs of efflorescence on the brick face and mortar or spalling brick faces indicate water infiltration and should be investigated. Efflorescence, a residue of fine white crystals resulting from salts leaching from the mortar, serves as a warning that water is infiltrating the structure. Water infiltration problems are usually initiated at the top of an improperly sealed coping. Eliminating the infiltration of water into the structure from the coping can be accomplished by various methods, depending on the brick detail. Installation of a metal coping is sometimes a cost-effective method of solving these problems and extending the life of the component. Application of a penetrating sealer or a breathable coating may also extend the useful service life of the brick. All vegetation, such as vines or tree limbs should be kept clear of the brick to prevent damage. As brick components age, depending upon the initial quality of the mortar and the long-term environment of the wall, mortar joints may deteriorate. This condition can be corrected by tuckpointing. Applying soft sealants to the deteriorated joints or to cover up mortar joint cracks is not recommended. Deteriorated or cracked mortar joints should be repaired by cutting damaged material 3/4-inch deep with a diamond blade masonry saw. The void should then be filled with new mortar and the joints struck to match the original work.

COMPONENT DATA AND ASSET REPLACEMENT SCHEDULE TABLE 1 EXPLANATION

This table lists the common assets included in the reserve fund plan and provides details of the replacement schedules. A narrative discussion is provided adjacent to each component. Photo references and maintenance protocol reference numbers are also provided. An explanation of each column in the table follows:

Column 1	Component No. is consistent throughout all tables.										
Column 2	Component is a brief description of the component.										
Column 3	Quantity of the component studied, which may be an exact number, a rough estimate, or simply a (1) if the expenditure forecast is a lump sum allowance for replacement of an unquantified component.										
Column 4	Unit of Measurement used to quantify the component: SY = Square Yards SF = Square Feet LF = Linear Feet EA = Each LS = Lump Sum PR = Pair CY = Cubic Yards										
Column 5	Unit Cost used to calculate the required expenditure. This unit cost includes removal of existing components and installation of new components, including materials, labor, and overhead and profit for the contractor.										
Column 6	Total Asset Base is the total value of common assets included in the study in current dollars. In addition to capital assets, this figure includes one cycle of maintenance liability.										
Column 7	Typical Service Life (Yrs) or Cycle is the typical life expectancy of similar components in average conditions or the length of years between replacement cycles, and does not necessarily reflect the conditions observed during the field evaluation. This number is furnished for reference and is not necessarily computed in the system.										
Column 8	1 st Cycle Year is the scheduled year of the first projected replacement or repair.										
Column 9	Percentage of Replacement is the percentage of component value to be replaced in the first replacement cycle.										
Column 10	Cost for 1 st Cycle is the future cost (with inflation) of the replacement. It is the product of Column 6 times Column 9 in future dollars.										
Column 11	2nd Cycle Year is the scheduled year of the second projected replacement or repair. If a second cycle is not listed, it is because the first cycle is beyond the end of the study.										
Column 12	Percentage of Replacement is the percentage of component value to be replaced in the second replacement cycle. This can vary from the percentage of the first cycle for various reasons, such as the increased age of a component may require a larger amount of repair.										
	Cycles, Percentage, and Cost repeat as itemized above. Although not shown on the tables, the cycles continue throughout the study period and beyond.										
Column 18	Discussion is the description and observed condition of the component and the methodology employed in the decision-making process. Includes the photo reference, (Photo #1, #2, etc.) and Maintenance Protocol reference numbers (7.1, 7.2 etc.) if applicable.										

Reserve Fund Plan for DRANESVILLE ESTATES Herndon, Virginia

\$5,850.00

\$6,250.00

\$5,000.00

\$5,850

\$5,000

50 2023

7 2026 100%

2 2023 100%

LS

EA

1 SITE FEATURES

Features

Brick Entrance

1.2 Storm Water Drainage Allowance

Tree Trimming,

Removal, and

Replacement

Allowance

COMPONENT DATA AND ASSET REPLACEMENT SCHEDULE TABLE 1

Market macconsociation com

MASON & MASON CAPITAL RESERVE ANALYSTS, INC.

> dmin@masonreserves.com Copyright © 1999 All rights reserved

2022 Through 2041

2035 100%

2033 100%

2025 100%

\$9,741

\$9,622

\$5,624

2027 100%

\$6,083

Companies, MC.

Companies, Line of the latest la

17%

\$1,034

\$7,312

\$5,200

The cells within these Excel spreadsheets contain proprietary code and are intended only for the client and its management. Unauthorized use of the formulae for other clients or other purposes is strictly forbidden and will be considered piracy.

DISCUSSION

5,00000.0
18

			Brick and mortar bollards are constructed at each side of Cliveden Street's entrance to the community. The two square bollards provide the mounting
			surface for carriage style light fixtures, which provide illumination. Each bollard has a community name sign mounted on the brick surface which appears to
2085	100%	\$69,224	have lettering applied on a metal or composite sign. The signs are in poor condition and have been scheduled for near-term replacement (17%). However, no
			brick or mortar deficiencies were observed. The lighting was not illuminated. No lighting deficiencies were reported. The full service life is dependent upon
			diligent, periodic maintenance being performed.

Storm water drainage is provided by curb drop inlets, curb turnouts, and underground structures. All observable components appear to be in good condition. We understand that Fairfax County is responsible for most storm water drainage components. Though storm water drainage systems are a long life component and catastrophic failure is not anticipated, it is prudent to plan for localized repairs and repairs to ancillary damage as the system ages. This category may also be used to address localized erosion issues. This line item addresses potential storm water collection, drainage, and erosion issues throughout the study period and does not represent a single expense or action already identified as necessary. Management directed the timing of this project.

The site has many mature, natural trees. Trees require trimming to prevent damage to adjacent structures and components. Also, occasionally trees must be removed due to damage, disease, or if they outsize their location. Management established a budget to address tree removal, trimming, or replacement periodically throughout the study period. Management directed the timing and pricing of this project.

CALENDAR OF EXPENDITURES TABLE 2 EXPLANATION

This table is a yearly plan of action of replacements and costs. A description of the columns in the table follows:

Column 1	Year is the year of the projected replacement and expenditure.
Column 2	Component No. itemizes the components and is consistent throughout the tables.
Column 3	Component is a brief description of the component.
Column 4	Present Cost is the cost for the cycle in today's dollars.
Column 5	Future Cost (Inflated) is the cost for the cycle in future dollars.
Column 6	Total Annual Expenditures gives the total expenditures by year.
Column 7	Action is an area provided for the Board to make notations as to action taken on each component.

Reserve Fund Plan for DRANESVILLE ESTATES Herndon, Virginia

CALENDAR OF EXPENDITURES TABLE 2



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2022 Through 2041

			PRESENT COST	FUTURE COST	TOTAL ANNUAL	
YEAR	COMPONENT NO.	COMPONENT	2022	(INFLATED)	EXPENDITURES	ACTION
1	2	3	4	5	6	7
2022					2022	
					NO EXPENDITURES	
2023					2023	
	1.1	Brick Entrance Features	\$995	\$1,034	TOTAL EXPENDITURES	
	1.3	Tree Trimming, Removal, and Replacement Allowa	\$5,000	\$5,200		
					\$6,234	
2024					2024	
					NO EXPENDITURES	
2025					2025	
	1.3	Tree Trimming, Removal, and Replacement Allowa	\$5,000	\$5,624	TOTAL EXPENDITURES	
					\$5,624	
2026					2026	
	1.2	Storm Water Drainage Allowance	\$6,250	\$7,312	TOTAL EXPENDITURES	
					\$7,312	
2027					2027	
	1.3	Tree Trimming, Removal, and Replacement Allowa	\$5,000	\$6,083	TOTAL EXPENDITURES	
					\$6,083	
2028					2028	
					NO EXPENDITURES	
2029					2029	
	1.3	Tree Trimming, Removal, and Replacement Allowa	\$5,000	\$6,580	TOTAL EXPENDITURES	
					\$6,580	
2030					2030	
					NO EXPENDITURES	
2031					2031	
	1.3	Tree Trimming, Removal, and Replacement Allowa	\$5,000	\$7,117	TOTAL EXPENDITURES	
					\$7,117	
2032					2032	
					NO EXPENDITURES	
2033					2033	
	1.2	Storm Water Drainage Allowance	\$6,250	\$9,622	TOTAL EXPENDITURES	
	1.3	Tree Trimming, Removal, and Replacement Allowa	\$5,000	\$7,697		
					\$17,319	
2034					2034	
0007					NO EXPENDITURES	
2035		Biller E.	A= 0=0	A0 F / /	2035	
	1.1	Brick Entrance Features	\$5,850	\$9,741	TOTAL EXPENDITURES	
	1.3	Tree Trimming, Removal, and Replacement Allowa	\$5,000	\$8,325	640.000	
0000					\$18,066	
2036					2036	
					NO EXPENDITURES	

Reserve Fund Plan for DRANESVILLE ESTATES Herndon, Virginia

CALENDAR OF EXPENDITURES TABLE 2



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2022 Through 2041

YEAR	COMPONENT NO.	COMPONENT	PRESENT COST 2022	FUTURE COST (INFLATED)	TOTAL ANNUAL EXPENDITURES	ACTION
1	2	3	4	5	6	7
2037					2037	
	1.3	Tree Trimming, Removal, and Replacement Allowa	\$5,000	\$9,005	TOTAL EXPENDITURES	
					\$9,005	
2038					2038	
					NO EXPENDITURES	
2039					2039	
	1.3	Tree Trimming, Removal, and Replacement Allowa	\$5,000	\$9,740	TOTAL EXPENDITURES	
					\$9,740	
2040					2040	
	1.2	Storm Water Drainage Allowance	\$6,250	\$12,661	TOTAL EXPENDITURES	
					\$12,661	
2041					2041	
	1.3	Tree Trimming, Removal, and Replacement Allowa	\$5,000	\$10,534	TOTAL EXPENDITURES	
					\$10,534	

CURRENT FUNDING ANALYSIS CASH FLOW METHOD TABLE 3.0 EXPLANATION

and, if applicable,

ALTERNATIVE FUNDING ANALYSIS CASH FLOW METHOD TABLE 3.1, 3.2, 3,3 (etc.) EXPLANATION

Table 3.0 shows the financial picture over the twenty-year study period, using the current annual contribution and the reserve fund balance reported at the beginning of the study year. If the results of the study indicate a need to increase the annual contribution to maintain adequate balances throughout the study period, Table 3.1, and possibly, 3.2 will be provided for consideration. Alternatives might also be provided if a community is over-funded and desires to adjust the annual contribution downward.

Alternative funding may be achieved by increasing the annual contribution to a fixed yearly amount or by applying an annual escalation factor to increase contributions over time, or a combination of both methods. An inflation factor and interest income factor may be included in the calculations on this page.

A description of the columns in the table follows:

Column 1	Year
Column 2	Total Asset Base of all common capital assets included in the reserve fund with costs adjusted for inflation.
Column 3	Beginning Reserve Fund Balance is the reserve fund balance after all activity in the prior year is completed.
Column 4	Annual Contribution, on Table 3, is the amount contributed annually to the reserve fund as reported by the Board of Directors. On the Alternative Funding Analysis tables (3.1, 3.2, etc.), the annual contribution is projected to maintain positive balances throughout the study period
Column 5	Interest Income, which is indicated in the heading of the table, is applied to the reserve fund balance and is accrued monthly throughout each year after the yearly expenditures are deducted. The interest income percentage may be varied to reflect actual experience of the community investments.
Column 6	Capital Expenditures are annual totals of expenditures for each year of the study period adjusted by the inflation percentage listed in the heading of the table.
Column 7	Ending Reserve Fund Balance is the result of the beginning reserve fund balance plus the annual contribution, plus interest income, less capital expenditures for the year.
Column 8	Balance to Asset Base Ratio, expressed as a percentage, is the ratio between the ending reserve fund balance and the total asset base for that year. The ratio is useful to the analysts in understanding general financial condition, but there is no standard ratio as each community's condition and complexity varies.

Reserve Fund Plan for DRANESVILLE ESTATES Herndon, Virginia

STUDY PERIOD TOTALS

In Dollars

CURRENT FUNDING ANALYSIS CASH FLOW METHOD TABLE 3



Beginning Reserve Fund Balance: Annual Contribution To Reserves: Contribution Percentage Increase: Annual Inflation Factor: Annual Interest Income Factor:

66,823 3,897 4.00% 4.00% 2.00%

35,036

116,275

YEAR	TOTAL ASSET BASE	BEGINNING RESERVE FUND BALANCE	ANNUAL CONTRIBUTION	INTEREST INCOME	CAPITAL EXPENDITURES	ENDING RESERVE FUND BALANCE
1	2	3	4	5	6	7
2022	17,100	66,823	3,897	1,391	0	72,111
2023	17,784	72,111	4,053	1,432	6,234	71,362
2024	18,495	71,362	4,215	1,486	0	77,063
2025	19,235	77,063	4,384	1,542	5,624	77,365
2026	20,005	77,365	4,559	1,532	7,312	76,144
2027	20,805	76,144	4,741	1,522	6,083	76,325
2028	21,637	76,325	4,931	1,594	0	82,850
2029	22,502	82,850	5,128	1,657	6,580	83,055
2030	23,403	83,055	5,333	1,735	0	90,123
2031	24,339	90,123	5,547	1,802	7,117	90,354
2032	25,312	90,354	5,769	1,887	0	98,010
2033	26,325	98,010	5,999	1,855	17,319	88,545
2034	27,378	88,545	6,239	1,855	0	96,640
2035	28,473	96,640	6,489	1,825	18,066	86,888
2036	29,612	86,888	6,748	1,827	0	95,463
2037	30,796	95,463	7,018	1,906	9,005	95,382
2038	32,028	95,382	7,299	2,005	0	104,686
2039	33,309	104,686	7,591	2,090	9,740	104,627
2040	34,641	104,627	7,895	2,060	12,661	101,921
2041	36,027	101,921	8,210	2,032	10,534	101,629

116,045

Reserve Fund Plan for DRANESVILLE ESTATES Herndon, Virginia

ALTERNATIVE FUNDING ANALYSIS CASH FLOW METHOD HYBRID APPROACH TABLE 3.1



Beginning Reserve Fund Balance:

Annual Contribution To Reserves:

Contribution Percentage Increase:

Annual Inflation Factor:

Annual Interest Income Factor:

In Dollars 66,823 3,897 4.00% 4.00% 2.00%

YEAR	TOTAL ASSET BASE	BEGINNING RESERVE FUND BALANCE	ANNUAL CONTRIBUTION	INTEREST INCOME	CAPITAL EXPENDITURES	ENDING RESERVE FUND BALANCE
1	2	3	4	5	6	7
2022	17,100	66,823	3,897	1,391	0	72,111
2023	17,784	72,111	2,235	1,412	6,234	69,525
2024	18,495	69,525	2,325	1,429	0	73,278
2025	19,235	73,278	2,418	1,444	5,624	71,517
2026	20,005	71,517	2,515	1,391	7,312	68,111
2027	20,805	68,111	2,615	1,337	6,083	65,980
2028	21,637	65,980	2,720	1,361	0	70,061
2029	22,502	70,061	2,829	1,373	6,580	67,684
2030	23,403	67,684	2,942	1,398	0	72,023
2031	24,339	72,023	3,059	1,410	7,117	69,376
2032	25,312	69,376	3,182	1,435	0	73,992
2033	26,325	73,992	3,309	1,341	17,319	61,324
2034	27,378	61,324	3,441	1,275	0	66,041
2035	28,473	66,041	3,579	1,176	18,066	52,729
2036	29,612	52,729	3,722	1,105	0	57,557
2037	30,796	57,557	3,871	1,106	9,005	53,529
2038	32,028	53,529	4,026	1,124	0	58,679
2039	33,309	58,679	4,187	1,124	9,740	54,250
2040	34,641	54,250	4,355	1,005	12,661	46,949
2041	36,027	46,949	4,529	883	10,534	41,826

STUDY PERIOD TOTALS

65,756 25,522 116,275

FULLY FUNDED BALANCE GOAL

FUNDING ANALYSIS COMPONENT METHOD TABLE 4 EXPLANATION

Table 4 is a yearly list of annual contributions toward each component, which must be made to achieve 100% funding. The reserve fund balance is the balance at the beginning of the study year. The beginning reserve fund balance is applied, proportionately, to each component prior to calculating the yearly contribution for each component. Future costs (inflation) are factored into the replacement cycles. The annual contribution for each year is calculated in the bottom row of the study labeled **Annual Component Contribution Totals**. Interest and inflation are calculated at the same annual rates as the Cash Flow Method (Table 3).

Column 1 Component Number is consistent throughout the tables.

Column 2 Component is a brief description of the component.

Columns **3 - 22** Years lists the annual contribution amount toward each component

throughout the twenty-year study period, which is totaled at the

bottom of the component table.

COMPONENT METHOD SUMMARY

The component method summary computes the beginning reserve fund balance, the annual component contribution, the annual expenditures, and interest income. It then provides the ending reserve fund balance for each year of the study.

Reserve Fund Plan for DRANESVILLE ESTATES Herndon, Virginia

FUNDING ANALYSIS COMPONENT METHOD TABLE 4



Beginning Reserve Fund Balance:

In Dollars 66,823

			,																		
Componer Number	t COMPONENT	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041
1 SITE F	SITE FEATURES																				
1.1	Brick Entrance Features	0	0	0	0	0	0	0	0	0	0	0	0	0	13	13	13	13	13	13	13
1.2	Storm Water Drainage Allowance	0	0	0	0	0	0	0	0	0	0	0	28	28	28	28	28	28	28	2,216	2,216
1.3	Tree Trimming, Removal, and Replacement	0	0	0	50	50	3,222	3,222	3,485	3,485	3,769	3,769	4,077	4,077	4,409	4,409	4,769	4,769	5,158	5,158	5,579
ANNU	AL COMPONENT CONTRIBUTION TOTALS	0	0	0	50	50	3,222	3,222	3,485	3,485	3,769	3,769	4,105	4,105	4,450	4,450	4,810	4,810	5,199	7,387	7,808

COMPONENT METHOD SUMMARY	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041
BEGINNING RESERVE FUND BALANCE	66,823	68,172	63,314	64,592	60,322	54,278	52,548	56,866	54,956	59,589	57,484	62,455	50,546	55,716	43,273	48,645	45,484	51,265	47,815	43,587
PLUS ANNUAL COMPONENT CONTRIBUTION	0	0	0	50	50	3,222	3,222	3,485	3,485	3,769	3,769	4,105	4,105	4,450	4,450	4,810	4,810	5,199	7,387	7,808
CAPITAL EXPENDITURES	0	6,234	0	5,624	7,312	6,083	0	6,580	0	7,117	0	17,319	0	18,066	0	9,005	0	9,740	12,661	10,534
SUBTOTAL	66,823	61,938	63,314	59,018	53,060	51,417	55,770	53,771	58,441	56,241	61,253	49,241	54,651	42,100	47,723	44,450	50,294	46,724	42,541	40,861
PLUS INTEREST INCOME @ 2.00%	1,349	1,376	1,278	1,304	1,218	1,131	1,096	1,186	1,147	1,244	1,201	1,305	1,065	1,173	922	1,034	971	1,091	1,046	965
FULLY FUNDED RESERVE FUND BALANCE	68,172	63,314	64,592	60,322	54,278	52,548	56,866	54,956	59,589	57,484	62,455	50,546	55,716	43,273	48,645	45,484	51,265	47,815	43,587	41,826

PERCENT FUNDED FOR CURRENT CYCLE 1067%
--

TOTAL	446 075	
EXPENDITURES	116,275	

TOTAL CONTRIBUTIONS	68,176	
---------------------	--------	--

TOTAL INTEREST 23,102

AVERAGE ANNUAL	3.409	
CONTRIBUTION	3,409	



PHOTOGRAPHS WITH DESCRIPTIVE NARRATIVES





PHOTO #1
Two brick and mortar
entrance bollards
appeared to be in good
condition, and we did not
observe any mortar or
brick deficiencies.



PHOTO #2
Both entrance signs
appeared to be in poor
condition, and we have
scheduled their near-term
replacement.



PHOTO #3
The storm water drainage system appeared to be in good condition.

DEED OF EASEMENT

THIS DEED OF EASEMENT is made as of this 15TH day of OCTOBER, 1991, by and between DRANESVILLE ESTATES

HOMEOWNERS ASSOCIATION, a Virginia non-stock corporation, its successors and assigns ("Owner"), Grantor; and THE BOARD OF SUPERVISORS OF FAIRFAX COUNTY, VIRGINIA, a body corporate and politic, its successors and assigns ("County"), Grantee.

RECITALS:

- A. The Owner is the owner of Parcels "B" and "C",
 DRANESVILLE ESTATES, Section 2, as the same is duly dedicated,
 platted and recorded in Deed Book 6161 at Page 230 and corrected
 in Deed Book 6193 at Page 805 among the Fairfax County, Virginia
 land records (the "Property"), having acquired the Property in
 Deed Book 6193 at Page 816.
- B. The parties desire that the Owner grant a trail easement to the County over the Property.

NOW, THEREFORE, in consideration of the premises and the sum of Ten Dollars (\$10.00), the receipt and sufficiency of which are acknowledged, the Owner grants and conveys unto the County a trail easement for the purpose of constructing, operating and maintaining a public trail through and across the Property, the Property and easement being more particularly bounded and described on the plat attached hereto as Exhibit "A" entitled "PLAT SHOWING 20' TRAIL EASEMENT ON PARCELS 'B' AND 'C', SECTION TWO, DRANESVILLE ESTATES" (F-1546-2-3-2) prepared by Patton, Harris, Rust & Associates and dated July 23, 1991, which is incorporated herein. The easement is subject to the following terms and conditions:

- 1. All facilities installed in the easement and right-of-way shall be and remain the property of the County.
- 2. The County and its agents shall have full and free use of the said easement and right-of-way for the purposes named, and shall have all rights and privileges reasonably necessary to the enjoyment and exercise of the easement and right-of-way including the right of reasonable access to and from the right-of-way and right to use adjoining tand where necessary;

DEM-DIVISION OF DESIGN REVIEW

DEM-DIVISION OF DESIGN REVIEW

HAIGHT, TRAMONTE & SICILIANO Lawyers 8221 Old Courthouse Rd. Vienna, Virginia 22182-3839

DOCUMENT CONTROL NUMBER

provided, however, that this right to use adjoining land shall be exercised only during periods of actual surveying, construction, reconstruction or maintenance, and further, this right shall not be construed to allow the County to erect any building or structure of a permanent nature on such adjoining land.

- 3. The County shall have the right to trim, cut and remove trees, shrubbery, fences, structures or other obstructions or facilities in or near the easement deemed by it to interfere with the proper and efficient construction, operation, maintenance or enjoyment of the trail, provided, however, that the County, at its own expense, shall restore, as nearly as possible, the premises to their original condition, such restoration to include the backfilling of trenches, the replacement of shrubbery and the seeding or sodding of lawns or pasture areas, but not the replacement of structures, trees or other obstructions.
- 4. The Owner reserves the right to construct and maintain roadways over the easement and to make any use of the easement which may not be inconsistent with the rights herein conveyed, or interfere with the use of the easement by the County for the purposes named, provided, however, that the Owner shall not erect any building or other structure on the easement, excepting a fence running parallel to the easement, without obtaining the prior written approval of the County.

WITNESS the following signatures and seals:

DRANESVILLE ESTATES HOMEOWNERS ASSOCIATION

A Virginia Non-Stock Corporation

dy L Redpeth (SEAL)

Title: TRESIDENT
COMMONWEALTH OF VIRGINIA COUNTY OF ALCALA to-wit:
The foregoing instrument was acknowledged before me this 15 that of 15 to had a light of Red Oat
as President of Dranesville Estates Homeowners Association.
MOTARY PUBLIC
My Commission expires: $3/1/94$

BK 7945 1976

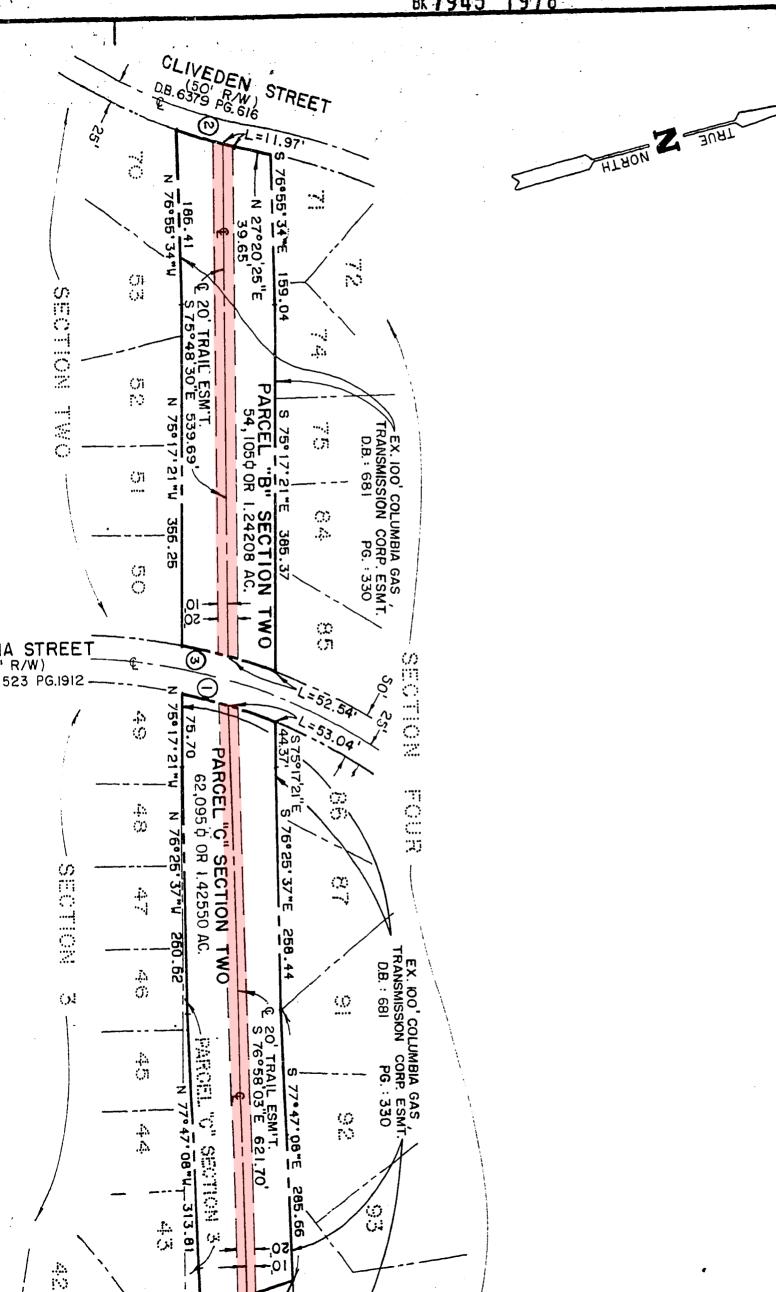
ACCEPTED on behalf of the Board of Supervisors of Fairfax County, Virginia, by authority granted by said Board. APPROVED AS TO FORM: Ellen K Pury Director, Department of (Assistant) County Attorney Environmental Management COMMONWEALTH OF VIRGINIA COUNTY OF FAIRFAX, to-wit: The foregoing instrument was acknowledged before me this day of Newswer, 1991, by Colhic A Zages as (Deputy) Director, Department of Environmental Management. Ran ont K Sord NOTARY PUBLIC 11-21-92 My Commission expires:____ JLP:8/30/91 TRAIL/EASEMENT; Misc/Subd

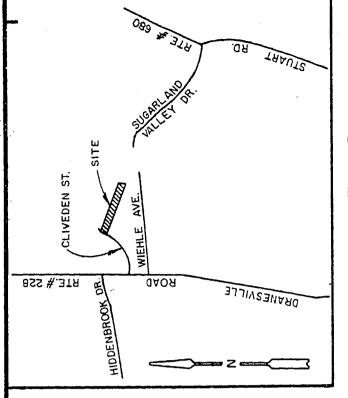
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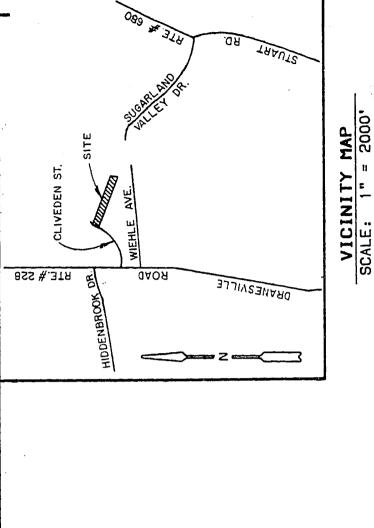


NOTES:

- THE PROPERTY DELINEATED ON THIS PLAT IS LOCATED ON ASSESSMENT MAP NO. 11-1 ((8)) (2) PARCELS B AND C AND IS NOW IN THE NAME OF DRANESVILLE ESTATES HOMEOWNERS ASSOCIATION AS RECORDED IN DEED BOOK 6193 AT PAGE 816 AMONG THE LAND RECORDS OF FAIRFAX COUNTY, VIRGINIA.
- THIS PLAT HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT THEREFORE NECESSARILY INDICATE ALL ENCUMBRANCES ON THE PROPERTY. ä

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SUBDIVISION PLAT ENTITLED SECTION TWO DRANESVILLE ESTATES IS RECORDED IN DEED BOOK 6161 AT PAGE 230.



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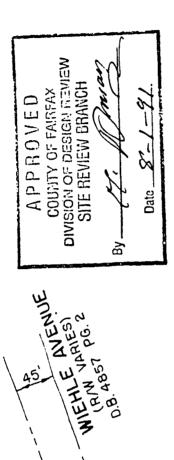
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ESTATES AND "C" PLAT SHOWING 20' TRAIL EASEMENT ON 1WO PARCELS "B" **DRANESVILLE** SECTION

DRANESVILLE DISTRICT FAIRFAX COUNTY, VIRGINIA SCALE: 1" = 100' JULY 23, 1991

PATTON HARRIS RUST & ASSOCIATES

CONSULTING ENGINEERING - LAND SURVEYING - PLANNING A PROFESSIONAL CORPORATION FAIRFAX, VIRGINIA

ROBERT A. HENEGAR DE CERTIFICATE NO. 54-17-2 E.

F -1546-2-3-2

SHEET 1 OF 1