



**FY 2011  
REPAIR AND REPLACEMENT  
RESERVE STUDY UPDATE**

**For**

**Sample  
Homeowners Association**

**Any Place, VA**



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## Executive Summary

This is a Level II Update, With Site Visit/On-Site Review as defined by CAI's National Reserve Study Standards. On-site visits of the property were performed on July 13, 15 & 21, 2010.

The association's FY begins January 1st.

The Association is projected to about \$1,795,000 in the General Reserves and \$427,000 in the Single Family Attached Reserves at the start of the fiscal year. The tables were calculated using these amounts.

Our analysis indicates:

- An annual contribution of \$330,000 is needed for the General Reserves and \$89,200 for the Single Family Attached Reserves starting in FY11 with an annual increase of 1% each year in the General Reserves. (See 20 Year Cash Flow Chart on page A9)
- These annual increases in the General Reserve contribution should be offset by new owners that will be paying into the reserves in the future. Example: at the time of the previously recommended contribution to the general reserves of \$303,000 there were reportedly 1,426 units which equates to an average per unit annual contribution of about \$212. There are now reportedly 1,570 units in the community which with the FY11 recommended contribution of \$330,000 equates to an average per unit annual contribution of about \$210.
- The reduction in the Single Family Attached Reserve contribution can be attributed to the removal of the Driveway Pavement line items in the reserves as directed by management and the additional funds added to this account from the Gutter Cleaning Reserves.
- The current amount in the reserve accounts are very strong at 142% funded in the General Reserves and 120% funded in the Single Family Attached Reserves.
- These annual contribution levels should provide adequate funding to take care of both near term as well as out-year requirements of the components that currently exist on the property.

There are two methods of determining the required Reserve Contribution: The **Cash Flow Method** and the **Component Method**.

The **Component Method** develops the Reserve Funding Plan based on the sum of contributions for individual components. This method of funding usually results in relatively high annual contributions and fund balances.

This study was calculated using the **Cash Flow** method - This method develops a reserve funding plan where annual contributions to the reserves are designed to offset the variable annual expenditures from

the reserves. Different reserve funding plans are tested against the anticipated schedule of reserve expenses until the desired funding goal is achieved.

The funding goal used in this study is: **Threshold Funding** – this method is designed to keep the reserve balance above a specific dollar amount or percent funded amount. In this reserve study the thresholds are set to keep the reserve balance in General Reserves above \$500,000 and above \$150,000 in the Single Family Attached Reserves. Although the low point in the General Reserves does not show on the 20 Year Cash Flow Chart, it is projected to occur in FY38.

All calculations are in constant dollars with an annual contribution increase of 1% in the General Reserves.

## Introduction

The purpose of this study is to design a **Table of Repair/Replacement Reserves** for the common and limited common elements of the property to establish an annual reserve contribution to fund predictable future expenditures for the repair and replacement of these property components. Our goal when designing this study is to ensure that the association is always financially prepared to do what ever is needed in maintaining the property components.

Typically associations fund capital repairs and replacements in one of three ways:

- 1) Special assessments collected from the owners when major work is needed.
- 2) Acquiring a loan using borrowed capital for major repair and replacement projects.
- 3) A level monthly reserve contribution to fund expected future repair and replacement projects.

Our goal is to establish a reasonable reserve contribution that would avoid the need for special assessments and acquiring loans. This will also ensure that every owner pays their fair share for the time that they own their property. Loans and special assessments only penalize the owners that are present at the time the work is needed.

Example:

If a component has a replacement cost of \$1,000 and an average useful life of 10 years, by straight calculations a contribution of \$100 per year should be made to the reserves.

If the contribution level is suppressed and only \$50 per year is contributed to the reserves, the result would be a \$500 short fall. Additionally if one owner owns his or her property for the first 8 years and then sells their unit, that owner should have paid their share of \$800, but at the suppressed contribution level they only paid their share of \$400. In the 10<sup>th</sup> year when the component is due for replacement the new owner has to pay their share of the \$200 for the two years that they owned as well as the share of the previous owners \$400 short fall.

It is important to note that a reserve study is a valuable budget management tool not a work plan. The remaining useful life of each component is based on averages and is the point at which the association should be financially prepared to replace/repair that component. This does not suggest that if the component has reached its average useful life that the component should be repaired/replaced if it is not failing.

In developing the table we consider items that have a predictable life cycle as well as those that will most likely need annual repairs to extend the useful life of the component.

Although we use generally accepted techniques and the best information available, it is possible actual costs and useful life can vary from our estimates.

Current cost estimates are based on similar work recently performed on other local properties, estimating publications and software, information provided by local contractors and other reliable sources.

This study does not consider correcting hazardous or defective conditions associated with asbestos, radon, lead, mold, etc. unless otherwise noted in this report

### **Different Levels of Work**

There are three levels of work necessary to properly care for equipment and property components.

- 1) Maintenance – typically this is the least expensive and most important task that is performed on property components. Good maintenance extends the useful life of property components and keeps them in good working order.
- 2) Repair - replacing a portion of an item to keep the component as a whole in good working order. Repair is usually more expensive than maintenance but less expensive than total replacement. If repairs are excessively expensive a cost analysis should be performed to determine if replacement of the item is more economical.
- 3) Replacement - involves the entire replacement of the item.

## DEFINITION OF ABBREVIATIONS

AN – An annual allowance for components without a predictable useful life.

AOH – Reserve fund Amount-On-hand at the start of the fiscal year.

EA - Each  
CY - Cubic Yards  
LF - Linear Feet  
LS - Lump Sum

HP - Horsepower  
SF - Square Feet  
SY - Square Yards  
TN - Tons

## Definition of Terms

These definitions pertain to the categories shown in the Repair & Replacement Reserves Tables and Chart.

**Property Component** - The components on the property we believe the community should include in the reserves. If we have omitted or added any items that are not common or limited common area responsibility, please inform us so we can provide a revised table

**Quantity** – The approximate quantity and unit of measure of each component.

**Average Useful Life** – The average of how long a component should be expected to last before replacement is needed. Leading publications on useful life data, information from local contractors, our own experiences and historical trends are used to determine the average useful life.

**Remaining Useful Life** – The time remaining before we believe the associations should be financially prepared to replace a component. This is determined by the age and existing condition of the component. Providing good maintenance to a component can extend the remaining useful life beyond the average useful life of the component.

**Replacement Cost** – The amount we believe the association should set aside in today's dollars for the replacement of each component. These are budget numbers and could vary from actual bids to do the work. This assumes the association will competitively seek bids and obtain a fair price in today's market.

**Recommended Contribution** - The contribution needed to achieve the funding goal of this study.

**Projected Annual Expenses** – A table of expected expenditure for each component and the annual expenses from the reserves over the life of the study.

**20 Year Cash Flow Chart** – A chart showing the anticipated annual reserve balance based on the projected annual expenses and the recommended reserve contributions over the life of the study.

## Component Description and Changes

In general, each item has been reviewed for current cost and remaining useful life and, where appropriate, changes have been made to reflect current conditions. Below we address only those items that have had a significant change since the last study was done.

**Remaining Useful Life** – most components in the reserves now show one less year of remaining useful life so that the year the work is projected shows as "0" years remaining instead of "1" year as in the previous study. This change has been made to coincide with CAI Reserve Study Standards.

### **General Reserves**

#### **Pavements & Sidewalks**

**Pavement Overlay** –we have revised these line items to show the pavements that received there top coat since the last study was done. We are also informed by Toll Development that they plan on top coating sections 26, 34 & 35 this year; therefore we show these pavements as being new.

Approximately 17,600 square yards of pavement surfaces have been added to the reserves this year. For the pavements that have yet to be top coated, we show when we project this work may occur; however the actual time these pavements are completed should be noted in future reserve study updates.

**Crack Fill / Basefail Repairs Allowance** –We recommend that all cracks be filled and any basefail areas be repaired as they occur to prevent deterioration to the pavement sub-base caused by freeze/thaw cycles. Crack filling is relatively inexpensive, usually less than a dollar per linear foot. These maintenance actions also help to extend the useful life of the pavements. Currently the property pavements as a whole are in very good condition; however we did notice lateral cracking in the pavement surfaces in isolated areas.

#### **Recreational Areas**

**Multi-Purpose Court** – the previous study showed one extra court that does not exist. This line item has been removed from the reserves.

#### **Recreation Centers**

**Painting** – Previously we showed one line item for Interior/Exterior painting. We have separated these into two line items and adjusted the costs to reflect the painting projects that were performed in FY09.

#### **Swimming Pools**

**White Coat** – We have separated the main pool from the baby pool at Ryder Cup to reflect the white coating of the baby pool done in FY09. We have also increased the average useful life of the pool white coating due to the addition of the pool covers which will help protect the pools during the winter months and reduce the chemicals needed for spring clean-up of the pools.

**Pool Covers** – New line items added to the reserves to fund the future replacement of these covers. Please note that we give the cover at the Gaines Mill a longer remaining useful life as it is reported that this cover is not currently used.

### **Entrance Gates**

**Painting** – similar to the Recreation Centers, we have separated the interior/exterior painting into two line items and adjusted the costs to reflect the painting projects that were performed in FY09.

**Counter/Office Equipment Allowance** – previously this was shown as a cyclic event to allow for upgrades to each guard house every 5 years. We now show this as an average annual allowance to allow for replacements/upgrades on an as needed basis. We recognize that these types of expenditures will vary from year to year therefore these average annual allowances of \$500 per gate should also be viewed as an allowance to spend \$5,000 per gate over a 10 year period.

**Gate Controllers** – due to the reported continual repairs needed to keep these gates operational we have reduced the average useful life of these components from 10 years to 8 years. We have also adjusted the costs to replace these controllers based on similar work recently performed on another property. Additionally we recommend the association pursue the option of installing a wheel assembly at the end of each of the metal gates to minimize the weight of the gates and reduce the wear and tear of the gate control motors.

### **Site Items**

**Office Equipment & Furnishings** – a new average annual allowance to fund the future replacement of the equipment in the association office. Again we recognize that these expenditures will vary from year to year therefore the association should view this \$3,500 annual allowance as an allowance to spend \$35,000 over the next ten years.

**Site Lighting** – this average annual allowance has been reduced to reflect the average expenditures incurred over the past 3 years.

**Wood Docks and Bridges** – new components have been added to the reserves. Please note that we only include the wood decking on the metal bridge behind Arrowfield Terrace. This decking appears to be Brazilian hardwood and therefore has a longer average useful life than the other decks and bridges on the property.

**Tree Removal/Replacement** – this average annual allowance has been increased to reflect the average expenditures incurred over the past 3 years.

**Reserve Study Updates** – a new line item in the reserves to fund future updates to this study as requested on the proposal acceptance sheet dated April 30, 2010 and to coincide with Virginia Statute that require that a study be performed at least every 5 years. Please note that we recommend the next update be performed in at least 3 years so that all additional components that are built can be included in the study.

**Miscellaneous Site Items Allowance** - This average annual allowance is intended to be a "catch all" maintenance allowance to allow the association to fix what is needed when it is needed. Again we recognize that the expenditures for the property will vary from year to year therefore the association should view this \$10,000 annual allowance as an allowance to spend \$100,000 over the next ten years.

**Single Family Attached Reserves** – the final 7 units projected to be built are now included in this study.

**Driveway Pavement** – These line items have been removed from the reserves as directed by management. It is reported that the individual owners will be responsible for maintaining the driveways.

**Gutter Cleaning/Repair Allowance** – a new line item has been added to the reserves to coincide with the annual projects funded by the association.

**Mailbox Kiosk Roofing** – previously this line items were shown in the General Reserves. We have moved this line item to the Single Family Attached reserves as the Kiosk only serve these units. Note the minor periodic painting of these structures should also be funded along with the projected unit painting cycles.

## Appendix

PROPERTY COMPONENTS	QUANTITY	SIZE	USEFUL LIFE (YRS.)	REPLACEMENT COST	RECOMMENDED CONTRIBUTION	
					AVERAGE	REMAINING
<b>PAVEMENT &amp; SIDEWALKS</b>						
PAVEMENT OVERLAY	32,588	SY	15	7	391,060	27,140
CRACK FILL/BASE REPAIR ALLOW.		AN	1	0	3,260	1,810
PAVEMENT OVERLAY	32,588	SY	15	8	391,060	24,120
CRACK FILL/BASE REPAIR ALLOW.		AN	1	0	3,260	1,810
PAVEMENT OVERLAY	32,588	SY	15	9	391,060	21,710
CRACK FILL/BASE REPAIR ALLOW.		AN	1	0	3,260	1,810
PAVEMENT OVERLAY	85,480	SY	15	11	1,025,760	47,460
CRACK FILL/BASE REPAIR ALLOW.		AN	1	0	8,550	4,740
PAVEMENT OVERLAY	41,388	SY	15	12	496,660	21,210
CRACK FILL/BASE REPAIR ALLOW.		AN	1	0	4,140	2,300
PAVEMENT OVERLAY - SECT. 26, 34 & 35	35,062	SY	15	14	420,750	15,570
CRACK FILL/BASE REPAIR ALLOW.		AN	1	3	3,510	490
PAVEMENT OVERLAY - SECT. 36 & 37	35,942	SY	15	16	431,310	14,090
CRACK FILL/BASE REPAIR ALLOW.		AN	1	5	3,590	330
PAVEMENT OVERLAY - JACOBS CREEK EXTENSION	5,008	SY	15	16	60,100	1,960
CRACK FILL/BASE REPAIR ALLOW.		AN	1	5	500	50
PAVEMENT OVERLAY- ALLENS MILL PARTIAL	25,682	SY	15	17	308,190	9,510
CRACK FILL/BASE REPAIR ALLOW.		AN	1	6	2,570	200
PAVEMENT OVERLAY - SECT. 28	13,027	SY	15	18	156,320	4,570
CRACK FILL/BASE REPAIR ALLOW.		AN	1	7	1,300	90
SIDEWALKS & CURBS		AN	1	0	10,000	5,550
<b>TOTAL PAVEMENTS &amp; SIDEWALKS</b>						<b>\$206,520</b>
<b>RECREATION AREAS</b>						
TOT LOT						
TOT LOT EQUIPMENT - ARNOLD PALMER DRIVE	1	EA	20	13	25,000	990
FENCING	250	LF	30	23	10,500	240
MULCH/MISC. REPAIRS ALLOW.		AN	1	0	500	280
<b>WAVERLY PARK</b>						
TOT LOT EQUIPMENT						
FENCING	1	EA	20	12	25,000	1,070
MULCH/MISC. REPAIRS ALLOW.	240	LF	30	22	10,080	240
MULTI-PURPOSE COURT		AN	1	0	500	280
GAZEBO		EA	10	1	4,500	1,250
PAVEMENT OVERLAY	1	EA	20	12	8,000	340
RYDER CUP CREATION CENTER	1	SY	15	7	4,800	330
ROOFING SHINGLES	3,792	SF	20	14	11,380	420
GUTTERS & DOWNSPOUTS	224	LF	30	24	2,020	40
WINDOWS	8	EA	35	29	4,400	80

## REPAIR AND REPLACEMENT RESERVE CALCULATIONS

PROPERTY COMPONENTS	SIZE	QUANTITY UNITS	USEFUL LIFE (YRS.)	RECOMMENDED CONTRIBUTION		CONTRIBUTION TOTALS
				AVERAGE REMAINING	COST	
EXTERIOR DOORS	8	EA	25	19	6,400	180
INTERIOR PAINTING		LS	5	3	1,500	210
EXTERIOR PAINTING		LS	5	3	2,600	360
WATER HEATERS		LS	15	9	1,500	80
MECHANICAL/PLUMBING/ELECT. ALLOW.		AN	1	0	1,200	660
WATERPROOFING ALLOW.		AN	1	0	800	450
PAVEMENT OVERLAY	2,764	SY	15	9	33,170	1,840
SWIMMING POOL						
WHITE COAT	4,580	SF	7	1	25,190	6,990
WHITE COAT - BABY POOL	255	SF	7	5	3,780	350
POOL COVERS	4,835	SF	10	7	12,090	840
FILTERS/PUMPS		LS	15	9	9,000	500
6' METAL FENCING	425	LF	35	29	19,130	350
4' METAL FENCING	100	LF	35	29	4,200	80
DECK & TILE ALLOW.		AN	1	0	1,500	840
FURNITURE ALLOW.		AN	1	0	1,500	840
TENNIS COURTS						
RESURFACING	1	EA	7	1	4,500	1,250
10' CHAIN LINK FENCING	330	LF	30	24	7,920	180
MULTI-PURPOSE COURT	1	EA	7	1	4,500	1,250
3' CHAIN LINK FENCING	265	LF	30	24	3,180	70
TOT LOT						
TOT LOT EQUIPMENT	1	EA	20	14	17,000	630
4' METAL FENCING	240	LF	35	29	10,080	190
MULCH/MISC. REPAIRS ALLOW.		AN	1	0	500	280
GAINES MILL RECREATION CENTER						
ROOFING SHINGLES	3,792	SF	20	16	11,380	370
GUTTERS & DOWNSPOUTS	224	LF	30	26	2,020	40
WINDOWS	8	EA	35	31	4,400	80
EXTERIOR DOORS	8	EA	25	21	6,400	160
INTERIOR PAINTING		LS	5	3	1,500	210
EXTERIOR PAINTING		LS	5	1	2,600	720
WATER HEATERS		LS	15	11	1,500	70
MECHANICAL/PLUMBING/ELECT. ALLOW.		AN	1	0	1,200	660
WATERPROOFING ALLOW.		AN	1	0	800	450
PAVEMENT OVERLAY	2,764	SY	15	11	33,170	1,530
SWIMMING POOL						
WHITE COAT	4,835	SF	7	3	26,590	3,690
POOL COVERS	4,835	SF	10	9	12,090	670
FILTERS/PUMPS		LS	15	11	9,000	420
6' METAL FENCING	425	LF	35	31	19,130	330

## REPAIR AND REPLACEMENT RESERVE CALCULATIONS

PROPERTY COMPONENTS	QUANTITY UNITS	SIZE	USEFUL LIFE (YRS.)	REPLACEMENT COST	RECOMMENDED CONTRIBUTION		CONTRIBUTION TOTALS
					AVERAGE	REMAINING	
4' METAL FENCING	100	LF	35	31	4,200	70	
DECK & TILE ALLOW.		AN	1	0	1,500	840	
FURNITURE ALLOW.		AN	1	0	1,500	840	
<b>TENNIS COURTS</b>							
RESURFACING	1	EA	7	3	4,500	620	
10' CHAIN LINK FENCING	330	LF	30	26	7,920	160	
MULTI-PURPOSE COURT	1	EA	7	3	4,500	620	
3' CHAIN LINK FENCING	265	LF	30	26	3,180	70	
TOT LOT							
TOT LOT EQUIPMENT	1	EA	20	16	17,000	560	
240	LF	35	31	10,080	170		
MULCH/MISC. REPAIRS ALLOW.		AN	1	0	500	280	
							\$37,610
<b>TOTAL RECREATION AREAS</b>							
<b>ENTRANCE FEATURES</b>							
<b>UNMANNED BUILDINGS (ALONG ROUTE 15)</b>							
ROOFING METAL	480	SF	30	22	12,480	300	
WINDOWS/DOORS	30	EA	35	27	13,500	270	
INTERIOR/EXTERIOR PAINTING		LS	5	3	1,600	220	
WATERPROOFING ALLOW.		AN	1	0	500	280	
<b>MAIN ENTRANCE @ TOURNAMENT DRIVE</b>							
ROOFING METAL	1,680	SF	30	22	43,680	1,050	
GUTTERS & DOWNSPOUTS	210	LF	30	22	1,890	50	
WINDOWS/DOORS	15	EA	35	27	7,500	150	
INTERIOR/EXTERIOR PAINTING		LS	5	3	2,200	310	
COUNTER/OFFICE EQUIPMENT ALLOWANCE		AN	1	0	500	280	
WATERPROOFING ALLOW.		AN	1	0	800	450	
HVAC	1.5	TN	15	7	3,000	210	
WATER HEATERS		LS	15	7	400	30	
MECHANICAL/PLUMBING/ELECT. ALLOW.		AN	1	0	400	220	
GATE CONTROLLERS	2	EA	8	0	13,000	7,220	
ENTRANCE GATES ALLOWANCE		AN	1	0	1,000	550	
<b>MAIN ENTRANCE @ DOMINION VALLEY DRIVE</b>							
ROOFING METAL	1,680	SF	30	23	43,680	1,010	
GUTTERS & DOWNSPOUTS	210	LF	30	23	1,890	40	
WINDOWS/DOORS	15	EA	35	28	7,500	140	
INTERIOR/EXTERIOR PAINTING		LS	5	3	2,200	310	
COUNTER/OFFICE EQUIPMENT ALLOWANCE		AN	1	0	500	280	
WATERPROOFING ALLOW.		AN	1	0	800	450	
HVAC	1.5	TN	15	8	3,000	180	

PROPERTY COMPONENTS	QUANTITY UNITS	SIZE	REPAIR AND REPLACEMENT RESERVE CALCULATIONS			RECOMMENDED CONTRIBUTION	CONTRIBUTION TOTALS
			USEFUL LIFE (YRS.)	REPLACEMENT COST	REMAINING COST		
WATER HEATERS	LS	15	8	400	20		
MECHANICAL/PLUMBING/ELECT. ALLOW.	AN	1	0	400	220		
GATE CONTROLLERS	2	EA	8	13,000	3,610		
ENTRANCE GATES ALLOWANCE	AN	1	0	1,000	550		
<b>MAIN ENTRANCE @ BOWERS HILL DRIVE</b>							
ROOFING METAL	SF	30	24	43,680	970		
GUTTERS & DOWNSPOUTS	LF	30	24	1,890	40		
WINDOWS/DOORS	EA	35	29	7,500	140		
INTERIOR/EXTERIOR PAINTING	LS	5	3	2,200	310		
COUNTER/OFFICE EQUIPMENT ALLOWANCE	AN	1	0	500	280		
WATERPROOFING ALLOW.	AN	1	0	800	450		
HVAC	TN	15	9	3,000	170		
WATER HEATERS	LS	15	9	400	20		
MECHANICAL/PLUMBING/ELECT. ALLOW.	AN	1	0	400	220		
GATE CONTROLLERS	2	EA	8	13,000	2,410		
ENTRANCE GATES ALLOWANCE	AN	1	0	1,000	550		
<b>MAIN ENTRANCE @ ALLENS MILL</b>							
ROOFING METAL	SF	30	26	43,680	900		
GUTTERS & DOWNSPOUTS	LF	30	26	1,890	40		
WINDOWS/DOORS	EA	35	31	7,500	130		
INTERIOR/EXTERIOR PAINTING	LS	5	1	5,000	1,390		
COUNTER/OFFICE EQUIPMENT ALLOWANCE	AN	1	0	500	280		
WATERPROOFING ALLOW.	AN	1	0	800	450		
HVAC	TN	15	11	400	20		
WATER HEATERS	LS	15	11	3,000	140		
MECHANICAL/PLUMBING/ELECT. ALLOW.	AN	1	0	400	220		
GATE CONTROLLERS	2	EA	8	13,000	1,440		
ENTRANCE GATES ALLOWANCE	AN	1	0	1,000	550		
<b>SECONDARY ENTRANCE @ BLOSSOM HILL</b>							
GATE CONTROLLERS	1	EA	8	0	6,500		
ENTRANCE GATES ALLOWANCE	AN	1	0	500	3,610		
<b>SECONDARY ENTRANCE @ JACOBS CREEK</b>							
GATE CONTROLLERS	1	EA	8	2	6,500		
ENTRANCE GATES ALLOWANCE	AN	1	0	500	1,200		
RELATED ENTRANCE FEATURES					280		
STONE WALLS/BRICK COLUMNS	AN	1	0	1,000	550		
PLASTIC FENCING	LF	20	12	40,300	1,720		
PLASTIC FENCING	LF	20	13	13,100	520		
PLASTIC FENCING	LF	20	16	42,700	1,390		
<b>TOTAL ENTRANCE FEATURES</b>					\$39,070		

## REPAIR AND REPLACEMENT RESERVE CALCULATIONS

PROPERTY COMPONENTS	QUANTITY UNITS	SIZE	USEFUL LIFE (YRS.)	REPLACEMENT COST	RECOMMENDED CONTRIBUTION	CONTRIBUTION TOTALS
SITE ITEMS						
OFFICE EQUIPMENT & FURNISHINGS						
SITE LIGHTING						
6' CHAIN LINK FENCING @ POND	832	AN	1	0	3,500	1,950
SWM PONDS DREDGING/MAINTENANCE/EQUIPMENT		AN	1	0	5,000	2,770
ARBOR		LF	30	22	14,980	360
POND GAZEBO @ WALKING STICK		LS	15	7	300,000	20,820
WOOD DOCK AND BRIDGE - @ WALKING STICK	810	SF	20	16	19,440	630
WOOD DOCK @ FOURMILL CREEK	1	EA	20	12	8,000	340
WOOD BRIDGE DECK @ ARROWFIELD TERRACE	596	SF	20	12	14,300	610
WOOD DOCK AND BRIDGE - @ GAINES MILL	334	SF	20	15	8,020	280
TREE REMOVAL/REPLACEMENT	300	SF	30	25	7,200	150
IRRIGATION SYSTEMS ALLOWANCE	602	SF	20	17	14,450	450
RESERVE STUDY UPDATES		AN	1	0	17,000	9,440
MISC. SITE ITEMS		AN	1	0	5,000	2,770
SIGNS, DRAINAGE, FOUNTAIN, RETAINING WALLS W/RAILINGS, MINOR LANDSCAPING, FENCING, WALKING TRAILS, WOOD BRIDGES, PAVERS, PICNIC TABLES/BENCHES, RIP RAP, ETC.		LS	5	2	3,500	650
		AN	1	0	10,000	5,550
<b>TOTAL SITE ITEMS</b>					<b>\$46,770</b>	

**\$46,770**

**\$330,000**

**\$5,450,640**

## PROJECTED ANNUAL EXPENSES

## PROJECTED ANNUAL EXPENSES

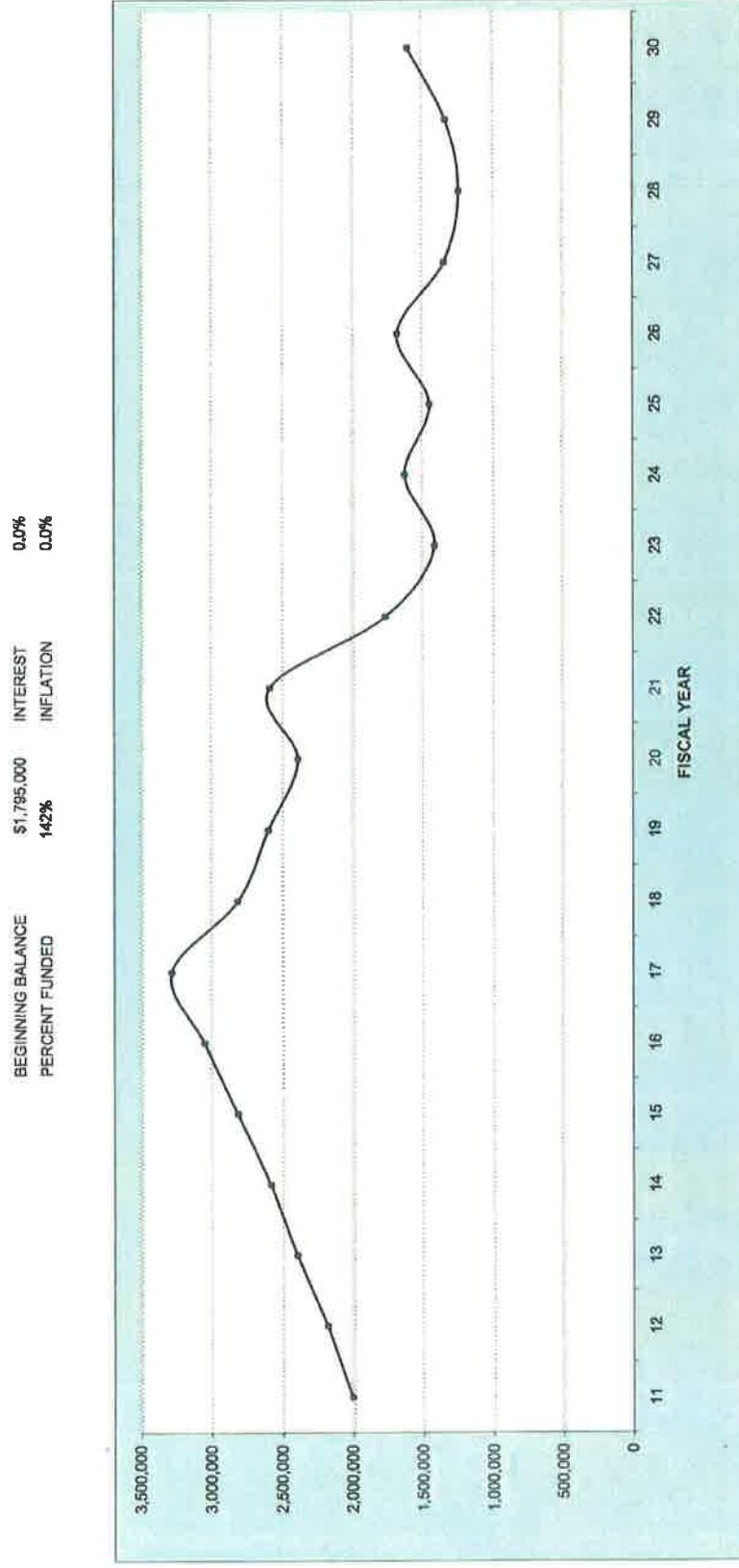
FISCAL YEAR	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
4' METAL FENCING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MULCH/MISC. REPAIRS ALLOW.	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
GAINES MILL RECREATION CENTER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ROOFING SHINGLES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GUTTERS & DOWNSPOUTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
WINDOWS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
EXTERIOR DOORS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INTERIOR PAINTING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
EXTERIOR PAINTING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
WATER HEATERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MECHANICAL/PLUMBING/ELECT. ALLOW.	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
WATERPROOFING ALLOW.	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800
PAVEMENT OVERLAY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SWIMMING POOL	0	0	0	0	26,590	0	0	0	0	0	0	26,590	0	0	0	0	0	0	0	0
WHITE COAT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
POOL COVERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FILTERS/PUMPS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6' METAL FENCING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4' METAL FENCING	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
DECK & TILE ALLOW.	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
FURNITURE ALLOW.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TENNIS COURTS	0	0	0	0	4,500	0	0	0	0	0	0	4,600	0	0	0	0	0	0	0	0
RESURFACING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10' CHAIN LINK FENCING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MULTI-PURPOSE COURT	0	0	0	0	4,500	0	0	0	0	0	0	4,500	0	0	0	0	0	0	0	0
3' CHAIN LINK FENCING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOT LOT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOT LOT EQUIPMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4' METAL FENCING	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
MULCH/MISC. REPAIRS ALLOW.	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
<b>ENTRANCE FEATURES</b>																				
UNMANNED BUILDINGS (ALONG ROUTE 15)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ROOFING METAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
WINDOWS/DOORS	0	0	0	0	1,600	0	0	0	0	0	0	1,600	0	0	0	0	0	0	0	0
INTERIOR/EXTERIOR PAINTING	0	0	0	0	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
WATERPROOFING ALLOW.	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
MAIN ENTRANCE @ TOURNAMENT DRIVE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ROOFING METAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GUTTERS & DOWNSPOUTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
WINDOWS/DOORS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INTERIOR/EXTERIOR PAINTING	0	0	0	0	2,200	0	0	0	0	0	0	2,200	0	0	0	0	0	0	0	0
COUNTER/OFFICE EQUIPMENT ALLOWANCE	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
WATERPROOFING ALLOW.	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800
HVAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
WATER HEATERS	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400
GATE CONTROLLERS	13,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ENTRANCE GATES ALLOWANCE	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
MAIN ENTRANCE @ DOMINION VALLEY DRIVE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ROOFING METAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GUTTERS & DOWNSPOUTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INTERIOR/EXTERIOR PAINTING	0	0	0	0	2,200	0	0	0	0	0	0	2,200	0	0	0	0	0	0	0	0
COUNTER/OFFICE EQUIPMENT ALLOWANCE	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
WATERPROOFING ALLOW.	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800
HVAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
WATER HEATERS	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400
MECHANICAL/PLUMBING/ELECT. ALLOW.	13,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GATE CONTROLLERS	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
ENTRANCE GATES ALLOWANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAIN ENTRANCE @ BOWERS HILL DRIVE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**PROJECTED ANNUAL EXPENSES**

FISCAL YEAR	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
ROOFING METAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GUTTERS & DOWNSPOUTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
WINDOWS/DOORS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INTERIOR/EXTERIOR PAINTING	0	0	0	2,200	0	0	0	0	0	2,200	0	0	0	0	0	0	0	0	0	0
COUNTER/OFFICE EQUIPMENT ALLOWANCE	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
WATERPROOFING ALLOW.	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	
HVAC	0	0	0	0	0	0	0	0	0	3,000	0	0	0	0	0	0	0	0	0	
WATER HEATERS	0	0	0	0	0	0	0	0	0	400	0	0	0	0	0	0	0	0	0	
MECHANICAL/PLUMBING/ELECT. ALLOW.	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	
GATE CONTROLLERS	0	0	13,000	0	0	0	0	0	0	13,000	0	0	0	0	0	0	0	0	0	
ENTRANCE GATES ALLOWANCE	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
MAIN ENTRANCE @ ALLENS MILL																				
ROOFING METAL																				
GUTTERS & DOWNSPOUTS																				
WINDOWS/DOORS																				
INTERIOR/EXTERIOR PAINTING																				
COUNTER/OFFICE EQUIPMENT ALLOWANCE																				
WATERPROOFING ALLOW.																				
HVAC																				
WATER HEATERS																				
MECHANICAL/PLUMBING/ELECT. ALLOW.																				
GATE CONTROLLERS																				
ENTRANCE GATES ALLOWANCE																				
SECONDARY ENTRANCE @ BLOSSOM HILL																				
GATE CONTROLLERS																				
ENTRANCE GATES ALLOWANCE																				
SECONDARY ENTRANCE @ JACOB'S CREEK																				
GATE CONTROLLERS																				
ENTRANCE GATES ALLOWANCE																				
RELATED ENTRANCE FEATURES																				
STONE WALL/BRICK COLUMNS	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
PLASTIC FENCING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
PLASTIC FENCING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
PLASTIC FENCING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SITE ITEMS																				
OFFICE EQUIPMENT & FURNISHINGS	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	
SITE LIGHTING	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	
6' CHAIN LINK FENCING @ POND	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SWIM PONDS DREDGING/MAINTENANCE/EQUIPME	0	0	0	0	0	0	0	0	0	300,000	0	0	0	0	0	0	0	0	0	
ARBOR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
POND GAZEBO @ WALKING STICK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WOOD DOCK AND BRIDGE - @ WALKING STICK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WOOD DOCK @ FOURMILL CREEK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WOOD BRIDGE DECK @ ARROWFIELD TERRACE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WOOD DOCK AND BRIDGE - @ GAINES MILL	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	
TREE REMOVAL/REPLACEMENT	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	
IRRIGATION SYSTEMS ALLOWANCE	0	0	3,500	0	0	0	3,500	0	0	0	0	0	0	0	0	0	0	0	0	
RESERVE STUDY UPDATES	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
MISC. SITE ITEMS																				
SIGNS, DRAINAGE, FOUNTAIN, RETAINING WALLS, WIRAILINGS, MINOR LANDSCAPING, FENCING, WALKING TRAILS, WOOD BRIDGES, PAVERS, PICNIC TABLES/BENCHES, RIP RAP, ETC.																				
<b>Totals</b>																				
	\$117,770	\$157,560	\$121,270	\$151,170	\$114,780	\$105,650	\$116,040	\$824,590	\$571,690	\$572,960	\$1,194,670	\$722,280	\$161,640	\$558,870	\$151,950	\$718,770	\$496,560	\$299,360	\$132,010	

## 20 YEAR CASH FLOW CHART

BEGINNING BALANCE \$1,795,000  
 PERCENT FUNDED 142%



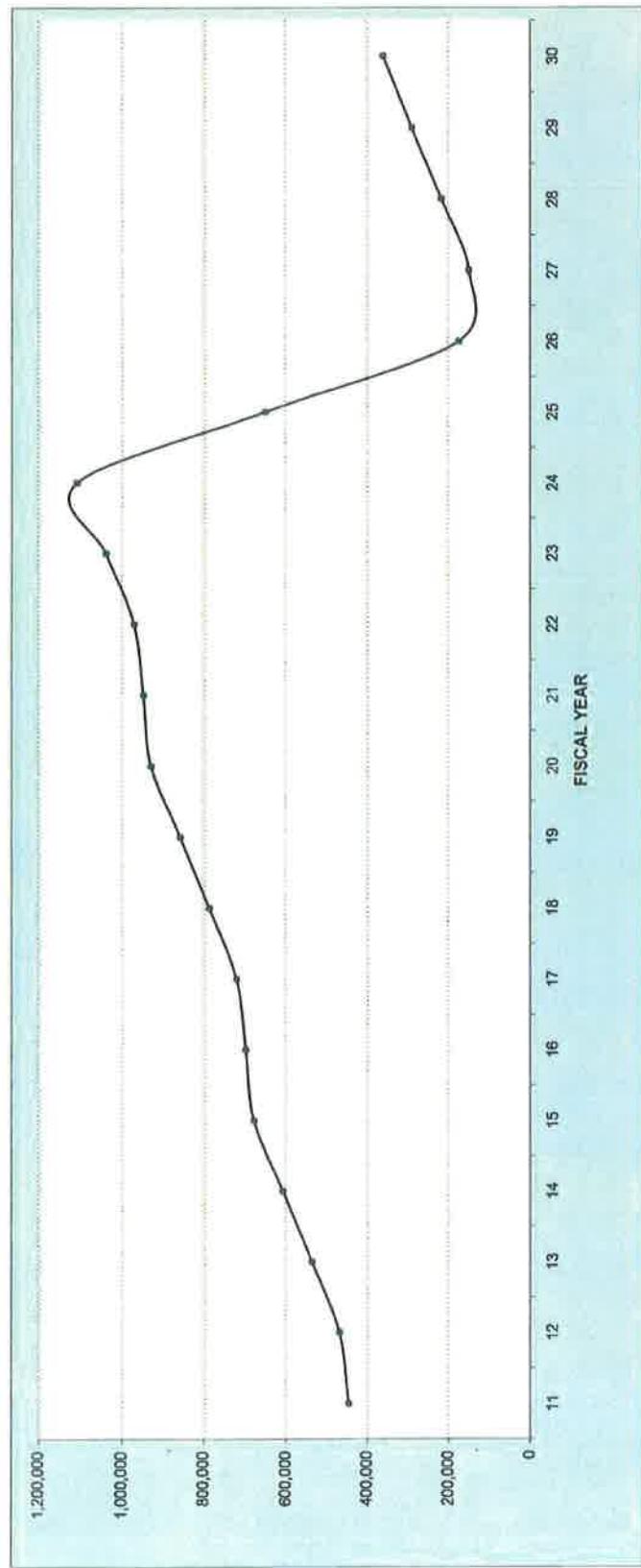
## REPAIR AND REPLACEMENT RESERVE CALCULATIONS

PROPERTY COMPONENTS	SIZE	QUANTITY UNITS	AVERAGE	USEFUL LIFE (YRS.)	REPLACEMENT COST	RECOMMENDED CONTRIBUTION
						REMAINDER
<b>SINGLE FAMILY ATTACHED HOMES</b>						
ROOFING SHINGLES	176,000	SF	20	14	528,000	18,290
ROOFING SHINGLES	165,000	SF	20	15	495,000	16,070
ROOFING SHINGLES	15,400	SF	20	16	46,200	1,410
GUTTERS & DOWNSPOUTS	14,400	LF	30	24	86,400	1,800
GUTTERS & DOWNSPOUTS	13,500	LF	30	25	81,000	1,620
GUTTERS & DOWNSPOUTS	1,260	LF	30	26	7,560	150
EXTERIOR PAINTING	80	EA	5	0	52,000	27,020
EXTERIOR PAINTING	75	EA	5	1	48,750	12,660
EXTERIOR PAINTING	7	EA	5	2	4,550	790
FAÇADE WATERPROOFING ALLOW.		AN	1	0	5,000	2,600
GUTTER CLEANING/REPAIR ALLOW.		AN	1	0	13,000	6,750
MAIL BOXE KIOSK ROOFING	288	SF	20	13	860	30
MAIL BOXE KIOSK ROOFING	192	SF	20	14	580	20
<b>RESERVES TOTALS</b>					<b>\$1,368,900</b>	<b>\$89,200</b>

FISCAL YEAR	PROJECTED ANNUAL EXPENSES																														
	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30											
<b>SINGLE FAMILY ATTACHED HOMES</b>																															
ROOFING SHINGLES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
ROOFING SHINGLES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
GUTTERS & DOWNSPOUTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
GUTTERS & DOWNSPOUTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
EXTERIOR PAINTINGS	\$2,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
EXTERIOR PAINTINGS	0	48,750	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
FAÇADE WATERPROOFING AL	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000			
GLITTER CLEANING/REPAIR AL	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000				
MAIL BOX KIOSK ROOFING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
MAIL BOX KIOSK ROOFING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Totals	\$70,000	\$66,7750	\$22,550	\$18,000	\$18,000	\$70,000	\$70,000	\$66,7750	\$22,550	\$18,000	\$18,000	\$70,000	\$66,7750	\$22,550	\$18,000	\$18,000	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500	\$546,500

## 20 YEAR CASH FLOW CHART

BEGINNING BALANCE \$427,000  
PERCENT FUNDED 120%  
INTEREST 0.0%  
INFLATION 0.0%



Fiscal Year	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
ANNUAL EXPENSE	\$70,000	<b>\$68,750</b>	22,550	<b>\$18,000</b>	18,000	<b>\$70,000</b>	65,750	<b>\$22,550</b>	18,000	<b>\$70,000</b>	66,750	<b>\$22,550</b>	18,850	<b>\$545,580</b>	<b>\$585,000</b>	<b>\$112,950</b>	<b>\$22,550</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$18,000</b>
CONTRIBUTION	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	89,200	
YEAR END BALANCE	\$446,200	\$465,700	\$535,400	\$605,600	\$677,800	\$697,000	\$719,500	\$786,200	\$857,400	\$928,600	\$947,800	\$970,300	\$1,037,000	\$1,107,300	\$1,149,900	\$1,174,100	\$1,197,400	\$1,217,100	\$1,236,300	\$1,255,500

## Photographs



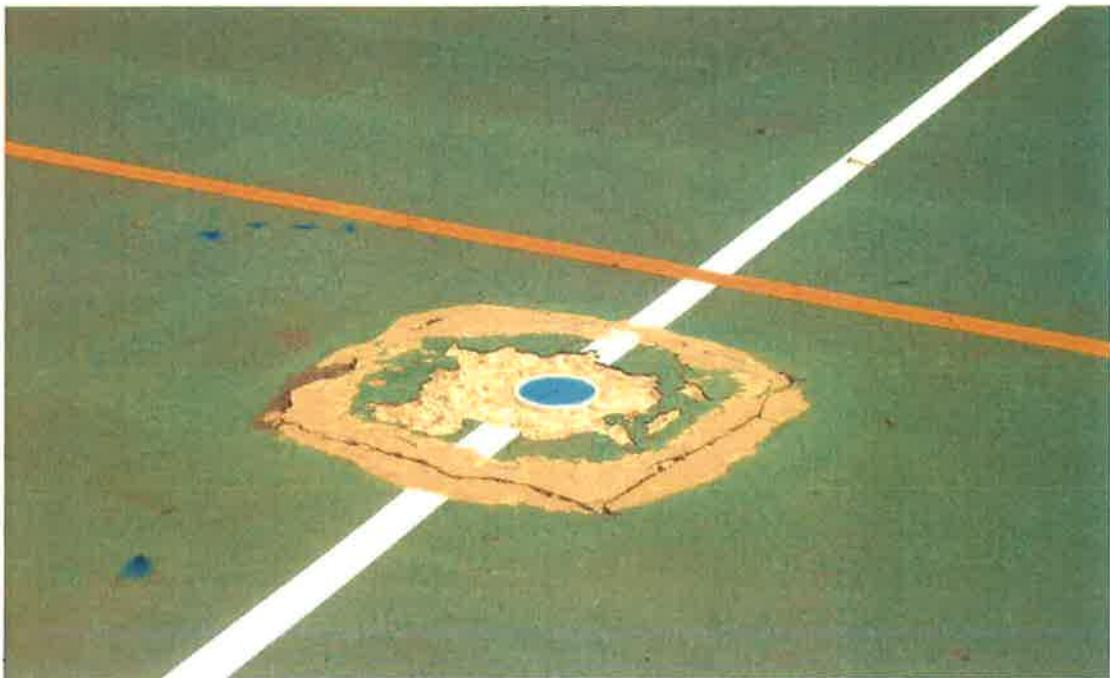
Pavement cracks in isolated areas should be filled to prevent damage from freeze/thaw cycles.



More isolated pavement cracks that need to be filled.



Pavement crack in the recreation center parking lot.



Surface spalling at Waverly park Multi-purpose court could be a trip hazard.



Erosion at walkway to Waverly Park Gazebo.



Sagging fence section at SWM pond on Bowers Hill Dr. installation of a top rail would help prevent this from happening elsewhere.



Missing sign at pond on Arnold Palmer Drive.



Missing sign at Waverly Park tot lot.



A sign has been thrown in the pond off of Walking Stick Court.



Shore stabilization needed at pond on Arnold Palmer Dr. Reseeding is recommended.



A pole light in the parking lot at Ryder Cup pool stays on all the time, likely due to a bad photocell.



A sink hole exists in the path between the pool and the tot lot at Ryder Cup recreation center.



A large crack in the asphalt path off of Walking Stick that should be filled.



Previously filled cracks in an asphalt path.

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## REFERENCES

**CMC RESERVE STUDY  
REFERENCES  
Homeowner Associations**

**Belmont CA**  
Ashburn, VA

**Community Manager**  
Jan Ward 703-631-7200  
**Site Manager**  
Mark Bailey 703-723-8300

**Belmont Bay HOA**  
Woodbridge, VA

**Community Manager**  
Katie Williams 703-631-7200  
**Site Manager**  
Bernie Guthrie 703-494-0440

**Braemar CA**  
Bristow, VA

**Community Manager**  
Jessica Burch 703-631-7200  
**Site Manager**  
Kerry Farmer 703-361-8785

**Dominion Valley OA**  
Haymarket, VA

**Community Manager**  
Jim Nissley 703-631-7200  
**Site Manager**  
Jill Brown 571-261-2873

**Regency @ Dominion Valley OA**  
Haymarket, VA

**Community Manager**  
Katie Williams 703-631-7200  
**Site Manager**  
Jeff Graham 571-261-3335

**Seven Oaks CA**  
Odenton, MD

**Community Manager**  
Tom Garver 301-692-1700  
**Site Manager**  
Holly Grove 410-912-4311

Others available upon request.