



**MASON & MASON**  
CAPITAL RESERVE ANALYSTS, INC.



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**(Final Report, Revised December 6, 2007)**

Condition Assessment  
and  
Reserve Fund Plan  
2008

for

**TUSCAWILLA  
HILLS**

Charles Town, West Virginia



Prepared for:  
The Board of Directors  
&  
Property Management People, Inc.

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**MASON & MASON**  
CAPITAL RESERVE ANALYSTS, INC.



P. O. Box 2666 Reston, Virginia 20195 800-776-6980 reserves@shentel.net Fax 800-776-6408

December 6, 2007

Ms. Renee Hall, Community Manager  
Property Management People, Inc.  
82A Wormans Mill Court  
Frederick, Maryland 21701-8717

RE: **CONDITION ASSESSMENT AND RESERVE FUND PLAN 2008**  
**Tuscowilla Hills Citizen's Association**  
**(Final Report, Revised December 6, 2007)**  
Charles Town, West Virginia  
Project No. 6327

Dear Ms. Hall:

Mason & Mason Capital Reserve Analysts, Inc. has completed the final report for Tuscowilla Hills.

The report reflects revised funding contributions for 2008 and 2009 as instructed by you by phone this date.

The contribution levels should still allow the Association to proceed with paving projects as originally scheduled, provided the paving costs do not change.

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

Sincerely,

**Mason & Mason Capital Reserve Analysts, Inc.**

James G. Mason, R. S.  
Principal

N. K. Mason, R. S.  
Principal



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### RESERVE FUND PLAN

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## FOREWORD

One of the most important assets held by a common-property owner's association is its replacement reserve fund. The goal of the fund is to protect property values, not only for common areas, but also for the individual properties within the community whose values depend upon the condition of the common assets. Reserve fund plans protect property by providing a methodology for replacement of deteriorating capital assets. The result of a successfully implemented reserve fund plan is an increased quality of life for community residents.

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## 1.0 INTRODUCTION

**1.1 Background:** Tuscowilla Hills is comprised of 502 residences including single-family homes, townhomes, and duplexes, as well as five apartment buildings. Constructed in the 1970s, the development is located off Route 51 just west of Charles Town, West Virginia. Amenities include a tot lot, basketball court, and two mail stations. The community is served by thirty-six private named streets. Generally, the townhome sections are provided with curbs and sidewalks, while the remaining community streets are pavement with gravel shoulders ranging from 17 to 22 feet in width. Two entrances are provided at WVA Route 51 and at Summit Point Road. Domestic water and sewer utilities are provided by the City.

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

James G. Mason, R. S., and N. K. Mason, R. S. conducted the field evaluation for this Level I report on October 22, 2007. The weather was clear and the temperature was approximately 75 degrees F. Precipitation had not occurred for several days prior to the site visit. The pavements, walkways, and grounds were generally dry and clean of debris.

**1.2 Principal Findings:** The common assets appear to be in overall fair to good condition for their age. The community is now reaching a thirty-year benchmark in terms of replacement of major systems. The pavements were measured and visually surveyed (See Asphalt Pavement Supplemental Report). Approximately 15% of the streets require mill and overlay repairs near-term to prevent additional extensive deterioration. While this is not an unusually high deficiency quantity, the cost is still substantial in comparison to the reserves on hand. In addition to identifying seven streets requiring immediate minor repairs (See Immediate Repairs, 2007), we have scheduled three repair phases for 2008, 2009, and 2010 (See Phased Repair Schedule) to address all repairs required based on our survey. For long-term care of the pavements, we have scheduled routine overlay restoration projects at 20% of the total for each cycle beginning in 2014 and continuing every four years thereafter. This approach will provide for a 100% replacement of the communities streets over a twenty-two year period, while spreading the cost load over the same period. Financial conditions permitting, all the pavements should be repaired near-term. Extending the repairs into phases over a three-year period may result in additional deterioration adding cost to the final repairs. Due to unpredictable escalation in oil prices, pavement costs are not stable at this time and are subject to fluctuations. Concrete sidewalks and curbs have generally been constructed at the townhome sections and were measured and visually surveyed. The deficiency rate is quite low at 1%, but the tripping hazards and severe scaling, at a minimum, should be corrected near-term and have been scheduled. The two primary components of the mail stations are the roofing and the mailboxes, which have been included in the tables. The tot lot, the basketball court, split-rail fencing, entrance features, and storm water drainage have also been included

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in the tables. Items that have not been included in the Reserve Fund Plan but are to be addressed under the operations budget are mailbox stations wood trim, brick repairs, and street signs.

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

The net effect of the programming to the community's first reserve fund plan is the revised contribution of **\$8.40 per residence (568 units including apartments) per month beginning in 2008 and an additional small increase to \$11.00 per unit per month in 2009** to properly fund at levels consistent with the Component Method. **Anything less than a Component Method level is deficit funding** and will eventually result in a shortage of funds possibly requiring large increases, bank loans, or special assessments, all of which should be avoided. Please see the Financial Overview, Section 2 below, for specific information, and a Cash Flow Funding Plan.

Generally, our approach is to group appropriately related component replacement items into projects. This creates a more realistic model and allows a grouping time line that is more convenient to schedule and logical to accomplish. Please see the Table 1 Discussion, Column 18, and the Asphalt Pavement Supplemental Report in Section 8, for specific information.

## 2.0 FINANCIAL OVERVIEW

**2.1 Calculation Basics:** The Association is on a calendar fiscal year. Management reported that the un-audited reserve fund balance, including cash and securities, as of December 31, 2007, is projected to be **\$48,466**. We have used a **net after tax 2.00% annual interest income factor** and a **3.50% inflation factor** in our model. The total expenditures for the twenty-year study period for both the **Cash Flow Method and Component Method** are projected to be **\$1,875,967**.

**2.2 Funding Analysis, Cash Flow Method (Table 3 & Graph):** This revised plan provides the annual contributions necessary to maintain balances consistent with **Component Method funding by establishing the annual contribution at \$57,310 in 2008, \$75,000 in 2009, and providing an annual escalation factor of 3.50% (matching inflation) thereafter. This allows for a gradual increase over time and addresses generational equity issues.** The total for all annual contributions for the twenty-year study period would be **\$2,034,099**, and the total interest income is projected to be **\$73,947**. The reserve fund balance in the last year of the study (2027) is **\$280,544**, or a **7%** balance to asset base ratio.

**2.3 Funding Analysis, Component Method (Table 4 & Graph):** This method of funding would require revised annual contributions ranging from a low of **\$94,167** to a high of **\$160,119** for an average annual contribution throughout the twenty-year study period of **\$99,928**. The total for all annual contributions for the twenty-year study period would be **\$1,998,567**, and the total interest income is projected to be **\$82,008**. The **Fully Funded** ending balance in 2027 is **\$253,074**. The Component Method model considers the current reserve fund balance in computing individual component contributions for current cycles. **The Component Method model distributes the current reserve fund balance proportionally to all components prior to calculating the individual component contributions for each component cycle.**

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**2.4 Reserve Funding Philosophy:** The condition assessment and reserve fund plan is intended to be a working tool for Management and the Board for planning over the long term in order to help them understand the complex issues before them and make informed decisions. The Board of Directors, in consultation with Management and accounting professionals, should decide which of the two reserve funding methods is appropriate for the community. **We believe that funding using the Cash Flow Method based on levels determined by the Component Method is the most appropriate and manageable approach.**

### **3.0 VISUAL EVALUATION METHODOLOGY**

The condition assessment forming the basis for this report was visual and non-invasive. We did not perform any destructive testing to uncover or expose hidden conditions. No operational testing of mechanical, electrical, plumbing, fire protection, or other internal systems was performed. No spaces were entered that were inaccessible or potentially hazardous. Code compliance, capacities and equipment adequacy for current loads were not addressed. Mason & Mason makes no warranty that every defect is disclosed. Our scope of work does not include an evaluation of moisture penetration, mold, indoor air quality or other environmental issues. While we may identify safety hazards observed during the course of the field evaluation, this report should not be considered to be a full safety evaluation of components.

Replacement costs are based upon commonly accepted published references, such as R. S. Means. Our opinions of replacement costs usually include removal and disposal. They are based on experience with similar projects, information provided by local contractors, and reported client experience. Actual construction costs can vary significantly due to seasonal considerations, material availability, labor, economy of scale, and other factors beyond our control. Projected useful service lives presume a normal level of past, present and future maintenance. No warranties or guarantees of component service life expectancies are expressed or implied and none should be inferred by this report. Actual experience in replacing components may differ significantly from the projections in the Reserve Fund Plan, because of conditions beyond our control or that were not visually apparent at the time of the evaluation.

### **4.0 ACCOUNTING METHODS**

**4.1 Cash Flow Method of Funding (Tables 3, 3.1 etc.):** The balance of the reserve fund and corresponding annual contribution is determined by setting a level above a pre-determined minimum balance computed after the yearly expenditures. The minimum balance is typically expressed as a percentage, or ratio, of the total reserve fund balance to the asset base. The appropriate level is determined by a variety of factors including condition, age, and complexity of the community. This method is becoming widely accepted in part because of advanced computer modeling but also because it can be a more efficient use of capital. **The goal should be to set the first year contribution at a level requiring only small annual inflationary increases, to fully fund the reserves long-term. This addresses generational equity issues as the first year contribution will be equal to the last year in terms of the cost of money. We have determined through many years of experience that funding under the Cash Flow Method at levels determined by the Component Method will produce the best results. The combination of the two systems is the most manageable. This**

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method is depicted on Table 3, Current Funding Analysis Cash Flow Method and Alternatives, if appropriate.

**4.2 Component Method of Funding (Table 4):** Each component is fully funded at 100% of its replacement value on a ratio directly proportionate to its remaining life cycle years. Each component is also allotted a percentage of the fund's total reserves (balance on hand) as part of this complex calculation prior to determining the actual annual contribution. **Fully funded** means the fund is on target, including time considerations. Funds set aside for replacement of individual components are not normally used for the replacement of other components. In rare cases where a reserve fund is actually overfunded, \$0 will be displayed on the component tables, indicating that the component is fully funded for that cycle. The Component Method usually results in annual contribution fluctuations and fund balances, but is considered to be the most conservative method for accruing reserve funds. This method is depicted on **Table 4, Funding Analysis Component Method.**

**4.3 Interest Income on Reserve Funds:** In order to replicate approximate financial conditions, interest income on reserve funds should be recognized. The financial tables have been programmed to calculate interest income based on a pre-determined rate. This rate can be set at any level, including zero, for those desiring to not recognize interest. **Typically, the rate used reflects OMB's (Office of Management and Budget) projection for T-Note rates during the 2005 through 2015 time period.** The rate should reflect, as accurately as possible, the actual combined rate of return on all securities and other instruments of investment.

Interest calculations are segregated into three individual asset components, and the results are summed to generate the yearly interest accumulations. Interest accrued by the reserve fund assets are compartmentalized and calculated according to the following three categories; beginning reserve fund balance, interest accumulated upon the reserve fund contributions, and interest lost by the capital expenditures.

Interest earned on the yearly beginning reserve fund balance is calculated by compounding the beginning reserve fund balance on a monthly period by the interest rate. Interest earned for the reserve fund contributions are calculated by assuming that twelve equal installments are deposited, and interest is accrued and compounded monthly upon the accumulating balance. Likewise, the interest lost on the capital expenditures is calculated on the assumption that expenditures are deducted from the reserve balance on a monthly basis, and the interest that is lost is calculated upon the aggregate monthly balance. The interest income displayed on Table 3 and Table 4 is the summation of the beginning reserve fund interest accrual and the interest earned on the contributions minus the interest lost by withdrawing the capital expenditures. This method of calculation, while not exact, approximates the averages of the three principal components of a reserve fund for each twelve-month period.

**4.4 Future Replacement Costs (Inflation):** In order to replicate actual financial conditions, inflation on replacement costs should be recognized. The financial tables have been programmed to calculate inflation based upon a pre-determined rate. This rate can be set at any level, including zero. Typically, the rate used reflects **OMB's average annual Consumer Price Index (urban) for the period of 2005 through 2015.**

**4.5 Simultaneous Funding:** This is a method of calculating funding for multiple replacement cycles of a single component over a period of time from the same starting date. Example: Funding for a re-roofing project, while, at the same time,

funding for a second re-roofing project. This method often results in higher annual contribution requirements and leads to generational equity issues. Mason & Mason employs this method only in special circumstances.

**4.6 Sequential Funding:** This is a method of calculating funding for multiple replacement cycles of a single component over a period of time where each funding cycle begins when the previous cycle ends. Example: Funding for the second re-roofing project begins after the completion of the initial re-roofing project. This method of funding appears to be fundamentally equitable. This method is the standard by which Mason & Mason calculates funding.

## 5.0 REPLACEMENT METHODS

**5.1 Normal Replacement:** Components are scheduled for complete replacement at the end of their useful service lives. Example: An entrance sign is generally replaced all at once.

**5.2 Cyclic Replacement:** Components are replaced in stages over a period of time. Example: Sidewalks are typically replaced in sections rather than as complete units.

**5.3 Minor Components:** A minimum component value should be established for inclusion in the reserve fund. Components of insignificant value in relation to the scale of the community should not be included and should be deferred to the maintenance budget. A small community might exclude components with aggregate values less than \$1,000, while a large community might exclude components with aggregate values of less than \$5,000.

**5.4 Long Life Components:** Almost all communities have some components with useful service lives typically ranging between thirty and sixty years. Traditionally, this type of component has been ignored completely or included at full replacement value far beyond the twenty-year study period. Example: Storm water drainage systems have a useful service life of approximately forty to sixty years. However, they typically require expensive repairs sometime during their service life. Mason & Mason programming addresses these issues by calculating partial funding over a period of time to provide for anticipated localized repairs.

**5.5 Projected Useful Service Life:** Useful service lives of components are established using construction industry standards as a guideline. Useful service lives can vary greatly due to initial quality and installation, inappropriate materials, maintenance practices, environment and obsolescence. By visual observation, the projected useful service life may be shortened or extended due to the present condition. The projected useful service life is not a mandate, but a guideline, for anticipating replacements and for accumulating reserve funds.

## 6.0 UPDATING THE RESERVE FUND PLAN

In order for a reserve fund plan to remain a viable planning tool, it should be periodically updated. Changing financial conditions and widely varying aging patterns of components dictate that revisions should be undertaken every three to five years, depending upon the complexity of the common assets and the age of the community. Weather, which is unpredictable, plays a large part in the aging process. Full Level II Updates involve a site visit to observe current conditions, adjusting fund balances and contributions, and recalculating the financial tables. This updating process insures the

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integrity of the reserve fund plan and contributes to the financial health of the community. Mason & Mason encourages certain types of communities to perform Level III Administrative Updates on complex properties that are undergoing several costly projects simultaneously. These updates include adjustments to the replacement schedules, annual contributions, balances, replacement costs, and interest income. The Level III Administrative Update does not require a site visit and can be a cost-effective way of keeping the Reserve Fund Plan current between Level II Full Update cycles. Updates are particularly important for those communities employing the Cash Flow Method because it maintains the twenty-year window. The Cash Flow Method does not consider expenditures beyond the study period. Those expenditures are brought into the study as it is periodically updated.

## **7.0 MAINTENANCE PROTOCOLS**

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

This section includes protocols for many, but not necessarily all, components in the study. Items for which no maintenance is necessary, appropriate, or beyond the purview of this report are not included in this section.

**7.1 Asphalt Pavement:** Pavement maintenance is the routine work performed to keep a pavement, subjected to normal traffic and the ordinary forces of nature, as close as possible to its as-constructed condition. Asphalt overlays may be used to correct both surface deficiencies and structural deficiencies. Surface deficiencies in asphalt pavement usually are corrected by thin resurfacing, but structural deficiencies require overlays designed on factors such as pavement properties and traffic loading. Any needed full-depth repairs and crack filling should be accomplished prior to overlaying. The edgemill and overlay process includes milling the edges of the pavement at the concrete gutter and feathering the depth of cut toward the center of the drive lane. Milling around meter heads and utility features is sometimes required. The typical useful life for an asphalt overlay is twenty years.

**7.2 Asphalt Full-Depth Repairs:** In areas where significant alligator cracking, potholes, or deflection of the pavement surface develops, the existing asphalt surface should be removed to the stone base course and the pavement section replaced with new asphalt. Generally, this type of failure is directly associated with the strength of the base course. When the pavement is first constructed, the stone base consists of a specific grain size distribution that provides strength and rigidity to the pavement section. Over time, the stone base course can become contaminated with fine-grained soil particles from the supporting soils beneath the base course. The most positive repair to such an area is to remove the contaminated base course and replace it with new base stone to the design depth. It is appropriate to perform these types of repairs immediately prior to asphalt restoration projects. Generally, this type of repair should not be required for approximately five years after an asphalt restoration project.

**7.3 Asphalt Crack Filling:** Cracks that develop throughout the life of the asphalt should be thoroughly cleaned of plant growth and debris (lanced) and then filled with a rubberized asphalt crack sealant. If the crack surfaces are not properly prepared, the

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sealant will not adhere. Crack filling should be accomplished every three to six years to prevent infiltration of water through the asphalt into the sub-grade, causing damage to the road base. It is appropriate to perform these types of repairs immediately prior to edgemill and overlay. Generally, this type of repair should not be required for approximately five years after an edgemill and overlay project.

**7.4 Concrete Sidewalks:** When sidewalks are cracked or scaled or sections have settled, the resulting differential or "tripping hazard" can present a liability problem for the Association if personal injury should occur as a result. Tripping hazards should be repaired expeditiously to promote safety and prevent liability problems for the community. Generally, where practical and appropriate, concrete element repairs and replacements are scheduled in the same years to promote cost efficiencies. Replacements are usually scheduled in cycles because the necessity of full replacement at one time is unlikely. Typically, damaged or differentially settled sections can be removed by saw cutting or jack hammer and re-cast. Concrete milling of the differential surfaces is sometimes an appropriate, cost-effective alternative to re-casting. Skim coating is not an effective repair for scaled or settled concrete surfaces and, over time, will usually worsen the problem.

**7.5 Concrete Curbs and Gutters:** Vehicle impacts, differential settlement, construction damage, and cracking and spalling of the concrete will eventually result in the need for replacement of some curb sections. A typical damaged or settled section, usually 10 feet in length, will be removed by saw cutting or jack hammer and re-cast. Replacements are scheduled in cycles because the necessity of full replacement at one time is unlikely.

**7.6 Composite Shingle Roofs:** Roofs should be inspected annually for damage and leaks. Loose or missing shingles should be replaced on a regular basis. Signs of deflected roof sheathing or discoloration of the sheathing are indicative of moisture problems and should be investigated. Gutters and downspouts should be inspected annually, and loose, damaged, or leaking sections should be secured, repaired, or replaced. All gutters should be kept clean of leaf material and debris. Clogged downspouts should be cleared. In areas where gutters collect fallen leaves, gutters should have screens installed. Downspouts should be directed away from buildings. Erosion can be minimized by the use of properly located splash blocks or plastic flexible tubing. In all cases, water should be directed away from building foundations. Splash blocks must be properly placed, and flexible plastic extensions require diligent maintenance.

**7.7 Tot Lot Equipment and Outdoor Furniture:** Little maintenance is necessary on the newer style, pre-finished or painted metal play modules other than periodic safety inspections and repair, re-finishing, or replacement of any worn or damaged components. Bare wood components, both non-treated and pressure-treated, generally will achieve a greater useful service life and improved appearance if preventative maintenance is performed. Periodic pressure washing and sealing with wood preservative is recommended on all wood components. Rough edges and splinters should be sanded prior to sealing. Damaged or deteriorated wood components should be replaced as necessary. Generally, securing or repairing wood components with screws will provide a better fastening method than nails. Tot lot equipment should be inspected frequently for loose components, rough edges, splinters, and safety hazards. Tot lot borders should be leveled periodically, and protruding border anchors should be made flush with the timber surface.

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## 8.0 ASPHALT PAVEMENT SUPPLEMENTAL REPORT

Street Name	Total SY Asphalt Pavement	Total SY Mill and Replace	Condition	% of Deficiency
1. Central Mailbox Parking	220	10	Fair	4.5
2. Summit Point Entrance @ Mailbox	1,690	420	Much New to Poor	24.5
3. Mountaineer Court	2,087	373	Fair to Poor	17.8
4. West Hall Drive	3,296	52	Fair to Good	1.5
5. Standish Court	2,145	1,051	Poor	49
6. Berkeley Court	2,591	0*	Fair	0
7. Bradford Court	1,467	0	Good	0
8. Beekman Place	1,545	0	Good	0
9. Tall Oak Drive	5,545	0*	Much New/Good	0
10. Newington Court	2,496	141	Fair	5.5
11. Tuscawilla Drive	20,313	601*	Good to Poor	3
12. Lindsey Drive	1,769	282	Fair	16
13. Carrell Lane	1,082	0	New/Good	0
14. New Castle Drive	3,548	0*	Older but Good	0
15. Douglas Drive	2,906	411	Older but Good	14
16. Captain Kime Drive	1,644	0	New/Good	0
17. Camden Drive	1,152	468	Good to Poor	41
18. Camden Court	922	53	New/Good to Poor	5.5
19. Friendship Court	525	0	Older but Good	0
20. Captain Baird Court	962	840	New to Poor	87
21. Lexington Court	816	0	New/Good	0
22. Barbary Court	917	779	New to Poor	85
23. Packett Drive	5,135	1,127	Poor	22
24. Durham Court	730	728*	Poor	100
25. Tall Oak Court	625	0*	Newer/Good	0
26. Sunlit Drive	3,437	1,704	Poor	50
27. Supreme Court	572	0	Fair to Good	0
28. Webhannet Drive	1,806	0	Newer/Good	0
29. Phyllis Court	787	0	Newer/Good	0
30. Concord Court	611	0	Newer/Good	0
31. East View Court	2,384	758	New to Poor	32
32. Deerfield Drive	2,961	1,181	New to Poor	40
33. Albar Court	775	53	Good to Poor	7
34. Auburn Court	1,048	982*	Poor	94
35. Mary Lee Drive	1,633	32	Older, Fair to Good	20
36. Berkeley Drive	3,056	17	Older but Good	<1
37. Altoona Way	891	0	Newer/Good	0
38. Fenway Drive	8,530	2,258	Good to Poor	26
<b>TOTALS</b>	<b>94,619</b>	<b>14,321</b>		<b>15.1%</b>

All quantities approximate

\*Quantity assumes 2007 immediate repairs have been performed.

### IMMEDIATE REPAIRS, 2007

Street Name	Mill and Replace SY
6. Berkeley Court	1
9. Tall Oak Drive	2
11. Tuscawilla Drive	109
14. New Castle Drive	3
24. Durham Court	2
25. Tall Oak Court	2
34. Auburn Court	66
<b>TOTALS</b>	<b>185 SY</b>

### PHASED REPAIR SCHEDULE FOR 2008, 2009, 2010

Street Name	Total SY Mill and Replace
<b>PHASE 1 REPAIRS (2008)</b>	
5. Standish Court	1,051
23. Packett Drive	1,127
24. Durham Court	728
26. Sunlit Drive	1,704
34. Auburn Court	982
<b>Phase 1 Totals</b>	<b>5,592 SY</b>
<b>PHASE 2 REPAIRS (2009)</b>	
2. Summit Point Entrance @ Mailbox	420
3. Mountaineer Court	373
11. Tuscawilla Drive	601
17. Camden Drive	468
18. Camden Court	53
20. Captain Baird Court	840
22. Barbary Court	779
31. East View Court	758
<b>Phase 2 Totals</b>	<b>4,292 SY</b>
<b>PHASE 3 REPAIRS (2010)</b>	
32. Deerfield Drive	1,181
33. Albar Court	53
38. Fenway Drive	2,258
1. Central Mailbox Parking	10
4. West Hall Drive	52
10. Newington Court	141
12. Lindsey Drive	282
15. Douglas Drive	411
35. Mary Lee Drive	32
36. Berkeley Drive	17
<b>Phase 3 Totals</b>	<b>4,437 SY</b>
<b>TOTALS</b>	<b>14,321 SY</b>

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**PHOTO #1**  
Overview of the newly repaved section of Tuscawilla Drive at Summit Point Mail Station in good condition. The end of the street (arrow) is in poor condition and serves only one home. We have included it as common.



**PHOTO #2**  
This is a typical small pavement failure, of which, there are a few throughout the community that should be repaired this year (2007). See the Pavement Report for details.



**PHOTO #3**  
There are three moderate pavement failures within Tuscawilla Drive that should be repaired this year (2007). See the Pavement Report for details.



**PHOTO #4**

This full-width deflection is typical of areas that will require full milling and removal of the damaged asphalt and replacement with new 1-½" compacted asphalt.



**PHOTO #5**

This area at Auburn Court represents the worst condition pavement within the community. A small full-width section should be milled and replaced in 2007 and the balance of the street is scheduled for the first repair phase in 2008.



**PHOTO #6**

Differential settlement of adjacent sidewalk panels resulting in a tripping hazard requiring repair for safety liability.



**PHOTO #7**  
Severe scaling of concrete sidewalk panels requiring replacement.



**PHOTO #8**  
Severe deterioration of concrete curb sections requiring replacement.



**PHOTO #9**  
Entrance features have been recently replaced with PVC materials that will provide a long service life with minimal maintenance.



**PHOTO #10**  
The central mail station roofing is in poor condition and is scheduled for near-term replacement including gutters and downspouts.



**PHOTO #11**  
The Summit Point mail station roofing appears to be replacement shingles and should provide many additional years of service.



**PHOTO #12**  
Summit Point mail station boxes are in poor condition and scheduled for near-term replacement.



**PHOTO #13**  
Community tot lot in fair to good condition and can be utilized for many additional years.



**PHOTO #14**  
The basketball court is in fair condition with patches and transverse cracks, but can be utilized for many additional years.



**PHOTO #15**  
Split rail fencing is being replaced on an as-needed basis, and we have continued with this approach.