

# RESERVE ANALYSIS REPORT

## Sample Commercial Association

La Mesa, California

Version 1

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# Sample Commercial Association

## Table of Contents

	<b>Page</b>
Preface	i
Executive Summary	1
Membership Disclosure Summary	2
Calculation of Percent Funded	3
Management Summary	4
Management Charts	5
Annual Expenditure Detail	7
Projections	9
Projection Charts	10
Component Detail	12
Index	20

# Preface

This preface is intended to provide an introduction to the enclosed reserve analysis as well as detailed information regarding the reserve analysis report format, reserve fund goals/objectives and calculation methods. The following sections are included in this preface:

<b>Introduction to Reserve Budgeting</b> .....	page i
<b>Understanding the Reserve Analysis</b> .....	page i
<b>Reserve Funding Goals / Objectives</b> .....	page ii
<b>Reserve Funding Calculation Methods</b> .....	page ii
<b>Reading the Reserve Analysis</b> .....	page v
<b>Glossary of Key Terms</b> .....	page x
<b>Limitations of Reserve Analysis</b> .....	page xiii

## ◆ ◆ ◆ ◆ INTRODUCTION TO RESERVE BUDGETING ◆ ◆ ◆ ◆

The Board of Directors of an association has a legal and fiduciary duty to maintain the community in a good state of repair. Individual unit property values are significantly impacted by the level of maintenance and upkeep provided by the association as well as the amount of the regular assessment charged to each owner.

A prudent plan must be implemented to address the issues of long-range maintenance, repair and replacement of the common areas. Additionally, the plan should recognize that the value of each unit is affected by the amount of the regular assessment charged to each unit.

There is a fine line between “not enough,” “just right” and “too much.” Each member of an association should contribute to the reserve fund for their proportionate amount of “depreciation” (or “use”) of the reserve components. Through time, if each owner contributes his “fair share” into the reserve fund for the depreciation of the reserve components, then the possibility of large increases in regular assessments or special assessments will be minimized.

An accurate reserve analysis and a “healthy” reserve fund are essential to protect and maintain the association's common areas and the property values of the individual unit owners. A comprehensive reserve analysis is one of the most significant elements of any association's long-range plan and provides the critical link between sound business judgment and good fiscal planning. The reserve analysis provides a “financial blueprint” for the future of an association.

## ◆ ◆ ◆ ◆ UNDERSTANDING THE RESERVE ANALYSIS ◆ ◆ ◆ ◆

In order for the reserve analysis to be useful, it must be understandable by a variety of individuals. Board members (from seasoned, experienced Board members to new Board members), property managers, accountants, attorneys and even homeowners may ultimately review the reserve analysis. The reserve analysis must be detailed enough to provide a comprehensive analysis, yet simple enough to enable less experienced individuals to understand the results.

There are four key bits of information that a comprehensive reserve analysis should provide: Budget, Percent Funded, Projections and Inventory. This information is described as follows:

### **Budget**

Amount recommended to be transferred into the reserve account for the fiscal year for which the reserve analysis was prepared. In some cases, the reserve analysis may present two or more funding plans based on different goals/objectives. The Board should have a clear understanding of the differences among these funding goals/objectives prior to implementing one of them in the annual budget.

### **Percent Funded**

Measure of the reserve fund “health” (expressed as a percentage) as of the beginning of the fiscal year for which the

## Preface

reserve analysis was prepared. This figure is the ratio of the actual reserve fund on hand to the fully funded balance. A reserve fund that is “100% funded” means the association has accumulated the proportionately correct amount of money, to date, for the reserve components it maintains.

### **Projections**

Indicate the “level of service” the association will provide the membership as well as a “road map” for the fiscal future of the association. The projections define the timetables for repairs and replacements, such as when the buildings will be painted or when the asphalt will be seal coated. The projections also show the financial plan for the association – when an underfunded association will “catch up” or how a properly funded association will remain fiscally “healthy.”

### **Inventory**

Complete listing of the reserve components. Key bits of information are available for each reserve component, including placed-in-service date, useful life, remaining life, replacement year, quantity, current cost of replacement, future cost of replacement and analyst’s comments.

## ◆ ◆ ◆ ◆ RESERVE FUNDING GOALS / OBJECTIVES ◆ ◆ ◆ ◆

There are four reserve funding goals/objectives which may be used to develop a reserve funding plan that corresponds with the risk tolerance of the association: Full Funding, Baseline Funding, Threshold Funding and Statutory Funding. These goals/objectives are described as follows:

### **Full Funding**

Describes the goal/objective to have reserves on hand equivalent to the value of the deterioration of each reserve component. The objective of this funding goal is to achieve and/or maintain a 100% percent funded reserve fund. The component calculation method or cash flow calculation method is typically used to develop a full funding plan.

### **Baseline Funding**

Describes the goal/objective to have sufficient reserves on hand to never completely run out of money. The objective of this funding goal is to simply pay for all reserve expenses as they come due without regard to the association’s percent funded. The cash flow calculation method is typically used to develop a baseline funding plan.

### **Threshold Funding**

Describes the goal/objective other than the 100% level (full funding) or just staying cash-positive (baseline funding). This threshold goal/objective may be a specific percent funded target or a cash balance target. Threshold funding is often a value chosen between full funding and baseline funding. The cash flow calculation method is typically used to develop a threshold funding plan.

### **Statutory Funding**

Describes the pursuit of an objective as described or required by local laws or codes. The component calculation method or cash flow calculation method is typically used to develop a statutory funding plan.

## ◆ ◆ ◆ ◆ RESERVE FUNDING CALCULATION METHODS ◆ ◆ ◆ ◆

There are two funding methods which can be used to develop a reserve funding plan based on a reserve funding goal/objective: Component Calculation Method and Cash Flow Calculation Method. These calculation methods are described as follows:

### **Component Calculation Method**

This calculation method develops a funding plan for each individual reserve component. The sum of the funding plan for each component equals the total funding plan for the association. This method is often referred to as the “straight line”

## Preface

method and is widely believed to be the most conservative reserve funding method. This method structures a funding plan that enables the association to pay all reserve expenditures as they come due, enables the association to achieve the ideal level of reserves in time, and then enables the association to maintain the ideal level of reserves through time. The following is a detailed description of the component calculation method:

Step 1: Calculation of fully funded balance for each component

The fully funded balance is calculated for each component based on its age, useful life and current cost. The actual formula is as follows:

$$\text{Fully Funded Balance} = \frac{\text{Age}}{\text{Useful Life}} \times \text{Current Cost}$$

Step 2: Distribution of current reserve funds

The association's current reserve funds are assigned to (or distributed amongst) the reserve components based on each component's remaining life and fully funded balance as follows:

Pass 1: Components are organized in remaining life order, from least to greatest, and the current reserve funds are assigned to each component up to its fully funded balance, until reserves are exhausted.

Pass 2: If all components are assigned their fully funded balance and additional funds exist, they are assigned in a "second pass." Again, the components are organized in remaining life order, from least to greatest, and the remaining current reserve funds are assigned to each component up to its current cost, until reserves are exhausted.

Pass 3: If all components are assigned their current cost and additional funds exist, they are assigned in a "third pass." Components with a remaining life of zero years are assigned double their current cost.

Distributing, or assigning, the current reserve funds in this manner is the most efficient use of the funds on hand – it defers the make-up period of any underfunded reserves over the lives of the components with the largest remaining lives.

Step 3: Developing a funding plan

After step 2, all components have a "starting" balance. A calculation is made to determine what funding would be required to get from the starting balance to the future cost over the number of years remaining until replacement. The funding plan incorporates the annual contribution increase parameter to develop a "stair stepped" contribution.

For example, if an association needs to accumulate \$100,000 in ten years, \$10,000 could be contributed each year. Alternatively, the association could contribute \$8,723 in the first year and increase the contribution by 3% each year thereafter until the tenth year.

In most cases, this rate should match the inflation parameter. Matching the annual contribution increase parameter to the inflation parameter indicates, in theory, that member contributions should increase at the same rate as the cost of living (inflation parameter). Due to the "time value of money," this creates the most equitable distribution of member contributions through time.

Using an annual contribution increase parameter that is greater than the inflation parameter will reduce the burden to the current membership at the expense of the future membership. Using an annual contribution increase parameter that is less than the inflation parameter will increase the burden to the current membership to the benefit of the future membership. The following chart shows a comparison:

## Preface

	<u>0% Increase</u>	<u>3% Increase</u>	<u>10% Increase</u>
Year 1	\$10,000.00	\$8,723.05	\$6,274.54
Year 2	\$10,000.00	\$8,984.74	\$6,901.99
Year 3	\$10,000.00	\$9,254.28	\$7,592.19
Year 4	\$10,000.00	\$9,531.91	\$8,351.41
Year 5	\$10,000.00	\$9,817.87	\$9,186.55
Year 6	\$10,000.00	\$10,112.41	\$10,105.21
Year 7	\$10,000.00	\$10,415.78	\$11,115.73
Year 8	\$10,000.00	\$10,728.25	\$12,227.30
Year 9	\$10,000.00	\$11,050.10	\$13,450.03
Year 10	\$10,000.00	\$11,381.60	\$14,795.04
TOTAL	\$100,000.00	\$100,000.00	\$100,000.00

This parameter is used to develop a funding plan only; it does not mean that the reserve contributions must be raised each year. There are far more significant factors that will contribute to a total reserve contribution increase or decrease from year to year than this parameter.

One of the major benefits of using this calculation method is that for any single component (or group of components), the accumulated balance and reserve funding can be precisely calculated. For example, using this calculation method, the reserve analysis can indicate the exact amount of current reserve funds “in the bank” for the roofs and the amount of money being funded towards the roofs each month. This information is displayed on the Management / Accounting Summary and Charts as well as elsewhere within the report.

The component calculation method is typically used for well-funded associations (greater than 65% funded) with a goal/objective of full funding.

### **Cash Flow Calculation Method**

This calculation method develops a funding plan based on current reserve funds and projected expenditures during a specific timeframe (typically 30 years). This funding method structures a funding plan that enables the association to pay for all reserve expenditures as they come due, but is not necessarily concerned with the ideal level of reserves through time.

This calculation method tests reserve contributions against reserve expenditures through time to determine the minimum contribution necessary (baseline funding) or some other defined goal/objective (full funding, threshold funding or statutory funding).

Unlike the component calculation method, this calculation method cannot precisely calculate the reserve funding for any single component (or group of components). In order to work-around this issue to provide this bookkeeping information, a formula has been applied to component method results to calculate a reasonable breakdown. This information is displayed on the Management / Accounting Summary and Charts as well as elsewhere within the report.

The cash flow calculation method is typically used for under-funded associations (less than 65% funded) with a goal/objective of full funding, threshold funding, baseline funding or statutory funding.

# Preface

## ◆ ◆ ◆ ◆ READING THE RESERVE ANALYSIS ◆ ◆ ◆ ◆

In some cases, the reserve analysis may be a lengthy document of one hundred pages or more. A complete and thorough review of the reserve analysis is always a good idea. However, if time is limited, it is suggested that a thorough review of the summary pages be made. If a “red flag” is raised in this review, the reader should then check the detail information, of the component in question, for all relevant information. In this section, a description of most of the summary or report sections is provided along with comments regarding what to look for and how to use each section.

### Executive Summary

Provides general information about the client, global parameters used in the calculation of the reserve analysis as well as the core results of the reserve analysis.

**Client Information**  
Provides various client information including fiscal year for which the reserve analysis was prepared, number of units, phasing, etc.

**Global Parameters**  
Displays the calculation parameters that were used to calculate the reserve analysis including inflation, annual contribution increase, investment rate, tax rate and contingency.

**Community Profile**  
Provides brief description of the community, as well as other “global” type comments.

**Budget**  
Provides recommended funding for the fiscal year for which the reserve analysis was prepared. Indicates the reserve funding from the membership, anticipated interest contribution and the total contribution

**Sample Homeowners Association**  
Executive Summary  
Component Calculation Method

Client Information:		Global Parameters:	
Account Number	00000	Inflation Rate	2.00%
Version Number	1	Annual Contribution Increase	2.00%
Analysis Date	3/18/2014	Investment Rate	1.00%
Fiscal Year	6/1/2014 to 5/31/2015	Taxes on Investment	30.00%
Number of Units	167	Contingency	3.00%
Phasing	8 of 8		

**Community Profile:**  
This community consists of 167 attached units with private roadways, pool area and extensive landscaped areas. For budgeting purposes, unless otherwise indicated, we have used June 1995 as the average placed-in-service date for aging the original components in this community.  
ARS site visits: March 1, 2014; January 2011; February 2009; April 2006; March 2005; March 2003; March 2002; April 2001 and March 2000

**Adequacy of Reserves as of June 1, 2014:**

Anticipated Reserve Balance	\$865,450.00
Fully Funded Reserve Balance	\$1,011,228.83
Percent Funded	85.58%

**Recommended Funding for the 2014-2015 Fiscal Year:**

	Annual	Monthly	Per Unit Per Month
Member Contribution	\$110,659	\$9,221.58	\$55.22
Interest Contribution	\$5,977	\$498.09	\$2.98
<b>Total Contribution</b>	<b>\$116,636</b>	<b>\$9,719.66</b>	<b>\$58.20</b>

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**Adequacy of Reserves**  
Displays the results of calculations with regard to the “health” of the reserve fund as of the beginning of the fiscal year for which the reserve analysis was prepared. Provides the anticipated reserve balance, fully funded reserve balance and the percent funded.

# Preface

## Calculation of Percent Funded

Summary displays all reserve components, shown here in “category” order. Provides the remaining life, useful life, current cost and the fully funded balance at the beginning of the fiscal year for which the reserve analysis was prepared.

### Reserve Components

All components are displayed (shown here in “category” order).

### Lifespans

Remaining life and useful life are displayed. And, these columns are conveniently sub totaled to show range.

**Sample Homeowners Association  
Calculation of Percent Funded  
Sorted by Category**

	Remaining Life	Useful Life	Current Cost	Fully Funded Balance
<b>010 Streets</b>				
Streets - Asphalt, Overlay / Major Rehab	8	27	\$101,667.50	\$71,564.91
Streets - Asphalt, Repair	0	4	\$3,621.75	\$3,621.75
Streets - Asphalt, Seal Coat	0	4	\$5,926.50	\$5,926.50
Streets - Concrete, Unfunded	n.a.	n.a.	\$0.00	\$0.00
<b>Sub Total</b>	<b>0-8</b>	<b>4-27</b>	<b>\$111,245.75</b>	<b>\$81,113.16</b>
<b>020 Roofs</b>				
Roofs - Tile				
<b>Sub Total</b>				
<b>030 Painting</b>				
Painting - Cabana Interior				
Painting - Red Curbs				
Painting - Stucco				
Painting - Woodwork & Trim				
Painting - Wrought Iron, Buildings				
Painting - Wrought Iron, Pool Area				
<b>Sub Total</b>				
<b>040 Fencing</b>				
Fencing - Wrought Iron, Pool Area				
Railing - Wrought Iron, Buildings				
<b>Sub Total</b>				
<b>050 Lighting</b>				
Lighting - Buildings				
Lighting - Grounds				
<b>Sub Total</b>				
<b>060 Pool Area</b>				
Cabana - Ceramic Tile				
Cabana - Doors				
Cabana - Plumbing Fixtures				
Cabana - Restroom Partitions				
Cabana - Water Heater				
Pool - Filter				
Pool - Heater				
Pool - Replaster & Tile Replace				
Pool Area - Barbecues				
<b>Sub Total</b>				

**Sample Homeowners Association  
Calculation of Percent Funded  
Sorted by Category**

	Remaining Life	Useful Life	Current Cost	Fully Funded Balance
Pool Area - Ceramic Tile	2	21	\$8,501.63	\$7,773.38
Pool Area - Concrete Deck, Unfunded	n.a.	n.a.	\$0.00	\$0.00
Pool Area - Furniture (Refurbish)	0	12	\$9,255.00	\$9,255.00
Pool Area - Furniture (Replace)	6	25	\$17,315.00	\$13,159.40
Pool Area - Mastic	0	4	\$5,131.50	\$5,131.50
Spa - Filter	0	13	\$1,350.00	\$1,350.00
Spa - Heater	0	10	\$3,050.00	\$3,050.00
Spa - Replaster & Tile Replace	3	8	\$5,250.00	\$3,126.40
<b>Sub Total</b>	<b>0-6</b>	<b>4-25</b>	<b>\$91,747.38</b>	<b>\$71,964.53</b>
<b>070 Decks</b>				
Decks - Clean & Top Coat	2	5	\$30,480.00	\$18,288.00
Decks - Resurface	2	13	\$65,227.20	\$54,720.81
<b>Sub Total</b>	<b>2</b>	<b>5-13</b>	<b>\$95,707.20</b>	<b>\$73,008.81</b>
<b>080 Misc (Buildings)</b>				
Fire Extinguisher Cabinets	2	21	\$27,625.00	\$24,994.05
Utility Closet Doors	2	21	\$73,900.00	\$69,801.90
<b>Sub Total</b>	<b>2</b>	<b>21</b>	<b>\$101,525.00</b>	<b>\$94,855.95</b>
<b>090 Misc (Grounds)</b>				
Landscape - Irrigation Controllers	0	12	\$29,000.00	\$29,000.00
Landscape - Renovation, Unfunded	n.a.	n.a.	\$0.00	\$0.00
Mailboxes	2	21	\$37,200.00	\$33,657.14
<b>Sub Total</b>	<b>0-2</b>	<b>12-21</b>	<b>\$66,200.00</b>	<b>\$62,657.14</b>
<b>100 Termite Control</b>				
Termite Control	n.a.	n.a.	\$0.00	\$100,000.00
<b>Sub Total</b>	<b>n.a.</b>	<b>n.a.</b>	<b>\$0.00</b>	<b>\$100,000.00</b>
Contingency	n.a.	n.a.	n.a.	\$29,453.27
<b>Total</b>	<b>0-11</b>	<b>2-30</b>	<b>\$1,091,533.70</b>	<b>\$1,011,228.83</b>
<b>Anticipated Reserve Balance</b>				<b>\$865,456.00</b>
<b>Percent Funded</b>				<b>85.58%</b>

### Current Cost

Displays the current cost to replace or otherwise maintain each component. This column is conveniently sub totaled.

### Fully Funded Balance

Displays the fully funded balance for each component. This column is conveniently sub totaled.

The total current cost to replace or otherwise maintain all components, total fully funded balance, anticipated reserve balance and percent funded are provided at the bottom of this summary. Also shown is the range of reserve component remaining lives and useful lives.



# Preface

## Management / Accounting Summary and Charts

Summary displays all reserve components, shown here in “category” order. Provides the assigned reserve funds at the beginning of the fiscal year for which the reserve analysis was prepared along with the monthly member contribution, interest contribution and total contribution for each component and category. Pie charts show graphically how the total reserve fund is distributed amongst the reserve component categories and how each category is funded on a monthly basis.

**Balance at FYB**  
Shows the amount of reserve funds assigned to each reserve component. And, this column is conveniently sub totaled.

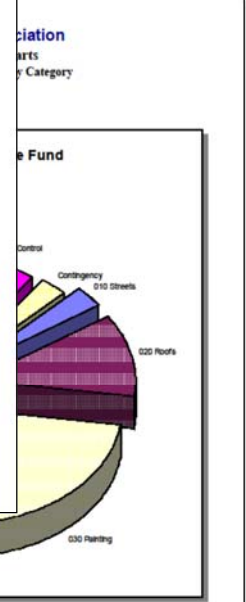
**Sample Homeowners Association**  
Management / Accounting Summary  
Component Calculation Method; Sorted by Category

	Balance at Fiscal Year Beginning	Monthly Member Contribution	Monthly Interest Contribution	Total Monthly Contribution
<b>010 Streets</b>				
Streets - Asphalt, Overlay / Major Rehab	\$17,837.90	\$949.09	\$13.37	\$963.07
Streets - Asphalt, Repair	\$3,821.75	\$78.20	\$0.25	\$78.45
Streets - Asphalt, Seal Coat	\$5,928.50	\$127.96	\$0.41	\$128.37
Streets - Concrete, Unfunded	\$0.00	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>	<b>\$27,588.15</b>	<b>\$1,155.84</b>	<b>\$14.04</b>	<b>\$1,169.88</b>
<b>020 Roofs</b>				
Roofs - Tile				
<b>Sub Total</b>				
<b>030 Painting</b>				
Painting - Cabana Interior				
Painting - Red Curbs				
Painting - Stucco				
Painting - Woodwork & Trim				
Painting - Wrought Iron, Buildings				
Painting - Wrought Iron, Pool Area				
<b>Sub Total</b>				
<b>040 Fencing</b>				
Fencing - Wrought Iron, Pool Area				
Railing - Wrought Iron, Buildings				
<b>Sub Total</b>				
<b>050 Lighting</b>				
Lighting - Buildings				
Lighting - Grounds				
<b>Sub Total</b>				
<b>060 Pool Area</b>				
Cabana - Ceramic Tile				
Cabana - Doors				
Cabana - Plumbing Fixtures				
Cabana - Restroom Partitions				
Cabana - Water Heater				
Pool - Filter				
<b>Sub Total</b>				
<b>070 Decks</b>				
Decks - Clean & Top Coat	\$18,288.00	\$539.52	\$12.44	\$551.96
Decks - Resurfacing	\$94,720.81	\$306.93	\$33.65	\$340.58
<b>Sub Total</b>	<b>\$113,008.81</b>	<b>\$846.45</b>	<b>\$46.09</b>	<b>\$892.54</b>
<b>080 Misc (Buildings)</b>				
Fire Extinguisher Cabinets	\$24,994.05	\$139.11	\$15.07	\$154.19
Utility Closet Doors	\$95,881.90	\$372.15	\$40.32	\$412.47
<b>Sub Total</b>	<b>\$120,875.95</b>	<b>\$511.26</b>	<b>\$55.40</b>	<b>\$566.66</b>
<b>090 Misc (Grounds)</b>				
Landscape - Irrigation Controllers	\$20,000.00	\$219.48	\$0.71	\$220.19
Landscape - Renovation, Unfunded	\$0.00	\$0.00	\$0.00	\$0.00
Mailboxes	\$33,657.14	\$187.33	\$20.30	\$207.63
<b>Sub Total</b>	<b>\$53,657.14</b>	<b>\$406.82</b>	<b>\$21.00</b>	<b>\$427.82</b>
<b>100 Termite Control</b>				
Termite Control	\$100,000.00	\$0.00	\$58.52	\$58.52
<b>Sub Total</b>	<b>\$100,000.00</b>	<b>\$0.00</b>	<b>\$58.52</b>	<b>\$58.52</b>
Contingency	\$25,207.28	\$268.59	\$15.61	\$284.20
<b>Total</b>	<b>\$865,450.00</b>	<b>\$9,221.58</b>	<b>\$498.09</b>	<b>\$9,719.66</b>

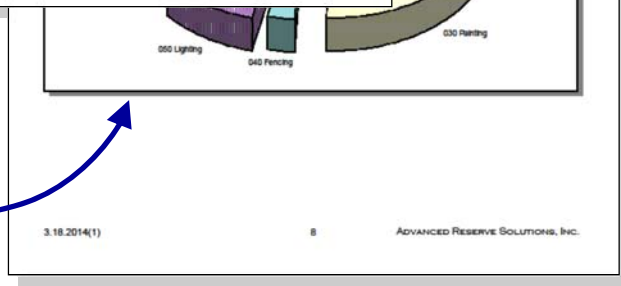
**Monthly Funding**  
Displays the monthly funding for each component from the members and interest. Total monthly funding is also indicated. And, these columns are conveniently sub totaled.

**Sample Homeowners Association**  
Management / Accounting Summary  
Component Calculation Method; Sorted by Category

	Balance at Fiscal Year Beginning	Monthly Member Contribution	Monthly Interest Contribution	Total Monthly Contribution
Pool - Heater	\$3,250.00	\$24.60	\$0.08	\$24.68
Pool - Replaster & Tile Replace	\$7,070.58	\$146.76	\$4.61	\$151.37
Pool Area - Barbecues	\$1,010.00	\$26.98	\$0.69	\$30.67
Pool Area - Ceramic Tile	\$7,773.38	\$43.27	\$4.69	\$47.96
Pool Area - Concrete Deck, Unfunded	\$0.00	\$0.00	\$0.00	\$0.00
Pool Area - Furniture (Refurbish)	\$9,255.00	\$70.05	\$0.23	\$70.27
Pool Area - Furniture (Replace)	\$13,159.40	\$74.78	\$7.94	\$82.70
Pool Area - Mastic	\$5,131.50	\$110.79	\$0.36	\$111.15
Spa - Filter	\$1,350.00	\$12.11	\$0.04	\$12.15
Spa - Heater	\$2,200.00	\$27.36	\$0.09	\$27.44
Spa - Replaster & Tile Replace	\$3,128.40	\$54.12	\$2.04	\$56.15
<b>Sub Total</b>	<b>\$71,964.53</b>	<b>\$716.19</b>	<b>\$30.10</b>	<b>\$746.28</b>
<b>070 Decks</b>				
Decks - Clean & Top Coat	\$18,288.00	\$539.52	\$12.44	\$551.96
Decks - Resurfacing	\$94,720.81	\$306.93	\$33.65	\$340.58
<b>Sub Total</b>	<b>\$113,008.81</b>	<b>\$846.45</b>	<b>\$46.09</b>	<b>\$892.54</b>
<b>080 Misc (Buildings)</b>				
Fire Extinguisher Cabinets	\$24,994.05	\$139.11	\$15.07	\$154.19
Utility Closet Doors	\$95,881.90	\$372.15	\$40.32	\$412.47
<b>Sub Total</b>	<b>\$120,875.95</b>	<b>\$511.26</b>	<b>\$55.40</b>	<b>\$566.66</b>
<b>090 Misc (Grounds)</b>				
Landscape - Irrigation Controllers	\$20,000.00	\$219.48	\$0.71	\$220.19
Landscape - Renovation, Unfunded	\$0.00	\$0.00	\$0.00	\$0.00
Mailboxes	\$33,657.14	\$187.33	\$20.30	\$207.63
<b>Sub Total</b>	<b>\$53,657.14</b>	<b>\$406.82</b>	<b>\$21.00</b>	<b>\$427.82</b>
<b>100 Termite Control</b>				
Termite Control	\$100,000.00	\$0.00	\$58.52	\$58.52
<b>Sub Total</b>	<b>\$100,000.00</b>	<b>\$0.00</b>	<b>\$58.52</b>	<b>\$58.52</b>
Contingency	\$25,207.28	\$268.59	\$15.61	\$284.20
<b>Total</b>	<b>\$865,450.00</b>	<b>\$9,221.58</b>	<b>\$498.09</b>	<b>\$9,719.66</b>



**Pie Charts**  
Show graphically how the reserve fund is distributed amongst the reserve components and how the components are funded.



# Preface

## Projections and Charts

Summary displays projections of beginning reserve balance, member contribution, interest contribution, expenditures and ending reserve balance for each year of the projection period (shown here for 30 years). The two columns on the right-hand side provide the fully funded ending balance and the percent funded for each year. Charts show the same information in an easy-to-understand graphic format.

**Sample Homeowners Association  
Projections  
Component Calculation Method**

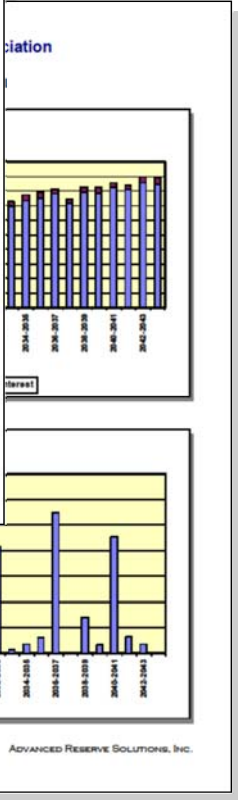
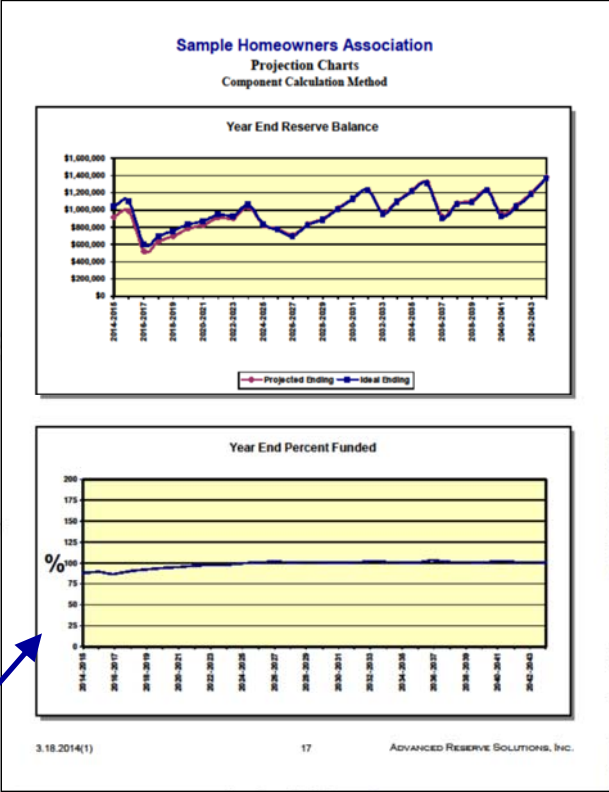
Fiscal Year	Beginning Balance	Member Contribution	Interest Contribution	Expenditures	Ending Balance	Fully Funded Ending Balance	Percent Funded
2014-2015	\$865,450	\$110,659	\$5,977	\$54,980	\$917,106	\$1,046,139	88%
2015-2016	\$917,106	\$111,857	\$6,482	\$45,317	\$990,127	\$1,104,098	90%
2016-2017	\$990,127	\$116,806	\$3,175	\$591,549	\$518,559	\$598,939	87%
2017-2018	\$518,559	\$115,807	\$3,900	\$7,715	\$630,610	\$698,915	90%
2018-2019	\$630,610	\$116,508	\$4,431	\$52,973	\$698,577	\$755,512	92%
2019-2020	\$698,577	\$116,723	\$5,037	\$34,701	\$795,578	\$834,243	94%
2020-2021	\$795,578	\$118,645	\$5,331	\$80,731	\$828,821	\$896,179	92%
2021-2022	\$828,821	\$121,028	\$5,925	\$40,530	\$915,241	\$949,147	96%
2022-2023	\$915,241	\$123,506					
2023-2024	\$907,080	\$125,898					
2024-2025	\$1,037,322	\$126,436					
2025-2026	\$825,894	\$127,755					
2026-2027	\$780,089	\$125,648					
2027-2028	\$713,358	\$119,373					
2028-2029	\$631,867	\$131,699					
2029-2030	\$696,194	\$131,038					
2030-2031	\$1,013,798	\$137,575					
2031-2032	\$1,130,018	\$141,510					
2032-2033	\$1,237,543	\$143,162					
2033-2034	\$973,396	\$138,561					
2034-2035	\$1,104,489	\$147,134					
2035-2036	\$1,222,996	\$149,242					
2036-2037	\$1,317,743	\$150,808					
2037-2038	\$926,826	\$142,178					
2038-2039	\$1,078,902	\$157,813					
2039-2040	\$1,102,377	\$157,111					
2040-2041	\$1,234,862	\$165,390					
2041-2042	\$952,393	\$161,588					
2042-2043	\$1,056,301	\$171,747					
2043-2044	\$1,200,105	\$169,299					

NOTE: In some cases, the projected Ending Balance Expenditures. This is a result of the provision of contingency is continually adjusted according to

3.18.2014(1)

Improved format makes the numbers as easy to read and understand as possible. The color-coded bar indicates the reserve fund status:

Green: Good  
Yellow: Fair  
Red: Poor



**Charts**  
Show graphically the reserve funding plan through time.

# Preface

## Component Detail

Summary provides detailed information about each reserve component. These pages display all information about each reserve component as well as comments from site observations and historical information regarding replacement or other maintenance.

### Lifespan Information

Displays placed-in-service date, useful life, remaining life and replacement year.

### Cost Information

Displays quantity, unit cost, percentage of replacement, current cost and future cost.

### Calculation Results

Displays assigned reserves and funding requirements.

**Streets - Asphalt, Seal Coat**

Category	010 Streets	Quantity	65,850 sq. ft.
Photo Date	January 2011	Unit Cost	\$0.090
		% of Replacement	100.00%
		Current Cost	\$5,926.50
		Future Cost	\$6,415.03
Placed In Service	11/09	Assigned Reserves at FYB	\$5,926.50
Useful Life	4	Monthly Member Contribution	\$127.96
Remaining Life	0	Monthly Interest Contribution	\$0.41
Replacement Year	2014-2015	Total Monthly Contribution	\$128.37

**Painting - Woodwork & Trim**

Category	030 Painting	Quantity	31,575 sq. ft.
Photo Date	January 2011	Unit Cost	\$0.620
		% of Replacement	100.00%
		Current Cost	\$20,949.00
		Future Cost	\$30,222.58
Placed In Service	06/12	Assigned Reserves at FYB	\$14,524.50
Useful Life	4	Monthly Member Contribution	\$634.91
Remaining Life	2	Monthly Interest Contribution	\$10.54
Replacement Year	2016-2017	Total Monthly Contribution	\$645.45

**Pool - Replaster & Tile Replace**

Category	060 Pool Area	Quantity	1 pool
Photo Date	January 2011	Unit Cost	\$15,075.000
		% of Replacement	100.00%
		Current Cost	\$15,075.00
		Future Cost	\$16,644.02
Placed In Service	01/10	Assigned Reserves at FYB	\$7,070.58
Useful Life	10	Monthly Member Contribution	\$146.79
Remaining Life	5	Monthly Interest Contribution	\$4.61
Replacement Year	2019-2020	Total Monthly Contribution	\$151.37

**Comments**

The association seal coated and restriped the streets for a total cost of \$5,926.50. The association seal coated and restriped the streets for a total cost of \$5,926.50. The association seal coated and restriped the streets for a total cost of \$5,926.50.

The current cost used for this component is adjusted for inflation where applicable.

Asphalt surfaces should be seal coated on...

3.18.2014(1)

The association painted the woodwork and trim for a total cost of \$20,949.00. The association painted the woodwork and trim for a total cost of \$20,949.00. The association painted the woodwork and trim for a total cost of \$20,949.00.

The current cost used for this component is adjusted for inflation where applicable.

For budgeting purposes, we have used the current cost.

The inventory for this component has been updated as of March 2000 site visit, we believe this inventory is accurate.

3.18.2014(1)

The pool and spa were replastered in March 2000 for a total cost of approximately \$6,700. The association washed the pool in June 2002 for a total cost of \$675. The association replastered the pool and spa (including replacement of the mastic directly adjacent to the pool and spa) in January 2010 for a total cost of \$15,000.

3.18.2014(1)

42 ADVANCED RESERVE SOLUTIONS, INC.

### Comments

Useful information from site observations and historical expenses included here.

### Photos

Optional inclusion of photos adds an additional layer of detail to the reserve analysis.

## Preface

### ◆ ◆ ◆ ◆ GLOSSARY OF KEY TERMS ◆ ◆ ◆ ◆

#### **Annual Contribution Increase Parameter**

The rate used in the calculation of the funding plan. This rate is used on an annual compounding basis. This rate represents, in theory, the rate the association expects to increase contributions each year.

In most cases, this rate should match the inflation parameter. Matching the annual contribution increase parameter to the inflation parameter indicates, in theory, that member contributions should increase at the same rate as the cost of living (inflation parameter). Due to the “time value of money,” this creates the most equitable distribution of member contributions through time.

This parameter is used to develop a funding plan only; it does not mean that the reserve contributions must be raised each year. There are far more significant factors that will contribute to a total reserve contribution increase or decrease from year to year than this parameter. See the description of “reserve funding calculation methods” in this preface for more detail on this parameter.

#### **Anticipated Reserve Balance (or Reserve Funds)**

The amount of money, as of a certain point in time, held by the association to be used for the repair or replacement of reserve components. This figure is “anticipated” because it is calculated based on the most current financial information available as of the analysis date, which is almost always prior to the fiscal year beginning date for which the reserve analysis is prepared.

#### **Assigned Funds (and “Fixed” Assigned Funds)**

The amount of money, as of the fiscal year beginning date for which the reserve analysis is prepared, that a reserve component has been assigned.

The assigned funds are considered “fixed” when the normal calculation process is bypassed and a specific amount of money is assigned to a reserve component. For example, if the normal calculation process assigns \$10,000 to the roofs, but the association would like to show \$20,000 assigned to roofs, “fixed” funds of \$20,000 can be assigned.

#### **Cash Flow Calculation Method**

Reserve funding calculation method developed based on total annual expenditures. A more detailed description of the actual calculation process is included in the “reserve funding calculation methods” section of the preface.

#### **Component Calculation Method**

Reserve funding calculation method developed based on each individual component. A more detailed description of the actual calculation process is included in the “reserve funding calculation methods” section of the preface.

#### **Contingency Parameter**

The rate used as a built-in buffer in the calculation of the funding plan. This rate will assign a percentage of the reserve funds, as of the fiscal year beginning, as contingency funds and will also determine the level of funding toward the contingency each month.

#### **Current Replacement Cost**

The amount of money, as of the fiscal year beginning date for which the reserve analysis is prepared, that a reserve component is expected to cost to replace.

#### **Fiscal Year**

Indicates the budget year for the association for which the reserve analysis was prepared. The fiscal year beginning (FYB) is the first day of the budget year; the fiscal year end (FYE) is the last day of the budget year.

#### **Fully Funded Reserve Balance (or Ideal Reserves)**

The amount of money that should theoretically have accumulated in the reserve fund as of a certain point in time. Fully funded reserves are calculated for each reserve component based on the current replacement cost, age and useful life:

## Preface

$$\text{Fully Funded Reserves} = \frac{\text{Age}}{\text{Useful Life}} \times \text{Current Replacement Cost}$$

The fully funded reserve balance is the sum of the fully funded reserves for each reserve component.

An association that has accumulated the fully funded reserve balance does not have all of the funds necessary to replace all of its reserve components immediately; it has the proportionately appropriate reserve funds for the reserve components it maintains, based on each component's current replacement cost, age and useful life.

### **Future Replacement Cost**

The amount of money, as of the fiscal year during which replacement of a reserve component is scheduled, that a reserve component is expected to cost to replace. This cost is calculated using the current replacement cost compounded annually by the inflation parameter.

### **Global Parameters**

The financial parameters used to calculate the reserve analysis. See also "inflation parameter," "annual contribution increase parameter," "investment rate parameter" and "taxes on investments parameter."

### **Inflation Parameter**

The rate used in the calculation of future costs for reserve components. This rate is used on an annual compounding basis. This rate represents the rate the association expects the cost of goods and services relating to their reserve components to increase each year.

### **Interest Contribution**

The amount of money contributed to the reserve fund by the interest earned on the reserve fund and member contributions.

### **Investment Rate Parameter**

The gross rate used in the calculation of interest contribution (interest earned) from the reserve balance and member contributions. This rate (net of the taxes on investments parameter) is used on a monthly compounding basis. This parameter represents the weighted average interest rate the association expects to earn on their reserve fund investments.

### **Membership Contribution**

The amount of money contributed to the reserve fund by the association's membership.

### **Monthly Contribution (and "Fixed" Monthly Contribution)**

The amount of money, for the fiscal year which the reserve analysis is prepared, that a reserve component will be funded.

The monthly contribution is considered "fixed" when the normal calculation process is bypassed and a specific amount of money is funded to a reserve component. For example, if the normal calculation process funds \$1,000 to the roofs each month, but the association would like to show \$500 funded to roofs each month, a "fixed" contribution of \$500 can be assigned.

### **Number of Units (or other assessment basis)**

Indicates the number of units for which the reserve analysis was prepared. In "phased" developments (see phasing), this number represents the number of units, and corresponding common area components, that existed as of a certain point in time.

For some associations, assessments and reserve contributions are based on a unit of measure other than the number of units. Examples include time-interval weeks for timeshare resorts or lot acreage for commercial/industrial developments.

## Preface

### **One-Time Replacement**

Used for components that will be budgeted for only once.

### **Percent Funded**

A measure, expressed as a percentage, of the association's reserve fund "health" as of a certain point in time. This number is the ratio of the anticipated reserve fund balance to the fully funded reserve balance:

$$\text{Percent Funded} = \frac{\text{Anticipated Reserve Fund Balance}}{\text{Fully Funded Reserve Balance}}$$

An association that is 100% funded does not have all of the reserve funds necessary to replace all of its reserve components immediately; it has the proportionately appropriate reserve funds for the reserve components it maintains, based on each component's current replacement cost, age and useful life.

### **Percentage of Replacement**

The percentage of the reserve component that is expected to be replaced.

For most reserve components, this percentage should be 100%. In some cases, this percentage may be more or less than 100%. For example, fencing which is shared with a neighboring community may be set at 50%.

### **Phasing**

Indicates the number of phases for which the reserve analysis was prepared and the total number of phases expected at build-out (i.e. Phase 4 of 7). In phased developments, the first number represents the number of phases, and corresponding common area components, that existed as of a certain point in time. The second number represents the number of phases that are expected to exist at build-out.

### **Placed-In-Service Date**

The date (month and year) that the reserve component was originally put into service or last replaced.

### **Remaining Life**

The length of time, in years, until a reserve component is scheduled to be replaced.

### **Remaining Life Adjustment**

The length of time, in years, that a reserve component is expected to last in excess (or deficiency) of its useful life for the current cycle of replacement.

If the current cycle of replacement for a reserve component is expected to be greater than or less than the "normal" life expectancy, the reserve component's life should be adjusted using a remaining life adjustment.

For example, if wood trim is painted normally on a 4 year cycle, the useful life should be 4 years. However, when it comes time to paint the wood trim and it is determined that it can be deferred for an additional year, the useful life should remain at 4 years and a remaining life adjustment of +1 year should be used.

### **Replacement Year**

The fiscal year that a reserve component is scheduled to be replaced.

### **Reserve Components**

Line items included in the reserve analysis.

### **Taxes on Investments Parameter**

The rate used to offset the investment rate parameter in the calculation of the interest contribution. This parameter represents the marginal tax rate the association expects to pay on interest earned by the reserve funds and member contributions.

# Preface

## **Total Contribution**

The sum of the membership contribution and interest contribution.

## **Useful Life**

The length of time, in years, that a reserve component is expected to last each time it is replaced. See also “remaining life adjustment.”

## ◆ ◆ ◆ ◆ **LIMITATIONS OF RESERVE ANALYSIS** ◆ ◆ ◆ ◆

This reserve analysis is intended as a tool for the association’s Board of Directors to be used in evaluating the association’s current physical and financial condition with regard to reserve components. The results of this reserve analysis represent the independent opinion of the preparer. There is no implied warranty or guarantee of this work product.

For the purposes of this reserve analysis, it has been assumed that all components have been installed properly, no construction defects exist and all components are operational. Additionally, it has been assumed that all components will be maintained properly in the future.

The representations set forth in this reserve analysis are based on the best information and estimates of the preparer as of the date of this analysis. These estimates are subject to change. This reserve analysis includes estimates of replacement costs and life expectancies as well as assumptions regarding future events. Some estimates are projections of future events based on information currently available and are not necessarily indicative of the actual future outcome. The longer the time period between the estimate and the estimated event, the more likely the possibility of error and/or discrepancy. For example, some assumptions inevitably will not materialize and unanticipated events and circumstances may occur subsequent to the preparation of this reserve analysis. Therefore, the actual replacement costs and remaining lives may vary from this reserve analysis and the variation may be significant. Additionally, inflation and other economic events may impact this reserve analysis, particularly over an extended period of time and those events could have a significant and negative impact on the accuracy of this reserve analysis and, further, the funds available to meet the association’s obligation for repair, replacement or other maintenance of major components during their estimated useful life. Furthermore, the occurrence of vandalism, severe weather conditions, earthquakes, floods, acts of nature or other unforeseen events cannot be predicted and/or accounted for and are excluded when assessing life expectancy, repair and/or replacement costs of the components.

# Sample Commercial Association

## Executive Summary

### Directed Cash Flow Calculation Method

**Client Information:**

Account Number	13345
Version Number	1
Analysis Date	10/08/2020
Fiscal Year	1/1/2021 to 12/31/2021
Number of Units	10
Phasing	1 of 1

**Global Parameters:**

Inflation Rate	2.50 %
Annual Contribution Increase	0.25 %
Investment Rate	0.75 %
Taxes on Investments	30.00 %
Contingency	0.00 %

**Community Profile:**

This business park consisting of 7 separate office buildings with common area parking, walkways and landscaping.

For budgeting purposes, unless otherwise indicated, we have used January 1996 as the average placed-in-service date for aging the original components included in this analysis.

ARS site visit conducted: August 24, 2020

**Adequacy of Reserves as of January 1, 2021:**

Anticipated Reserve Balance	<b>\$53,750.00</b>
Fully Funded Reserve Balance	<b>\$61,103.31</b>
Percent Funded	<b>87.97%</b>

<b>Recommended Funding for the 2021 Fiscal Year:</b>	<b>Annual</b>	<b>Monthly</b>	<b>Per Unit Per Month</b>
Member Contribution	<b>\$10,950</b>	<b>\$912.50</b>	<b>\$91.25</b>
Interest Contribution	<b>\$309</b>	<b>\$25.77</b>	<b>\$2.58</b>
Total Contribution	<b>\$11,259</b>	<b>\$938.27</b>	<b>\$93.83</b>



**Sample Commercial Association**  
**Membership Disclosure Summary**  
Sorted by Category

Major Reserve Components	Current Cost	Assigned Reserves	Remaining Life Range	Useful Life Range
<b>010 Streets</b>	\$69,961	\$46,037	4-8	4-31
<b>020 Lighting</b>	\$13,500	\$0	15	20
<b>030 Landscape</b>	\$17,650	\$7,713	8-10	15-33
<b>Contingency</b>	n.a.	\$0	n.a.	n.a.
<b>Total</b>	\$101,111	\$53,750	4-15	4-33

# Sample Commercial Association

## Calculation of Percent Funded

Sorted by Category

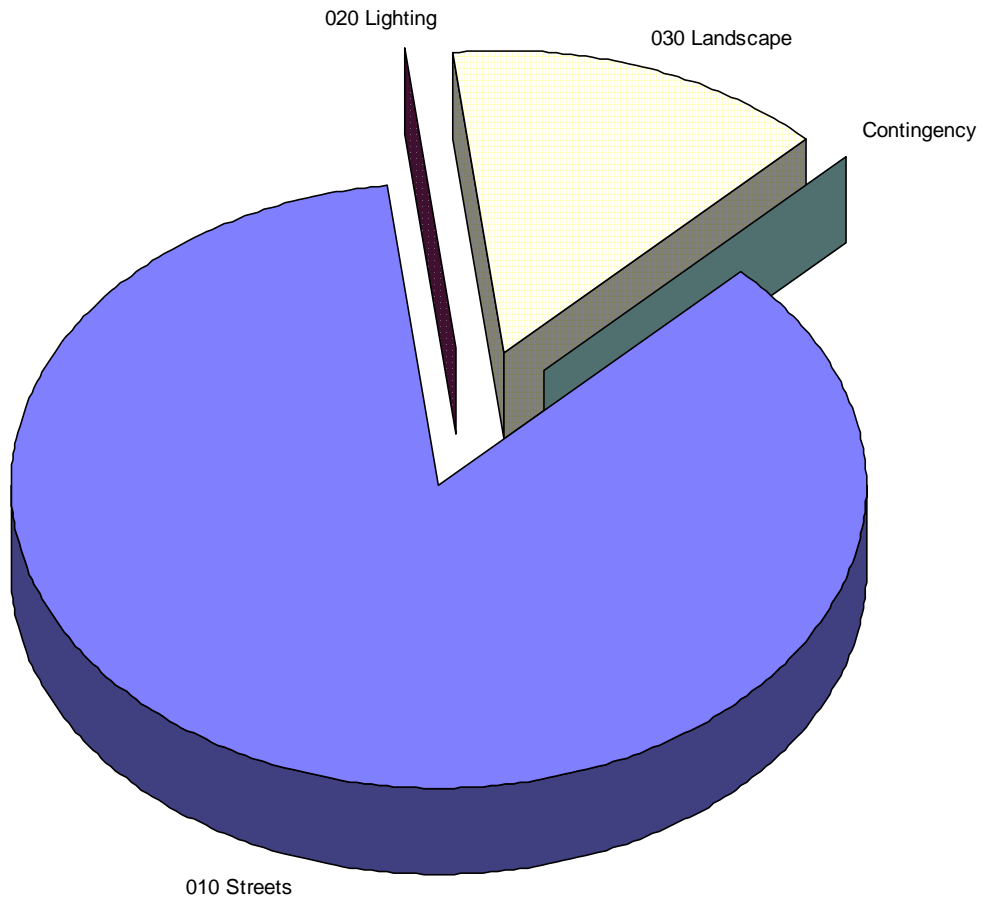
	Remaining Life	Useful Life	Current Cost	Fully Funded Balance
<b><u>010 Streets</u></b>				
Concrete - Unfunded	n.a.	n.a.	\$0.00	\$0.00
Parking Lot - Asphalt, Overlay	8	31	\$62,050.00	\$46,037.10
Parking Lot - Asphalt, Repair	4	4	\$1,954.58	\$0.00
Parking Lot - Asphalt, Seal Coat & Striping	4	4	\$5,956.80	\$0.00
<b>Sub Total</b>	<b>4-8</b>	<b>4-31</b>	<b>\$69,961.38</b>	<b>\$46,037.10</b>
<b><u>020 Lighting</u></b>				
Lighting - Floods	15	20	\$13,500.00	\$3,375.00
<b>Sub Total</b>	<b>15</b>	<b>20</b>	<b>\$13,500.00</b>	<b>\$3,375.00</b>
<b><u>030 Landscape</u></b>				
Landscape - Irrigation, Backflows	10	33	\$15,000.00	\$10,454.55
Landscape - Irrigation, Controller	8	15	\$2,650.00	\$1,236.67
Landscape - Renovation	n.a.	n.a.	\$0.00	\$0.00
<b>Sub Total</b>	<b>8-10</b>	<b>15-33</b>	<b>\$17,650.00</b>	<b>\$11,691.21</b>
Contingency	n.a.	n.a.	n.a.	\$0.00
<b>Total</b>	<b>4-15</b>	<b>4-33</b>	<b>\$101,111.38</b>	<b>\$61,103.31</b>
<b>Anticipated Reserve Balance</b>				<b>\$53,750.00</b>
<b>Percent Funded</b>				<b>87.97%</b>

**Sample Commercial Association**  
**Management / Accounting Summary**  
**Directed Cash Flow Calculation Method; Sorted by Category**

	<b>Balance at Fiscal Year Beginning</b>	<b>Monthly Member Contribution</b>	<b>Monthly Interest Contribution</b>	<b>Total Monthly Contribution</b>
<b><u>010 Streets</u></b>				
Concrete - Unfunded	\$0.00	\$0.00	\$0.00	\$0.00
Parking Lot - Asphalt, Overlay	\$46,037.10	\$337.23	\$21.17	\$358.40
Parking Lot - Asphalt, Repair	\$0.00	\$53.56	\$0.11	\$53.68
Parking Lot - Asphalt, Seal Coat & Striping	\$0.00	\$163.24	\$0.33	\$163.58
<b>Sub Total</b>	<b>\$46,037.10</b>	<b>\$554.04</b>	<b>\$21.62</b>	<b>\$575.66</b>
<b><u>020 Lighting</u></b>				
Lighting - Floods	\$0.00	\$124.04	\$0.25	\$124.29
<b>Sub Total</b>	<b>\$0.00</b>	<b>\$124.04</b>	<b>\$0.25</b>	<b>\$124.29</b>
<b><u>030 Landscape</u></b>				
Landscape - Irrigation, Backflows	\$6,476.24	\$120.08	\$3.13	\$123.21
Landscape - Irrigation, Controller	\$1,236.67	\$23.70	\$0.60	\$24.30
Landscape - Renovation	\$0.00	\$90.64	\$0.18	\$90.82
<b>Sub Total</b>	<b>\$7,712.90</b>	<b>\$234.42</b>	<b>\$3.91</b>	<b>\$238.33</b>
Contingency	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$53,750.00</b>	<b>\$912.50</b>	<b>\$25.77</b>	<b>\$938.27</b>

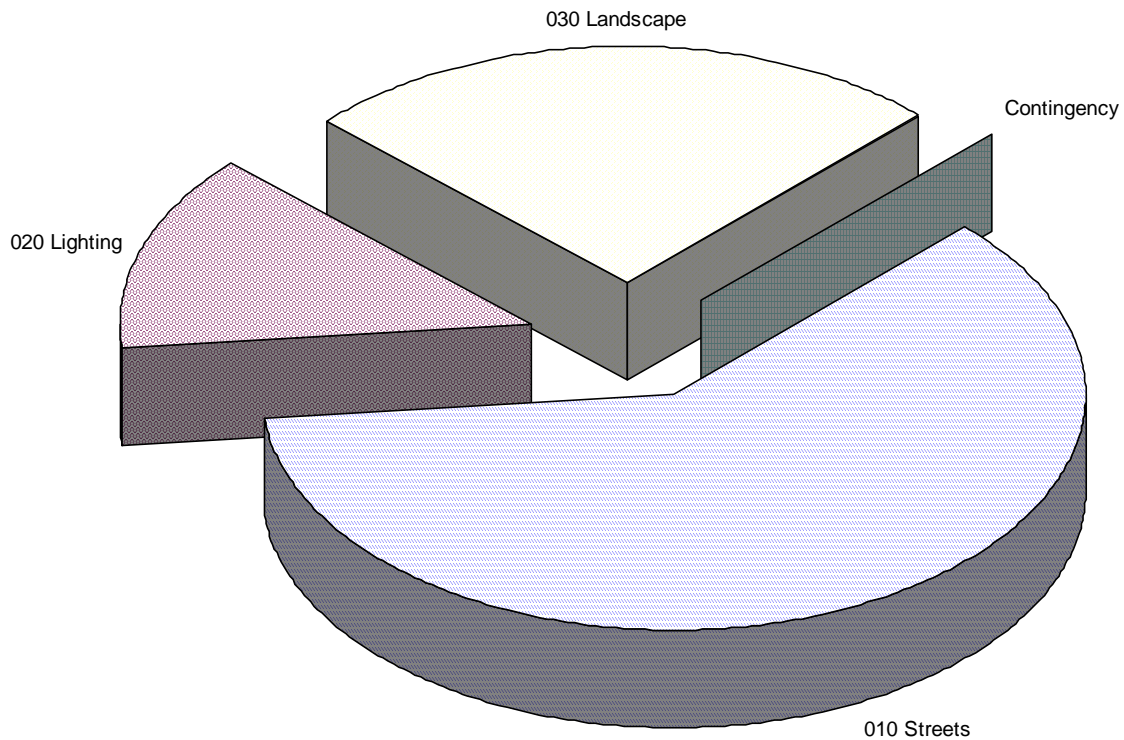
**Sample Commercial Association**  
**Management / Accounting Charts**  
**Directed Cash Flow Calculation Method; Sorted by Category**

**Distribution of Current Reserve Fund**



**Sample Commercial Association**  
**Management / Accounting Charts**  
**Directed Cash Flow Calculation Method; Sorted by Category**

**Monthly Member Contribution**



**Sample Commercial Association**  
**Annual Expenditure Detail**  
**Sorted by Description**

**2025 Fiscal Year**

Parking Lot - Asphalt, Repair	\$2,157.49
Parking Lot - Asphalt, Seal Coat & Striping	\$6,575.19

<b>Sub Total</b>	<b>\$8,732.68</b>
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**2029 Fiscal Year**

Landscape - Irrigation, Controller	\$3,228.77
Parking Lot - Asphalt, Overlay	\$75,601.90
Parking Lot - Asphalt, Repair	\$2,381.46
Parking Lot - Asphalt, Seal Coat & Striping	\$7,257.78

<b>Sub Total</b>	<b>\$88,469.91</b>
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**2031 Fiscal Year**

Landscape - Irrigation, Backflows	\$19,201.27
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<b>Sub Total</b>	<b>\$19,201.27</b>
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**2033 Fiscal Year**

Parking Lot - Asphalt, Repair	\$2,628.69
Parking Lot - Asphalt, Seal Coat & Striping	\$8,011.23

<b>Sub Total</b>	<b>\$10,639.92</b>
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**2036 Fiscal Year**

Lighting - Floods	\$19,552.03
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<b>Sub Total</b>	<b>\$19,552.03</b>
------------------	--------------------

**2037 Fiscal Year**

Parking Lot - Asphalt, Repair	\$2,901.58
Parking Lot - Asphalt, Seal Coat & Striping	\$8,842.90

<b>Sub Total</b>	<b>\$11,744.48</b>
------------------	--------------------

**2041 Fiscal Year**

Parking Lot - Asphalt, Repair	\$3,202.80
Parking Lot - Asphalt, Seal Coat & Striping	\$9,760.91

<b>Sub Total</b>	<b>\$12,963.71</b>
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**2044 Fiscal Year**

Landscape - Irrigation, Controller	\$4,676.22
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<b>Sub Total</b>	<b>\$4,676.22</b>
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**2045 Fiscal Year**

Parking Lot - Asphalt, Repair	\$3,535.29
Parking Lot - Asphalt, Seal Coat & Striping	\$10,774.22

# Sample Commercial Association

## Annual Expenditure Detail

Sorted by Description

<b>Sub Total</b>	<u>\$14,309.51</u>
<b>2049 Fiscal Year</b>	
Parking Lot - Asphalt, Repair	\$3,902.30
Parking Lot - Asphalt, Seal Coat & Striping	<u>\$11,892.72</u>
<b>Sub Total</b>	<b>\$15,795.02</b>

# Sample Commercial Association

## Projections

### Directed Cash Flow Calculation Method

Fiscal Year	Beginning Balance	Member Contribution	Interest Contribution	Expenditures	Ending Balance	Fully Funded Ending Balance	Percent Funded
2021	\$53,750	\$10,950	\$309	\$0	\$65,009	\$68,951	94%
2022	\$65,009	\$10,977	\$369	\$0	\$76,355	\$77,112	99%
2023	\$76,355	\$11,005	\$428	\$0	\$87,788	\$85,599	103%
2024	\$87,788	\$11,032	\$489	\$0	\$99,309	\$94,421	105%
2025	\$99,309	\$11,060	\$503	\$8,733	\$102,140	\$94,642	108%
2026	\$102,140	\$11,088	\$564	\$0	\$113,792	\$103,950	109%
2027	\$113,792	\$11,115	\$626	\$0	\$125,533	\$113,625	110%
2028	\$125,533	\$11,143	\$687	\$0	\$137,363	\$123,681	111%
2029	\$137,363	\$11,171	\$284	\$88,470	\$60,348	\$44,179	137%
2030	\$60,348	\$11,199	\$345	\$0	\$71,892	\$53,536	134%
2031	\$71,892	\$11,227	\$304	\$19,201	\$64,222	\$43,805	147%
2032	\$64,222	\$11,255	\$365	\$0	\$75,842	\$53,690	141%
2033	\$75,842	\$11,283	\$370	\$10,640	\$76,855	\$53,100	145%
2034	\$76,855	\$11,311	\$432	\$0	\$88,598	\$63,590	139%
2035	\$88,598	\$11,340	\$494	\$0	\$100,431	\$74,535	135%
2036	\$100,431	\$11,368	\$453	\$19,552	\$92,700	\$65,912	141%
2037	\$92,700	\$11,396	\$454	\$11,744	\$92,806	\$65,280	142%
2038	\$92,806	\$11,425	\$516	\$0	\$104,746	\$76,880	136%
2039	\$104,746	\$11,453	\$579	\$0	\$116,778	\$88,984	131%
2040	\$116,778	\$11,482	\$642	\$0	\$128,903	\$101,612	127%
2041	\$128,903	\$11,511	\$638	\$12,964	\$128,088	\$101,495	126%
2042	\$128,088	\$11,539	\$702	\$0	\$140,329	\$114,895	122%
2043	\$140,329	\$11,568	\$766	\$0	\$152,664	\$128,870	118%
2044	\$152,664	\$11,597	\$807	\$4,676	\$160,391	\$138,646	116%
2045	\$160,391	\$11,626	\$797	\$14,310	\$158,505	\$139,044	114%
2046	\$158,505	\$11,655	\$862	\$0	\$171,023	\$154,378	111%
2047	\$171,023	\$11,684	\$928	\$0	\$183,635	\$170,361	108%
2048	\$183,635	\$11,714	\$995	\$0	\$196,343	\$187,015	105%
2049	\$196,343	\$11,743	\$978	\$15,795	\$193,270	\$188,176	103%
2050	\$193,270	\$11,772	\$1,045	\$0	\$206,088	\$205,843	100%

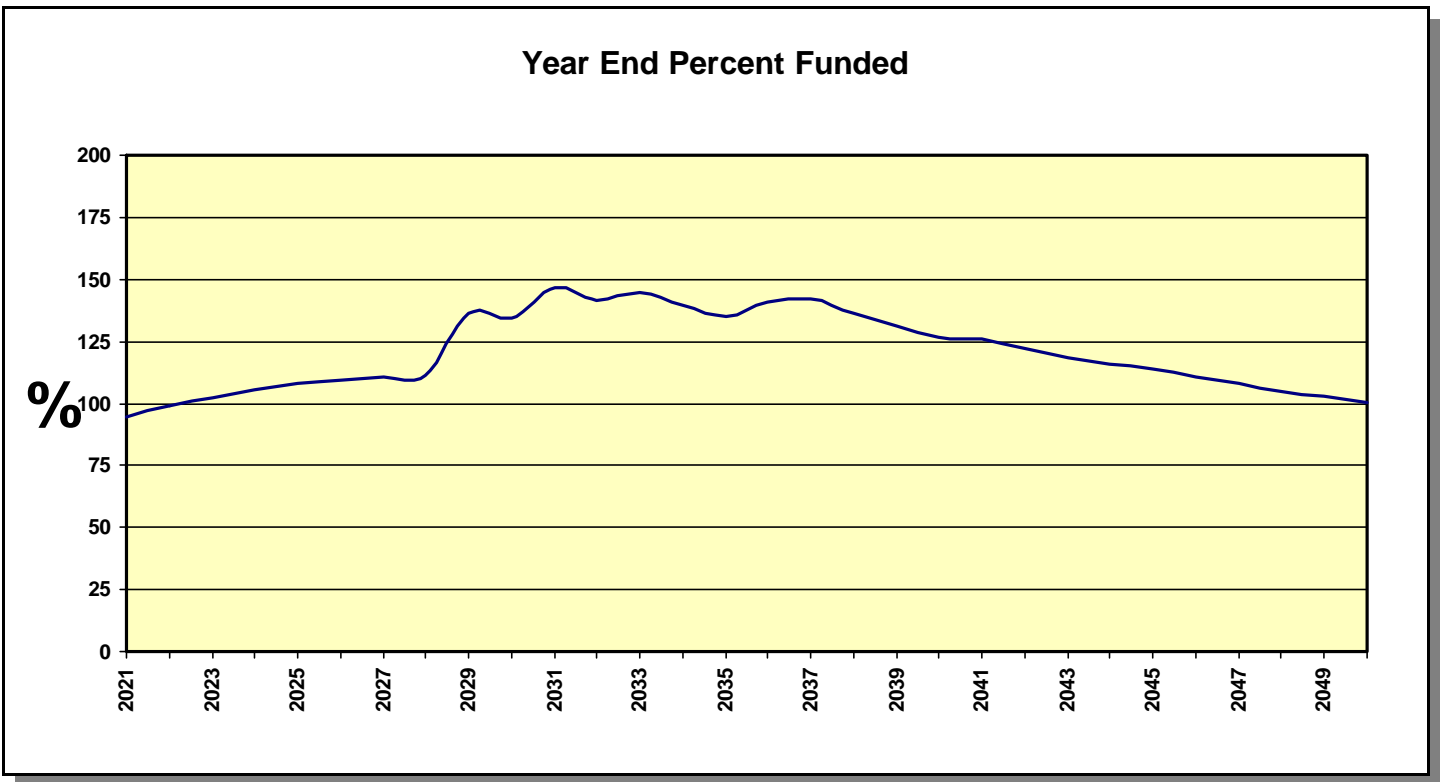
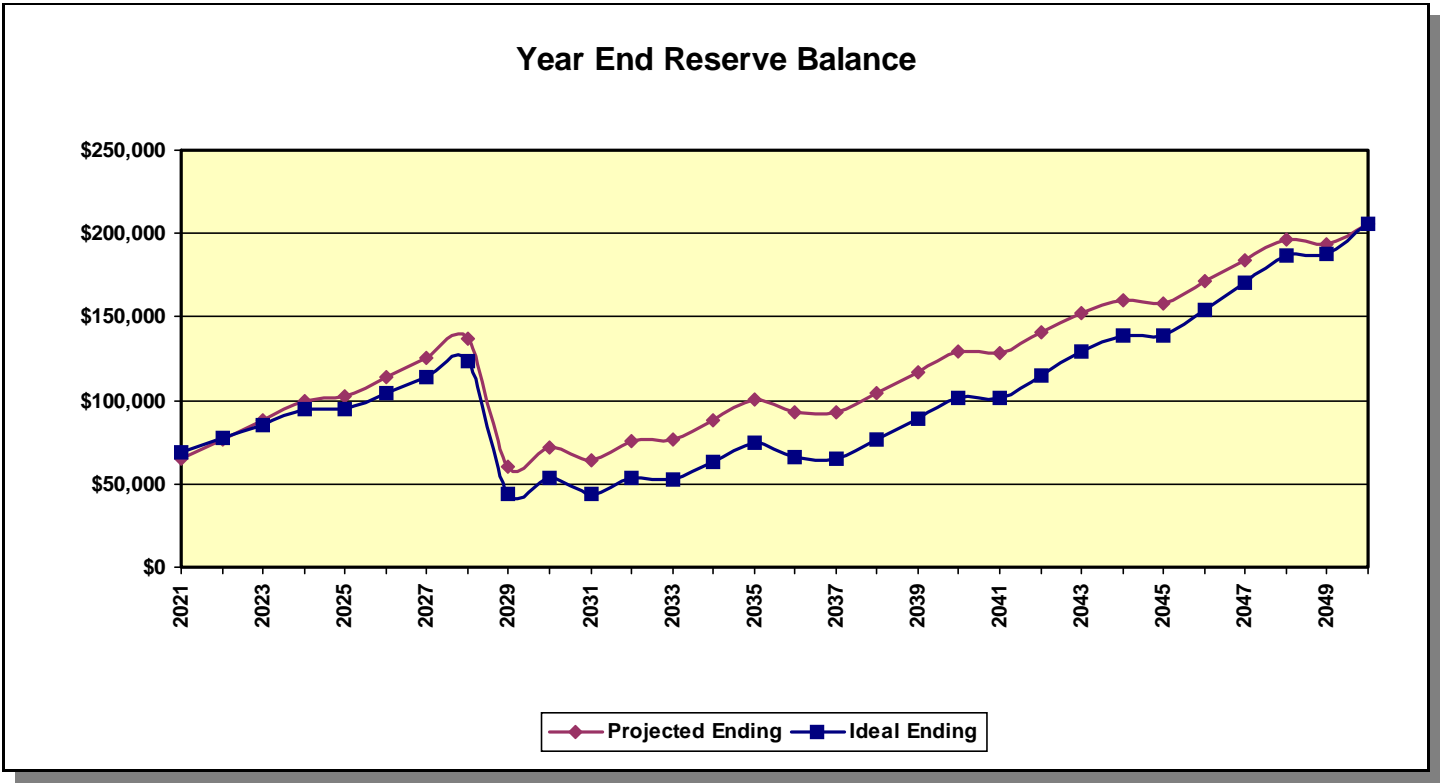
NOTE: In some cases, the projected Ending Balance may exceed the Fully Funded Ending Balance in years following high Expenditures. This is a result of the provision for contingency in this analysis, which in these projections is never expended. The contingency is continually adjusted according to need and any excess is redistributed among all components included.



# Sample Commercial Association

## Projection Charts

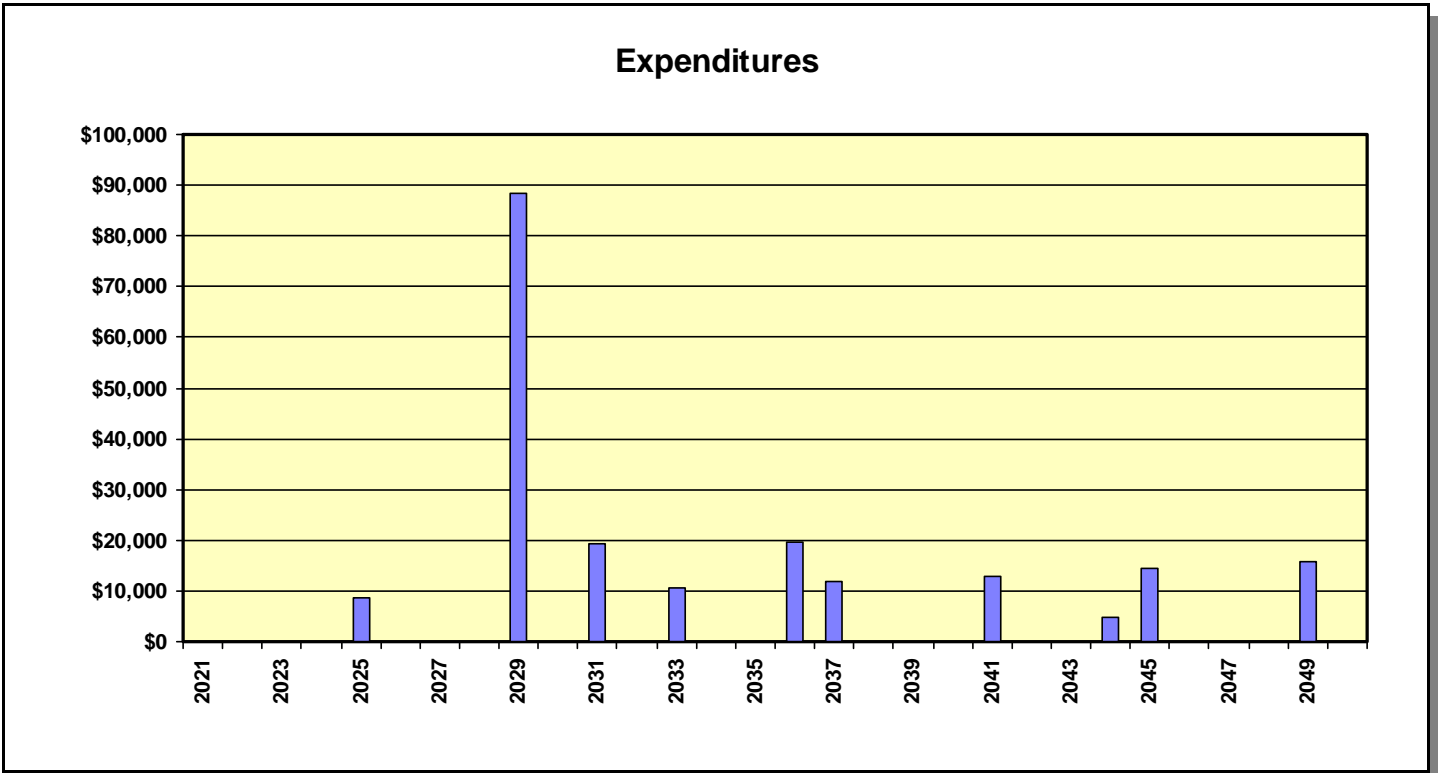
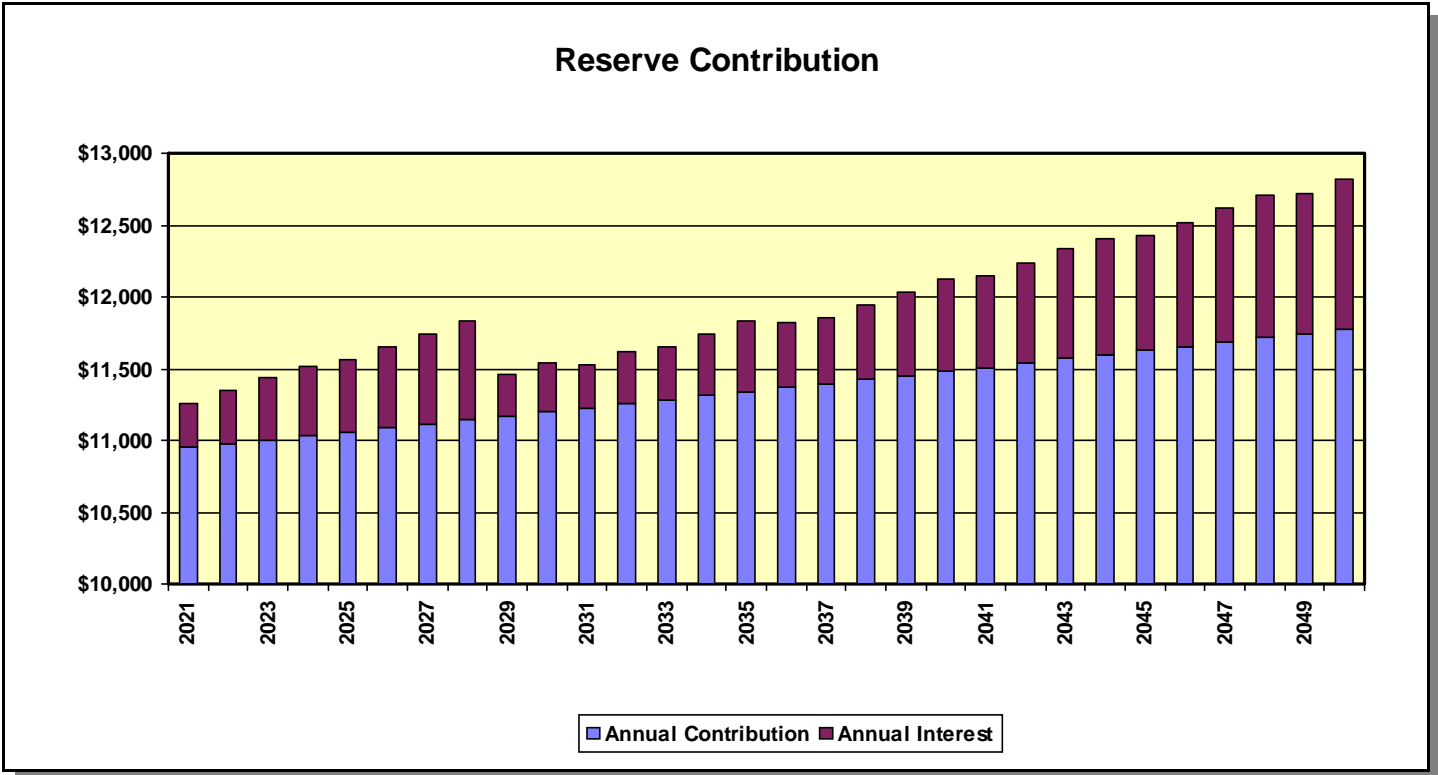
### Directed Cash Flow Calculation Method



# Sample Commercial Association

## Projection Charts

### Directed Cash Flow Calculation Method



# Sample Commercial Association

## Component Detail

Directed Cash Flow Calculation Method; Sorted by Category

### Concrete - Unfunded

Category	010 Streets	Quantity	1 comment
Photo Date	August 2020	Unit Cost	\$0.00
		% of Replacement	0.00%
		Current Cost	\$0.00
Placed In Service	01/96	Future Cost	\$0.00
Useful Life	n.a.		
		Assigned Reserves at FYB	\$0.00
Remaining Life	n.a.	Monthly Member Contribution	\$0.00
Replacement Year	n.a.	Monthly Interest Contribution	\$0.00
		Total Monthly Contribution	\$0.00

Comments:



There is typical concrete sidewalks, curbs and drainage swales located throughout the business park.

Typically, budgeting for concrete repairs as a reserve component is excluded as it is anticipated that any repairs required will be addressed immediately due to safety concerns. Good maintenance practice would not allow the need for repairs to accumulate to a point that they would become a major expense. Minor repairs, as needed, should be addressed immediately as a maintenance issue using the client's operating and/or reserve contingency funds. Should the client desire, funding for this component can be included.

# Sample Commercial Association

## Component Detail

Directed Cash Flow Calculation Method; Sorted by Category

### Parking Lot - Asphalt, Overlay

Category	010 Streets	Quantity	24,820 sq. ft.
Photo Date	August 2020	Unit Cost	\$2.500
		% of Replacement	100.00%
		Current Cost	\$62,050.00
Placed In Service	01/98	Future Cost	\$75,601.90
Useful Life	24		
Adjustment	+7	Assigned Reserves at FYB	\$46,037.10
Remaining Life	8	Monthly Member Contribution	\$337.23
Replacement Year	2029	Monthly Interest Contribution	\$21.17
		Total Monthly Contribution	\$358.40

Comments:



The association intends to repair and seal coat the asphalt before the end of 2020 for a total cost of \$34,500. Therefore, based off these repairs we have extended the remaining life.

Most asphalt areas can be expected to last approximately 20 years before it will become necessary for an overlay to be applied. This can double the life of the surface upon application. It will be necessary to adjust manhole and valve covers at the time the overlay is applied. Deflection testing should be conducted by an independent consultant near the end of the estimated useful life to determine the condition of the asphalt and estimated remaining life before the overlay is required.

In addition to this service, a consultant may be obtained to prepare the application specifications, and to work with the contractor during actual installation. It is recommended that the client obtain bids for such a consultation near the end of the estimated useful life. As costs vary, a provision for this consulting has not been included in this cost estimate.

The remaining life of the asphalt overlay has been adjusted to align with the future replacement cycles of the asphalt repairs and seal coating.

# Sample Commercial Association

## Component Detail

Directed Cash Flow Calculation Method; Sorted by Category

### Parking Lot - Asphalt, Repair

Category	010 Streets	Quantity	24,820 sq. ft.
Photo Date	August 2020	Unit Cost	\$5.250
		% of Replacement	1.50%
		Current Cost	\$1,954.58
Placed In Service	01/21	Future Cost	\$2,157.49
Useful Life	4		
		Assigned Reserves at FYB	\$0.00
Remaining Life	4	Monthly Member Contribution	\$53.56
Replacement Year	2025	Monthly Interest Contribution	\$0.11
		Total Monthly Contribution	\$53.68

Comments:



The association repaired and seal coated the asphalt during 2016. The association intends to repair and seal coat the asphalt before the end of 2020 for a total cost of \$34,500.

For budgeting purposes, we have used the next fiscal year's beginning date as the placed-in-service date for this component.

We have budgeted for the asphalt to be repaired on the same cycle and in conjunction with the slurry sealing of the asphalt.

It is estimated that a percentage of the asphalt areas will require repair or replacement. The actual condition of the asphalt should be monitored through time and these estimates adjusted accordingly.

# Sample Commercial Association

## Component Detail

Directed Cash Flow Calculation Method; Sorted by Category

### Parking Lot - Asphalt, Seal Coat & Striping

Category	010 Streets	Quantity	24,820 sq. ft.
Photo Date	August 2020	Unit Cost	\$0.240
		% of Replacement	100.00%
		Current Cost	\$5,956.80
Placed In Service	01/21	Future Cost	\$6,575.19
Useful Life	4		
		Assigned Reserves at FYB	\$0.00
Remaining Life	4	Monthly Member Contribution	\$163.24
Replacement Year	2025	Monthly Interest Contribution	\$0.33
		Total Monthly Contribution	\$163.58

Comments:



The association repaired and seal coated the asphalt during 2016. The association intends to repair and seal coat the asphalt before the end of 2020 for a total cost of \$34,500.

For budgeting purposes, we have used the next fiscal year's beginning date as the placed-in-service date for this component.

Asphalt surfaces should be seal coated within 3 years of their initial installation. Thereafter, a 3 to 5 year cycle should be observed and adjusted according to the client's particular needs.

The unit cost includes any restriping that may be necessary.

# Sample Commercial Association

## Component Detail

Directed Cash Flow Calculation Method; Sorted by Category

### Lighting - Floods

Category	020 Lighting	Quantity	36 fixtures
Photo Date	August 2020	Unit Cost	\$375.000
		% of Replacement	100.00%
		Current Cost	\$13,500.00
Placed In Service	01/16	Future Cost	\$19,552.03
Useful Life	20		
		Assigned Reserves at FYB	\$0.00
Remaining Life	15	Monthly Member Contribution	\$124.04
Replacement Year	2036	Monthly Interest Contribution	\$0.25
		Total Monthly Contribution	\$124.29

Comments:



These LED fixtures are located on the buildings.

The actual date this component was placed into service is not available. For budgeting purposes, this date has been estimated based on its condition at our most recent site visit.



# Sample Commercial Association

## Component Detail

Directed Cash Flow Calculation Method; Sorted by Category

### Landscape - Irrigation, Backflows

Category	030 Landscape	Quantity	2 backflows
Photo Date	August 2020	Unit Cost	\$7,500.00
		% of Replacement	100.00%
		Current Cost	\$15,000.00
		Future Cost	\$19,201.27
Placed In Service	01/98	Assigned Reserves at FYB	\$6,476.24
Useful Life	25	Monthly Member Contribution	\$120.08
Adjustment	+8	Monthly Interest Contribution	\$3.13
Remaining Life	10	Total Monthly Contribution	\$123.21
Replacement Year	2031		

#### Comments:





# Sample Commercial Association

## Component Detail

Directed Cash Flow Calculation Method; Sorted by Category

### Landscape - Irrigation, Controller

Category	030 Landscape	Quantity	1 controller
Photo Date	August 2020	Unit Cost	\$2,650.00
		% of Replacement	100.00%
		Current Cost	\$2,650.00
Placed In Service	01/14	Future Cost	\$3,228.77
Useful Life	15		
		Assigned Reserves at FYB	\$1,236.67
Remaining Life	8	Monthly Member Contribution	\$23.70
Replacement Year	2029	Monthly Interest Contribution	\$0.60
		Total Monthly Contribution	\$24.30

Comments:



This is a "Rainbird" irrigation controller.

The actual date this component was placed into service is not available. For budgeting purposes, this date has been estimated based on its condition at our most recent site visit.

# Sample Commercial Association

## Component Detail

Directed Cash Flow Calculation Method; Sorted by Category

### Landscape - Renovation

Category	030 Landscape	Quantity	1 comment
Photo Date	August 2020	Unit Cost	\$0.00
		% of Replacement	0.00%
		Current Cost	\$0.00
Placed In Service	01/98	Future Cost	\$0.00
Useful Life	n.a.		
		Assigned Reserves at FYB	\$0.00
Remaining Life	n.a.	Monthly Member Contribution	\$90.64
Replacement Year	n.a.	Monthly Interest Contribution	\$0.18
		Total Monthly Contribution	\$90.82

**Fixed Accumulated Reserves**

**Fixed Monthly Contribution**

Comments:



At the request of the client, we have assigned "fixed" accumulated reserves and a "fixed" monthly contribution to this component.

# Sample Commercial Association

## Detail Report Index

	<b>Page</b>
Concrete - Unfunded	12
Landscape - Irrigation, Backflows	17
Landscape - Irrigation, Controller	18
Landscape - Renovation	19
Lighting - Floods	16
Parking Lot - Asphalt, Overlay	13
Parking Lot - Asphalt, Repair	14
Parking Lot - Asphalt, Seal Coat & Striping	15

Number of components included in this reserve analysis is 8.