



ARCHITECTURAL AND ENGINEERING CONSULTANTS

December 4, 2013

Sherri Mitchell
STEEPLE RUN
6S050 Steeple Run Drive
Naperville, IL 60540

Re: **LEVEL I: FULL RESERVE STUDY**
STEEPLE RUN COMMUNITY COUNCIL
Naperville, Illinois
LM Project No. 120.294

Dear Sherri:

Thank you for your consideration of LM Consultants, Inc. in performing the professional consulting services.

Enclosed please find our Level I: Full Reserve Study for the referenced property, with captioned color photo images of the conditions observed at the time of our visit.

If there are any questions concerning anything contained in the Report, or if we can be of further assistance, please contact our Corporate office at (847) 573-1717.

Sincerely,

LM CONSULTANTS, INC.

David B. Partridge

David B. Partridge, ALA
Principal Architect
david_partridge@lmconsultants.com



DBP/SCH/ksd

Encl.: Level I: Full Reserve Study

LM CONSULTANTS, INC.

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ARCHITECTURAL AND ENGINEERING CONSULTANTS

LEVEL I: FULL RESERVE STUDY

PROPERTY NAME: Steeple Run Community Council

PROPERTY LOCATION: Steeple Run Drive
Naperville, Illinois

CLIENT: Steeple Run Community Council

LM PROJECT No.: 120.294

DATE OF OBSERVATION: May 30, 2013

OBSERVATION BY: David B. Partridge, Licensed Architect

REPORT REVIEWED BY: Shawn C. Hochrein, Licensed Architect

REPORT ISSUE DATE: November 8, 2013

SITE CONTACT: Dawn Pliml - Clubhouse Office Administrator

PROJECT DOCUMENTS: None Provided

ATTACHMENTS: Replacement Reserve Schedule
Cash Flow Analysis
Photographs

LM CONSULTANTS, INC.

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EXECUTIVE SUMMARY

PROPERTY DESCRIPTION

The property improvements included in this report consist of the common area site improvements for the Steeple Run Community, including the clubhouse building, pool area, Tot Lot, walking paths, parking area pavements, site lighting, and property signage. The clubhouse building contains administrative offices, meeting room, two community rooms, and men's and women's toilet and locker room facilities. The clubhouse is located on the west side of Steeple Run Drive, approximately 0.25 miles north of Maple Avenue, in Naperville, Illinois. The building was indicated to have been constructed in 1972.

PROCEDURES AND LIMITATIONS

The investigation and resulting Report were prepared in accordance with the Agreement for Property Evaluation Services between the Client and LM Consultants, Inc. The findings contained in this Report are based on the conditions visually observed at the time of our site visit. No samples were taken, no tests were performed, no equipment was operated, and no construction materials were removed to inspect underlying structure or systems. The findings of the investigation and Report are not intended to warrant or guarantee the performance of any property component or system. Conditions often change with the passage of time. This evaluation and Report were prepared for the exclusive use of the Client.

PROPERTY CONDITION/COST ESTIMATE TO CORRECT

Based upon our on-site observations, the property improvements were found to be in generally good condition for a development of this type and age. There were, however, conditions observed at the time of our site visit that require repair and/or replacement. Significant issues include asphalt pavement deterioration and poor condition of the low-slope roofing system.

A listing of these and other noted conditions is outlined within the *Property Condition* section of this Report. A summary of the estimated costs for the noted conditions that are considered to require repair/replacement within the next year is as follows:

| | |
|--|--------------------|
| CODE COMPLIANCE/LIFE SAFETY SUBTOTAL | \$0.00 |
| ADA/FHAA BARRIER REMOVAL ALLOWANCE SUBTOTAL | \$200.00 |
| DEFERRED MAINTENANCE/PHYSICAL CONDITION SUBTOTAL | \$37,125.00 |
| COST ESTIMATE TOTAL | \$37,325.00 |

See the attached *Replacement Reserve Schedule* for anticipated future capital repair/replacement costs.

FUND STATUS AND FUNDING PLAN

The current reserve fund balance as of December 3, 2013 was reported to be \$191,000 and additional contributions will not be made in 2013. As of January 1, 2014, the fully funded balance is computed to be \$94,528, or 202% funded. The reserve fund is currently overfunded. We have developed a funding plan, which will allow the Steeple Run Community to improve the financial position to the ideal, or fully funded, balance. Refer to the *Fund Status and Funding Plan* section of this Report.

ADA TITLE III AND FAIR HOUSING AMENDMENTS ACT COMPLIANCE

The building was designed and constructed prior to the effective date of the Americans with Disabilities Act (ADA). The building was first occupied prior to the effective date of March 13, 1991 as stipulated in the Fair Housing Amendments Act (FHAA). Based upon our on-site observations, there are barrier removal issues that should be addressed for compliance with the ADA Accessibility Guidelines and/or FHAA. These conditions are outlined in the *Property Condition* section of this Report.

CONCLUSIONS

Based upon our on-site observations, the property is considered to be in generally good condition when compared with developments of similar type and age. The routine maintenance procedures have generally prevented the accumulation of deferred maintenance issues. There were, however, ADA/FHAA accessibility and deferred maintenance/physical condition issues noted at the time of our site visit. Significant issues include asphalt pavement deterioration and poor condition of the low-slope roofing system.

PROPERTY DESCRIPTION

SITE

Civil Drawings and Site Surveys were not made available for our review. As a result, the following descriptions are based on our site visit and/or discussions with the Site Contact.

LOCATION AND SIZE:

The property is located on the west side of Steeple Run Drive, approximately 0.25 miles north of Maple Avenue, in Naperville, Illinois.

Information was not provided to determine the site area.

ADJACENT PROPERTY USES:

Single-family residences are located to the north, west, and south of the clubhouse. Single-family residences and athletic fields are located to the east, across Steeple Run Drive.

TOPOGRAPHY:

The topography is generally rolling, with grades for drainage of site storm water to the various retention ponds.

ACCESS:

Vehicular access to the clubhouse parking lot is provided off Steeple Run Drive, at the east side of the property.

PARKING:

Parking is provided in surface lots located on the east side of the clubhouse building.

The following information was noted relative to the parking:

- ▲ Total Number of Parking Spaces:
Parking for a total of 52 automobiles is provided.
- ▲ Number of Accessible Stalls:
There are two parking spaces reserved for users with disabilities.

PAVEMENT CONSTRUCTION:

- ▲ Drive and Parking Areas:
The drives and parking areas were noted to be constructed of asphaltic concrete pavement. Information regarding the construction details of the asphalt pavement was not provided.
- ▲ Dumpster Pads:
Dumpster pads are not provided. Dumpsters are located on grade, adjacent to the parking lot pavement.

CURBS/WHEELSTOPS:

Precast concrete wheelstops were observed at the parking spaces. Curbs are not provided.

SIDEWALKS:

A 5'-wide Portland cement concrete sidewalk is provided from the parking lot to the pool area on the south side of the clubhouse. A Portland cement concrete slab is also provided at the clubhouse entrance on the east side of the building.

WALKING PATHS:

An asphaltic concrete-paved walking path, generally 6'-wide, is provided from the clubhouse to the Tot Lot playground, then continues to the west end of the property.

UTILITY SERVICE COMPANIES:

- ▲ Water: DuPage County
- ▲ Sanitary Sewer: DuPage County
- ▲ Storm Sewer: DuPage County
- ▲ Electricity: ComEd
- ▲ Gas: Nicor
- ▲ Telephone: AT&T
- ▲ High-Speed Internet Service: AT&T

RETENTION/DETENTION BASINS:

Two detention basins and one retention pond are provided on site.

STORM SEWER SERVICE:

Storm water flows over grade to the detention basins and retention pond.

SANITARY SEWER SERVICE:

Utility drawings were not provided for our review. The sanitary sewer lines are not visible and we were, therefore, unable to determine the sizes and locations. However, it is likely that the sewer connects to the municipal main located under Steeple Run Drive.

WATER SERVICE:

- ▲ Size and Location:
An approximately 2"-diameter domestic water service enters the building underground at the northeast corner.
- ▲ Backflow Preventers:
Backflow preventers are not provided.
- ▲ Fire Hydrants:
Fire hydrants were observed in the parkway on the east side of Steeple Run Drive.

ELECTRIC SERVICE:

▲ Primary:

Primary electric service extends underground to a pad-mounted transformer located on the south side of the clubhouse. Secondary electrical service extends underground to the utility room on the lower level.

▲ Meters:

One master meter is provided for the building.

GAS SERVICE:

Natural gas service extends below grade to pressure regulators, located at the west side of the clubhouse.

TELEPHONE SERVICE:

Telephone service is provided below grade to the building.

SITE LIGHTING:

▲ Fixture Types:

Site lighting consists of two four-head and one single-head, pole-mounted high intensity discharge (HID) fixtures at the driveway entrance and parking areas. Two single-head pole-mounted HID fixtures, one single-head building-mounted HID fixture, and one two-head building-mounted HID fixture illuminate the swimming pool area.

▲ Lighting Control:

The site lighting appears to be controlled by timers and photocells.

FENCING:

Chain-link fencing, approximately 6'- and 4'-high, surrounds the main pool and wading pool decks.

RETAINING WALLS:

A segmented concrete masonry planter wall is located on the south side of the clubhouse, adjacent to the walkway leading to the pool area. The height of the retaining wall varies from 6" to 18".

LANDSCAPING:

Landscaping consists of mature deciduous trees, shrubs, annuals, and lawn areas.

LAWN IRRIGATION SYSTEM:

An irrigation system is not provided.

IDENTIFICATION SIGNAGE:

A painted metal property identification sign is provided adjacent to the driveway entrance off Steeple Run Drive. Ground-mounted lighting illuminates the sign.

SITE AMENITIES:

▲ **Swimming Pools:**

One concrete L-shaped pool and a hexagonal wading pool are located west of the clubhouse. The pools include a Sundek-surfaced concrete pool deck reportedly installed in 2004. Pool equipment includes four sand-ball filters, pool heater, and pump.

▲ **Playground:**

A Tot Lot is provided along the walk path, southwest of the clubhouse. The playground equipment includes a play structure, galvanized pipe swing set, and a spring-mounted teeter-totter. The play structure is supported by painted metal tube framing, the platforms are vinyl-coated perforated steel, and the slides and roof are molded PVC.

CLUBHOUSE BUILDING

GENERAL LAYOUT/FEATURES:

The clubhouse building contains administrative offices, meeting room, two community rooms, and men's and women's toilet and locker room facilities. The building was indicated to have been constructed in 1972.

STRUCTURAL FRAMING:

The structural framing includes masonry bearing walls and precast concrete plank suspended floor systems. The roof structure was not observable.

EXTERIOR WALL CONSTRUCTION:

The exterior wall construction includes face brick veneer. Concrete masonry backup was noted where observable.

ROOFING CONSTRUCTION:

The main roofing construction consists of a white reinforced single-ply roofing membrane over an unknown substrate and roof deck, reportedly installed as part of the original construction in 1972. The mansard roofs are constructed of asphalt shingles over unknown sheathing and framing. The main low-slope roofs slope down to internal gutter and downspout systems near the east roof edge at each roof level.

WINDOWS/DOORS:

Windows typically consist of fixed dual-pane insulated glazing set in aluminum storefront frames. The lobby entrance consists of aluminum-framed storefront-type double-leaf doors.

LOBBY FINISHES:

- ▲ Walls:
Wall finishes include painted gypsum wallboard, wainscot paneling, and wood trim.
- ▲ Floors and Base:
The floors are generally quarry tile and carpet, with wood base molding.
- ▲ Ceiling and Heights:
Ceilings consist of painted gypsum board at approximately 8' to 12' above the floor.
- ▲ Lighting:
Lighting is provided by pendant fixtures with CFL or incandescent lamps.
- ▲ Doors/Frames/Hardware:
Doors are generally solid core wood, with knob-type hardware, set in painted metal frames.

OFFICE & CONFERENCE ROOM FINISHES:

- ▲ Walls:
Wall finishes include painted gypsum wallboard, paneling, face brick, and wood trim.

- ▲ Floors and Base:
The floors are generally carpet, with vinyl base molding.
- ▲ Ceiling and Heights:
Ceilings consist of painted gypsum board at approximately 8' above the floor.
- ▲ Lighting:
Lighting is provided by recessed fluorescent fixtures.
- ▲ Window Treatments:
Horizontal wood blinds are provided at the window openings.

COMMUNITY ROOM FINISHES:

- ▲ Walls:
Wall finishes include painted gypsum wallboard, wainscot paneling, and wood trim.
- ▲ Floors and Base:
The floors are generally carpet and vinyl tile, with vinyl or wood base molding.
- ▲ Ceiling and Heights:
Ceilings consist of 2'x4' suspended ACT at approximately 9' above the floor.
- ▲ Lighting:
Lighting is provided by lay-in fluorescent fixtures.
- ▲ Window Treatments:
Horizontal wood blinds and fabric shades are provided at the window openings.
- ▲ Fireplaces:
There is one fireplace provided at each of the community room spaces.

LOBBY TOILET ROOM FINISHES AND FIXTURES:

- ▲ Walls:
Wall finishes include painted gypsum board.
- ▲ Floor and Base:
Quarry tile floors are provided with vinyl base.
- ▲ Ceilings and Height:
Ceilings consist of painted gypsum board at approximately 8' above the floor.
- ▲ Lighting:
Lighting is provided by ceiling-mounted fluorescent fixtures and incandescent strip lights over the lavatories.

- ▲ **Water Closets/Urinals:**
There is one flush valve urinal provided in the men's restroom. There are two floor-mounted tank-type water closets provided in the men's toilet room and three floor-mounted tank-type water closets are provided in the women's toilet room. The toilet stalls are not handicap accessible.
- ▲ **Lavatories/Vanities:**
There are two integral lavatory bowls provided in a cultured marble countertop at each of the restrooms.
- ▲ **GFCI Receptacles:**
GFCI receptacles are provided.

TOILET/LOCKER ROOM FINISHES AND FIXTURES:

- ▲ **Walls:**
Wall finishes include painted concrete masonry units.
- ▲ **Floor and Base:**
Concrete floors with epoxy coating are provided.
- ▲ **Showers:**
The men's and women's shower rooms are each provided with two showers. The two shower stalls are not handicap accessible.
- ▲ **Ceilings and Height:**
Ceilings consist of exposed floor structure at approximately 8' above the floor.
- ▲ **Lighting:**
Lighting is provided by ceiling-mounted fluorescent fixtures and incandescent strip lights over the lavatories.
- ▲ **Water Closets/Urinals:**
There are two flush valve urinals provided in the men's locker room. There are three floor-mounted tank-type water closets provided in the men's locker room and four floor-mounted tank-type water closets are provided in the women's locker room. The toilet stalls are not handicap accessible.
- ▲ **Lavatories/Vanities:**
There are two top-mounted lavatories provided in a plastic laminate countertop at each of the locker rooms.
- ▲ **GFCI Receptacles:**
GFCI receptacles are provided.

HVAC:

Heating and cooling at the 2nd floor of the clubhouse is provided by a roof-mounted packaged unit. There are two split systems with gas-fired furnaces and remote roof-mounted condensers that provide heating and cooling for the remainder of the building. According to the serial number on the packaged rooftop unit, it was likely installed in 1999. The split systems were indicated to have been installed in 2007.

▲ Packaged Unit:

The packaged rooftop unit has a nominal cooling capacity of 5-tons, and an output heating capacity of 109-MBh.

▲ Split System Furnaces and Condensers:

One of the furnaces has an output heating capacity of 95-MBh and the other has an output heating capacity of 114-MBh. Each associated condensing unit has a nominal cooling capacity of 3-tons.

ELECTRICAL:

The primary electrical service is routed underground to the pad-mounted transformer located at the south side of the building. Secondary electrical service extends from the transformer to the main service distribution panel as follows:

▲ Building Service:

A 400-ampere, 120/208-volt, 3-phase, 4-wire electrical service is provided for the building.

▲ Exit Signs:

Ceiling- and wall-mounted exit signs were observed to be hard-wired with integral battery backup.

▲ Emergency Lighting:

Emergency lights were observed to be hard-wired with integral battery backup.

PLUMBING:

▲ Domestic Piping Material:

The domestic water piping was noted to be copper.

▲ Domestic Water Heater:

The building is equipped with one natural gas water heater, which provides domestic hot water for the building. The water heater has a storage capacity of 81-gallons and a 184 gph recovery rating.

▲ Metering:

The domestic water service to the building is bulk metered.

FIRE PROTECTION AND LIFE SAFETY:

- ▲ Fire Sprinklers:
An automatic fire sprinkler system is not provided.
- ▲ Fire Alarm System:
 - Fire Alarm Control Panel: A Morse MDC-16C fire alarm panel is located in the utility room.
 - Smoke Detectors: Hard-wired smoke detectors with battery backup appear to be centrally alarmed.
 - Heat Detectors: Hard-wired heat detectors with battery backup appear to be centrally alarmed.
 - Pull Stations: Pull stations are located near the exits.
 - Local Alarms: Audible/visual fire alarm devices are provided.
- ▲ Exit Signs:
Hard-wired exit signs with battery backup are provided.
- ▲ Emergency Lighting:
Emergency light fixtures with battery backup are provided.

PROPERTY CONDITION

Conditions were observed at the time of our site visit that have been categorized as Code Compliance/Life Safety Issues, ADA Barrier Removal Issues, or Deferred Maintenance/Physical Condition Issues.

CODE COMPLIANCE/LIFE SAFETY ISSUES

At the time of our site visit, we observed no significant conditions that were considered code violations or life safety issues.

ADA/FHAA BARRIER REMOVAL ISSUES

The building was designed and constructed prior to the effective date of the Americans with Disabilities Act (ADA). The building was first occupied prior to the effective date of March 13, 1991 as stipulated in the Fair Housing Amendments Act (FHAA). There are no areas of public accommodation and, according to the Steeple Run Community Council, the clubhouse is not open to the public; therefore, no renovations are considered necessary with respect to the ADA. As part of this property evaluation, attempts have been made to identify the basic barrier removal issues. This evaluation is not intended to serve as a comprehensive ADA/FHAA survey. In addition, changes in building occupancy and use can result in the need to eliminate barriers. At the time of our site visit, we observed conditions that are considered barrier removal issues. These items and cost estimates to remove the barriers, as may be readily achievable, are listed in the charts on the following pages.

DEFERRED MAINTENANCE/PHYSICAL CONDITION ISSUES

There were deferred maintenance and physical condition issues noted that require repairs and/or replacements. These items and cost estimates to correct are listed in the charts on the following pages.

Code Compliance/Life Safety Issues:

| No. | Item | Quantity | Units | Unit Cost | Required Immediate Cost | Recommended Cost |
|---|--|----------|-------|-----------|----------------------------|---------------------|
| 1.0 | Significant code compliance or life safety issues were not observed. | | | | | |
| Code Compliance/Life Safety Subtotal | | | | | \$0.00 | \$0.00 |

ADA/FHAA Barrier Removal Issues:

| No. | Item | Quantity | Units | Unit Cost | Immediate Cost |
|--|--|----------|-------|-----------|-----------------|
| 1.0 | Areas of public accommodation, as defined by the Americans with Disabilities Act (ADA), are not provided on site. Therefore, the building is not subject to ADA design requirements. | | | | |
| 2.0 | The building was originally constructed with first occupancy prior to March 13, 1991. The building is, therefore, not subject to the design requirements of the Fair Housing Act. | | | | |
| 3.0 | Two of the surface parking spaces are reserved for persons with disabilities; however, signage has not been placed at the front of one of the spaces (see Photo No. 8). We recommend that the signage be installed in accordance with ANSI A117.1. | 1 | ea | \$200.00 | \$200.00 |
| ADA/FHAA Barrier Removal Subtotal | | | | | \$200.00 |

Deferred Maintenance/Property Deficiency Issues:

| No. | Item | Quantity | Units | Unit Cost | Immediate Cost |
|--------------|--|----------|-------|------------|----------------|
| Site: | | | | | |
| 1.0 | Asphalt Pavement: The asphalt pavement is generally in fair to poor condition. The surface was recently resealed and restriped; however, cracks were not sealed and areas of pavement settlement were not replaced (see Photon Nos. 2, 4-7, and 37). We provide an allowance for replacement of approximately 10% of the pavement area. | 3,000 | sf | \$1.50 | \$4,500.00 |
| 2.0 | Concrete Sidewalks: Minor cracking of the concrete sidewalks was noted at the approach to the maintenance room on the south side of the building (see Photo No. 12). We recommend that the cracks be sealed to prevent further deterioration of the concrete slab. | 1 | ls | \$200.00 | \$200.00 |
| 3.0 | Asphalt Walking Path: The walking path generally appeared to be in good to fair condition; however, wide unsealed joints and cracking of the asphalt pavement were observed (see Photo Nos. 21, 22, and 25). Localized repairs appear to be necessary. | 8,500 | sf | \$0.10 | \$850.00 |
| 4.0 | Swimming Pool: The swimming pool, surrounding deck, and elevated deck generally appeared to be in good condition; however, we observed failed joint sealant and localized cracking in the Sundek cementitious surfacing (see Photo Nos. 64, 66, 68, and 69). | | | | |
| | 4.1 We provide a budget to replace failed sealant joints. | 450 | lf | \$7.50 | \$3,375.00 |
| | 4.2 We provide an allowance to repair the Sundek surfacing cracks. | 1 | allow | \$5,000.00 | \$5,000.00 |
| 5.0 | Pool Area Fencing and Exposed Metals: The pool area fencing appeared to be in serviceable condition (see Photo No. 15); however, surface corrosion was observed on the shade structures and elevated deck guard rails (see Photo Nos. 47 and 67). We recommend that the exposed metal surfaces at the shade structures and elevated guardrails be cleaned of all rust and scale, then coated with a rust inhibitive paint. | 1 | ls | \$1,000.00 | \$1,000.00 |
| 6.0 | Playground Equipment: The playground equipment at the Tot Lot appeared to be in good maintainable condition (see Photo No. 23). We recommend that the equipment be regularly inspected and necessary repairs be completed, for life safety reasons, through a routine operating budget. Refer to the <i>Replacement Reserve Schedule</i> for anticipated replacement costs. | | | | |
| 7.0 | Detention/Retention Ponds: The detention basins and retention pond generally appeared to be in satisfactory condition. We note that maintenance is limited to mowing, which is included in the landscaping maintenance contract. | | | | |

| No. | Item | Quantity | Units | Unit Cost | Immediate Cost |
|------|---|----------|-------|-----------|--------------------|
| 8.0 | Property Signage: Property identification signage appeared to be in good maintainable condition (see Photo No. 1). Refer to the <i>Replacement Reserve Schedule</i> for anticipated replacement costs. | | | | |
| | Clubhouse: | | | | |
| 9.0 | Masonry Veneer: The masonry veneer generally appeared to be in good condition. See the <i>Replacement Reserve Schedule</i> for anticipated maintenance. | | | | |
| 10.0 | Roofing: The roofing assemblies generally appeared to be in fair condition; however, we observed extensive deterioration of the perimeter edge flashing membrane (see Photo Nos. 34 and 36), open gutter seams (see Photo No. 35), and surface corrosion on the electrical conduit and gas piping on the low-slope roof areas (see Photo Nos. 32 and 33). Evidence of roof leaks were also observed throughout the building (see Photo Nos. 41 and 49). Shingles on the mansard roof areas appeared to be in acceptable condition; loose or damaged shingles were not observed. We, therefore, recommend immediate replacement of the low-slope roofing assembly to prevent further potential deterioration of the structural roof elements. See the <i>Replacement Reserve Schedule</i> for anticipated shingle roofing replacement. | | | | |
| 10.1 | Low-slope roofing replacement. | 4,000 | sf | \$5.50 | \$22,000.00 |
| 10.2 | We recommend that the electrical conduit and gas piping be cleaned of all rust and scale, then coated with a rust inhibitive paint. | 1 | ls | \$200.00 | \$200.00 |
| 11.0 | Interior Finishes: Interior finishes are dated, but appeared to be functional. Refreshing of the locker rooms is planned for 2013. See the <i>Replacement Reserve Schedule</i> for refreshing of the building interiors, including carpeting and painting. | | | | |
| 12.0 | MEP: The mechanical, electrical, and plumbing systems appeared to be in satisfactory condition. Normal life expectancies should be anticipated, as indicated in the <i>Replacement Reserve Schedule</i> . | | | | |
| | Deferred Maintenance/Property Deficiency Subtotal | | | | \$37,125.00 |

Cost Summary

| | <u>Immediate</u> | <u>Recommended</u> |
|---|--------------------|--------------------|
| Code Compliance/Life Safety Issues Subtotal | \$0.00 | \$0.00 |
| ADA/FHAA Barrier Removal Issues Subtotal | \$200.00 | |
| Deferred Maintenance/Property Deficiency Subtotal | \$37,125.00 | |
| Cost Estimate Total | \$37,325.00 | \$0.00 |

REPLACEMENT RESERVE SCHEDULE

The property components, including building equipment, appliances, and finishes, vary significantly from 41 to 6 years of age. Repairs to or replacement of the property components to date have been performed on an as-needed basis. As these property components age and eventually approach the ends of their expected useful service lives, replacement costs will need to be included in capital expenditure budgets.

The attached *Replacement Reserve Schedule* contains the major property components, including pavement, sidewalks, caulking, roofing, and HVAC systems. Property components not included are assumed to be part of the annual operating budget. Costs for repair or replacement of the property components for the balance of 2013 are also assumed to be part of the current operating budget if not included in the *Property Condition* section.

The expected useful life (EUL) values are based upon the average age of the building component and assume that the work outlined in the *Property Condition* section of the Report will be performed. The remaining useful life (RUL) values assume that proper routine maintenance will be provided.

FUND STATUS AND FUNDING PLAN

It is important for the Steeple Run Community Council to maintain and preserve market values of the property. To achieve this, funding plans for future repair or replacement of major common-area components must be developed. Annual operating budgets and reserve budgets assist in reflecting the plans and goals of the Steeple Run Community as well as in setting the level and quality of service for the Steeple Run Community activities in the months and years ahead.

ASSUMPTIONS

The following information was provided by the Steeple Run Community:

BEGINNING ASSUMPTIONS:

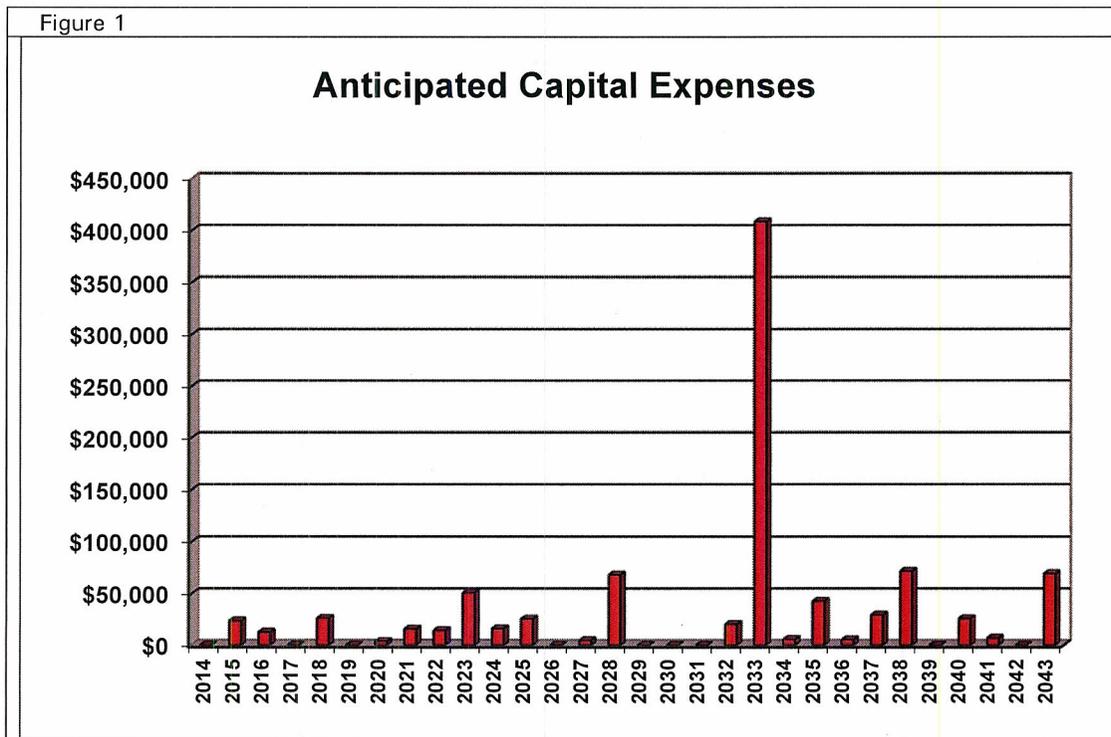
| | |
|---------------------------------|---------------------------|
| ▲ Fiscal Year End: | December 31 st |
| ▲ Current Reserve Fund Balance: | \$191,000 |
| ▲ Remaining 2013 Contribution: | \$0 |
| ▲ 2014 Fund Start Balance: | \$191,000 |
| ▲ Current Annual Contributions: | \$10,000 |
| ▲ Fully Funded Balance: | \$94,528 |
| ▲ Current Percent Funded: | 202% |

ECONOMIC ASSUMPTIONS:

| | |
|--------------------------------------|------|
| ▲ Inflation Rate: | 3.0% |
| ▲ Post-Tax Interest Rate: | 3.0% |
| ▲ Annual Contribution Rate Increase: | 3.0% |

ANTICIPATED CAPITAL EXPENSES

The following chart (Figure 1) illustrates the anticipated annual capital expenses that the Steeple Run Community will need to reserve for over the 30-year term.



The chart shows that the Steeple Run Community will face major replacements in years 2023, 2028, 2033, 2038, and 2043. Major replacement items include pavement overlay, concrete sidewalk replacement, pool area deck, pool area furniture and canopies, playground equipment, roofing and interior finishes. Refer to the *Replacement Reserve Schedule* for detailed breakdown of the anticipated replacement items and associated costs.

CURRENT FUND STATUS

The current reserve fund balance as of December 3, 2013 was reported to be \$191,000 and additional contributions will not be made in 2013. As of January 1, 2014, the fully funded balance is computed to be \$94,528, or 202% funded. The reserve fund is currently overfunded. The goal for the Steeple Run Community is to improve the financial position of the reserve fund.

RECOMMENDED FUNDING PLAN

Our goal for the Steeple Run Community is to adequately fund its reserves to be financially prepared for the future expenses without the need of special assessments. We note that the current reserve fund is currently overfunded; however, based on the projected expense requirements in Year 2033, we recommend increasing annual reserve contributions.

To achieve an "ideal", or fully funded balance, we recommend that reserve contributions be increased from \$10,000 to \$17,320 for 2014 and then increase the annual contributions at the rate identified within the *Assumptions*.

To maintain a baseline (positive) reserve fund balance, we recommend reserve contributions be increased from \$10,000 to \$13,400 for 2014 and then increase the annual contributions at the rate identified within the *Assumptions*.

This contribution will fairly spread out the contribution burden over current and future owners and help eliminate the need for special assessments for future repairs and replacements.

The Annual Contributions chart (Figure 2) illustrates the current, baseline, and recommended contributions for the Steeple Run Community.

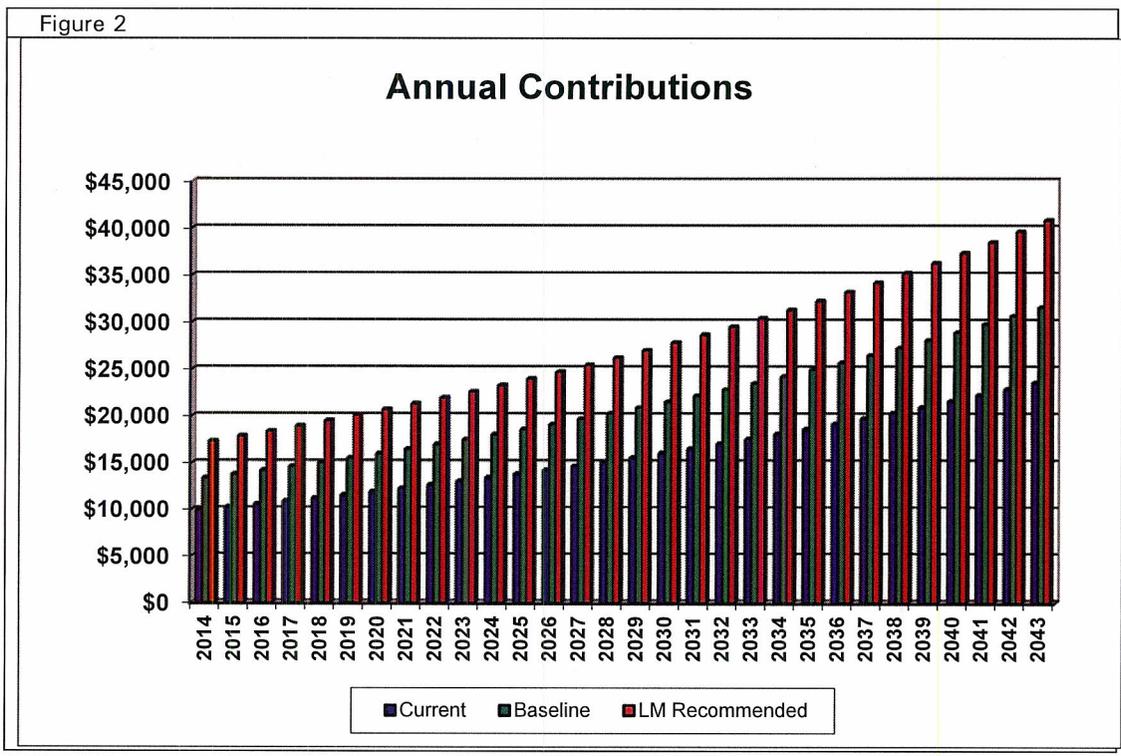


Figure 3 compares the Steeple Run Community’s current year-end reserve fund balance, baseline fund balance, and the recommended reserve fund balance against the fully funded balance. Note that the recommended plan’s reserve fund gradually reaches the fully funded balance near the end of the term without the reliance of special assessments or deferred maintenance. Please refer to the Current, Baseline, and Recommended 30-Year Cash Flow Projections in the *Attachment* section of our report. The 30-Year Cash Flow Projections illustrate the reserve contributions and expenses on an annual basis for the projected term.

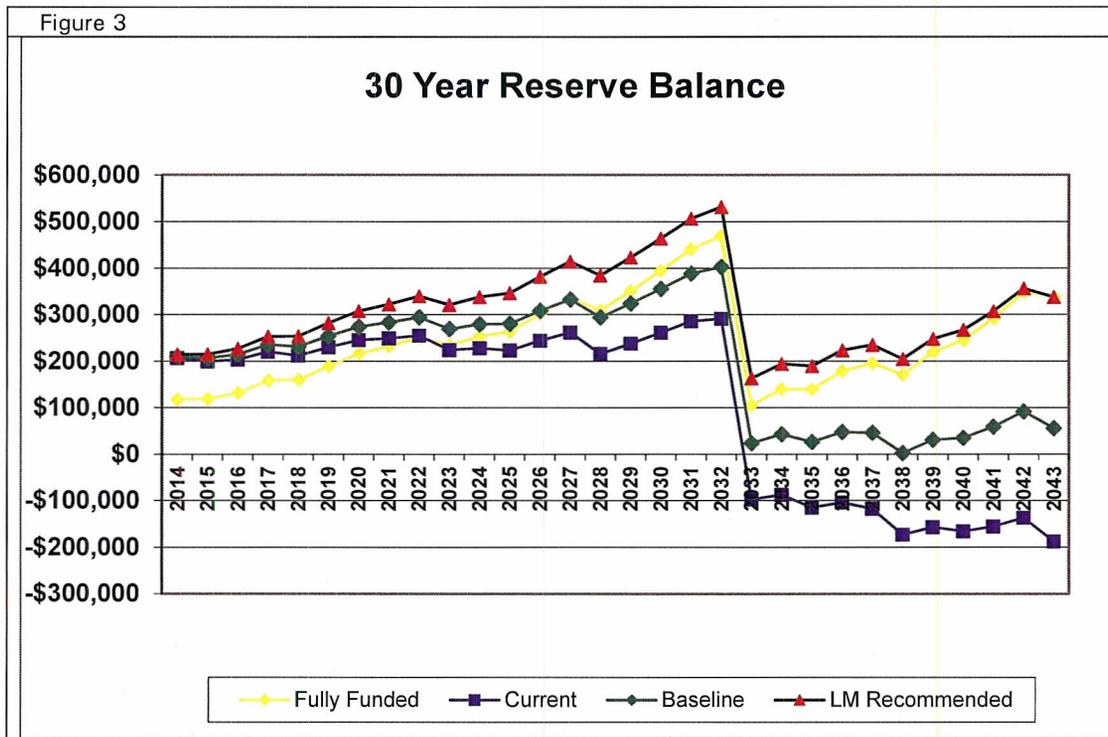
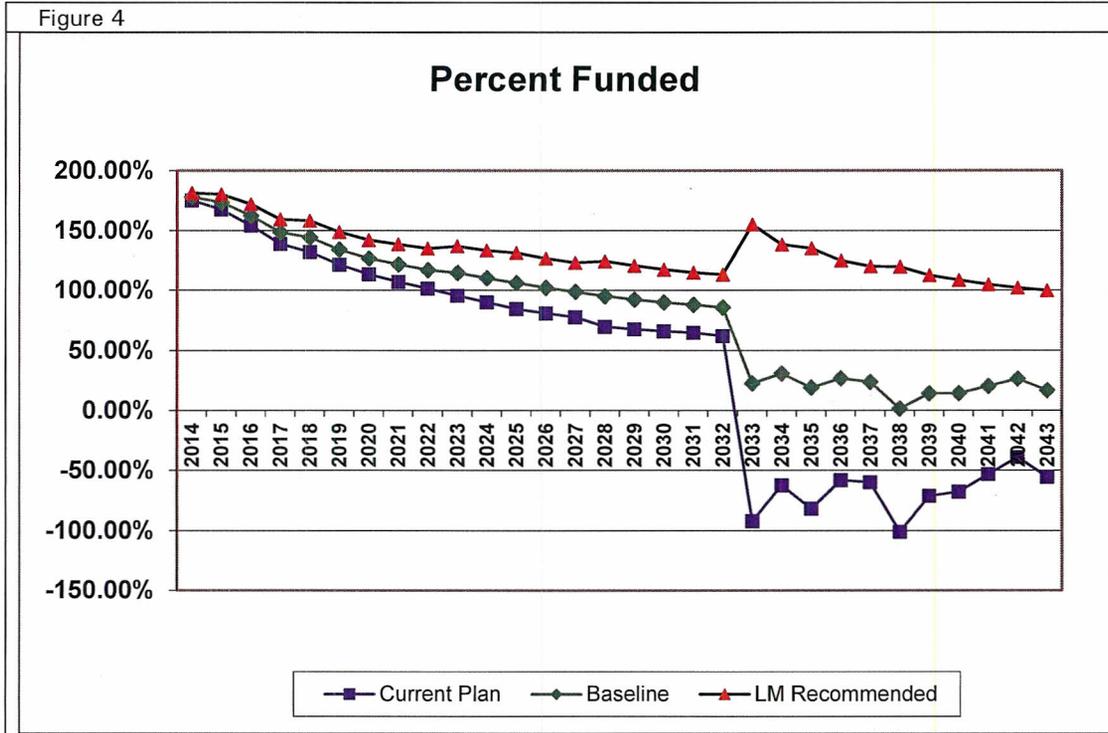


Figure 4 illustrates the Steeple Run Community's current reserve fund, the baseline plan, and recommended plan as a percent funded against the fully funded balance. Note that the percent funded gradually decreases and smoothly approaches the fully-funded level by the end of the term.



REPLACEMENT RESERVE SCHEDULE

30-YEAR PROJECTION (YEARS 1 THROUGH 10)

Date of Construction: 1972

| Property Component | Quantity | Units | Unit Cost | Footnote | Cost | Expected Life (a) | Remaining Life (b) | Initial Reserve (c) | Annual Reserve (d) | Year 1 2014 | Year 2 2015 | Year 3 2016 | Year 4 2017 | Year 5 2018 | Year 6 2019 | Year 7 2020 | Year 8 2021 | Year 9 2022 | Year 10 2023 | 10-Year Totals |
|-------------------------------------|----------|-------|-------------|----------|-----------|-------------------|--------------------|---------------------|--------------------|-------------|-----------------|-----------------|-------------|-----------------|-------------|----------------|-----------------|-----------------|-----------------|------------------|
| Site: | | | | | | | | | | | | | | | | | | | | |
| Pavement Maintenance | 30,000 | sf | \$0.15 | (e) | \$4,500 | 5 | 5 | \$0 | \$900 | | | | | \$4,500 | | | | | \$4,500 | \$9,000 |
| Pavement Overlay | 30,000 | sf | \$1.50 | (e) | \$45,000 | 20 | 20 | \$0 | \$2,250 | | | | | | | | | | | \$0 |
| Concrete Sidewalk | 1,500 | sf | \$7.00 | (f) | \$10,500 | 40 | 25 | \$3,938 | \$263 | | | | | | | | | | | \$0 |
| Asphalt Walking Path Maintenance | 8,500 | sf | \$0.10 | (g) | \$850 | 5 | 5 | \$0 | \$170 | | | | | \$850 | | | | | \$850 | \$1,700 |
| Parking Lot Light Fixtures | 9 | ea | \$500.00 | (h) | \$4,500 | 20 | 10 | \$2,250 | \$225 | | | | | | | | | | | \$4,500 |
| Swimming Pool Area Light Fixtures | 5 | ea | \$500.00 | (h) | \$2,500 | 20 | 10 | \$1,250 | \$125 | | | | | | | | | | | \$2,500 |
| Pool Area Fencing (6') | 400 | lf | \$20.00 | | \$8,000 | 25 | 15 | \$3,200 | \$320 | | | | | | | | | | | \$0 |
| Pool Area Fencing (4') | 115 | lf | \$15.00 | | \$1,725 | 25 | 15 | \$690 | \$69 | | | | | | | | | | | \$0 |
| Pool Area Fencing Maintenance | 2,860 | sf | \$0.75 | (i) | \$2,145 | 7 | 7 | \$0 | \$306 | | | | | | | \$2,145 | | | | \$2,145 |
| Pool Shade Canopies | 2 | ea | \$5,000.00 | (j) | \$10,000 | 12 | 8 | \$3,333 | \$833 | | | | | | | | \$10,000 | | | \$10,000 |
| Shade Structure Maintenance | 1 | ls | \$800.00 | (i) | \$800 | 7 | 7 | \$0 | \$114 | | | | | | | \$800 | | | | \$800 |
| Outdoor Pool Furniture | 1 | ls | \$10,000.00 | (k) | \$10,000 | 10 | 5 | \$5,000 | \$1,000 | | | | | \$10,000 | | | | | | \$10,000 |
| Pool Deck Resurface (Sundek) | 12,000 | sf | \$12.00 | | \$144,000 | 25 | 20 | \$28,800 | \$5,760 | | | | | | | | | | | \$0 |
| Pool Deck Sealer | 12,000 | sf | \$1.00 | | \$12,000 | 8 | 3 | \$7,500 | \$1,500 | | | | | | | | | | | \$12,000 |
| Pool Shell & Coping | 1 | ls | \$8,000.00 | | \$8,000 | 15 | 5 | \$5,333 | \$533 | | | \$12,000 | | | | | | | | \$8,000 |
| Pool Heater | 1 | ea | \$5,500.00 | | \$5,500 | 15 | 10 | \$1,833 | \$367 | | | | | \$8,000 | | | | | | \$5,500 |
| Pool Pump | 1 | ea | \$4,000.00 | | \$4,000 | 15 | 10 | \$1,333 | \$267 | | | | | | | | | | | \$4,000 |
| Playground Equipment | 1 | ls | \$20,000.00 | | \$20,000 | 20 | 15 | \$5,000 | \$1,000 | | | | | | | | | | | \$0 |
| Property Identification Sign | 1 | ea | \$3,500.00 | | \$3,500 | 12 | 12 | \$0 | \$292 | | | | | | | | | | | \$0 |
| Landscaping Maintenance | | | | (l) | | | | \$0 | \$0 | | | | | | | | | | | \$0 |
| Building | | | | | | | | | | | | | | | | | | | | |
| Exterior Brick Veneer | 250 | sf | \$12.50 | (m) | \$3,125 | 10 | 10 | \$0 | \$313 | | | | | | | | | | | \$3,125 |
| Roofing (Low-Slope) | 4,000 | sf | \$5.50 | | \$22,000 | 20 | 20 | \$0 | \$1,100 | | | | | | | | | | | \$0 |
| Roofing (Mansard) | 3,500 | sf | \$4.00 | | \$14,000 | 20 | 10 | | | | | | | | | | | | | \$14,000 |
| Exterior Guardrail Maintenance | 280 | sf | \$0.80 | (i) | \$224 | 7 | 7 | \$0 | \$32 | | | | | | | \$224 | | | | \$224 |
| Rooftop Condensing Units | 6 | tons | \$1,400.00 | | \$8,400 | 15 | 9 | \$3,360 | \$560 | | | | | | | | | | | \$8,400 |
| Rooftop Packaged Unit | 5 | tons | \$1,600.00 | | \$8,000 | 20 | 2 | \$7,200 | \$400 | | \$8,000 | | | | | | | | | \$8,000 |
| Gas Unit Heater (Maintenance Room) | 1 | ea | | (n) | | | | \$0 | \$0 | | | | | | | | | | | \$0 |
| Domestic Water Heater | 1 | ea | \$3,000.00 | | \$3,000 | 15 | 9 | \$1,200 | \$200 | | | | | | | | | | | \$3,000 |
| Interior Refinishing | 1 | ls | \$15,000.00 | (k) | \$15,000 | 10 | 2 | \$12,000 | \$1,500 | | \$15,000 | | | | | | | | | \$15,000 |
| Appliances (Community Rooms) | 1 | ls | \$1,600.00 | (o) | \$1,600 | 15 | 8 | \$747 | \$107 | | | | | | | | | | | \$1,600 |
| Appliances (Pool Snack Bar) | 1 | ls | \$1,200.00 | (p) | \$1,200 | 15 | 8 | \$560 | \$80 | | | | | | | | | | | \$1,200 |
| PRE-INFLATED TOTALS | | | | | | | | \$94,528 | \$20,585 | \$0 | \$23,000 | \$12,000 | \$0 | \$23,350 | \$0 | \$3,169 | \$12,800 | \$11,400 | \$38,975 | \$124,694 |
| INFLATION FACTOR (3%) | | | | | | | | | | 1.000 | 1.030 | 1.061 | 1.093 | 1.126 | 1.159 | 1.194 | 1.230 | 1.267 | 1.305 | |
| INFLATED TOTALS | | | | | | | | | | \$0 | \$23,690 | \$12,731 | \$0 | \$26,280 | \$0 | \$3,784 | \$15,743 | \$14,442 | \$50,855 | \$147,524 |

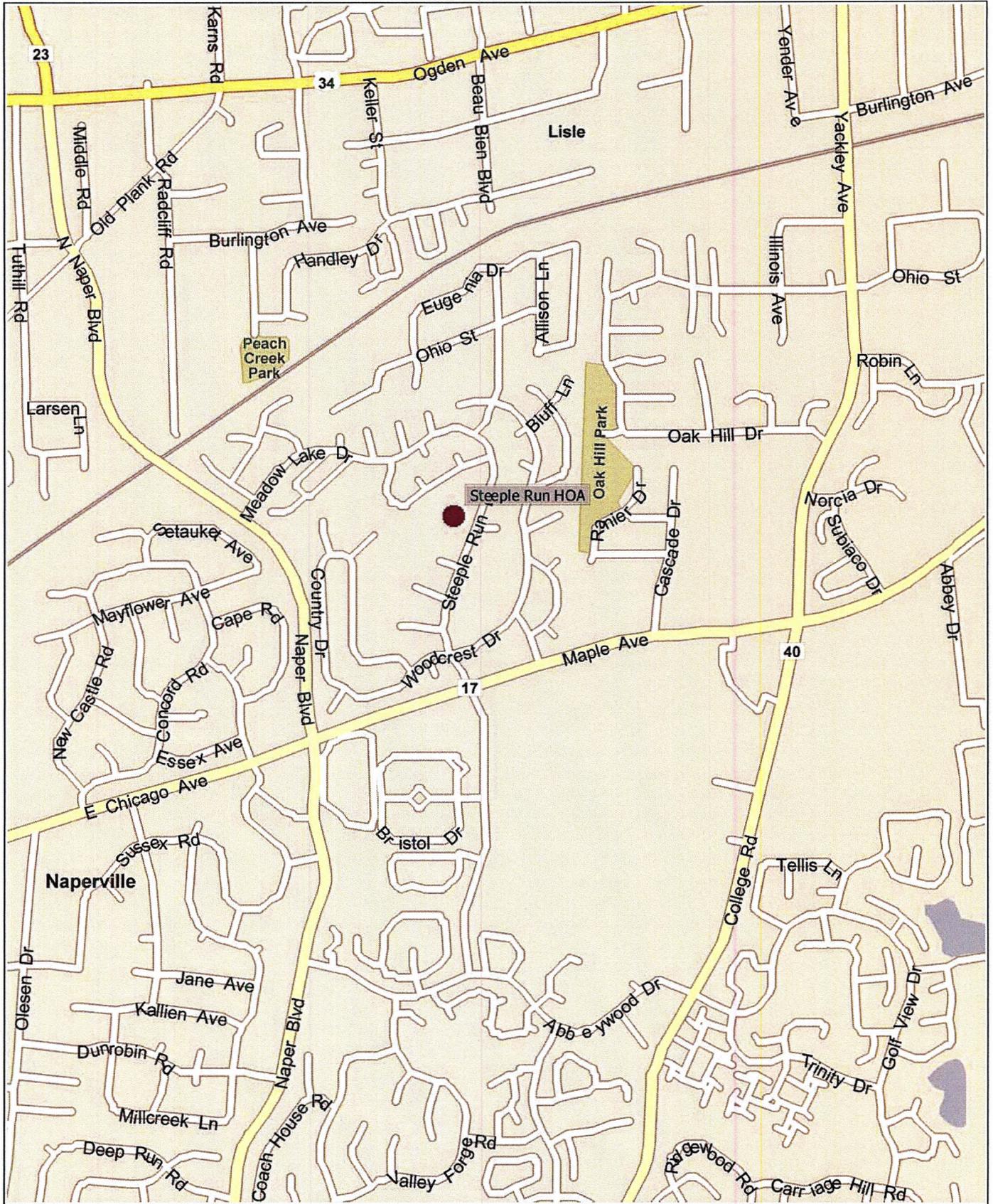
30-YEAR PROJECTION (YEARS 11 THROUGH 30)

| Property Component | Year 11 2024 | Year 12 2025 | Year 13 2026 | Year 14 2027 | Year 15 2028 | Year 16 2029 | Year 17 2030 | Year 18 2031 | Year 19 2032 | Year 20 2033 | Year 21 2034 | Year 22 2035 | Year 23 2036 | Year 24 2037 | Year 25 2038 | Year 26 2039 | Year 27 2040 | Year 28 2041 | Year 29 2042 | Year 30 2043 | 30-Year Totals | |
|-------------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------------|--|
| Site: | | | | | | | | | | | | | | | | | | | | | | |
| Pavement Maintenance | | | | | \$4,500 | | | | | | | | | | \$4,500 | | | | | \$4,500 | \$22,500 | |
| Pavement Overlay | | | | | | | | | | \$45,000 | | | | | | | | | | | \$45,000 | |
| Concrete Sidewalk | | | | | | | | | | | | | | | \$10,500 | | | | | | \$10,500 | |
| Asphalt Walking Path Maintenance | | | | | \$850 | | | | | \$850 | | | | | \$850 | | | | | \$850 | \$5,100 | |
| Parking Lot Light Fixtures | | | | | | | | | | | | | | | | | | | | \$4,500 | \$9,000 | |
| Swimming Pool Area Light Fixtures | | | | | | | | | | | | | | | | | | | | \$2,500 | \$5,000 | |
| Pool Area Fencing (6') | | | | | \$8,000 | | | | | | | | | | | | | | | | \$8,000 | |
| Pool Area Fencing (4') | | | | | \$1,725 | | | | | | | | | | | | | | | | \$1,725 | |
| Pool Area Fencing Maintenance | | | | \$2,145 | | | | | | | \$2,145 | | | | | | | \$2,145 | | | \$8,580 | |
| Pool Shade Canopies | | | | | | | | | | \$10,000 | | | | | | | | | | | \$20,000 | |
| Shade Structure Maintenance | | | | \$800 | | | | | | | \$800 | | | | | | | \$800 | | | \$3,200 | |
| Outdoor Pool Furniture | | | | | \$10,000 | | | | | | | | | | \$10,000 | | | | | | \$30,000 | |
| Pool Deck Resurface (Sundek) | | | | | | | | | | \$144,000 | | | | | | | | | | | \$144,000 | |
| Pool Deck Sealer | \$12,000 | | | | | | | | \$12,000 | | | | | | | | \$12,000 | | | | \$48,000 | |
| Pool Shell & Coping | | | | | | | | | | \$8,000 | | | | | | | | | | | \$16,000 | |
| Pool Heater | | | | | | | | | | | | | | | \$5,500 | | | | | | \$11,000 | |
| Pool Pump | | | | | | | | | | | | | | | \$4,000 | | | | | | \$8,000 | |
| Playground Equipment | | | | | \$20,000 | | | | | | | | | | | | | | | | \$20,000 | |
| Property Identification Sign | | \$3,500 | | | | | | | | | | | | \$3,500 | | | | | | | \$7,000 | |
| Landscaping Maintenance | | | | | | | | | | | | | | | | | | | | | \$0 | |
| Building | | | | | | | | | | | | | | | | | | | | | | |
| Exterior Brick Veneer | | | | | | | | | | \$3,125 | | | | | | | | | | \$3,125 | \$9,375 | |
| Roofing (Low-Slope) | | | | | | | | | | \$22,000 | | | | | | | | | | | \$22,000 | |
| Roofing (Mansard) | | | | | | | | | | | | | | | | | | | | \$14,000 | \$28,000 | |
| Exterior Guardrail Maintenance | | | | \$224 | | | | | | | \$224 | | | | | | | \$224 | | | \$896 | |
| Rooftop Condensing Units | | | | | | | | | | | | | | \$8,400 | | | | | | | \$16,800 | |
| Rooftop Packaged Unit | | | | | | | | | | | \$8,000 | | | | | | | | | | \$16,000 | |
| Gas Unit Heater (Maintenance Room) | | | | | | | | | | | | | | | | | | | | | \$0 | |
| Domestic Water Heater | | | | | | | | | | | | | | | | | | | | | \$6,000 | |
| Interior Refinishing | | \$15,000 | | | | | | | | | \$15,000 | | | | \$3,000 | | | | | | \$45,000 | |
| Appliances (Community Rooms) | | | | | | | | | | | | | \$1,600 | | | | | | | | \$3,200 | |
| Appliances (Pool Snack Bar) | | | | | | | | | | | | | \$1,200 | | | | | | | | \$2,400 | |
| PRE-INFLATED TOTALS | \$12,000 | \$18,500 | \$0 | \$3,169 | \$45,075 | \$0 | \$0 | \$0 | \$12,000 | \$232,975 | \$3,169 | \$23,000 | \$2,800 | \$14,900 | \$35,350 | \$0 | \$12,000 | \$3,169 | \$0 | \$29,475 | \$572,276 | |
| INFLATION FACTOR (3%) | 1.344 | 1.384 | 1.426 | 1.469 | 1.513 | 1.558 | 1.605 | 1.653 | 1.702 | 1.754 | 1.806 | 1.860 | 1.916 | 1.974 | 2.033 | 2.094 | 2.157 | 2.221 | 2.288 | 2.357 | | |
| INFLATED TOTALS | \$16,127 | \$25,608 | \$0 | \$4,654 | \$68,180 | \$0 | \$0 | \$0 | \$20,429 | \$408,522 | \$5,724 | \$42,787 | \$5,365 | \$29,407 | \$71,859 | \$0 | \$25,879 | \$7,039 | \$0 | \$69,458 | \$948,561 | |

Footnotes:

- a. Expected life values are based upon the assumed age of the building component and the assumption that the work outlined in the *Property Condition* section is performed and that continued proper routine maintenance is provided.
- b. Remaining life assumes that recommended repair work outlined in the *Property Condition* section and annual maintenance are performed.
- c. Initial reserve is equal to the annual reserve times the current age of the component or system.
- d. Annual reserve is equal to the replacement cost estimate divided by the expected useful life.
- e. Asphalt pavement maintenance includes crackfilling, sealcoating, and striping. Resealing of the asphalt pavement is not indicated in Year 20 due to anticipated overlay in Year 20. Maintenance resumes 5 years following the pavement overlay.
- f. The indicated expected life is an average value. Some repairs are anticipated prior to the end of the indicated life. Funds should be available within the annual reserve to allow for such repairs.
- g. Asphalt walking path maintenance includes crackfilling and sealcoating.
- h. The indicated budget is for fixture replacement.
- i. The indicated maintenance budget is for painting of the fencing, shade structure supports, and guard rails.
- j. Cost includes replacement of the fabric sun shades only.
- k. Budget is an allowance. Material information was not provided by the Community Council.
- l. Landscape maintenance and repairs are considered to be routine maintenance items that should be covered under normal operating budgets.
- m. Exterior masonry wall maintenance consists of selective masonry tuck-pointing, and removal and replacement of joint sealants. The total masonry area is estimated to be approximately 2500 square feet. Our masonry maintenance budget is based on tuckpointing 10% of the masonry area on a 10-year cycle.
- n. We were informed by the Community Council that the unit heater replacement is not to be included in the Reserve.
- o. Community Room appliances include one range, one refrigerator, and one microwave.
- p. Pool Snack Bar appliances include one refrigerator and one freezer chest.

Steeple Run HOA



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1. View of the property signage at the entrance to the clubhouse.



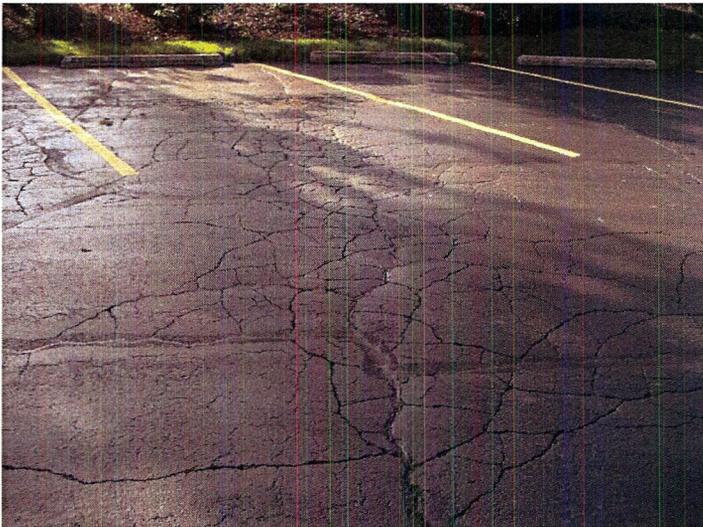
2. General view of the parking area, noting that the pavement was recently resealed and restriped.



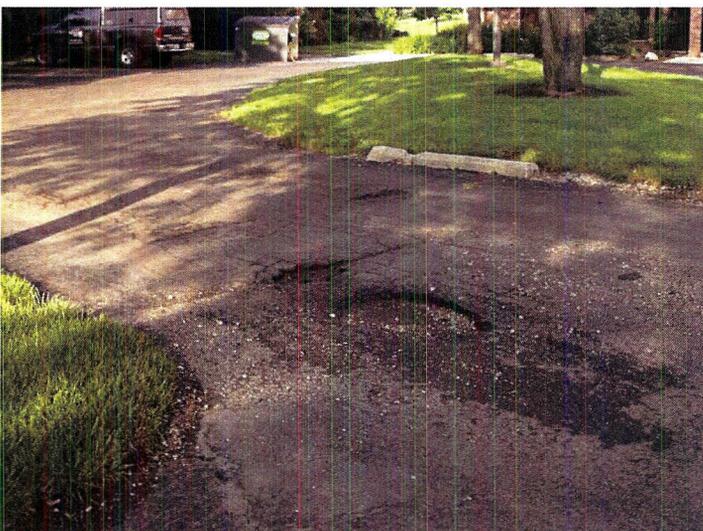
3. General view of the main parking area, noting the square posts and aluminum pole-mounted site lighting.



4. View of the general condition of the asphalt pavement.



5. View of asphalt pavement settlement and deterioration.



6. View of potholes in the asphalt pavement.



7. View of asphalt deterioration in front of the entrance to the clubhouse.



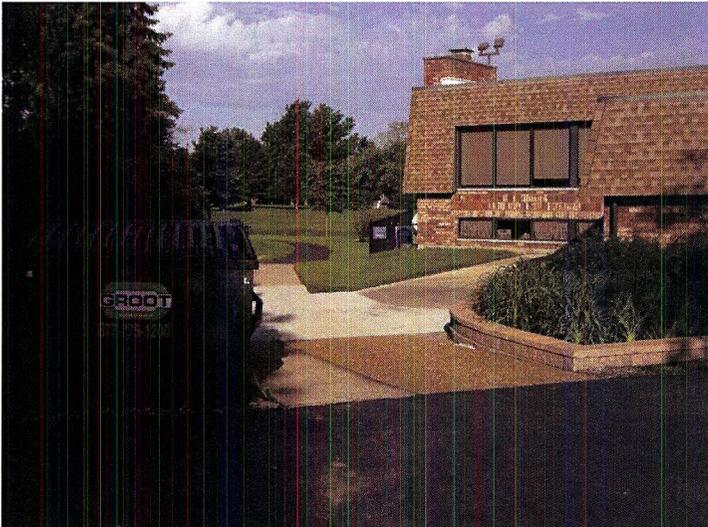
8. View of parking spaces designated for use by persons with disabilities. Note that one parking space is not provided with proper signage.



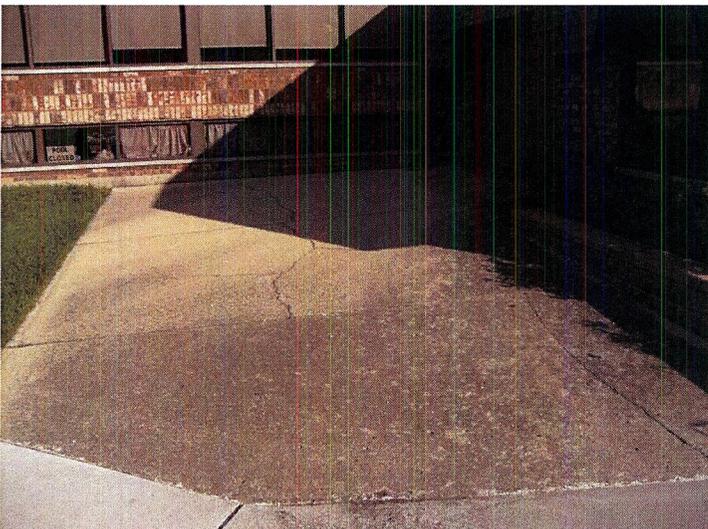
9. View of the clubhouse from the east.



10. View of the clubhouse entrance.



11. View of the concrete pavements from the parking lot towards the pool area, walking path, and maintenance room.



12. View of minor cracking of the concrete pavements leading to the maintenance room.



13. View of pad-mounted transformers on the south side of the building.



14. General view of the pool area from the south.



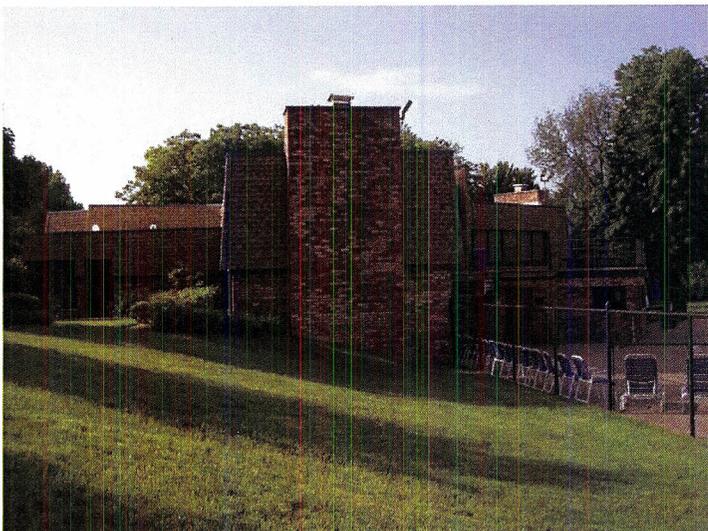
15. View of the painted chain-link fencing that surrounds the pool area.



16. View of the pole-mounted light fixtures provided at the pool area.



17. View of the wetlands and detention area west of the pool.



18. View of the clubhouse from the north.



19. View of the pool area from the northeast.



20. View of the clubhouse from the northeast.



21. View of an open joint in the walkway path.



22. View of cracking noted in the walking path.



23. View of the tot lot.



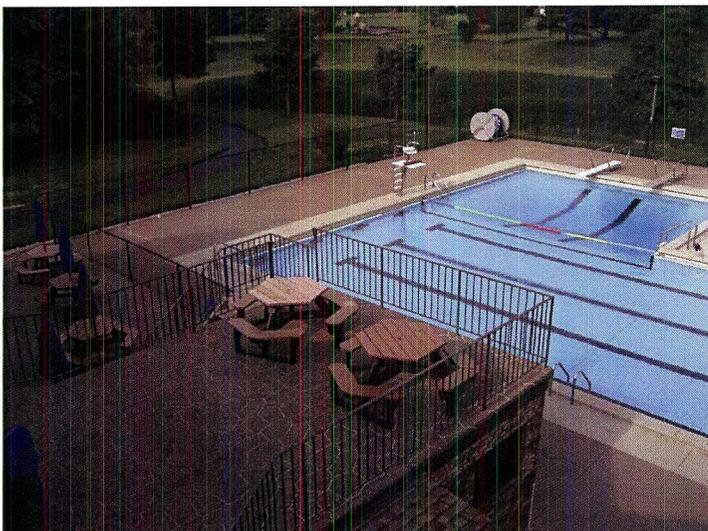
24. View of the storm water detention area south of the tot lot.



25. View of cracking in the walking path.



26. View looking north at the pool and elevated deck area.



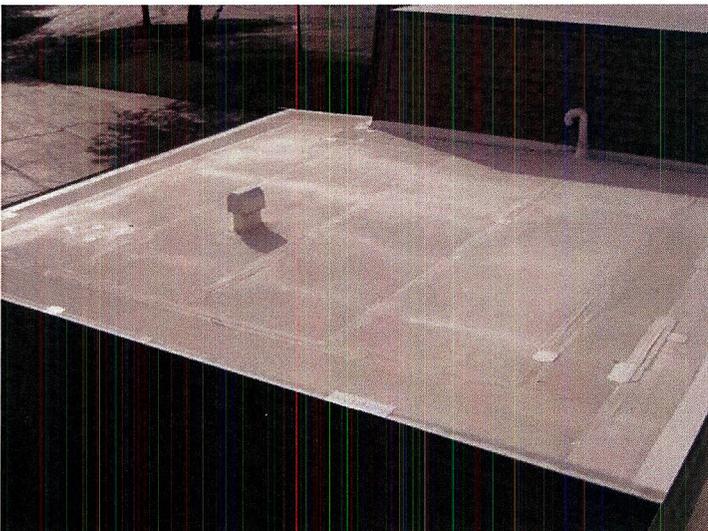
27. General view of the south end of the pool.



28. View of the typical roof flashings provided.



29. View looking south across the high roof area.



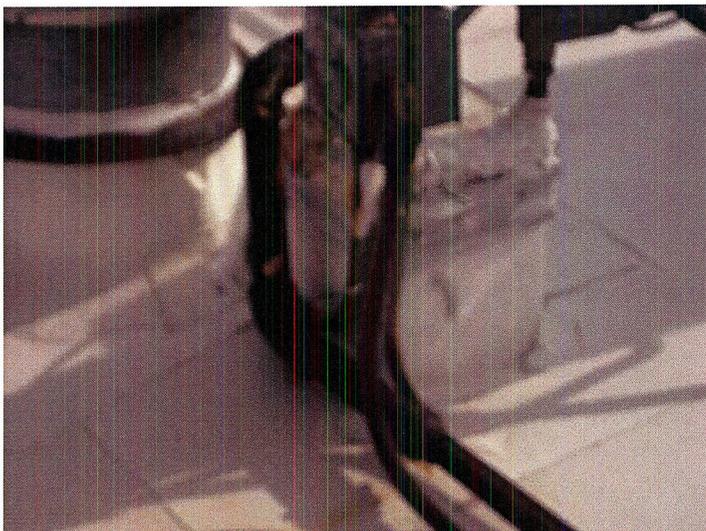
30. View of the low north roof area.



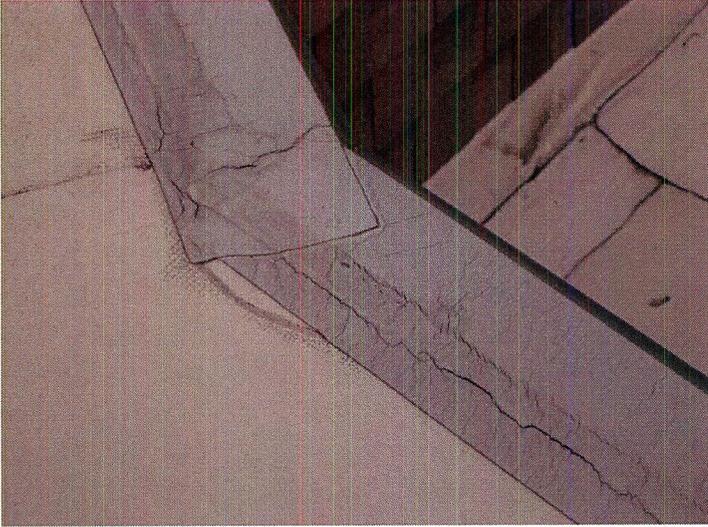
31. View of the low south roof area.



32. View of the two roof-mounted condensing units and the packaged rooftop unit.



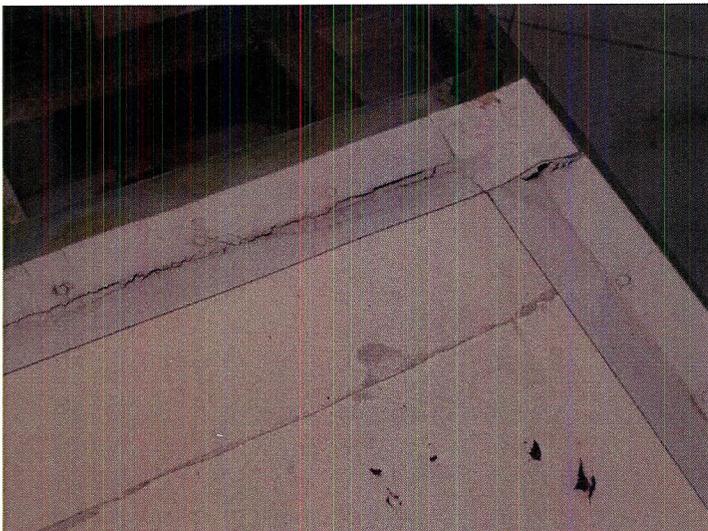
33. View of surface corrosion at the gas pipe and conduit lines on the roof.



34. View of aging typically noted at the perimeter flashing membrane.



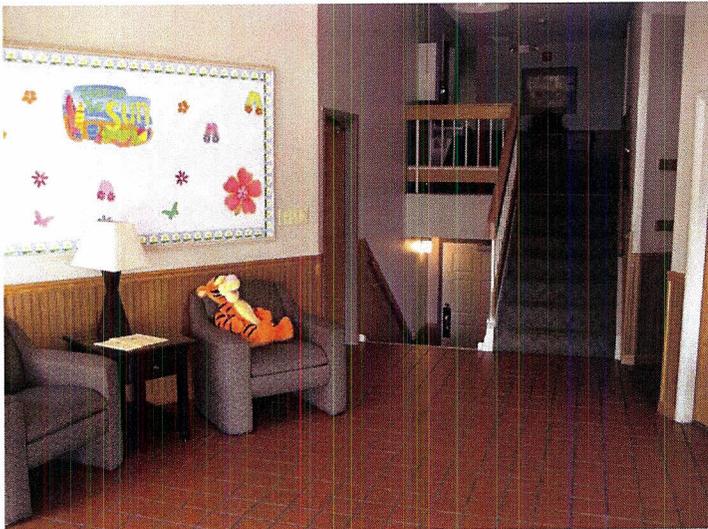
35. View of an open seam at the gutter area of the high roof east end.



36. View of deteriorated and split flashing membrane at the southeast corner of the low south roof area.



37. General view of the parking area from the roof.



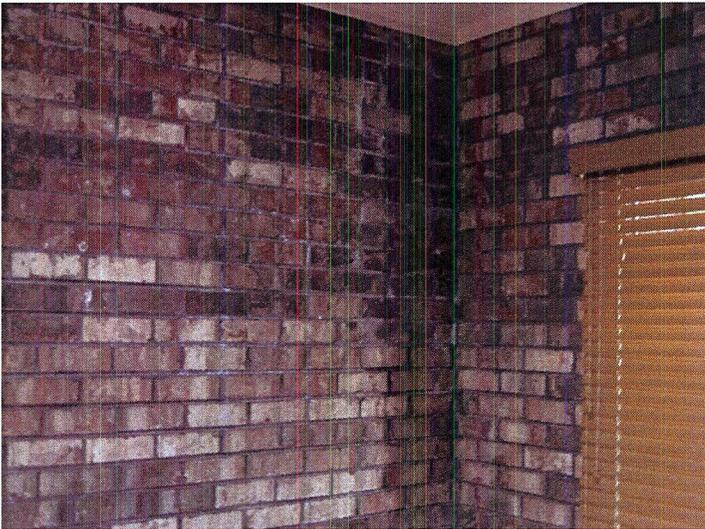
38. General view of the lobby area, noting the fire alarm and pull stations.



39. View of exit signage and emergency lighting above the main entrance.



40. View of the conference room.



41. View of evidence of water penetration at the southeast corner, below the south low roof area.



42. View of the upper lobby area.



43. View of the lavatory in the men's restroom at the upper lobby area.



44. View of the men's restroom in the upper lobby area, noting that the space is not designed for access by persons with disabilities.



45. View of the north community room.



46. View of the elevated deck area.



47. View of minor surface corrosion noted at the guardrail at the elevated deck.



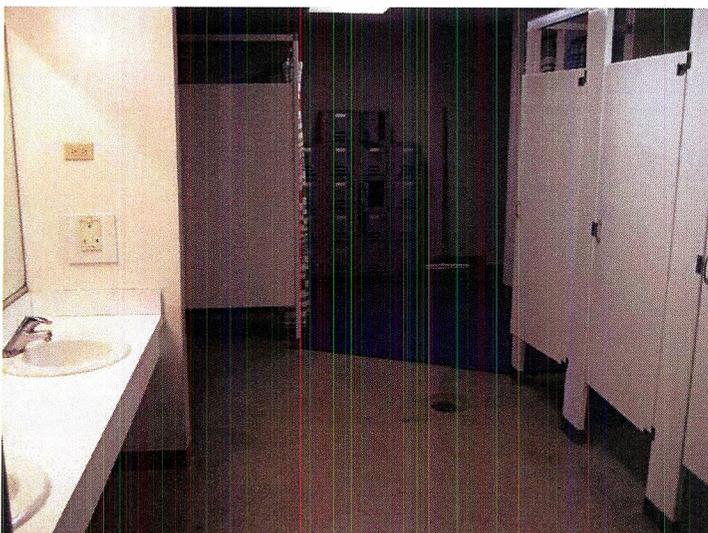
48. View of the south community room.



49. View of stained ceiling tiles at the south community room showing evidence of roof leaks.



50. View of the kitchen area between the two community rooms, noting the gas-fired range, combination range hood/microwave unit above, refrigerator with the top freezer and stainless steel double sinks.



51. View of the women's locker room at the lower level, noting the two lavatories and faucets with lever handles, two changing stalls, two showers, and four water closets.



52. General view of the men's locker room on the lower level, including two urinals, two water closets, two sinks, and two showers.



53. View of the lavatories in the men's locker room.



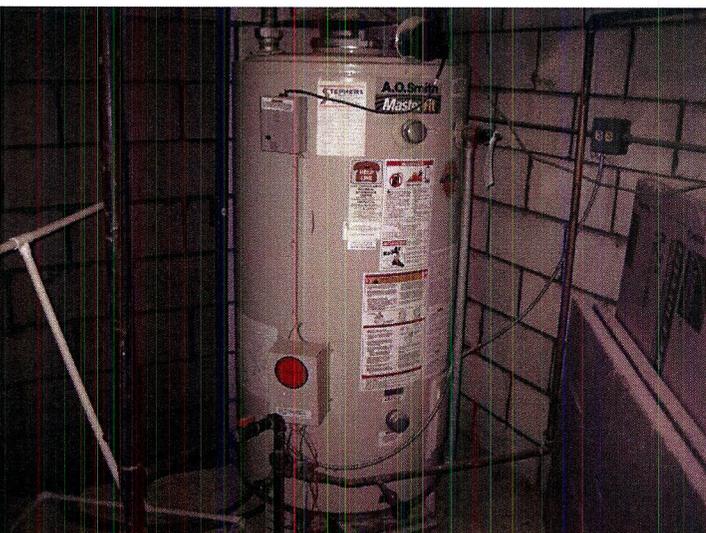
54. View of the ejector pumps and sump pumps at the lower level.



55. View of the 2"-diameter domestic water service at the northeast corner of the building.



56. General view of the utility room that includes two furnaces, a water heater, and the electric service.



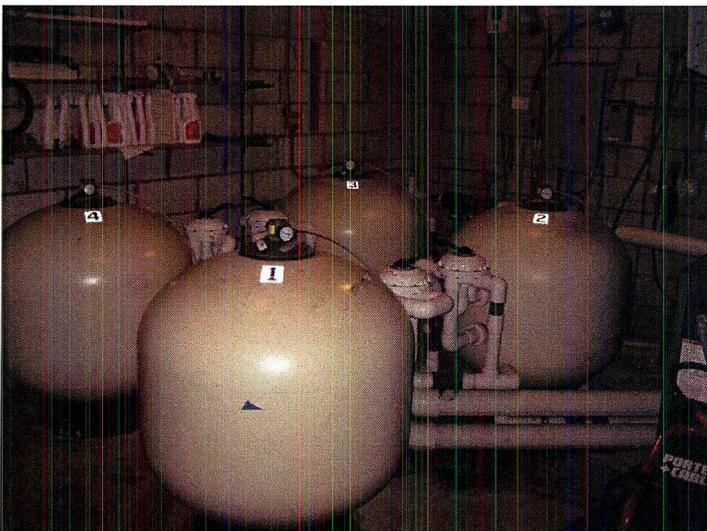
57. View of the gas-fired water heater.



58. View of the electric service.



59. View of the fire alarm control panel.



60. View of the pool room and the four sand filters.



61. View of the Raypak pool boiler.



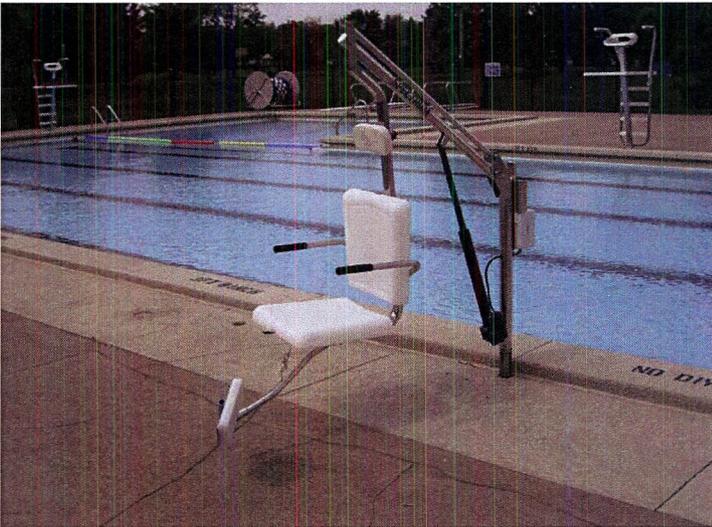
62. View of the pool pump.



63. View of the swimming pool deck area.



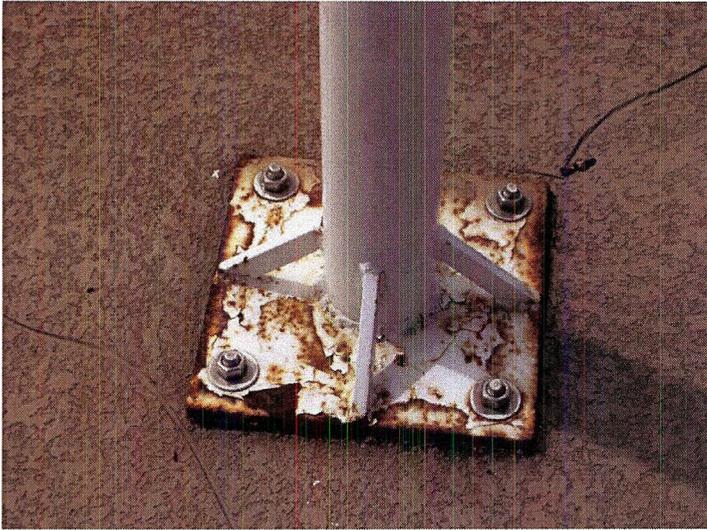
64. View of the typical failed sealant joints in the pool deck area.



65. View of the handicapped assist.



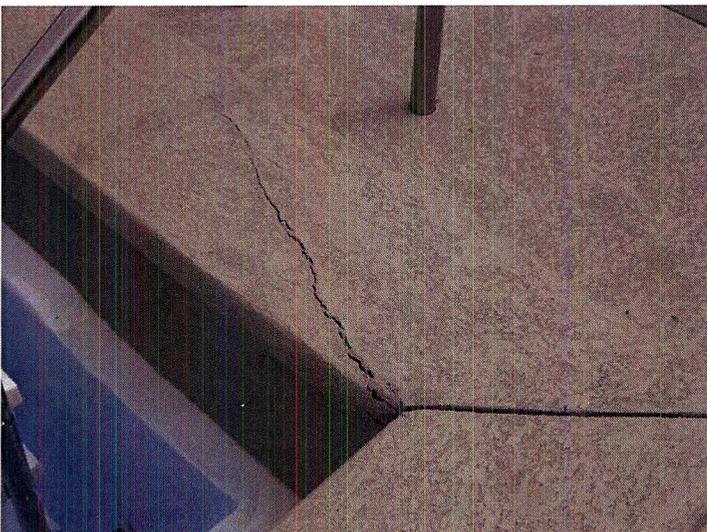
66. View of the hexagonal wading pool. Also note the cracking in the deck surfacing.



67. View of surface corrosion typically noted at the canopy supports in the swimming pool area.



68. View of hairline cracking in the deck at the south end of the pool.



69. View of hairline cracking of the coping at the southeast corner of the pool.