



# PROFESSIONAL RESERVE STUDY

## LEVEL 3 UPDATE



### LakeLand Village

470 East Country Club Drive, Allyn, WA 98524

For:

**LakeLand Village Community Club**  
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## 1.0 EXECUTIVE SUMMARY

### 1.1 DISCLOSURES REQUIRED BY STATE OF WA RCW 64.90.550

The undersigned makes the following disclosures required by RCW 64.90.550 to establish that this Reserve Study meets all requirements of the Washington Uniform Common Interest Ownership Act, Chapter 64.90 RCW:

- a. This Reserve Study was prepared with the assistance of a reserve study professional and that professional was independent;
- b. This Reserve Study includes all information required by RCW 64.90.550 Reserve Study – Contents; and
- c. This reserve study should be reviewed carefully. It may not include all common and limited common element components that will require major maintenance, repair, or replacement in future years, and may not include regular contributions to a reserve account for the cost of such maintenance, repair, or replacement. The failure to include a component in a reserve study, or to provide contributions to a reserve account for a component, may, under some circumstances, require the association to (1) defer major maintenance, repair, or replacement, (2) increase future reserve contributions, (3) borrow funds to pay for major maintenance, repair, or replacement, or (4) impose special assessments for the cost of major maintenance, repair, or replacement.

### 1.2 GENERAL DESCRIPTION OF PROPERTY

LakeLand Village Community Club is responsible for maintaining an earthen dam, a 44-acre lake, 7 private lots, 1 playground, 1 basketball court, 1 gazebo, a barbecue and picnic tables. There is a storage building and a brick bathroom house. There are 6 docks on the lake that are maintained by the community. Finally, the community club owns a Ford Ranger.

Like all properties, this property will require capital maintenance. We have itemized areas of capital maintenance that we anticipate over the next thirty (30) years along with estimated costs and estimated schedule of repair/replacement.

### 1.3 IMMEDIATE NECESSARY CAPITAL EXPENDITURES

Table 1.3 below shows the items that are in need of action immediately or within the near future. This is a summary; all tasks are explained in greater detail in Section 3.0 Physical Analysis.

**Table 1.3: Summary of Immediate Necessary Capital Expenditures**

Component	Cost	Urgency
<i>No immediate necessary capital expenditures</i>		

## 2.0 RESERVE STUDY BACKGROUND

### 2.1 PURPOSE OF THIS LEVEL 3 RESERVE STUDY

The primary purpose of this Level 3 Reserve Study is to provide the Association with a planning and budgeting tool to adequately maintain the property 30 years into the future without unexpected special assessments. This study is intended to provide the Association with an understanding of their property and to bring to light necessary immediate expenditures and reasonably anticipated future capital expenses that should be addressed.

Associations have a responsibility to their members to adequately maintain their properties and our Reserve Studies provide our clients with the tools to implement capital maintenance. When small issues and maintenance items are addressed prior to becoming larger problems, there is typically a significant overall savings for a property owner. Properly maintained properties maintain higher property values than those with an abundance of deferred maintenance.

An additional benefit of this Reserve Study is that it is one of the qualifications required for Associations to obtain FHA approval (which is very helpful in selling or refinancing individual units). Many other sources of funding are also beginning to require them as well.

### 2.2 WASHINGTON STATE RCW 64.90.550

As of July 1, 2018, WA State RCW 64.90.550 defined a Reserve Study in WA State as the following:

- (1) Any reserve study is supplemental to the association's operating and maintenance budget.
- (2) A reserve study must include:
  - (a) A reserve component list, including any reserve component, the replacement cost of which exceeds one percent of the annual budget of the association, excluding contributions to the reserves for that reserve component. If one of these reserve components is not included in the reserve study, the study must explain the basis for its exclusion. The study must also include quantities and estimates for the useful life of each reserve component, the remaining useful life of each reserve component, and current major replacement costs for each reserve component;
  - (b) The date of the study and a disclosure as to whether the study meets the requirements of this section;
  - (c) The following level of reserve study performed:
    - (i) Level I: Full reserve study funding analysis and plan;
    - (ii) Level II: Update with visual site inspection; or
    - (iii) Level III: Update with no visual site inspection;
  - (d) The association's reserve account balance;
  - (e) The percentage of the fully funded balance to which the reserve account is funded;
  - (f) Special assessments already implemented or planned;
  - (g) Interest and inflation assumptions;
  - (h) Current reserve account contribution rates for a full funding plan and a baseline funding plan;
  - (i) A recommended reserve account contribution rate for a full funding plan to achieve one hundred percent fully funded reserves by the end of the thirty-year study period, a recommended reserve account contribution rate for a baseline funding plan to maintain the reserve account balance above zero throughout the thirty-year study period without special assessments, and a reserve account contribution rate recommended by the reserve study professional;
  - (j) A projected reserve account balance for thirty years based on each funding plan presented in the reserve study;

This reserve study meets the qualifications of WA State RCW 64.90.550

(k) A disclosure on whether the reserve study was prepared with the assistance of a reserve study professional, and whether the reserve study professional was independent; and

(l) A statement of the amount of any current deficit or surplus in reserve funding expressed on a dollars per unit basis. The amount is calculated by subtracting the association's reserve account balance as of the date of the study from the fully funded balance, and then multiplying the result by the fraction or percentage of the common expenses of the association allocable to each unit; except that if the fraction or percentage of the common expenses of the association allocable vary by unit, the association must calculate any current deficit or surplus in a manner that reflects the variation.

(3) A reserve study must also include the following disclosure:

"This reserve study should be reviewed carefully. It may not include all common and limited common element components that will require major maintenance, repair, or replacement in future years, and may not include regular contributions to a reserve account for the cost of such maintenance, repair, or replacement. The failure to include a component in a reserve study, or to provide contributions to a reserve account for a component, may, under some circumstances, require the association to (1) defer major maintenance, repair, or replacement, (2) increase future reserve contributions, (3) borrow funds to pay for major maintenance, repair, or replacement, or (4) impose special assessments for the cost of major maintenance, repair, or replacement."

## 2.3 SCOPE AND METHODOLOGY

Our initial Level 1 Reserve Study was finalized on June 8, 2020 at this property.

This report is an off-site update of that report based solely on the information provided to us by Cindy Ross on December 9, 2021.

**Financial Analysis:** We performed an analysis on the financial needs and current status at the property. The financial analysis provides the following:

- Forecasts the anticipated Capital Reserves necessary at the property over the next 30 years.
- Projects future Capital Reserve balances and determines the appropriate funding levels necessary.
- Reviews the Association's current funding plan and current financial position.
- Provides our recommended annual contribution to the Reserve Fund to maintain Full Funding.

## 2.4 SOURCES OF INFORMATION

The following people provided us information for this study:

- Cindy Ross, Board Secretary/Treasurer

## 2.5 DEFINITIONS

**Assumed Inflation** - Our assumed inflation rate is our best guess of the long term average of the inflation rate over the next thirty years; it is not based on the current Consumer Price Index (CPI). Our number is much closer to the historical average of the CPI over the previous 25 years.

**Capital Reserves Balance** - Actual or projected funds as of a particular point in time that the Association has identified for use to defray the future repair or replacement of those major components which the Association is obligated to maintain. Also known as reserves, reserve accounts, cash reserves.

**Component** - An individual line item in the Reserve Study developed or updated in the physical analysis. These elements form the building blocks of the Reserve Study. Components typically are: 1) Association responsibility, 2) with limited useful life expectancies, 3) predictable remaining useful life expectancies, 4) above a minimum threshold cost, and 5) as required by local codes.

**Component Inventory** - The task of selecting and quantifying reserve components. This task is accomplished through onsite visual observations, review of Association design and organizational documents, and a review of established Association precedents.

**Deficit** - An actual (or projected) reserve balance less than the fully funded balance. The opposite would be a surplus.

**Effective Age** - The difference between useful life and remaining useful life. Not always equivalent to chronological age, since some components age irregularly. Used primarily in computation.

**Financial Analysis** - The portion of a Reserve Study where current status of the reserves (measured as cash or percent funded) and a recommended reserve contribution rate (reserve funding plan) are derived. The financial analysis is one of the two parts of a Reserve Study.

**Fully Funded** - 100% funded. When the actual (or projected) reserve balance is equal to the fully funded balance.

**Fully Funded Balance (FFB)** - Total accrued depreciation. An indicator against which actual (or projected) reserve balance can be compared. In essence, it is the reserve balance that is proportional to the current Repair/replacement cost and the fraction of life "used up". This number is calculated for each component, then summed together for an Association total.

**Percent Funded** - The ratio, at a particular point of time (typically the beginning of the fiscal year), of the actual (or projected) reserve balance to the fully funded balance, expressed as a percentage.

**Special Assessment** - An assessment levied on the members of an Association in addition to regular assessments. Special assessments are often regulated by governing documents or local statutes.

## 2.6 FREQUENTLY ASKED QUESTIONS ABOUT RESERVE STUDIES

### What is a reserve study?

Reserve studies are comprehensive reports that are used as budget planning tools that will assess the current financial health of the reserve fund as well as create a plan for future funding to offset anticipated major future common area expenditures.

According to *Community Association Institute's Best Practices, Reserve Studies/Management*: "There are two components of a reserve study—a physical analysis and a financial analysis. During the physical analysis, a reserve provider evaluates information regarding the physical status and repair/replacement cost of the association's major common area components. To do so, the provider conducts a component inventory, a condition assessment, and life and valuation estimates. A financial analysis assesses only the association's reserve balance or fund status (measured in cash or as percent funded) to determine a recommendation for an appropriate reserve contribution rate (funding plan)."

### What are the different types of reserve studies?

Reserve studies fit into one of three categories: Full; Update with Site Visit; and Update with No Site Visit. They are frequently called Level 1, Level 2, and Level 3 respectively (as defined by Washington State RCW 64.90.550).

**Level 1: A full reserve study** – the reserve provider conducts a component inventory, a condition assessment (based upon on-site visual observations), and life and valuation estimates to determine both a fund status and a funding plan. They typically extend 30-years. A full reserve study must be in place before a Level 2 or Level 3 can take place.

**Level 2: An update with site visit (on-site review)** -- the reserve study provider conducts a component inventory (verification only, not quantification), a condition assessment (based on on-site visual observations), and life and valuation estimates to determine both a fund status and a funding plan. A Level 2 update is performed every third year, with the first one scheduled 3 years after the Level 1 was completed.

**Level 3: An update with no site visit (off-site review)** -- the reserve study provider conducts life and valuation estimates to determine a fund status and a funding plan. A Level 3 update is performed annually, except in years when a Level 1 or Level 2 has been conducted.

## When should associations obtain reserve studies?

Most association experts would agree that an initial full 30-year reserve study should be conducted sooner rather than later if one is not already in place. They are typically updated annually after that to account for things such as inflation and any adjustments in funding levels, budgets, repairs or replacements.

If you follow Washington State RCW 64.90.555 (which we recommend), your reserve study schedule would look like this:

- Year 1: Level 1 full 30-year study
- Years 2, 3: Level 3 annual updates
- Year 4: Level 2 update with site visit
- Years 5, 6: Level 3 annual updates
- Year 7: Level 2 update with site visit

The cycle of Level 2 and Level 3 updates continues indefinitely. A Level 1 full study is not necessary after year 1.

## What are the benefits of a Reserve Study?

Benefits of reserve studies, in short, include improved property maintenance (and therefore value) as well as complying with the law. In more detail:

### **Complying with Washington State law**

View the rules regarding Reserve Studies and Reserve Accounts here:

<http://app.leg.wa.gov/RCW/default.aspx?cite=64.90> - Sections 535, 540, 545, 550, 555, and 560

### **Fulfilling lender requirements (such as FHA)**

Many lenders are requiring up-to-date reserve studies that indicate adequate financial health before they lend. Having a reserve study in place that shows a healthy funding plan before a homeowner finds a buyer could save significant time in the closing process.

### **Help maintain the property's value and appearance**

A reserve study helps maintain the property's value and the property owner's investment. By identifying and budgeting for future repairs or replacement (anticipated capital expenditures), the property's common elements continue to look attractive and well-kept, adding to the community's overall quality of life. Many features, when properly maintained, can also benefit from an extended lifespan resulting in overall cost savings to the owners. Well maintained properties almost always have higher resale values than those that have been neglected.

### **Establishing sound financial planning and budget direction**

A comprehensive reserve study lays out a schedule of anticipated major repairs or replacements to common property elements and applies cost estimates to them. It typically spans a 30-year period, and will serve as a financial planning tool for the association to use when determining homeowners dues and contributions to the reserve fund.

### **Reducing the need for special assessments**

An association that has properly implemented their reserve study will strategically collect fees over time from homeowners (via monthly dues) rather than need large sums of cash unexpectedly (special assessments). Therefore, the need for special assessments should be minimized because expenses have already been planned for and the funds exist when needed.

### **Fulfilling the board of directors' fiduciary responsibility**

Board members of community associations have a fiduciary responsibility to their members. Directors are legally bound to use sound business judgment in guiding the association and cannot ignore major capital expenditures or eliminate them from the budget.

### 3.0 PHYSICAL ANALYSIS

#### 3.1 COMPONENT ASSESSMENT AND VALUATION

The component assessment and valuation of the itemized capital expenses on this property was done by providing our opinion of Useful Life, Remaining Useful Life, and Repair or Replacement Costs for the Reserve components. Table 3.1A lists this component inventory, and is based on the information that we were provided and on onsite visual observations.

The remainder of "Section 3.0 Physical Analysis" details each of the items in Table 3.1A using narratives and photos. They are meant to be read together.

Table 3.1B is a summary of expenses, grouped according to their expense category. Chart 3.1B is a pie chart illustrating the same.

#### Table 3.1A Key:

**Quantity** - The total quantity of each component.

**Units** - SF = Square Feet                      SY = Square Yards                      LF = Lineal Feet  
EA = Each                      LS = Lump Sum                      SQ = Roofing Square (10 ft X 10 ft)

**Cost/Unit** - The cost of a component. The unit cost is multiplied by the component's quantity to obtain the total estimated replacement cost for the component.

**Remaining Life** – An opinion of the probable remaining life, in years, that a reserve component can be expected to continue to serve its intended function. Replacements anticipated to occur in the initial or base year have "zero" Remaining Life.

**Useful Life** - Total Useful Life or Depreciable Life. An opinion of the total probable life, in years, that a reserve component can be expected to serve its intended function in its present condition.



**Table 3.1A: Component Assessment and Valuation**

*Note: All numbers provided are the engineer's opinion of probable life and cost in 2021 dollars. Exact numbers may vary.*

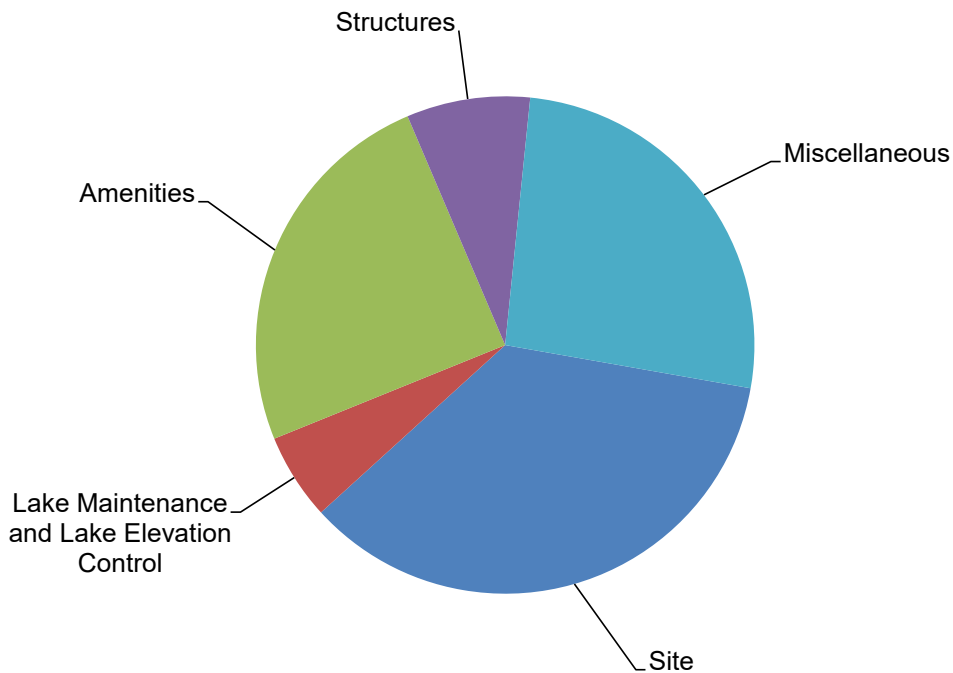
	Component	Quantity	Units	Cost/Unit	Remaining Life (Years)	Useful Life (Years)	Total Cost
<b>3.2</b>	<b>SITE</b>						
	Seal coat and restripe the parking lot at the north end of the lake	4,000	SF	\$0.53	5	5	\$2,120
	Asphalt repairs to the cart path and the parking lot	1	LS	\$5,000	5	10	\$5,000
	Replace wood fencing	110	LF	\$46.50	9	25	\$5,115
	Replace swimming docks and the fishing dock at the north end of the lake	3	EA	\$22,000	9	40	\$66,000
	Replace the fishing docks at the south end of the lake	2	EA	\$28,000	9	40	\$56,000
	Replace the boat ramp dock	1	EA	\$12,000	34	40	\$12,000
	<i>All roads in this community are municipally owned</i>						
	<i>No funding budgeted for the boat launch or the boat storage lot</i>						
<b>3.3</b>	<b>LAKE MAINTENANCE AND ELEVATION CONTROL</b>						
	Replace the main slide gate	1	EA	\$19,500	32	40	\$19,500
	Replace the auxiliary slide gate	1	EA	\$15,000	2	40	\$15,000
	Slide gate inspection and underwater inspection of all docks	1	LS	\$4,000	2	10	\$4,000
	<i>No funding has been budgeted for capital maintenance of the weir</i>						
	<i>Invasive weed control is done annually via the operating budget</i>						
<b>3.4</b>	<b>AMENITIES</b>						
	Picnic assets allotment	1	LS	\$3,000	4	5	\$3,000
	Replace playground set	1	LS	\$25,000	9	25	\$25,000
	Replace swing set	1	LS	\$16,500	27	30	\$16,500
	Repair, re-seal, and stripe basketball court	1	LS	\$8,913	9	10	\$8,913
	<i>Tennis court is leased and not maintained by the HOA</i>						

Component	Quantity	Units	Cost/Unit	Remaining Life (Years)	Useful Life (Years)	Total Cost
<b>3.5</b>	<b>STRUCTURES</b>					
	<i>We understand that the exteriors of all buildings are maintained and painted by volunteers and supplies are paid for via the general operating budget</i>					
	<i>The clubhouse is not owned and maintained by LakeLand Village Community Club</i>					
Replace the wood shake roof surface on the picnic shelter	8	SQ	\$1,600	17	30	\$12,800
Clean and seal the picnic shelter barbecue and spot point mortar	1	LS	\$4,000	7	10	\$4,000
Resurface roof of bathroom building	2	SQ	\$550	13	20	\$1,100
Resurface roof of maintenance building	4	SQ	\$800	13	20	\$3,200
<b>3.6</b>	<b>MISCELLANEOUS</b>					
Replace community pick-up truck with a similar used pick-up truck	1	EA	\$15,000	4	10	\$15,000
Office computer allotment	1	LS	\$3,500	2	5	\$3,500
Replace riding law n mower	1	EA	\$4,000	6	10	\$4,000
Replace push mower	1	EA	\$600	6	10	\$600
Maintenance tool replacement allotment	1	LS	\$3,000	4	5	\$3,000

**Table 3.1B: Table of Categorized Expenses over the Duration of the Study**

Category	Total Expenditure over 30 Years	Percentage
Site	\$211,931	35.5%
Lake Maintenance and Lake Elevation Control	\$33,525	5.6%
Amenities	\$147,790	24.7%
Structures	\$47,887	8.0%
Miscellaneous	\$156,389	26.2%
<b>TOTAL</b>	<b>\$597,522</b>	

**Figure 3.1B: Pie Chart of Categorized Expenses over the Duration of the Study**



**3.20 SUMMARY OF ANNUAL ANTICIPATED EXPENSES**

Using the conclusions described throughout “Section 3.0 Physical Analysis”, the following Table 3.20 lists the annual anticipated capital expenses for each reserve item in the year that we believe is most probable. All of these anticipated expenses already have inflation factored into them at the assumed level that is listed in “Section 4.3 Assumptions for Future Interest Rate and Inflation”.

LEVEL 3 RESERVE STUDY FOR LAKELAND VILLAGE COMMUNITY CLUB

**TABLE 3.20: ANNUAL CAPITAL EXPENSES**

Action Required		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
<b>3.2</b>	<b>SITE</b>													
	Seal coat and restripe the parking lot at the north end of the lake						\$2,457					\$2,849		
	Asphalt repairs to the cart path and the parking lot						\$5,796							
	Replace wood fencing										\$6,674			
	Replace swimming docks and the fishing dock at the north end of the lake										\$86,115			
	Replace the fishing docks at the south end of the lake										\$73,067			
	Replace the boat ramp dock													
<b>3.3</b>	<b>LAKE MAINTENANCE AND ELEVATION CONTROL</b>													
	Replace the main slide gate													
	Replace the auxiliary slide gate			\$15,914										
	Slide gate inspection and underwater inspection of all docks			\$4,244										\$5,703
<b>3.4</b>	<b>AMENITIES</b>													
	Picnic assets allotment					\$3,377					\$3,914			
	Replace playground set										\$32,619			
	Replace swing set													
	Repair, re-seal, and stripe basketball court										\$11,629			
<b>3.5</b>	<b>STRUCTURES</b>													
	Replace the wood shake roof surface on the picnic shelter													
	Clean and seal the picnic shelter barbecue and spot point mortar								\$4,919					
	Resurface roof of bathroom building													
	Resurface roof of maintenance building													
<b>3.6</b>	<b>MISCELLANEOUS</b>													
	Replace community pick-up truck with a similar used pick-up truck					\$16,883								
	Office computer allotment			\$3,713					\$4,305					\$4,990
	Replace riding lawn mower							\$4,776						
	Replace push mower							\$716						
	Maintenance tool replacement allotment					\$3,377					\$3,914			
<b>ANNUAL EXPENSES BY YEAR</b>		<b>\$0</b>	<b>\$0</b>	<b>\$23,870</b>	<b>\$0</b>	<b>\$23,636</b>	<b>\$8,254</b>	<b>\$5,493</b>	<b>\$9,224</b>	<b>\$0</b>	<b>\$217,934</b>	<b>\$2,849</b>	<b>\$0</b>	<b>\$10,693</b>

LEVEL 3 RESERVE STUDY FOR LAKELAND VILLAGE COMMUNITY CLUB

**TABLE 3.20: ANNUAL CAPITAL EXPENSES**

Action Required		2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046
<b>3.2</b>	<b>SITE</b>													
	Seal coat and restripe the parking lot at the north end of the lake			\$3,302					\$3,828					\$4,438
	Asphalt repairs to the cart path and the parking lot			\$7,790										\$10,469
	Replace wood fencing													
	Replace swimming docks and the fishing dock at the north end of the lake													
	Replace the fishing docks at the south end of the lake													
	Replace the boat ramp dock													
<b>3.3</b>	<b>LAKE MAINTENANCE AND ELEVATION CONTROL</b>													
	Replace the main slide gate													
	Replace the auxiliary slide gate													
	Slide gate inspection and underwater inspection of all docks										\$7,664			
<b>3.4</b>	<b>AMENITIES</b>													
	Picnic assets allotment		\$4,538					\$5,261					\$6,098	
	Replace playground set													
	Replace swing set													
	Repair, re-seal, and stripe basketball court							\$15,629						
<b>3.5</b>	<b>STRUCTURES</b>													
	Replace the wood shake roof surface on the picnic shelter					\$21,156								
	Clean and seal the picnic shelter barbecue and spot point mortar					\$6,611								
	Resurface roof of bathroom building	\$1,615												
	Resurface roof of maintenance building	\$4,699												
<b>3.6</b>	<b>MISCELLANEOUS</b>													
	Replace community pick-up truck with a similar used pick-up truck		\$22,689										\$30,492	
	Office computer allotment					\$5,785					\$6,706			
	Replace riding lawn mower				\$6,419									
	Replace push mower				\$963									
	Maintenance tool replacement allotment		\$4,538					\$5,261					\$6,098	
<b>ANNUAL EXPENSES BY YEAR</b>		<b>\$6,315</b>	<b>\$31,764</b>	<b>\$11,092</b>	<b>\$7,382</b>	<b>\$33,553</b>	<b>\$0</b>	<b>\$26,150</b>	<b>\$3,828</b>	<b>\$0</b>	<b>\$14,371</b>	<b>\$0</b>	<b>\$42,689</b>	<b>\$14,907</b>

LEVEL 3 RESERVE STUDY FOR LAKELAND VILLAGE COMMUNITY CLUB

**TABLE 3.20: ANNUAL CAPITAL EXPENSES**

Action Required		2047	2048	2049	2050	2051
<b>3.2</b>	<b>SITE</b>					
	Seal coat and restripe the parking lot at the north end of the lake					\$5,145
	Asphalt repairs to the cart path and the parking lot					
	Replace wood fencing					
	Replace swimming docks and the fishing dock at the north end of the lake					
	Replace the fishing docks at the south end of the lake					
	Replace the boat ramp dock					
<b>3.3</b>	<b>LAKE MAINTENANCE AND ELEVATION CONTROL</b>					
	Replace the main slide gate					
	Replace the auxiliary slide gate					
	Slide gate inspection and underwater inspection of all docks					
<b>3.4</b>	<b>AMENITIES</b>					
	Picnic assets allotment				\$7,070	
	Replace playground set					
	Replace swing set		\$36,651			
	Repair, re-seal, and stripe basketball court				\$21,004	
<b>3.5</b>	<b>STRUCTURES</b>					
	Replace the wood shake roof surface on the picnic shelter					
	Clean and seal the picnic shelter barbecue and spot point mortar		\$8,885			
	Resurface roof of bathroom building					
	Resurface roof of maintenance building					
<b>3.6</b>	<b>MISCELLANEOUS</b>					
	Replace community pick-up truck with a similar used pick-up truck					
	Office computer allotment		\$7,775			
	Replace riding lawn mower	\$8,626				
	Replace push mower	\$1,294				
	Maintenance tool replacement allotment				\$7,070	
<b>ANNUAL EXPENSES BY YEAR</b>		<b>\$9,920</b>	<b>\$53,311</b>	<b>\$0</b>	<b>\$35,143</b>	<b>\$5,145</b>

## 4.0 FINANCIAL ANALYSIS

The financial analysis in this Reserve Study is a proprietary system that was developed by Jeff Samdal & Associates. We have provided the funding method that we believe will most adequately fund the reserves of this Association.

### 4.1 CURRENT FINANCIAL INFORMATION AND CURRENT FUNDING PLAN

The Association's Reserve Fund balance was \$65,073 as of November 30, 2021 (Balance provided by Cindy Ross). According to our calculations detailed in this report, the Reserve Fund balance required for "Full Funding" of this property at this time is \$164,407. Therefore, the property is 39.6% funded.

The current annual contribution to the reserve fund is \$26,917. For the purpose of comparison to our recommended funding plans, we have assumed that the Association will increase their current reserve fund contribution by 3% annually to account for inflation. This is shown in Table 4.5 "Reserve Fund Balance Sheet" (Section 4.5) and all subsequent figures.

This property is currently  
**39.6%** funded.

**This funding contribution is not adequate to obtain "Full Funding" of this property.**

### 4.2 RECOMMENDED RESERVE FUNDING PLAN

Full Funding is the ideal position for any property and represents a strong financial position. We recommend that all properties be Fully Funded, as Full Funding allows Associations to maintain their properties adequately and minimizes their risk of unplanned special assessments.

Ideally, the Association should be Fully Funded immediately; however, we recognize that financial realities can sometimes make this difficult. Therefore, we have provided three different plans to get the Association Fully Funded within three different time frames: Immediately, Within Five Years, and Within Ten Years. It is to the Association's benefit to be Fully Funded as soon as possible.

Our funding recommendations are as follows:

#### **Option One: Immediate Full Funding**

If the Association desires to be Fully Funded immediately, then based on the anticipated expenditures the Association will need to immediately contribute a total of \$99,334 to the Reserve Fund. Following this initial contribution, the funding plan necessary to maintain a Fully Funded Capital Reserve Fund for the duration of this study will be a total property contribution of \$13,477 per year in the initial year. This annual contribution will need to be increased 3% each subsequent year to maintain Full Funding and to account for inflation.

For a detailed look at the annual funding contribution necessary per year, see Table 4.5 "Reserve Fund Balance Sheet" (Section 4.5).

-OR-

#### **Option One**

Immediate Assessment:  
**\$99,334**

Annual Contribution:  
**2022 \$13,477**

(with 3% annual  
increase thereafter)

**Option Two: Full Funding Within Five Years**

There is currently a “full funding” deficiency of \$99,334. This option makes up this deficiency over the next five years. Starting in 2022 for five years through 2026, the Association will make up their Reserve Fund deficiency by contributing \$34,535 annually (which includes \$21,058 in make-up funds and \$13,477 in capital maintenance funds that will increase annually with inflation).

If this plan is followed, the Association will be Fully Funded by the start of 2027. From this point on, the funding plan will be identical to funding plan listed above in the “Immediate Full Funding” option to maintain Full Funding. This means that the Association will reduce their Reserve Fund contribution to \$15,623 in 2027. This 2027 annual contribution will need to be increased 3% each subsequent year (to account for inflation) for the duration of this 30 year study to maintain Full Funding and to account for inflation.

For a detailed look at the annual funding contribution necessary per year, see Table 4.5 “Reserve Fund Balance Sheet” (Section 4.5).

-OR-

**Option Three: Full Funding Within Ten Years**

There is currently a “full funding” deficiency of \$99,334. This option makes up this deficiency over the next ten years. Starting in 2022 for ten years through 2031, the Association will make up their Reserve Fund deficiency by contributing \$24,782 annually (which includes \$11,306 in make-up funds and \$13,477 in capital maintenance funds that will increase annually with inflation).

If this plan is followed, the Association will be Fully Funded by the start of 2032. From this point on, the funding plan will be identical to funding plan listed above in the “Immediate Full Funding” option to maintain Full Funding. This means that the Association will reduce their Reserve Fund contribution to \$18,111 in 2032. This 2032 annual contribution will need to be increased 3% each subsequent year for the duration of this 30 year study to maintain Full Funding and to account for inflation.

For a detailed look at the annual funding contribution necessary per year, see Table 4.5 “Reserve Fund Balance Sheet” (Section 4.5).

Other funding options are also possible. Section 4.6 details other common funding methods as well. It is up to the Association to decide which funding option is best for them.

**Option Two**

Annual Contributions:

2022 \$34,535

Increasing at 3% per year through:

2026 \$36,226

At year end, full funding will be achieved. Then:

2027 \$15,623

(with 3% annual increase thereafter)

**Option Three**

Annual Contributions:

2022 \$24,782

Increasing at 3% per year through:

2031 \$28,890

At year end, full funding will be achieved. Then:

2032 \$18,111

(plus 3% annual increase thereafter)



### 4.3 OTHER REQUIRED FUNDING PLAN OPTIONS

Per Washington State RCW 64.90.550, our Reserve Study is required to provide the following funding plans:

- **30-Year Make up** - Funding Plan necessary for the Association Reserve Fund to reach a Full Funding Level in 30 years.
- **Baseline Funding** - Minimum level of funding required in order to maintain the Reserve Fund above zero while paying for all components listed in Table 3.1 - Component Assessment and Valuation Table.

*Special Note: Because these are “bare minimum” funding options that increase an Association’s risk for special assessments (and financial instability), we do not recommend either of these funding options. We recommend that the Association obtain a level of Full Funding as soon as possible to ensure that the Association has the resources necessary to adequately maintain its collective property and minimize the burden of special assessments.*

These required options are as follows:

#### **Option Four: Full Funding in 30 Years**

There is currently a “full funding” deficiency of \$99,334. This option makes up this deficiency over the next thirty years. Starting in 2022 for thirty years through 2051, the Association will make up their Reserve Fund deficiency by contributing \$18,397 annually (which includes \$4,920 in make-up funds and \$13,477 in capital maintenance funds that will increase annually with inflation).

If this plan is followed, the Association will be Fully Funded by the start of 2052.

For a detailed look at the annual funding contribution necessary per year, see Table 4.5 “Reserve Fund Balance Sheet” (Section 4.5).

-OR-

#### **Option Five: Baseline Funding – Keeping Reserve Balance above Zero**

The funding plan necessary to maintain the Reserve Fund above zero for the duration of this study will be an annual contribution of \$18,500 per year in the initial year. This annual contribution will need to be increased 3% each subsequent year to maintain the Reserve Fund above zero and to account for inflation.

For a detailed look at the annual funding contribution necessary per year, see Table 4.5 “Reserve Fund Balance Sheet” (Section 4.5).

#### **Option Four**

Annual Contributions:

2022 \$18,397

Increasing at 3% per year through:

2051 \$36,679

#### **Option Five**

Annual Contributions:

\$18,500

(with 3% annual increase thereafter)

#### 4.4 ASSUMPTIONS FOR FUTURE INTEREST RATE AND INFLATION

For the purposes of this report, we have assumed that the inflation rate over the next 30 years will average 3%. This is based on historical averages over the last 25 years and our conservative best guess for the future. This percentage can vary greatly just as global economic conditions can vary, which is one reason why this Reserve Study should be updated annually per Washington RCW 64.90.550, which we provide complimentary over the next two years with this Reserve Study (see Appendix).

For the purpose of this study, we will assume that the Association manages their money in the Reserve Fund so that the average interest rate return on its money will be equal to that of inflation. This is a conservative estimate given that since 1965, the average yield between short term treasuries and inflation has been 1.04%, which means that these relatively conservative investments have been able to outpace inflation over the long term (according to Crestmont Research, [www.crestmontresearch.com](http://www.crestmontresearch.com)). Since we have assumed that the inflation rate over the duration of this study will average 3%, we have conservatively also assumed that the Reserve Fund average interest rate will equal 3%. Again, this does not reflect current averages but rather a best guess of the future assuming you have invested effectively.

A common strategy is to invest in multiple accounts. Funds that will be necessary in the shorter term must be kept in a relatively liquid account. Funds that are not allotted for near future planned expenditures can be deposited into longer term investments which frequently earn higher interest rates. Consult with a qualified financial advisor for the best solution for your Association.

#### 4.5 ANNUAL FUND BALANCES; ANNUAL FUNDING TABLE AND FIGURES

The table and figures shown in this section are intended to give the Association a clearer view of the likely future financial position that the Association will be in, provided that the reserve funding plan is followed.

- Table 4.5: “Reserve Fund Balance Sheet”. This table lists annual revenue, expenses, and year end reserve fund balances. All Section 4.5 Figures are based on this data.
- Figure 4.5A-1: “Comparison of Funding Plans -- Reserve Fund Balances Through 2051”. This line graph depicts the funding balances of the proposed funding options vs. the current. Note the current plan, in dotted red, falls below zero in several places. This represents insufficient funding for repairs needed in these years.
- Figure 4.5A-2: “Comparison of Funding Plans -- Reserve Fund Balances Through 2031”. This line graph focuses on the next ten years, comparing the proposed plans to get the Association to a Full Funding status.
- Figure 4.5B: “Comparison of Funding Plans -- Association Contributions to Reserve Fund by Year”
- Figure 4.5C: “Comparison of Funding Plans – Percentage of Full Funding by Year”



LEVEL 3 RESERVE STUDY FOR LAKELAND VILLAGE COMMUNITY CLUB

**TABLE 4.5: RESERVE FUND BALANCE SHEET**

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
<b>FULL FUNDING WITHIN 10 YEARS</b>													
Beginning Reserve Balance	65,073	69,345	96,580	100,813	129,825	136,152	158,730	185,249	209,253	243,829	58,744	86,938	107,929
Full Funding Annual Maintenance Funding	2,286	13,477	13,881	14,297	14,726	15,168	15,623	16,092	16,574	17,072	17,584	18,111	18,655
Planned Special Assessments / Make up Funds		11,306	11,306	11,306	11,306	11,306	11,306	11,306	11,306	11,306	11,306		
Annual Total Property Contribution to The Reserve Fund	2,286	24,782	25,187	25,603	26,032	26,474	26,929	27,397	27,880	28,377	28,890	18,111	18,655
Annual Capital Expenses	-	-	23,870	-	23,636	8,254	5,493	9,224	-	217,934	2,849	-	10,693
Interest Income	1,986	2,452	2,917	3,408	3,931	4,358	5,083	5,830	6,696	4,472	2,153	2,880	3,357
<b>Ending Reserve Balance</b>	<b>69,345</b>	<b>96,580</b>	<b>100,813</b>	<b>129,825</b>	<b>136,152</b>	<b>158,730</b>	<b>185,249</b>	<b>209,253</b>	<b>243,829</b>	<b>58,744</b>	<b>86,938</b>	<b>107,929</b>	<b>119,247</b>
Percentage of Full Funding	42.2%	51.9%	55.6%	64.5%	68.7%	75.1%	81.3%	86.6%	91.7%	84.1%	100.0%	100.0%	100.0%
<i>Yellow Highlighted Cells Represent Make-Up Funds</i>													
<b>FULL FUNDING WITHIN 30 YEARS</b>													
Beginning Reserve Balance	65,073	69,345	90,099	87,656	109,792	109,037	124,320	143,326	159,590	186,195	(7,100)	12,638	36,394
Full Funding Annual Maintenance Funding	2,286	13,477	13,881	14,297	14,726	15,168	15,623	16,092	16,574	17,072	17,584	18,111	18,655
Planned Special Assessments / Make up Funds		4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920
Annual Total Property Contribution to The Reserve Fund	2,286	18,397	18,801	19,218	19,646	20,088	20,543	21,012	21,495	21,992	22,504	23,032	23,575
Annual Capital Expenses	-	-	23,870	-	23,636	8,254	5,493	9,224	-	217,934	2,849	-	10,693
Interest Income	1,986	2,356	2,627	2,918	3,234	3,449	3,955	4,477	5,110	2,647	82	725	1,285
<b>Ending Reserve Balance</b>	<b>69,345</b>	<b>90,099</b>	<b>87,656</b>	<b>109,792</b>	<b>109,037</b>	<b>124,320</b>	<b>143,326</b>	<b>159,590</b>	<b>186,195</b>	<b>(7,100)</b>	<b>12,638</b>	<b>36,394</b>	<b>50,561</b>
Percentage of Full Funding	42.2%	48.5%	48.3%	54.5%	55.0%	58.8%	62.9%	66.0%	70.1%	-10.2%	14.5%	33.7%	42.4%
<i>Yellow Highlighted Cells Represent Make-Up Funds</i>													
<b>BASELINE FUNDING</b>													
Beginning Reserve Balance	65,073	69,345	90,203	88,022	110,584	110,430	126,499	146,488	163,941	191,953	296	21,914	47,807
Full Funding Annual Maintenance Funding	2,286	18,500	19,055	19,627	20,215	20,822	21,447	22,090	22,753	23,435	24,138	24,862	25,608
Planned Special Assessments / Make up Funds													
Annual Total Property Contribution to The Reserve Fund	2,286	18,500	19,055	19,627	20,215	20,822	21,447	22,090	22,753	23,435	24,138	24,862	25,608
Annual Capital Expenses	-	-	23,870	-	23,636	8,254	5,493	9,224	-	217,934	2,849	-	10,693
Interest Income	1,986	2,358	2,634	2,935	3,266	3,501	4,034	4,588	5,260	2,841	328	1,030	1,658
<b>Ending Reserve Balance</b>	<b>69,345</b>	<b>90,203</b>	<b>88,022</b>	<b>110,584</b>	<b>110,430</b>	<b>126,499</b>	<b>146,488</b>	<b>163,941</b>	<b>191,953</b>	<b>296</b>	<b>21,914</b>	<b>47,807</b>	<b>64,380</b>
Percentage of Full Funding	42.2%	48.5%	48.5%	54.9%	55.7%	59.9%	64.3%	67.8%	72.2%	0.4%	25.2%	44.3%	54.0%



LEVEL 3 RESERVE STUDY FOR LAKELAND VILLAGE COMMUNITY CLUB

**TABLE 4.5: RESERVE FUND BALANCE SHEET**

	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046
<b>FULL FUNDING WITHIN 10 YEARS</b>													
Beginning Reserve Balance	119,247	135,918	127,842	141,109	159,161	151,830	178,994	181,108	206,641	237,546	255,532	289,408	281,757
Full Funding Annual Maintenance Funding	19,214	19,791	20,384	20,996	21,626	22,275	22,943	23,631	24,340	25,070	25,822	26,597	27,395
Planned Special Assessments / Make up Funds													
Annual Total Property Contribution to The Reserve Fund	19,214	19,791	20,384	20,996	21,626	22,275	22,943	23,631	24,340	25,070	25,822	26,597	27,395
Annual Capital Expenses	6,315	31,764	11,092	7,382	33,553	-	26,150	3,828	-	14,371	-	42,689	14,907
Interest Income	3,771	3,898	3,975	4,437	4,596	4,889	5,322	5,730	6,564	7,287	8,053	8,441	8,640
<b>Ending Reserve Balance</b>	<b>135,918</b>	<b>127,842</b>	<b>141,109</b>	<b>159,161</b>	<b>151,830</b>	<b>178,994</b>	<b>181,108</b>	<b>206,641</b>	<b>237,546</b>	<b>255,532</b>	<b>289,408</b>	<b>281,757</b>	<b>302,885</b>
Percentage of Full Funding	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
<i>Yellow Highlighted Cells Represent Make-Up Funds</i>													
<b>FULL FUNDING WITHIN 30 YEARS</b>													
Beginning Reserve Balance	50,561	70,165	65,111	81,490	102,747	98,718	129,282	134,899	164,040	198,661	220,475	258,293	254,703
Full Funding Annual Maintenance Funding	19,214	19,791	20,384	20,996	21,626	22,275	22,943	23,631	24,340	25,070	25,822	26,597	27,395
Planned Special Assessments / Make up Funds	4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920	4,920
Annual Total Property Contribution to The Reserve Fund	24,135	24,711	25,305	25,916	26,546	27,195	27,863	28,551	29,260	29,991	30,743	31,517	32,315
Annual Capital Expenses	6,315	31,764	11,092	7,382	33,553	-	26,150	3,828	-	14,371	-	42,689	14,907
Interest Income	1,784	1,999	2,167	2,723	2,977	3,369	3,904	4,418	5,360	6,194	7,075	7,581	7,902
<b>Ending Reserve Balance</b>	<b>70,165</b>	<b>65,111</b>	<b>81,490</b>	<b>102,747</b>	<b>98,718</b>	<b>129,282</b>	<b>134,899</b>	<b>164,040</b>	<b>198,661</b>	<b>220,475</b>	<b>258,293</b>	<b>254,703</b>	<b>280,013</b>
Percentage of Full Funding	51.6%	50.9%	57.7%	64.6%	65.0%	72.2%	74.5%	79.4%	83.6%	86.3%	89.2%	90.4%	92.4%
<i>Yellow Highlighted Cells Represent Make-Up Funds</i>													
<b>BASELINE FUNDING</b>													
Beginning Reserve Balance	64,380	86,674	84,609	104,291	129,182	129,134	164,044	174,391	208,663	248,837	276,648	320,927	324,285
Full Funding Annual Maintenance Funding	26,377	27,168	27,983	28,822	29,687	30,578	31,495	32,440	33,413	34,415	35,448	36,511	37,607
Planned Special Assessments / Make up Funds													
Annual Total Property Contribution to The Reserve Fund	26,377	27,168	27,983	28,822	29,687	30,578	31,495	32,440	33,413	34,415	35,448	36,511	37,607
Annual Capital Expenses	6,315	31,764	11,092	7,382	33,553	-	26,150	3,828	-	14,371	-	42,689	14,907
Interest Income	2,232	2,531	2,792	3,450	3,817	4,333	5,002	5,661	6,761	7,766	8,831	9,535	10,069
<b>Ending Reserve Balance</b>	<b>86,674</b>	<b>84,609</b>	<b>104,291</b>	<b>129,182</b>	<b>129,134</b>	<b>164,044</b>	<b>174,391</b>	<b>208,663</b>	<b>248,837</b>	<b>276,648</b>	<b>320,927</b>	<b>324,285</b>	<b>357,053</b>
Percentage of Full Funding	63.8%	66.2%	73.9%	81.2%	85.1%	91.6%	96.3%	101.0%	104.8%	108.3%	110.9%	115.1%	117.9%

LEVEL 3 RESERVE STUDY FOR LAKELAND VILLAGE COMMUNITY CLUB

**TABLE 4.5: RESERVE FUND BALANCE SHEET**

	2047	2048	2049	2050	2051
<b>CURRENT FUNDING PLAN</b>					
Beginning Reserve Balance	787,414	858,171	888,726	976,075	1,032,194
Planned Special Assessments					
Regular Reserve Fund Contribution	56,358	58,049	59,790	61,584	63,432
Annual Total Property Contribution to The Reserve Fund	56,358	58,049	59,790	61,584	63,432
Average Monthly Contribution to the Reserve Fund per Unit	4696.52	4837.41	4982.54	5132.01	5285.97
Annual Capital Expenses	9,920	53,311	-	35,143	5,145
Interest Income	24,319	25,816	27,559	29,679	31,840
<b>Ending Reserve Balance</b>	<b>858,171</b>	<b>888,726</b>	<b>976,075</b>	<b>1,032,194</b>	<b>1,122,321</b>
Percentage of Full Funding	259.6%	281.4%	274.4%	285.1%	280.7%
<i>Yellow Highlighted Cells Represent Make-Up Funds</i>					
<b>IMMEDIATE FULL FUNDING</b>					
Beginning Reserve Balance	302,885	330,543	315,848	355,707	362,004
Full Funding Annual Maintenance Funding	28,217	29,063	29,935	30,833	31,758
Planned Special Assessments / Make up Funds					
Annual Total Property Contribution to The Reserve Fund	28,217	29,063	29,935	30,833	31,758
Annual Capital Expenses	9,920	53,311	-	35,143	5,145
Interest Income	9,361	9,553	9,924	10,607	11,259
<b>Full Funding - Ending Reserve Balance</b>	<b>330,543</b>	<b>315,848</b>	<b>355,707</b>	<b>362,004</b>	<b>399,876</b>
Percentage of Full Funding	100.0%	100.0%	100.0%	100.0%	100.0%
<i>Yellow Highlighted Cells Represent Make-Up Funds</i>					
<b>FULL FUNDING WITHIN 5 YEARS</b>					
Beginning Reserve Balance	302,885	330,543	315,848	355,707	362,004
Full Funding Annual Maintenance Funding	28,217	29,063	29,935	30,833	31,758
Planned Special Assessments / Make up Funds					
Annual Total Property Contribution to The Reserve Fund	28,217	29,063	29,935	30,833	31,758
Annual Capital Expenses	9,920	53,311	-	35,143	5,145
Interest Income	9,361	9,553	9,924	10,607	11,259
<b>Ending Reserve Balance</b>	<b>330,543</b>	<b>315,848</b>	<b>355,707</b>	<b>362,004</b>	<b>399,876</b>
Percentage of Full Funding	100.0%	100.0%	100.0%	100.0%	100.0%

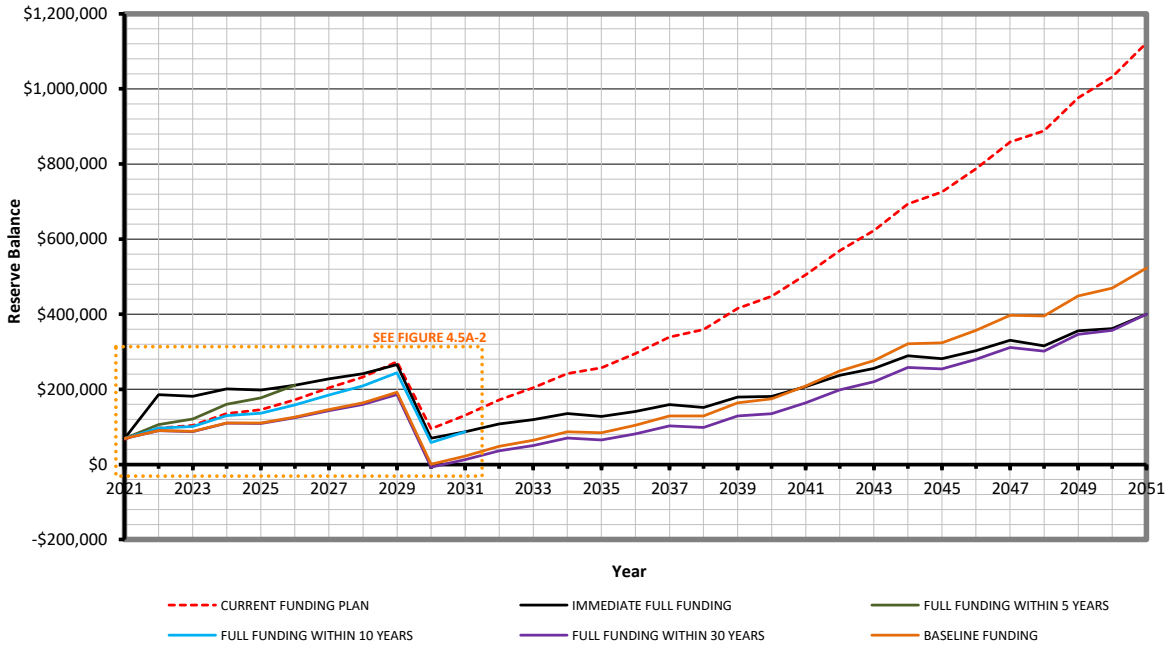
LEVEL 3 RESERVE STUDY FOR LAKELAND VILLAGE COMMUNITY CLUB

**TABLE 4.5: RESERVE FUND BALANCE SHEET**

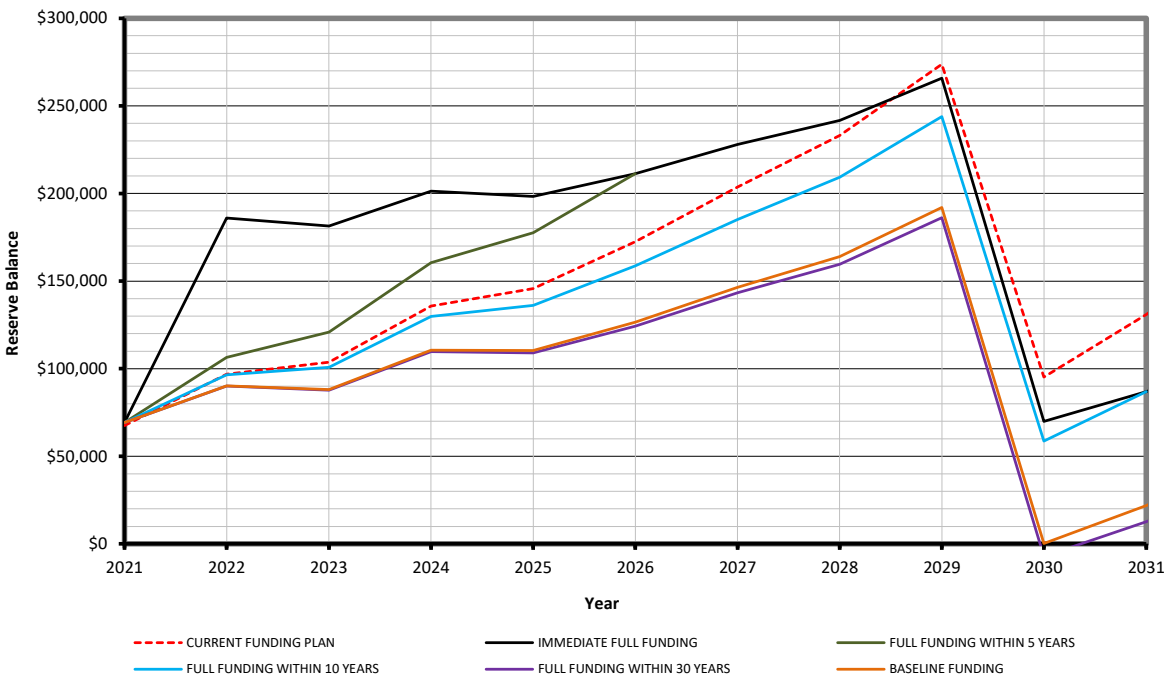
	2047	2048	2049	2050	2051
<b>FULL FUNDING WITHIN 10 YEARS</b>					
Beginning Reserve Balance	302,885	330,543	315,848	355,707	362,004
Full Funding Annual Maintenance Funding	28,217	29,063	29,935	30,833	31,758
Planned Special Assessments / Make up Funds					
Annual Total Property Contribution to The Reserve Fund	28,217	29,063	29,935	30,833	31,758
Annual Capital Expenses	9,920	53,311	-	35,143	5,145
Interest Income	9,361	9,553	9,924	10,607	11,259
<b>Ending Reserve Balance</b>	<b>330,543</b>	<b>315,848</b>	<b>355,707</b>	<b>362,004</b>	<b>399,876</b>
Percentage of Full Funding	100.0%	100.0%	100.0%	100.0%	100.0%
<i>Yellow Highlighted Cells Represent Make-Up Funds</i>					
<b>FULL FUNDING WITHIN 30 YEARS</b>					
Beginning Reserve Balance	280,013	311,979	301,721	346,151	357,155
Full Funding Annual Maintenance Funding	28,217	29,063	29,935	30,833	31,758
Planned Special Assessments / Make up Funds	4,920	4,920	4,920	4,920	4,920
Annual Total Property Contribution to The Reserve Fund	33,137	33,984	34,856	35,754	36,679
Annual Capital Expenses	9,920	53,311	-	35,143	5,145
Interest Income	8,749	9,069	9,574	10,394	11,188
<b>Ending Reserve Balance</b>	<b>311,979</b>	<b>301,721</b>	<b>346,151</b>	<b>357,155</b>	<b>399,876</b>
Percentage of Full Funding	94.4%	95.5%	97.3%	98.7%	100.0%
<i>Yellow Highlighted Cells Represent Make-Up Funds</i>					
<b>BASELINE FUNDING</b>					
Beginning Reserve Balance	357,053	397,012	395,307	448,876	469,634
Full Funding Annual Maintenance Funding	38,735	39,897	41,094	42,327	43,596
Planned Special Assessments / Make up Funds					
Annual Total Property Contribution to The Reserve Fund	38,735	39,897	41,094	42,327	43,596
Annual Capital Expenses	9,920	53,311	-	35,143	5,145
Interest Income	11,144	11,709	12,476	13,574	14,666
<b>Ending Reserve Balance</b>	<b>397,012</b>	<b>395,307</b>	<b>448,876</b>	<b>469,634</b>	<b>522,751</b>
Percentage of Full Funding	120.1%	125.2%	126.2%	129.7%	130.7%



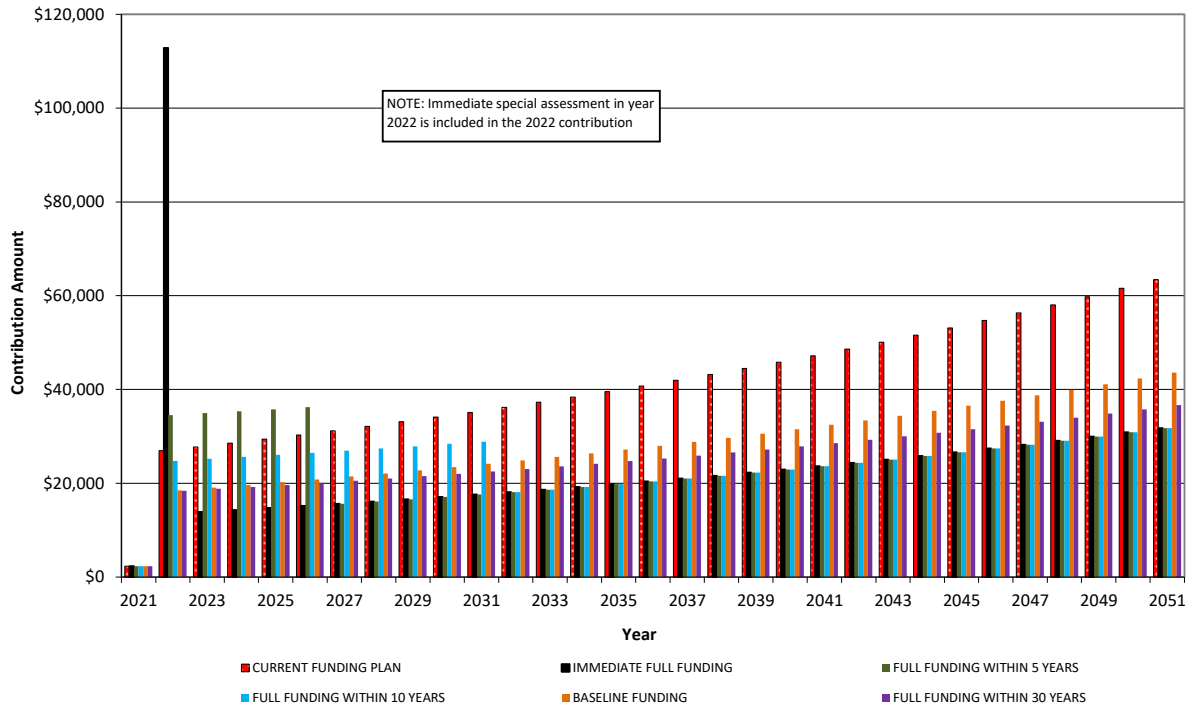
**Figure 4.5A-1 Comparison of Funding Plans – Reserve Fund Balances Through 2051**



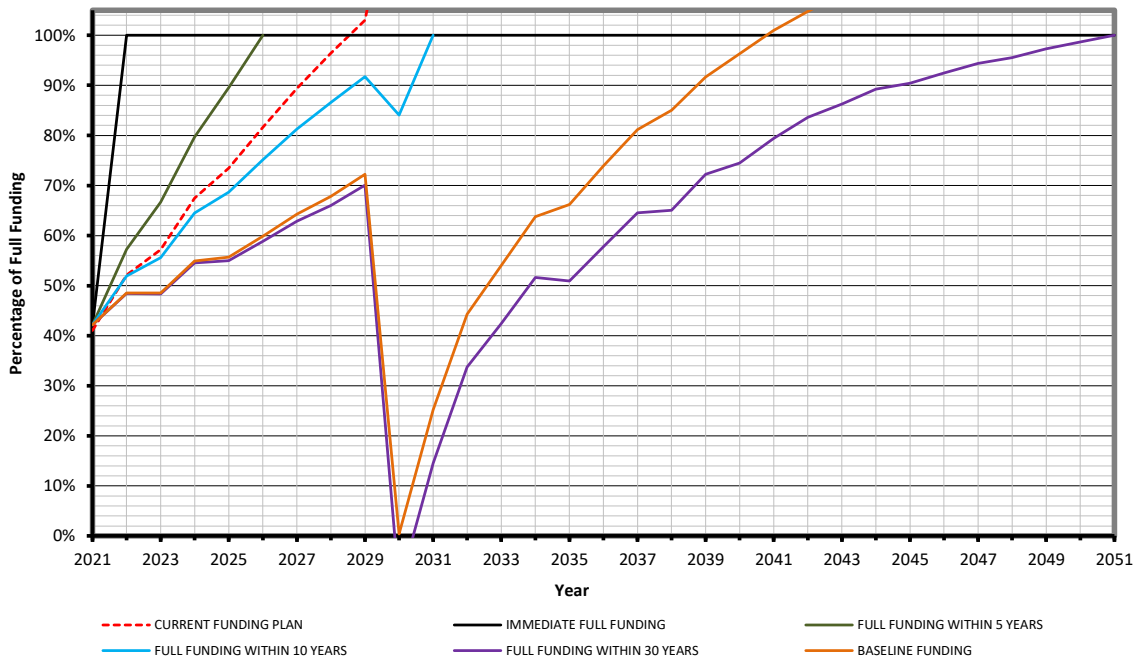
**Figure 4.5A-2 Comparison of Funding Plans – Reserve Fund Balances Through 2031**



**Figure 4.5B Comparison of Funding Plans -- Association Contributions to Reserve Fund by Year**



**Figure 4.5C Comparison of Funding Plans – Percentage of Full Funding by Year**



## 4.6 OTHER COMMON FUNDING METHODS

The following methods are methods that are sometimes implemented. We believe that many of these funding methods that keep the reserve fund at less than “Fully Funded” represent a weaker position for the Association. As the Fully Funded percentage decreases, the likelihood of unplanned special assessments increases.

### **Cash Flow Method**

A method of calculating Reserve contributions where contributions to the Reserve fund are designed to offset the variable annual expenditures from the Reserve fund. Different Reserve Funding Plans are tested against the anticipated schedule of Reserve expenses until the desired Funding Goal is achieved.

### **Component Method**

A method of calculating Reserve contributions where the total reserve contribution is based on the sum of contributions for individual components.

### **Baseline Funding**

Establishing a Reserve funding goal of keeping the Reserve cash balance above zero.

### **Full Funding**

Setting a Reserve funding goal of attaining and maintaining the Reserve Fund at or near 100% funded. *Recommended by Samdal & Associates*

### **Statutory Funding**

Establishing a Reserve funding goal of setting aside the specific minimum amount of Reserves required by local statutes.

### **Threshold Funding**

Establishing a Reserve funding goal of keeping the Reserve Balance above a specified dollar or Percent Funded amount. Depending on the threshold this may be more or less conservative than “Fully Funded.”

## 5.0 LIMITATIONS

This report has been prepared for the exclusive use of LakeLand Village Community Club and their property management company. We do not intend for any other party to rely on this report for any reason without our expressed written consent. If another individual or party relies on this study, they shall indemnify and hold Samdal & Associates harmless for any damages, losses, or expenses they may incur as a result of its use.

The Level 3 Reserve Study is a reflection of the information provided to us. This report has been prepared for LakeLand Village Community Club's use, not for the purpose of performing an audit, quality/forensic analyses, or background checks of historical records. Our inspection report is not an exhaustive technical inspection of the property; we merely comment on the items that we believe that our clients would benefit from knowing. During a typical inspection, no invasive inspection is performed, no furnishings are moved, and no finishes are removed.

This report is a snap shot in time of the condition of the property at the time of inspection. The remaining life values that we list are based on our opinion of the remaining useful life and are by no means a guarantee. Our opinions are based on what we believe one could reasonably expect and are not based on worst case scenarios. These opinions are based upon our experience with other buildings of similar age and construction type. Opinions will vary and you may encounter contractors and/or consultants with differing opinions from ours. Ratings of various building components are most often determined by comparison to other buildings of similar age and construction type. The quality of materials originally impacts our judgment of their current state.

The life expectancy estimates that we prepare are based on National Association of Home Builders (NAHB) averages, Building Owners and Managers (BOMA) averages, product defined expected life averages, and our own assessment of typical life expectancy based on our experience with similar components in our area.

This report will tell you a great deal about the overall condition of this property. However, this report does not constitute a warranty, an insurance policy, or a guarantee of any kind. Owning any property involves some risk and while we can give an excellent overview of the property, we cannot inspect what we cannot see.

Our inspection and report do not include building code compliance or municipal regulatory compliance. Nor do they include mold investigations, hazardous materials investigations, or indoor air quality analysis.

The purpose of this report is not intended to be a statement of insurability of this property as insurance companies have particular standards for insurability of certain building types and certain building materials.

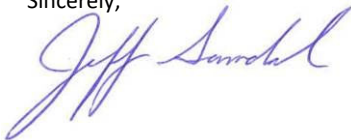
While we may comment that certain components have been recalled that we are aware of, we are not aware of all recalls. It is beyond the scope of this inspection to determine all systems or components that are currently or will be part of any recall in the future. You may wish to subscribe or contact the CPSC (Consumer Product Safety Commission) web site for recall information regarding any system or component. If a problem is encountered on your property, we cannot be responsible for any corrective action that you take, unless we have the opportunity to review the conditions, before repairs are made.

Please ensure that you have read and understand the entire proposal to perform this Level 3 Reserve Study that was signed prior to our inspection. If you have any questions regarding this document, please contact us.

We appreciate the opportunity to be of assistance and we hope that we have provided you a clear understanding of your financial situation and given you a better overall understanding of the property. This report supersedes any opinion or discussion that occurred during the inspection and should be considered our complete opinion of the condition of this property.

Please contact us if you have any questions regarding this report. We will be happy to be of assistance.

Sincerely,



Jeff Samdal, PE, RS, PRA

## **APPENDIX**

### Resume of Engineer Performing Study

# Jeff Samdal, P.E., Principal

## Professional Qualifications and Experience

### Areas of Expertise

Mr. Samdal is the owner of Samdal & Associates, Inc., a corporation that specializes in building inspections, engineering, project management, and related services. He is a double-licensed Professional Engineer (Mechanical and Civil) in Washington State. He is also an accredited Building Inspection Engineer (BIE) and Reserve Specialist (RS), and Professional Reserve Analyst (PRA). He has performed thousands of building inspections as well as numerous additional services such as building envelope investigations, construction management, and general consulting for property owners pertaining to building maintenance and long-term budgeting. Mr. Samdal consistently earns repeat and referral business because of his attention to detail, practical approach, knowledge of the industry, and genuine appreciation for clients' concerns for their real estate investments.

### Capabilities

Mr. Samdal is experienced at performing residential (single- and multi-family), commercial, and industrial inspections in Washington State and beyond. Mr. Samdal's experience includes the following:

- Property Condition Assessments (PCAs)
- Capital Needs Assessments (CNAs)
- Reserve Studies for Condominiums and Homeowner's Association
- Building Envelope Studies

### Relevant Work History

Mr. Samdal has been owner and operator of Samdal & Associates since 2005, performing or managing all aspects of this business. Additionally, Mr. Samdal has been the co-owner and president of True North Construction Management since 2017, which is informative in obtaining current construction costs and keeping up to date with modern construction methods and construction products.

Prior to concentrating on building inspections, Mr. Samdal worked for Washington Group International's (WGI) Hydropower and Water Resources Group. While working for WGI, Mr. Samdal was involved in rebuilding and rehabilitating hydro facilities. He served as the on-site powerhouse and switchyard inspector during construction. His duties included design, drawing and specification preparation, cost estimating, scheduling, and construction management. Prior to working for WGI, Mr. Samdal worked for Duke Energy in a similar role.

### Education

BS in Mechanical Engineering, University of Washington

### Licenses and Certifications

- *Licensed Professional Engineer (PE)*, Mechanical Engineering, State of Washington, #40985
- *Licensed Professional Engineer (PE)*, Civil Engineering, State of Washington, #40985
- *Reserve Specialist (RS)*, Community Associations Institute (CAI), #173
- *Professional Reserve Analyst (PRA)*, Association of Professional Reserve Analysts
- *Building Inspection Engineer (BIE)*, National Association of Building Inspection Engineers
- *Structural Pest Inspector*, State of Washington, #70763

### Professional Affiliation

American Society of Mechanical Engineers, 2002 – present

### Community Involvement

Mr. Samdal lives in Woodinville with his wife and 2 children and has been involved with many of their activities as a Little League coach, a scout leader, a personal fitness coach, among other activities.