

# Michigan Reserve Associates LLC

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February 16, 2024

Board of Directors  
La Croft Condominium Association  
103 West Dixon Avenue  
Charlevoix, MI 49720

Re: Preliminary Reserve Study – Next Steps in the Process  
La Croft Condominium Association  
Charlevoix, Michigan

Dear Board of Directors:

Please find enclosed the preliminary reserve study. In this letter I will comment briefly on the next steps required to finalize the reserve study.

Now that the preliminary report has been delivered, the next step is a collaborative review process. I truly regard this process as a partnership in which all of us are working to provide the best and most accurate reserve study possible. This process typically takes most associations about one to two months to complete. During that time, the Association should carefully read the preliminary reserve report and review the accompanying charts and graphs. All comments are welcome. In particular, the Association should make sure that all Reserve Components have been accounted for and that the reserve fund balance information provided to Michigan Reserve Associates has been presented back to the Association accurately.

Please note that the reserve component list and cash flow pages located in the addenda of the reserve study have been optimized for ledger-size paper. If you choose to print out the reserve study, please print these pages on ledger-size paper to provide the most legible reading experience. Alternatively, you can use the “zoom” function in the Adobe Acrobat reader to adjust the pages to your specific needs on your video screen.

**If at the end of the review process you decide that no changes are needed, then the reserve study process is complete and no further communications are needed with Michigan Reserve Associates.**

However, if you wish to request changes to the reserve study, please follow the series of escalating communication steps detailed below. It is our experience that virtually all issues and questions can be resolved by using the following protocol.

- 1) Submit questions and comments in writing (email preferred) and reference the reserve study report's page numbers when relevant. All communications should be vetted internally and funneled through a designated point person, such as a board member or property manager. It can get confusing if multiple people request changes, especially

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if there is not common agreement from the Association on what those changes should be.

- 2) If, after written communications have been completed, more in-depth communication is needed, a conference call can be arranged. Please provide a list of general topics and questions in advance so that we are effective with our time together.

Sincerely,

A handwritten signature in black ink, reading "Paul Conahan". The signature is written in a cursive, flowing style.

Paul K.T. Conahan, MBA, RS

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# FULL RESERVE STUDY

La Croft Condominium Association  
Charlevoix, Michigan

Commencing First Fiscal Year: May 1, 2023 to April 30, 2024



Photo: View of building exterior elevation



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February 16, 2024

Board of Directors  
La Croft Condominium Association  
103 West Dixon Avenue  
Charlevoix, MI 49720

Re: "Full" Reserve Study  
La Croft Condominium Association  
Charlevoix, Michigan

Dear Board of Directors:

In fulfillment of our agreement as outlined in the letter of engagement dated August 11, 2022, we are pleased to transmit this "Full" Reserve Study for the La Croft Condominium Association. This report details the development of our study and sets forth our conclusions, along with supporting data and reasoning which forms the basis of our conclusions.

The conclusions in this Reserve Study are qualified by certain definitions, assumptions, limiting conditions, and certifications which are set forth in the attached report.

The intended user of this report is the La Croft Condominium Association. This study is to be used by the intended user for the purpose of budgeting and long-term major repair and replacement planning. The scope of work included in this study is unique to the intended use and intended user, and this report may not be utilized for any other use or user.

This study complies with the standards promulgated by the Community Associations Institute (CAI) for a "Full" Reserve Study. In addition, this study adheres to the applicable sections of the *Uniform Standards of Professional Appraisal Practice* of the Appraisal Foundation, as well as the *Code of Professional Ethics* of the Appraisal Institute.

## **Assumption Unique to This Reserve Study**

- 1) The client intends to order an engineering study to diagnose the cause of sinking porches and provide remediation options. We assumed that the cost of the engineering study as well as remediation costs would be funded via operations and/or an additional assessment (i.e. not from reserves). The final recommendations of this reserve study may change if this assumption proves to be false.

This letter also confirms that Michigan Reserve Associates has provided the client with an option to receive an **Update With Site Visit** reserve study within five-years of the date shown above. This option provides the client with the right but not the obligation to receive an updated reserve study at a guaranteed update price **\$2,420** and this option may be used more than once in a five-year period.

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Respectfully submitted,

A handwritten signature in black ink, reading "Paul Conahan". The signature is written in a cursive style with a large, stylized 'P' and 'C'.

Paul K.T. Conahan, MBA, RS  
State Certified General Real Estate Appraiser  
License No. 1201002454

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## SUMMARY AND RECOMMENDED FUNDING PLAN

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### INTRODUCTION

A Reserve Study is a tool which anticipates major common area repair and replacement expenses and develops a prudent Reserve Funding Plan to pay for these expenses. By its nature, a Reserve Study must make assumptions about the future, which can sometimes be unpredictable. However, by using meticulous research and analysis together with proven methodologies, a well-executed Reserve Study provides condominium associations with valuable budget planning information and guidance on upcoming long-term maintenance and repairs.

In addition, a Reserve Study is a key marketing component for well-run condominium associations, since potential buyers can be assured that common elements will be cared for, and that association fees will not increase dramatically due to a lack of foresight and planning.

La Croft Condominium Association (La Croft) directed Michigan Reserve Associates to do a “Full” Reserve Study. On September 13, 2022 we performed an on-site noninvasive inspection.

A Reserve Study consists of two major components.

Physical Analysis	Financial Analysis
<ul style="list-style-type: none"><li>• Component Survey and Inventory</li><li>• Assessment of Component Condition</li><li>• Estimate of Useful Life, Effective Age, Remaining Useful Life, and Replacement Cost</li></ul>	<ul style="list-style-type: none"><li>• Current Reserve Fund Status</li><li>• Recommended Funding Plan</li></ul>

La Croft consists of 64 units. The project was built in several phases spanning 1974 to 1976.

The Reserve Components were established based on our review of the governing documents (e.g., master deed and bylaws for condominiums, declaration of covenants and restrictions and/or bylaws for homeowners associations, or occupancy agreement in a cooperative

association), and interviews with representatives of the Association. The following table provides an inventory of the reserve components:

### Inventory of Reserve Components

<u>Reserve Component Inventory</u>	Quantities	First Year of	Life Analysis (Yrs.)	
	<u>Total</u>	<u>Replacement</u>	<u>Normal</u>	<u>Remaining</u>
<u>Building Components</u>				
EPDM Membrane Roof Cover (With Stone Balast); Replacement	25,401 SF	2025	20	3
Elevator North; Modernization	1 LOT	2047	25	25
Elevator South; Remaining Modernization (Cab Done 2021)	1 LOT	2029	25	7
Elevator & Mail Room Lobbies; Carpet Replacement & Paint	1 LOT	2037	15	15
Backup Generator (7 kWh); Replacement	1 UNIT	2027	25	5
Community Room; Lavatories (x2); Refresh	1 LOT	2041	20	19
Community Room; Electric Furnace+Condenser (Replaced 2022); Replacement	1 UNIT	2042	20	20
Community Room; Electric Furnace+Condenser (Remaining Older Unit); Replacement	1 UNIT	2027	20	5
Community Room; Carpet & Partial Painting	1,080 SF	2036	15	14
Windows; Parking Lot Side of Building (Excluding Elevator Stacks); Phased Replacement	1,233 SF	2027	30	5
Windows & Doorwalls; Elevator Stacks, Building Ends & Lake Facing Side; Phased Replacement	2,266 SF	2037	30	15
Concrete & Wood Exterior Siding; Painting & Caulking	1 LOT	2028	10	6
Exterior Envelope; Sealing & Water Proofing	1 LOT	2029	10	7
Unit Fronts; Painting	1 LOT	2023	10	1
Concrete and Wood Exterior Siding; Painting	1 LOT	2027	10	5
Center Tower; Carpet and Paint (Last Done 2019)	1 LOT	2034	15	12
Westside Railings; Replacement (One Time Only)	1 LOT	2026	N/A	4
Plumbing Stacks; Remaining 2 Phases; Phased Capital Repairs (One Time Only)	1 LOT	2023	N/A	1
<u>Site Components</u>				
Concrete/Stamped Concrete Sidewalks & Steps (4"); Phased Partial Replacement	10,545 SF	2027	30-50	5
Concrete Slabs Under Carports (6"); Phased Partial Replacement (Begins After Below Replacement)	11,964 SF	2042	30-50	20
Asphalt; Pavement; Total Replacement	27,048 SF	2032	30	10
Catch Basins; Capital Repairs	6 UNITS	2032	18	10
Carport Metal Roofs, Concrete Pads, and Electric; Phased Replacement	11,964 SF	2027	50	5
Carport Metal Roofs; Painting (Begins After Next Replacement)	11,964 SF	2043	15	21
Wood Boardwalk; Replacement	6,032 SF	2032	25	10
Wood Retaining Wall Near Boardwalk; Replacement	1 LOT	2023	25	1
Globe Pole Lights; Replacement	17 UNITS	2032	30	10
Streetside Landscaping Renovations (One Time Only)	1 LOT	2023	N/A	1
<u>Pool Components</u>				
Pool; Plaster/Marcite; Replacement	760 SF	2027	12	5
Pool; Coping and Tile; Replacement	114 LF	2040	25	18
Pool; Heater; Replacement	1 UNIT	2040	20	18
Pool; Furniture; Chase Lounges; Replacement	35 UNITS	2027	10	5
Pool Furniture; Tables & Chairs; Replacement	14 UNITS	2027	10	5
Pool; Composite Deck; Replacement	608 SF	2040	25	18
<u>Other Components</u>				
Reserve Study; Update (Guaranteed Update Price Years 1-5)	1 UNIT	2027	5	5
Structural and Site Engineering Inspection; Allowance	1 LOT	2027	5	5

### RECOMMENDED FUNDING PLAN

The purpose of this reserve study is to assist the client in developing the budget for the next fiscal year.

According to information provided by the Association, the La Croft reserve fund balance as of May 1, 2023 will be \$210,376. This balance was calculated by taking the reserve balance of \$210,376 as of May 1, 2023, adding \$0 in anticipated reserve revenue until the end of the fiscal year, then adding \$0 in earned interest until the end of the fiscal year, and deducting \$0 in anticipated reserve expenditures until the end of the fiscal year. This calculation is shown below.

**Projected Reserve Fund Balance as of 05/01/2023**

Reserve Fund Balance as of 05/01/2023	\$ 210,376
Plus Remaining Reserve Contribution until End of Current Fiscal Year	-
Plus Estimated Interest From Reserve Funds Until End of Current Fiscal Year	-
Minus Remaining Reserve Expenditures Until End of Current Fiscal Year	
None Noted	\$ -
Total Expenditures To Deduct	-
Equals Projected Reserve Fund Balance as of 05/01/2023	\$ 210,376

Using the current Reserve Contribution amount plus a typical 2% annual increase, the projected Reserve Balance will remain significantly above surplus levels for the entire projection period. The reserve fund balance will be \$2,433,912 by the year 2047-48. This indicates that the current Reserve Balance and annual Reserve Contributions will fund all anticipated Reserve Expenditures (see “Reserve Funding Plan Graphs” beginning on page T).

This Reserve Study calculates Reserve Expenditures based on local costs, estimated interest which will accrue to the Reserve Funds collected, and accounting for projected future inflation for materials and workmanship.

The following is our recommended Reserve Funding Plan Contributions for the duration of the projection period, along with a snapshot of the current and Recommended Reserve Contribution.

### Recommended Annual Reserve Contributions

Fiscal Year	Recommended Reserve Contrib.	Additional Reserve Contribution	Fiscal Year	Recommended Reserve Contrib.	Additional Reserve Contribution
2023-24	\$ 103,700	\$ 104,900	2036-37	\$ 136,800	\$ -
2024-25	106,300	104,900	2037-38	139,500	-
2025-26	109,000	104,900	2038-39	142,300	-
2026-27	111,700	104,900	2039-40	145,100	-
2027-28	114,500	104,900	2040-41	148,000	-
2028-29	116,800	104,900	2041-42	151,000	-
2029-30	119,100	104,900	2042-43	154,000	-
2030-31	121,500	104,900	2043-44	157,100	-
2031-32	123,900	-	2044-45	160,200	-
2032-33	126,400	-	2045-46	163,400	-
2033-34	128,900	-	2046-47	166,700	-
2034-35	131,500	-	2047-48	170,000	-
2035-36	134,100	-			

### Snapshot of Current and Recommended Reserve Contributions

	Annual Amount	Per Unit Per Month (Avg.)
(A) Projected Reserve Contribution at Start of Next Fiscal Year*	\$ 185,791	\$ 241.92
(B) Recommended Reserve Contribution at Start of Next Fiscal Year (Years 1-25 w/2%/Yr Increases)	\$ 103,700	\$ 135.03
(C) Plus Additional Recommended Reserve Contribution (Years 1-8; No Increases)**	\$ 104,900	\$ 136.59
(D) Total Recommended Reserve Contribution Year 1 (B Plus C)	\$ 208,600	\$ 271.61
(E) Amount of Increase/(Decrease) Recommended vs. Current (D Minus A) Year 1	\$ 22,809	\$ 29.70

\* Based on the association's current budgeted Reserve Contribution plus 2% typical annual increase

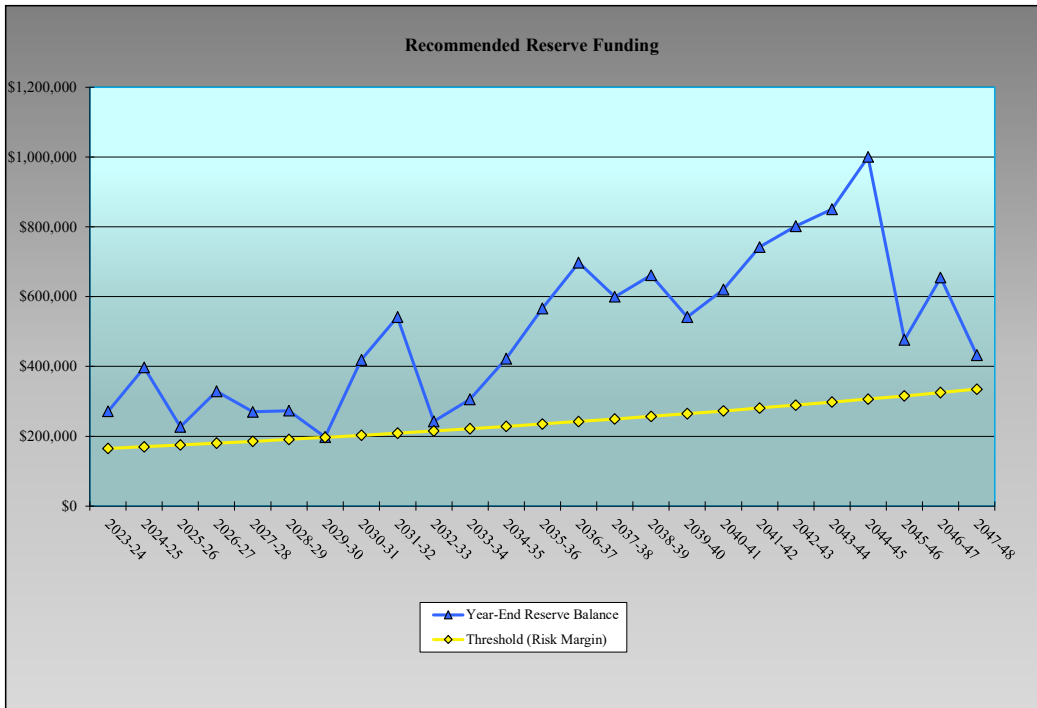
\*\* Additional Reserve Contribution will no longer be needed by 2031-2032; Reserve Contribution in 2031-2032 will be \$123,900 or \$161.33 per unit/month

The recommended year 2023-24 Reserve Contribution of \$103,700 (\$135.03 per unit per month) reflects a decrease of \$82,091, relative to the projected historic Reserve Contribution, or a decrease of \$106.89 per unit per month. However, since there will be significant reserve expenditures in the near term, a time limited Additional Reserve Contribution of \$104,900 per year for eight years is required. Starting with the 2023-24 Recommended Reserve Contribution of \$103,700 per annum, plus the Additional Reserve Contribution of \$104,900

per year for eight years, and then increasing the Recommended Reserve Contribution by 2.5% for a duration of five years with increases of 2.0% per year thereafter, the Association’s Reserves will typically remain above zero as well as above the Threshold for all years shown (“Threshold” is discussed in the next paragraph). By the year 2031-2032 the Additional Reserve Contribution will no longer be needed, and the 2031-2032 Reserve Contribution will be \$123,900 or \$161.33 per unit per month.

By following the recommended Reserve Contributions, the Association will gradually accrue a Reserve Fund which will provide the financial means to address the major Reserve Component Expenditures which will arise in the future. The recommended Reserve Contribution amount will provide adequate, but not excessive, levels of Reserves, while still maintaining a reasonable Threshold Margin which suits the particular needs of the Association and will provide a “safety buffer” for unanticipated Reserve Expenditures which are unpredictable but inevitable.

The following graph illustrates the year-end Reserve Fund balance using the Recommended Reserve Funding Plan for the next 25 years.





In order to ensure that significant overfunding or underfunding does not occur, we recommend that the La Croft Condominium Association update this Reserve Study every three to five years, or when any major changes in the Physical or Financial analysis occur. Such changes include accelerated Reserve Component Expenditures undertaken at the client's discretion, addition (construction) or demolition of Reserve Components, interest rate changes on reserve investments, and changes in local building costs.

## INTRODUCTION AND METHODOLOGY

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### INTRODUCTION

A Reserve Study is a tool which anticipates major common area repair and replacement expenses and develops a prudent Reserve Funding Plan to pay for these expenses. By its nature, a Reserve Study must make assumptions about the future, which can sometimes be unpredictable. However, by using meticulous research and analysis together with proven methodologies, a well-executed Reserve Study provides condominium associations with valuable budget planning information, and guidance on upcoming long-term maintenance and repairs.

In addition, a Reserve Study is a key marketing component for well-run condominium associations, since potential buyers can be assured that common elements will be cared for, and that association fees will not increase dramatically due to a lack of foresight and planning.

There are three levels of service for Reserve Studies as espoused by the Community Associations Institute.<sup>1</sup>

I) **Full:** A Full Reserve Study consists of the following:

- Component Inventory
- Condition Assessment (based upon on-site visual observation)
- Life and Valuation Estimates
- Reserve Fund Status
- Recommended Reserve Funding Plan

II) **Update, With-Site-Visit/On-Site Review**, consists of:

- Component Inventory (verification only, not quantification)
- Condition Assessment (based upon on-site visual observation)
- Life and Valuation Estimates

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<sup>1</sup> "RS National Reserve Study Standards," Community Associations Institute, April 2009, p. 2.

- Reserve Fund Status
- Recommended Reserve Funding Plan

**III) Update, No-Site-Visit/Off-Site Review**, consists of:

- Life and Valuation Estimates
- Reserve Fund Status
- Recommended Reserve Funding Plan

This is a “Full” Reserve Study. For simplicity, the terms “Full” Reserve Study and “Reserve Study” will be used interchangeably following this section.

Typically, the Level I (Full Reserve Study) option is only required for an association’s first Reserve Study. This is our most comprehensive offering and should be used by associations which are ordering their first reserve study, or whose previous reserve study is so dated and/or inaccurate as to require a “blank slate” approach to re-survey the various common element components and their conditions. As part of our scope of work, we will thoroughly review your governing documents, maintenance schedule, and interview Board members and/or property management representatives to determine what items should be included in the list of reserve components. We will then estimate Useful Life, Remaining Useful Life, and Replacement Cost, all documented and supported with color photographs. From this Physical Analysis we will then perform a Financial Analysis which will account for your current reserve funding situation and recommend an ongoing Reserve Funding Plan.

Level II (Update, With-Site-Visit/On-Site Review) reserve studies are recommended if the association is confident that the Reserve Components have been accurately surveyed, and no major changes have occurred since the last Full Reserve Study. The scope of work includes an on-site inspection to update Useful Life, Remaining Useful Life, Cost Figures, and Financial Assumptions, but component quantities will not be re-surveyed.

When doing an “Update With Site Visit” assignment, the Reserve Component inventory is not quantified. The quantification of reserve components as determined by the previous reserve study will be assumed to be accurate.

Level III (Update, No-Site-Visit/Off-Site Review) reserve studies are useful when the association is confident that the Reserve Components have been accurately identified and surveyed, but due to the minimal number of Reserve Components, and short-time period elapsed since the last Reserve Study, the association does not feel an on-site inspection would be required. In order to provide a credible reserve study, we only provide this type of reserve study for existing clients, and our previous reserve study (with site visit) is less than five years old. Narrative content of this type of Reserve Study is extremely limited, with most communication occurring via an Executive Summary, charts and graphs (Reserve Expenditures and Reserve Funding Plan).

When doing an “Update Without Site Visit” assignment, the Reserve Component conditions are not visually confirmed and updated, and the Remaining Useful Lives of the Reserve Components will typically be calculated based on the assumption that the actual time elapsed since the previous reserve study is added to the effective age as determined in the previous reserve study. The quantification of Reserve Components as determined by the previous reserve study will be assumed to be accurate.

La Croft Condominium Association (La Croft) directed Michigan Reserve Associates to do a “Full” Reserve Study. On September 13, 2022 we performed an on-site noninvasive inspection.

## **METHODOLOGY**

The Physical Analysis precedes the Financial Analysis since we must first determine the projected expenses before evaluating the Association's financial status to develop a Recommended Reserve Funding Plan.

The Physical Analysis therefore starts with an inventory of Reserve Components. To establish what items to include in our inventory, we reviewed the Association's governing documents, recent Reserve expenditures, and conducted interviews with the Association's representatives to determine if there are historical precedents which warrant inclusion in the Reserve Component Inventory.

### *What Physical Assets Should be Included in an Inventory of Reserve Components?*

Reserves are large items that require advance planning to repair or replace. Operating expenses are ongoing, predictable expenses that repeat throughout the year or from year-to-year, with modest unanticipated items typically covered by a maintenance contingency in the budget, whereas larger items may be covered by additional assessments or insurance.

There is a national standard five-part test to establish whether an item should be funded through reserves. First, the item must be a common element maintenance responsibility. Second, the component must have a limited life. Third, the limited life must be predictable. Fourth, the item must be above a threshold cost. Fifth, the item is required by local codes. A sixth criteria is not part of the national standard but is inherent in the methodology used in this Reserve Study. Only Reserve Components which fall within the 25-year time horizon are included in our analysis. Therefore, Reserve Components presented in this Reserve Study are association responsibilities, major items, with limited and predictable lives which fall within the 25-year projection period. Items such as foundations and major infrastructure components are not included in reserves since they do not have limited useful life expectancies which can be predicted. Small items, such as metal street signs are not considered Reserve Components due to their nominal costs (i.e., they do not pass Test # 4 above).<sup>2</sup>

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<sup>2</sup> *Ibid.*, p. 2.

As it relates to the Association, we suggested that items costing more than \$5,000 and that have a minimum predictable Useful Life of at least three years be considered Reserve Components. The reason for this is that there should be a firewall between the reserve and operating accounts so that reserve funds do not get treated as an extension of operating funds. Reserve expenses are typically defined as being used for major repairs and replacements. We are not lawyers, but we do recommend that the Association adopt a clear definition of what constitutes a Reserve Component which will be funded via Reserve Funds. We recommend that the Association consult with an experienced community association attorney to develop such a definition of Reserve Components.

#### *How are Useful Life and Remaining Useful Life Established?*

Useful Life is estimated based on our experience with the Reserve Component, after accounting for quality, expected maintenance, and weather exposure. Remaining Useful Life is primarily a function of the current noninvasive observed condition. The complement of Remaining Useful Life is Effective Age. Typically, Effective Age does not equal Actual Age due to differences in quality, rate of wear, and degree of maintenance attention a particular item receives. For Reserve Components where age characteristics are not readily visible (e.g., complex heating/cooling systems, elevators, security systems, etc.), we rely on interviews with the Association's service vendor. If the vendor is no longer available, we use national benchmarks, primarily from the *Marshall & Swift* cost estimating service.

#### *How are Cost Estimates Established?*

Whenever possible, we use recent historical information for Reserve Components which have been replaced or repaired, since this gives an actual localized data point from which to estimate future costs. Additional sources of information are comparisons with other condominium and homeowners associations for which we have performed work, as well as interviews with local vendors. Costs are also compared with those published by *Marshall & Swift* to provide a feedback mechanism to verify local vendor costs against national and regional cost data.

### *How Much Reserves Should We Contribute?*

We utilize four principles when developing a Recommended Reserve Funding Plan. First, there must be sufficient cash on hand to handle the Reserve projects which arise. Second, we seek to provide a stable rate of contribution since this makes it easier for the Association and Association residents to plan their budgets year-to-year. Third, the Reserve Funding Recommendation attempts to evenly distribute the contributions over the years so that owners pay their fair share in proportion to the time that they have owned their unit. Finally, the Recommended Reserve Funding Plan must be fiscally responsible using reasonable and prudent financial assumptions with a risk profile tailored to the client.<sup>3</sup>

### *What is Our Funding Goal?*

There are four different funding goals which are independent of the methodology utilized. These goals are:

- 1) Baseline Funding: Anticipated costs and their expected timing over the projection period are calculated. The reserve contribution is then set to keep the reserve cash balance above zero.
- 2) Full Funding: Setting a reserve funding goal of attaining and maintaining reserves at or near 100% funded. For example, an association would set aside \$10,000 per year for a component (e.g., roof) which will cost \$100,000 to replace in 10 years. Full funding is considered the most expensive (and therefore conservative) funding formula since money for all reserve components is set aside and accounted for.
- 3) Statutory Funding: Establishing a reserve funding goal of setting aside the specific minimum or regulatory amount of reserves requires by local statutes.
- 4) 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 funding goal may be more or less conservative than Full Funding.

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<sup>3</sup> *Ibid.*, p. 4.



With Baseline Funding, there is no margin for error, and if expenses are higher than budgeted, or projects occur earlier than planned, additional assessments can occur, although this risk can be somewhat alleviated by regular updates to the Reserve Study.

Statutory Funding is not recommended because there is no direct correlation between the statutory minimum and the association's actual financial needs. For example, a statutory 10% minimum for the reserve contribution might be acceptable for a newer development with relatively few common elements, and a properly developed maintenance and overall budget plan. However, the 10% minimum might be wildly off the mark for an older development with extensive common element obligations and a maintenance and overall budget that are themselves underfunded.

In our opinion, Full Funding provides an excessive level of funding since the Association is typically setting aside money that it will not be using for decades. On the other hand, this funding goal has the distinction of typically being the most conservative funding formula which may be seen as a virtue by some associations.

We recommend using Threshold Funding with a safety margin set above 100% of Baseline Funding. Although the safety margin is arbitrary, it should be customized to the client's risk profile. As a rule of thumb, we suggest a safety margin of \$2,500 per unit as prudent for associations similar to the subject. When an association is considering what their threshold safety margin should be, a good question to ask is "What is a reasonable level of money to have on hand due to unpredictable events?" Small amounts can usually be covered by maintenance contingency funds or short-term loans, while very large unplanned events are typically covered by insurance.<sup>4</sup>

An added benefit of using Threshold Funding as recommended above is that it provides a layer of global risk management against the many future unknowns which must be assumed for the purposes of a reserve study. For example, reserve studies must make assumptions about future rates of inflation, rates of return on reserve investments, and the Useful Lives of

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<sup>4</sup> *Ibid.*, p. 3.

Reserve Components. One way of accounting for the many different risk factors inherent in reserve study assumptions would be to attempt to individually forecast the future replacement cost for each Reserve Component. For example, certain Reserve Components which depend on petroleum-based commodity materials (such as paving and roof shingles) have recently been increasing at a rate significantly greater than inflation. However, not only would it be impractical to forecast future Replacement Costs for potentially dozens of Reserve Components (some of which may actually experience deflation over time), it is more straightforward to concede that future risk can realistically only be managed at a macro, rather than micro, level.

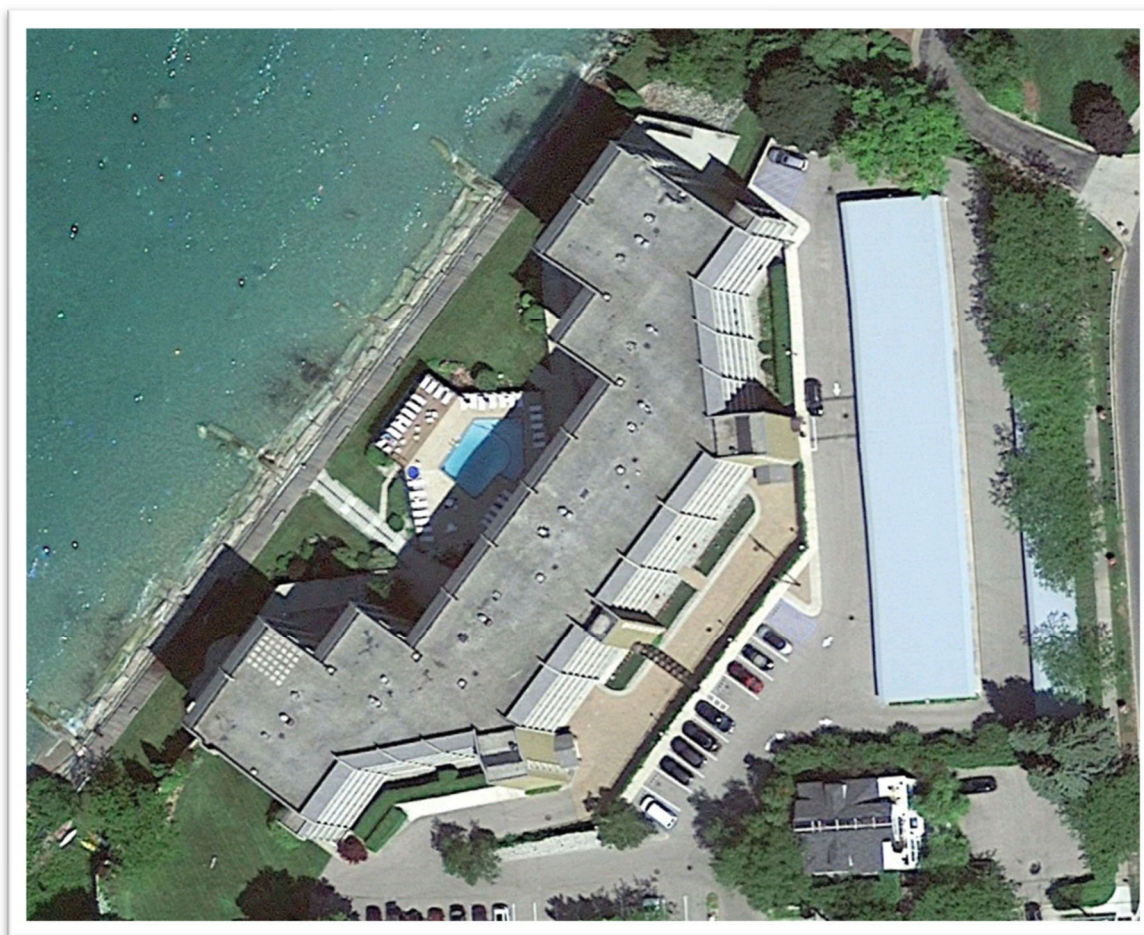
## PHYSICAL ANALYSIS

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### IDENTIFICATION OF RESERVE COMPONENTS

La Croft consists of 64 units. Project was completed in several phases spanning 1974 to 1976. The following graphic provides an aerial view of the project.

### AERIAL AND LOCATION MAP



The Physical Analysis starts with an inventory of Reserve Components. To establish what items to include in our inventory, we reviewed the Association's governing documents, recent Reserve expenditures, and conducted interviews with the Association's representatives. Please see the Reserve Expenditures spreadsheet in the Addenda for a listing of individual

line items, estimates for Useful Life, Remaining Useful Life, and current Replacement Cost for each component.

For our on-site observations, we:

- Inspected all common areas
- Field measured all reserve components except as noted below
- Utilized drawing take-offs from the master deed and aerial photographs for the following included reserve components
  - Roofs

Based on the national five-part test described on page 11, there are certain items which have not been included in this reserve study.

Items which may pass the five-part inclusion test as a Reserve Component discussed on page 11 but were specifically excluded in this Reserve Study at the direction of the client are:

- Site; asphalt seal coating – This optional item will either not be performed or will be funded from operations at the client's discretion (last done in 2022). The primary function of the seal coat is an aesthetic one. Although co-owners typically find the uniform appearance of the roadways appealing, the sealcoat does not penetrate the asphalt and provides little rejuvenative effect. An annual crack filling maintenance program should still be implemented regardless of whether there is a seal coating program in place or not.

In addition, there is growing concern that coal tar sealants, which are commonly used in seal coating applications, pose a cancer risk to humans, and may also appear in runoff which can adversely impact the environment. Consider asphalt-based products since they typically cost about the same as coal tar products and contain significantly lower levels of cancer-linked chemicals, although there is some debate on whether asphalt-based sealants perform as well as coal tar sealants.

- Site; concrete retaining walls; painting – The client reports that this item has historically been funded on an “as needed” basis using the Association’s operating account and that this practice is expected to continue moving forward.

Items which may fail the five-part inclusion test as a Reserve Component discussed on page 11 but were specifically included in this Reserve Study at the direction of the Client are:

- None noted

Noteworthy items which did not meet the criteria (see page 11) for inclusion as Reserve Components are broken down by category below:

**Item failed test #1 (Not an Association common element maintenance/replacement responsibility)**

- Units; interior surfaces; replacement (co-owner responsibility)
- Units; mechanical systems; replacement (co-owner responsibility)
- Units; enclosed balcony windows; replacement (co-owner responsibility)

**Item failed test #2 (No limited life)**

- None noted

**Item failed test #3 (No Predictable Limited Life)**

- Site; electrical power distribution systems; replacement
- Site; sewer and water mains; replacement
- Site; tree and shrub replacement
- Site; routine asphalt crack filling and repair
- Units; foundations; replacement
- Units; structural framing; replacement

**Item failed test #4 (Cost is Below the Assumed Threshold Amount of \$5,000)**

- Items in this category which are assumed to be funded (either on an “as needed” or scheduled basis) by the Association’s operating budget are:

- Pool; routine maintenance
- Pool; filter; replacement
- Site; stamped concrete; sealing
- Site; stamped concrete; partial replacements (new installation in 2015)
- Building; rollup doors for trash rooms; replacement
- Building; video security system; replacement

Noteworthy items which passed Tests 1-4 on page 11, and are thus considered Reserve Components, but were not explicitly accounted for in this Reserve Study because the Remaining Useful Life is beyond the 25-year time horizon:

- Site; underground sprinkler equipment; line replacement (sprinkler head repair and replacement; sprinkler valve repair and replacement; sprinkler control box repair and replacement are assumed to be funded “as needed” from operations)
- Site; concrete retaining walls; replacement
- Site; pavers; replacement
- Site; metal bridge; replacement
- Units; exterior doors; replacement; the International Association of Certified Home Inspectors predicts a useful life of 100+ years
- Building; mailboxes (installed in 2022); replacement
- Building; community room vinyl flooring; replacement
- Building; masonry exterior; replacement
- Building; composite shingle roofing; replacement (installed 2017)

## **CONDITION ASSESSMENT**

The following narrative details the condition assessment of the significant Reserve Components, along with relevant commentary and cost source, if applicable.

## BUILDING COMPONENTS

**EPDM (Ethylene Propylene Diene Monomer) Membrane Roof Cover:** The EPDM membrane roof cover was generally observed to be in average condition. EPDM has an expected Useful Life of 20 years, which corresponds to the typical warranty period offered by manufacturers. Cost includes removal and disposal of existing EPDM roof material, including stone ballast, and any underlying insulation. Replacement material is assumed to consist of a minimum of 3½ inches of polyisocyanurate and/or loose insulation, and 60 mil EPDM fully adhered membrane cover. Cost data was provided via our proprietary database of actual Michigan replacement costs, which was also cross-checked using the *Marshall Valuation Service*.

**Exterior Painting and Caulking (Including Trim):** Painting is projected to occur every eight to ten years.

Scope of work is assumed to include:

- Application of bleach solution to treat mold and mildew
- Power washing of the exterior to remove any loose coatings, dirt, etc.
- Re-nail any loose trim and siding
- Repair or replace any loose or split caulk. Caulk all butt joints at the siding
- Mask and protect all adjacent surfaces not painted
- Primarily spray application, with roll and brush application when applicable

Cost source for painting was provided by a review of actual bids for similar associations and cross-checked using information from the *Marshall & Swift Valuation Service*.

**Windows and Doorwalls/Sliders:** Useful life can vary widely depending on usage patterns and orientation to the elements, with a 30-year useful life being typical/average. Replacement units are assumed to approximate the quality of the original units.



**Elevator; Modernize:** Long-lived elevator components consist of the elevator cab, door opening mechanisms, computerized controller, and hydraulic tanks (or hoist). These long-lived items have Remaining Useful Lives which typically exceed the 25-year projection period. However, capital repairs and modernization will be required in the medium- to long-term. Modernization will be needed since even though the physical components may appear to be functional, obtaining replacement parts will become prohibitively expensive and even impossible, and an overall modernization/upgrade program will be required. Each modernization program will be unique, but typically the controller will need to be completely replaced, while door opening mechanisms will require partial replacement, hydraulic tank will require modernization and refurbishment, and the cab interior will need to be updated and refreshed.

**Exterior Envelope; Sealing & Water Proofing (Includes Concrete, Brick, Siding, and Related Caulking):** This component has an estimated useful life of 10 years. The cost basis of this item was provided from the actual cost incurred by the Association when this project was last completed in 2020.

**Unit Fronts; Painting:** This component has an estimated useful life of 10 years. The cost basis of this item was provided from the actual cost incurred by the client to complete this project in 2023.

**Structural and Site Engineering Inspection:** This allowance item was included in this report at the direction of the client and repeats every five years throughout the 25 year window of analysis. This inspection should include, but not be limited to, the following items: exterior building envelope; concrete, asphalt and brick; roof and parapets, mechanical, electrical and plumbing; exterior stormwater system and review/analysis of strain gauge data and related settings.

## SITE COMPONENTS

**Concrete and Stamped Concrete Sidewalks and Steps:** This item has a Useful Life which can range from 40 to 50 years. Observed condition is average. Replacement will be 4" of concrete. Since sections of concrete can be selectively replaced, and since concrete can vary significantly in wear and tear, only partial replacement of the concrete sidewalks was assumed, with the remainder being easily repaired or simply used for an extended period. It was assumed that approximately 5-10% of concrete sidewalks would require replacement after 15-20 years of original installation, and then an additional 5-10% of concrete sidewalks would be replaced every five years thereafter. These replacements are assumed to work together with ongoing maintenance (such as leveling) and smaller concrete replacements (i.e., those projects costing less than \$5,000), which will occur via operations.

We recommend that any weeds that are growing between or through the concrete slabs be immediately treated with an herbicide such as Roundup. If the Association wishes to limit the use of herbicides, application of a vinegar solution (20% acetic acid) and water has been shown to be effective for approximately two months (these results are comparable to the use of Roundup). Failure to implement a regular weed abatement program can dramatically shorten the Useful Life of the concrete sidewalks.

**Asphalt Pavement (Total Replacement):** For total replacement, the entire asphalt layer is removed, and the underlying base is typically repaired and recompact where needed. Total replacement is recommended when the asphalt is structurally failing which is indicated by the extensive alligator cracking of the current asphalt installation.

Given the prevalence of persistent supply-chain disruptions and worker shortages in the various building trades, both of which are influencing overall costs, attention must be paid to current prices for key reserve components. While divining the future with 100% accuracy is not possible, we can make a reasonable assumption that the demand for asphalt pavement will reach equilibrium with supply, and future price increases will approximate historical price

increases pre-pandemic. We used the high end of the range for current replacement cost to account for what is assumed to be a temporary but variable spike in prices.

A more affordable but less robust alternative to total replacement is mill and overlay. This consists of milling out the existing asphalt, with a minimum 1½” overlay. Mill and overlay is recommended when the wearing course of asphalt does not exhibit extensive structural failure, such as alligator cracking.

Regardless of which approach is used, we recommend that any weeds that are growing between or through the asphalt be immediately treated with an herbicide such as Roundup. If the Association wishes to limit the use of herbicides, application of a vinegar solution (20% acetic acid) and water has been shown to be effective for approximately two months (these results are comparable to the use of Roundup). Failure to implement a regular weed abatement program can dramatically shorten the Useful Life of the asphalt surfacing.

**Catch Basins (Capital Repairs):** Because of their function channeling storm water runoff, catch basins typically require capital repairs to account for the steady impact of water erosion in and around the catch basin area. Capital repairs typically take the form of removing the surrounding asphalt and/or concrete, partially rebuilding portions of the below grade catch basin structure, and then installing new asphalt and/or concrete around the metal catch basin grate.

Not all catch basins will require capital repairs at any given interval depending on the specific volume of runoff each catch basin is subject to. Approximately 50% of catch basins are assumed to require repairs during each service interval, and this is accounted for by using a 50% cost factor which results in a cost of \$1,000 per catch basin (\$2,000 per catch basin capital repair x 50% of catch basins will require repairs = \$1,000 per catch basin).

A relatively recent alternative catch basin repair procedure involves application of a structural polymer which fills voids and hardens upon application and is typically guaranteed for 10 years. The structural polymer method of catch basin capital repairs typically costs 25%-50%

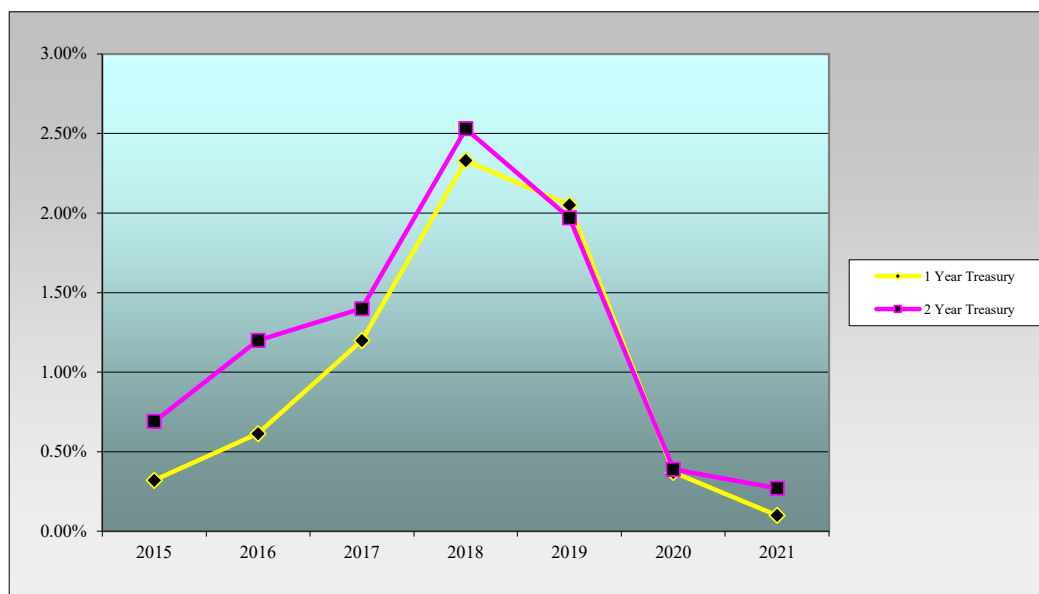
of the cost of the traditional rebuilding method. However, the traditional method of partially rebuilding each catch basin has been assumed in this reserve study since it typically lasts twice as long as the structural polymer guarantee.

## FINANCIAL ANALYSIS

### FINANCIAL ASSUMPTIONS

The following chart details the historical trend for typical savings investment vehicles (one- and two-year Treasuries) as published by the U.S. Treasury Department.

**Trend for Sample Investment Types**



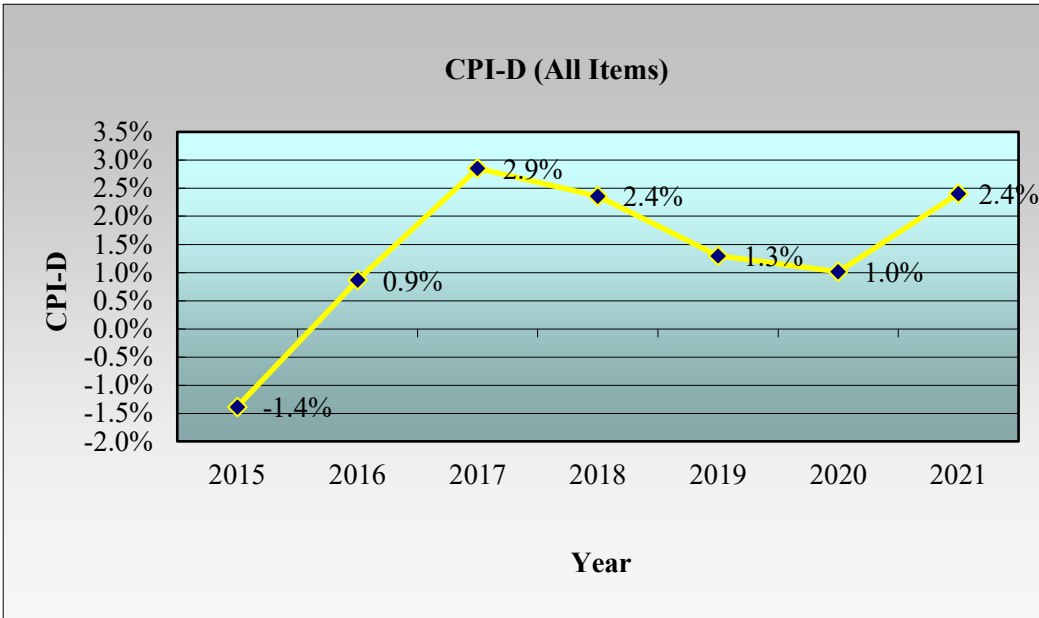
Treasuries provide a good investment benchmark since they reflect a very safe investment whose risk profile matches that of most condominium associations. By using “laddering” in which maturities are staggered over time, an Association can often gain some of the higher yield of a longer-term investment, while still having access to liquid funds as the various investments mature in over time.

A broad-based analysis of rates is required since the investment yield-rate selected will be utilized for the entire 25-year projection period, and the rate selected should therefore reflect what can be expected during a 25-year time period, with only partial consideration given to current investment rates.

For the purposes of this Reserve Study, we will use a Reserve savings yield rate of 2.0%. We did not make any adjustments to account for the impact of Federal Income Tax on investment income since the Association's tax situation can change over time. We advise the client to consult with its accountant and/or professional investment advisor to develop or refine an investment strategy consistent with the Association's risk profile and Reserve investment profile.

### ESTIMATION OF INFLATION RATE

The following graph illustrates the five-year historical trend for the Consumer Price Index (CPI-D; all Items) as published by the U.S. Bureau of Labor Statistics.



As discussed for Reserve savings rates, a broad-based analysis of rates is required since the inflation rate selected will be utilized for the entire 25-year projection period. In addition, the CPI-D measures inflation for a wide-range of goods, and therefore does not correlate directly with changes in the cost of materials and labor for repair/replacement of Reserve Components.

For the purposes of this Reserve Study, we will use a 3.0% annual inflation rate. Although inflation may be above or below a 3.0% annual inflation rate during any particular year of the

25-year projection period, we anticipate a 3.0% annual inflation rate to represent the long-term average.

#### **SUMMARY AND CONCLUSION OF SELECTED RATES**

Having the Reserve savings yield rate less than the expected long-term inflation rate is a conservative assumption since most investments are made with the primary purpose of matching or exceeding inflation. However, associations typically follow a reserve investment policy which strongly emphasizes safety and preservation of capital. Since risk and reward are directly related, the lower risk profile utilized by associations typically results in a lower rate of return, and therefore having the reserve savings investment yield be less than the expected inflation rate was considered reasonable.



## **ADDENDA**

## PHOTOGRAPHS



Photograph 1: Typical view of building exterior elevation



Photograph 2: Typical view of building exterior elevation

## PHOTOGRAPHS



Photograph 3: Typical view of building exterior elevation



Photograph 4: Typical view of building exterior elevation



## PHOTOGRAPHS



Photograph 5: Typical view of building exterior elevation



Photograph 6: Typical view of windows

## PHOTOGRAPHS



Photograph 7: Typical view of window



Photograph 8: Typical view of windows



## PHOTOGRAPHS



Photograph 9: Typical view of glass doorwall/slider



Photograph 10: Typical view of EPDM roof with stone ballast

## PHOTOGRAPHS



Photograph 11: Typical view of EPDM roof with stone ballast



Photograph 12: Typical view of elevator cab



## PHOTOGRAPHS



Photograph 13: Typical view of elevator South hydraulic tank and controller



Photograph 14: Typical view of elevator north hydraulic tank



## PHOTOGRAPHS



Photograph 15: Typical view of community room condensers

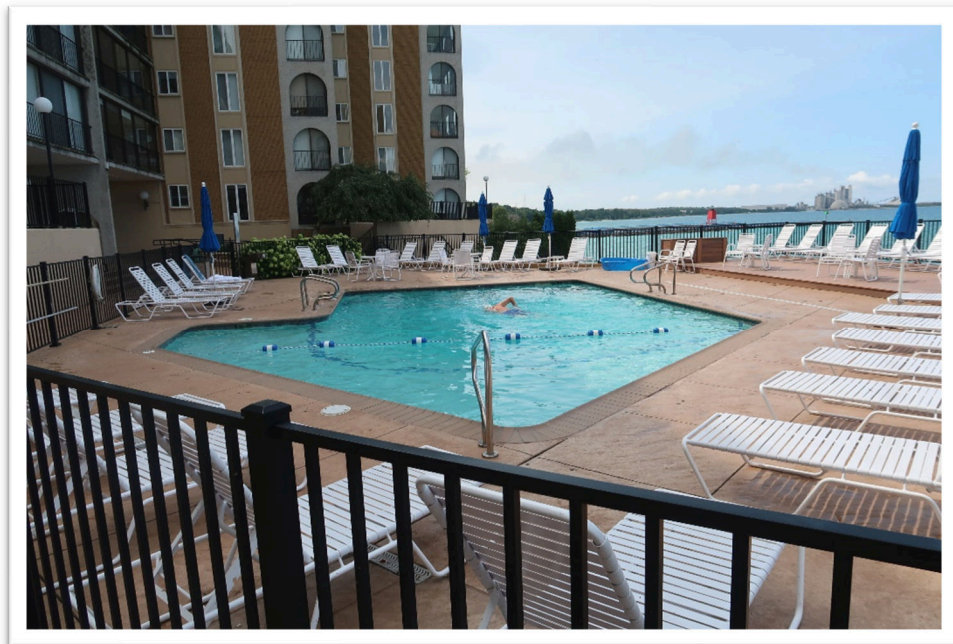


Photograph 16: Typical view of community room interior

## PHOTOGRAPHS



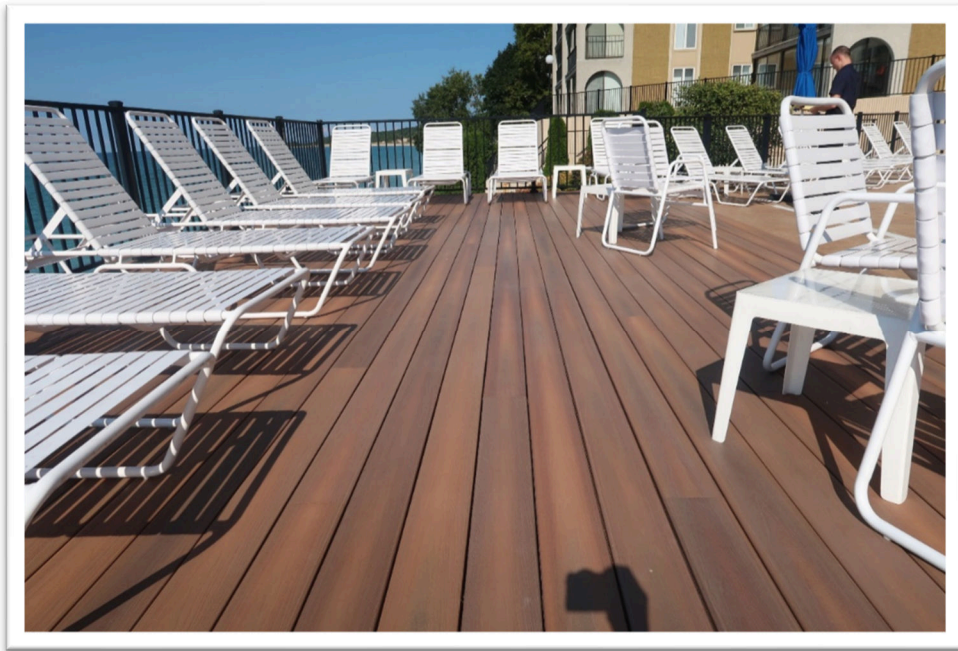
Photograph 17: Typical view of community room interior



Photograph 18: Typical view of pool area



## PHOTOGRAPHS



Photograph 19: Typical view of pool composite deck

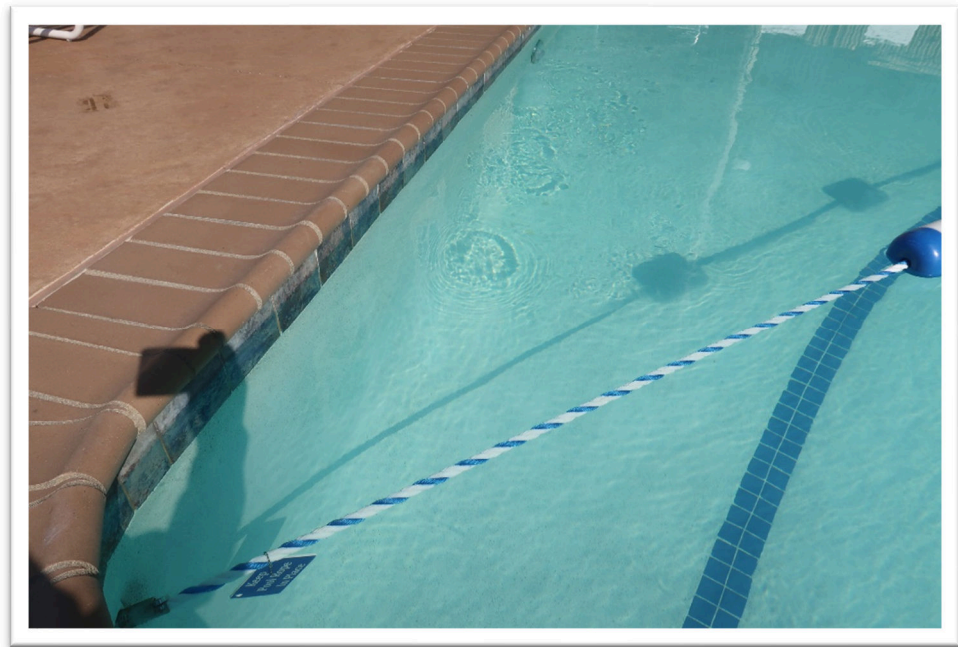


Photograph 20: Typical view of pool furniture

## PHOTOGRAPHS



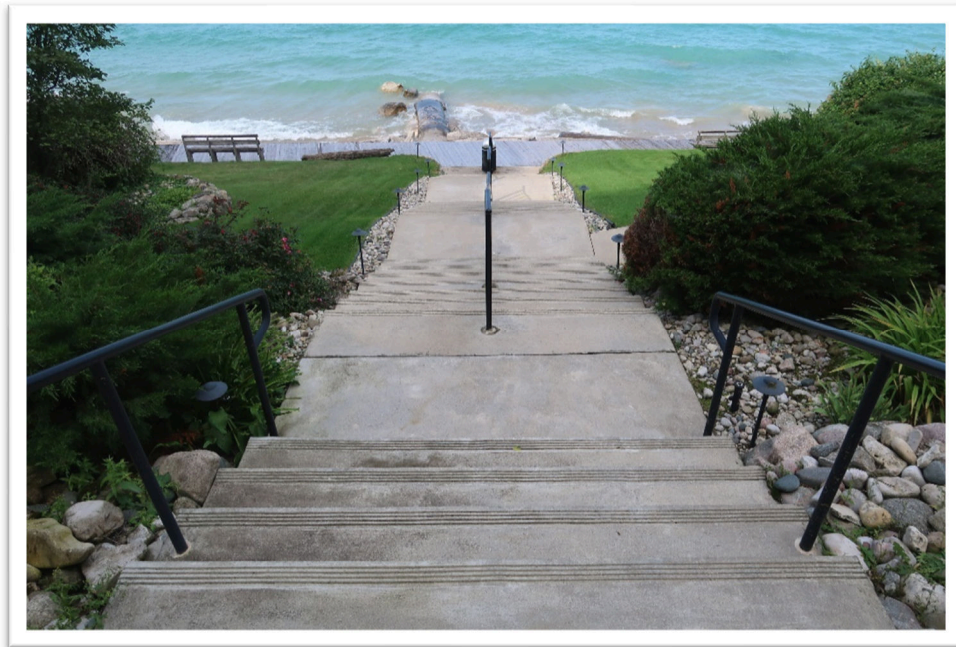
Photograph 21: Typical view of pool heater



Photograph 22: Typical view of pool coping and tiling



## PHOTOGRAPHS



Photograph 23: Typical view of concrete steps



Photograph 24: Typical view of wood boardwalk

## PHOTOGRAPHS



Photograph 25: Typical view of carport



Photograph 26: Typical view of carport metal roof



## PHOTOGRAPHS



Photograph 27: Typical view of concrete slabs under carport



Photograph 28: Typical view of asphalt street

## PHOTOGRAPHS



Photograph 29: Typical view of asphalt street



Photograph 30: Typical view of asphalt street



## PHOTOGRAPHS



Photograph 31: Typical view of metal catch basin

RESERVE EXPENDITURES AND RESERVE FUNDING PLAN

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Assumptions

3.0% annual inflation rate

2023-24 first fiscal year of analysis

Reserve Component Inventory	Quantities Total	First Year of Replacement	Life Analysis (Yrs.)		Unit Cost (\$)	Remaining Useful Lives and Estimated Future Replacements Costs																								
			Normal	Remaining		RUL= 1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
						2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39	2039-40	2040-41	2041-42	2042-43	2043-44	2044-45	2045-46	2046-47	2047-48
Building Components																														
EPDM Membrane Roof Cover (With Stone Balast); Replacement	25,401 SF	2025	20	3	14.57 PSF	-	-	392,634	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	709,141	-	-
Elevator North; Modernization	1 LOT	2047	25	25	118,000 /LOT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	239,870
Elevator South; Remaining Modernization (Cab Done 2021)	1 LOT	2029	25	7	110,000 /LOT	-	-	-	-	-	-	131,346	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Elevator & Mail Room Lobbies; Carpet Replacement & Paint	1 LOT	2037	15	15	95,000 /LOT	-	-	-	-	-	-	-	-	-	-	-	-	-	143,696	-	-	-	-	-	-	-	-	-	-	-
Backup Generator (7 kWh); Replacement	1 UNIT	2027	25	5	15,000 /UNIT	-	-	-	-	16,883	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community Room; Lavatories (x2); Refresh	1 LOT	2041	20	19	10,000 /LOT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	17,024	-	-	-	-	-	-	-
Community Room; Electric Furnace+Condenser (Replaced 2022); Replacement	1 UNIT	2042	20	20	12,000 /UNIT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	23,672	-	-	-	-	-	-
Community Room; Electric Furnace+Condenser (Remaining Older Unit); Replacement	1 UNIT	2027	20	5	12,000 /UNIT	-	-	-	-	15,194	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	27,443
Community Room; Carpet & Partial Painting	1,080 SF	2036	15	14	11.50 /SF	-	-	-	-	-	-	-	-	-	-	-	-	18,239	-	-	-	-	-	-	-	-	-	-	-	-
Windows; Parking Lot Side of Building (Excluding Elevator Stacks); Phased Replacement	1,233 SF	2027	30	5	55.00 /SF	-	-	-	-	9,542	9,828	10,123	10,427	10,740	11,062	11,394	11,736	-	-	-	-	-	-	-	-	-	-	-	-	-
Windows & Doorwalls; Elevator Stacks, Building Ends & Lake Facing Side; Phased Replacement	2,266 SF	2037	30	15	55.00 /SF	-	-	-	-	-	-	-	-	-	-	-	-	-	23,560	24,267	24,995	25,745	26,517	27,313	28,132	28,976	-	-	-	-
Concrete & Wood Exterior Siding; Painting & Caulking	1 LOT	2028	10	6	45,000 /LOT	-	-	-	-	-	52,167	-	-	-	-	-	-	-	-	70,109	-	-	-	-	-	-	-	-	-	-
Exterior Envelope; Sealing & Water Proofing	1 LOT	2029	10	7	138,500 /LOT	-	-	-	-	-	-	165,376	-	-	-	-	-	-	-	-	222,252	-	-	-	-	-	-	-	-	-
Unit Fronts; Painting	1 LOT	2023	10	1	44,700 /LOT	44,700	-	-	-	-	-	-	-	-	-	60,073	-	-	-	-	-	-	-	-	80,733	-	-	-	-	-
Concrete and Wood Exterior Siding; Painting	1 LOT	2027	10	5	16,742 /LOT	-	-	-	-	18,843	-	-	-	-	-	-	-	-	25,324	-	-	-	-	-	-	-	-	-	-	34,033
Center Tower; Carpet and Paint (Last Done 2019)	1 LOT	2034	15	12	8,000 /LOT	-	-	-	-	-	-	-	-	-	-	-	11,074	-	-	-	-	-	-	-	-	-	-	-	-	-
Westside Railings; Replacement (One Time Only)	1 LOT	2026	N/A	4	110,400 /LOT	-	-	-	120,637	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Plumbing Stacks; Remaining 2 Phases; Phased Capital Repairs (One Time Only)	1 LOT	2023	N/A	1	142,000 /LOT	71,000	73,130	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Site Components																														
Concrete/Stamped Concrete Sidewalks & Steps (4"); Phased Partial Replacement	10,545 SF	2027	30-50	5	8.50 PSF	-	-	-	-	10,088	-	-	-	-	11,695	-	-	-	-	13,558	-	-	-	-	15,717	-	-	-	-	18,220
Concrete Slabs Under Carports (6"); Phased Partial Replacement (Begins After Below Replacement)	11,964 SF	2042	30-50	20	10.50 PSF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,028	-	-	-	-	25,536	
Asphalt; Pavement; Total Replacement	27,048 SF	2032	30	10	4.75 /SF	-	-	-	-	-	-	-	-	-	167,635	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Catch Basins; Capital Repairs	6 UNITS	2032	18	10	1,000 /UNIT	-	-	-	-	-	-	-	-	-	7,829	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Carport Metal Roofs, Concrete Pads, and Electric; Phased Replacement	11,964 SF	2027	50	5	23.50 /SF	-	-	-	-	158,221	162,967	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Carport Metal Roofs; Painting (Begins After Next Replacement)	11,964 SF	2043	15	21	0.80 /SF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	17,287	-	-	-	-	-
Wood Boardwalk; Replacement	6,032 SF	2032	25	10	25.00 /SF	-	-	-	-	-	-	-	-	-	196,760	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Wood Retaining Wall Near Boardwalk; Replacement	1 LOT	2023	25	1	17,854 /LOT	17,854	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Globe Pole Lights; Replacement	17 UNITS	2032	30	10	1,200 /UNIT	-	-	-	-	-	-	-	-	-	26,617	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Streetside Landscaping Renovations (One Time Only)	1 LOT	2023	N/A	1	27,700 /LOT	19,290	19,270	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Pool Components																														
Pool; Plaster/Marcite; Replacement	760 SF	2027	12	5	26.50 /SF	-	-	-	-	22,668	-	-	-	-	-	-	-	-	-	32,319	-	-	-	-	-	-	-	-	-	-
Pool; Coping and Tile; Replacement	114 LF	2040	25	18	72.00 PLF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13,567	-	-	-	-	-	-	-	-	-
Pool; Heater; Replacement	1 UNIT	2040	20	18	5,500 /UNIT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	9,091	-	-	-	-	-	-	-	-	-
Pool; Furniture; Chase Lounges; Replacement	35 UNITS	2027	10	5	425 /UNIT	-	-	-	-	16,742	-	-	-	-	-	-	-	-	22,500	-	-	-	-	-	-	-	-	-	-	30,238
Pool Furniture; Tables & Chairs; Replacement	14 UNITS	2027	10	5	250 /UNIT	-	-	-	-	3,939	-	-	-	-	-	-	-	-	5,294	-	-	-	-	-	-	-	-	-	-	7,115
Pool; Composite Deck; Replacement	608 SF	2040	25	18	33.00 /SF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	33,163	-	-	-	-	-	-	-	-	-
Other Components																														
Reserve Study; Update (Guaranteed Update Price Years 1-5)	1 UNIT	2027	5	5	2,420 /UNIT	-	-	-	-	2,724	-	-	-	-	3,158	-	-	-	-	3,660	-	-	-	-	4,243	-	-	-	-	4,919
Structural and Site Engineering Inspection; Allowance	1 LOT	2027	5	5	10,000 /LOT	-	-	-	-	11,255	-	-	-	-	13,048	-	-	-	-	15,126	-	-	-	-	17,535	-	-	-	-	20,328
Total Expenditures						152,844	92,400	392,634	120,637	286,099	224,963	306,845	10,427	10,740	437,803	71,467	22,810	-	18,239	252,718	94,375	279,566	81,565	43,541	110,508	126,152	28,976	709,141	-	407,702

**HISTORIC AND RECOMMENDED RESERVE FUNDING PLAN**  
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## Assumptions

2.0% Average Interest Rate Earned on Invested Reserves  
 2.0% Annual Increase in Collected Reserve Funds for Historic Projection  
 2.0% Annual Increase in Collected Reserve Funds for Recommended Funding Plan\*  
 500 Per Unit; Threshold For 1st Year  
 64 Number of Units  
 No Autocalculate Reserve Contributions

## Historic Reserve Funding Projection

		2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39	2039-40	2040-41	2041-42	2042-43	2043-44	2044-45	2045-46	2046-47	2047-48	
Plus	Reserve Balance at Beginning of Fiscal Year	\$ 210,376	\$ 249,556	\$ 353,719	\$ 163,563	\$ 245,509	\$ 167,618	\$ 153,372	\$ 61,105	\$ 267,642	\$ 482,311	\$ 278,612	\$ 441,664	\$ 661,214	\$ 912,634	\$ 1,155,608	\$ 1,173,821	\$ 1,355,698	\$ 1,361,078	\$ 1,569,722	\$ 1,825,823	\$ 2,025,443	\$ 2,218,885	\$ 2,518,953	\$ 2,150,551	\$ 2,489,729	
	Plus Recurring Reserve Contribution	185,791	189,507	193,297	197,163	201,106	205,128	209,231	213,415	217,684	222,037	226,478	231,008	235,628	240,340	245,147	250,050	255,051	260,152	265,355	270,662	276,076	281,597	287,229	292,974	298,833	
	Plus Additional Reserve Contribution	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Equals	Interim Reserve Balance	396,167	439,062	547,016	360,726	446,615	372,746	362,602	274,521	485,326	704,349	505,090	672,672	896,842	1,152,975	1,400,755	1,423,871	1,610,749	1,621,230	1,835,077	2,096,485	2,301,519	2,500,482	2,806,182	2,443,525	2,788,562	
Plus	Estimated Interest Earned, During Year	6,233	7,057	9,181	5,420	7,102	5,588	5,348	3,548	7,726	12,066	8,041	11,351	15,793	20,872	25,784	26,202	29,894	30,057	34,287	39,467	43,518	47,447	53,510	46,204	53,052	
Equals	New Reserve Balance	402,400	446,119	556,197	366,146	453,717	378,335	367,950	278,069	493,051	716,415	513,131	684,023	912,634	1,173,847	1,426,539	1,450,073	1,640,643	1,651,287	1,869,364	2,135,952	2,345,037	2,547,929	2,859,692	2,489,729	2,841,614	
Less	Anticipated Expenditures, By Year	(152,844)	(92,400)	(392,634)	(120,637)	(286,099)	(224,963)	(306,845)	(10,427)	(10,740)	(437,803)	(71,467)	(22,810)	-	(18,239)	(252,718)	(94,375)	(279,566)	(81,565)	(43,341)	(110,508)	(126,152)	(28,976)	(709,141)	-	(407,702)	
Equals	Anticipated Balance of Reserve Fund at Year End	\$ 249,556	\$ 353,719	\$ 163,563	\$ 245,509	\$ 167,618	\$ 153,372	\$ 61,105	\$ 267,642	\$ 482,311	\$ 278,612	\$ 441,664	\$ 661,214	\$ 912,634	\$ 1,155,608	\$ 1,173,821	\$ 1,355,698	\$ 1,361,078	\$ 1,569,722	\$ 1,825,823	\$ 2,025,443	\$ 2,218,885	\$ 2,518,953	\$ 2,150,551	\$ 2,489,729	\$ 2,433,912	
Threshold Target		\$160,000	\$ 164,800	\$ 169,744	\$ 174,836	\$ 180,081	\$ 185,484	\$ 191,048	\$ 196,780	\$ 202,683	\$ 208,764	\$ 215,027	\$ 221,477	\$ 228,122	\$ 234,965	\$ 242,014	\$ 249,275	\$ 256,753	\$ 264,456	\$ 272,389	\$ 280,561	\$ 288,978	\$ 297,647	\$ 306,577	\$ 315,774	\$ 325,247	\$ 335,004
Amount Over/Under Threshold <sup>2</sup>		\$ 84,756	\$ 183,975	-\$11,273	\$ 65,428	-\$17,866	-\$37,677	-\$135,675	\$ 64,959	\$ 273,348	\$ 63,586	\$ 220,187	\$ 433,092	\$ 677,669	\$ 913,593	\$ 924,547	\$ 1,098,945	\$ 1,096,622	\$ 1,297,333	\$ 1,545,262	\$ 1,736,465	\$ 1,921,238	\$ 2,212,377	\$ 1,834,777	\$ 2,164,482	\$ 2,098,907	

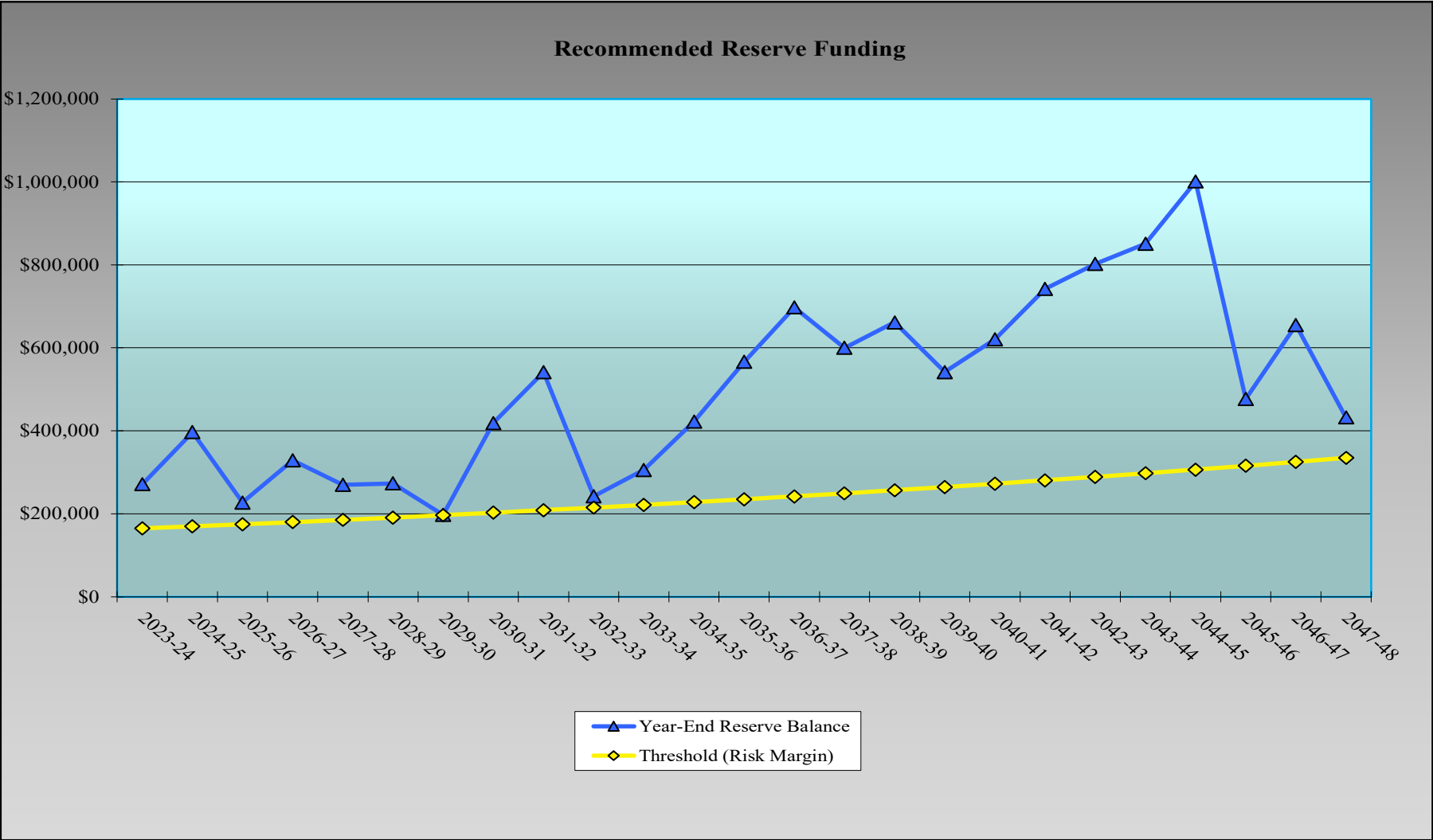
## Recommended Funding Plan

		2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39	2039-40	2040-41	2041-42	2042-43	2043-44	2044-45	2045-46	2046-47	2047-48
	Reserve Balance at Beginning of Fiscal Year	\$ 210,376	\$ 271,470	\$ 396,858	\$ 227,249	\$ 328,974	\$ 270,103	\$ 273,515	\$ 197,438	\$ 418,684	\$ 541,568	\$ 242,375	\$ 306,060	\$ 422,305	\$ 566,313	\$ 697,691	\$ 599,948	\$ 661,422	\$ 541,767	\$ 620,650	\$ 742,168	\$ 802,181	\$ 850,885	\$ 1,000,873	\$ 476,931	\$ 654,986
Plus	Recommended Recurring Reserve Contributions <sup>1</sup>	103,700	106,300	109,000	111,700	114,500	116,800	119,100	121,500	123,900	126,400	128,900	131,500	134,100	136,800	139,500	142,300	145,100	148,000	151,000	154,000	157,100	160,200	163,400	166,700	170,000
Plus	Additional Reserve Contribution	104,900	104,900	104,900	104,900	104,900	104,900	104,900	104,900	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equals	Interim Reserve Balance	418,976	482,670	610,758	443,849	548,374	491,803	497,515	423,838	542,584	667,968	371,275	437,560	556,405	703,113	837,191	742,248	806,522	689,767	771,650	896,168	959,281	1,011,085	1,164,273	643,631	824,986
Plus	Estimated Interest Earned, During Year <sup>1</sup>	5,338	6,588	9,125	5,762	7,828	6,675	6,768	5,273	9,724	12,209	6,252	7,555	9,908	12,817	15,474	13,550	14,810	12,449	14,059	16,522	17,756	18,764	21,798	11,356	14,953
Equals	New Reserve Balance	424,314	489,258	619,883	449,611	556,202	498,478	504,283	429,111	552,308	680,177	377,527	445,115	566,313	715,930	852,665	755,798	821,332	702,215	785,709	912,690	977,037	1,029,849	1,186,072	654,986	839,939
Less	Anticipated Expenditures, By Year	(152,844)	(92,400)	(392,634)	(120,637)	(286,099)	(224,963)	(306,845)	(10,427)	(10,740)	(437,803)	(71,467)	(22,810)	-	(18,239)	(252,718)	(94,375)	(279,566)	(81,565)	(43,341)	(110,508)	(126,152)	(28,976)	(709,141)	-	(407,702)
Equals	Anticipated Balance of Reserve Fund at Year End <sup>2</sup>	\$ 271,470	\$ 396,858	\$ 227,249	\$ 328,974	\$ 270,103	\$ 273,515	\$ 197,438	\$ 418,684	\$ 541,568	\$ 242,375	\$ 306,060	\$ 422,305	\$ 566,313	\$ 697,691	\$ 599,948	\$ 661,422	\$ 541,767	\$ 620,650	\$ 742,168	\$ 802,181	\$ 850,885	\$ 1,000,873	\$ 476,931	\$ 654,986	\$ 432,237
Amount Over/Under Threshold <sup>3</sup>		\$ 106,670	\$ 227,114	\$ 52,412	\$ 148,893	\$ 84,619	\$ 82,466	\$ 658	\$ 216,001	\$ 332,805	\$ 27,348	\$ 84,583	\$ 194,183	\$ 331,348	\$ 455,677	\$ 350,673	\$ 404,669	\$ 277,311	\$ 348,261	\$ 461,607	\$ 513,204	\$ 553,238	\$ 694,297	\$ 161,157	\$ 329,739	\$ 97,232

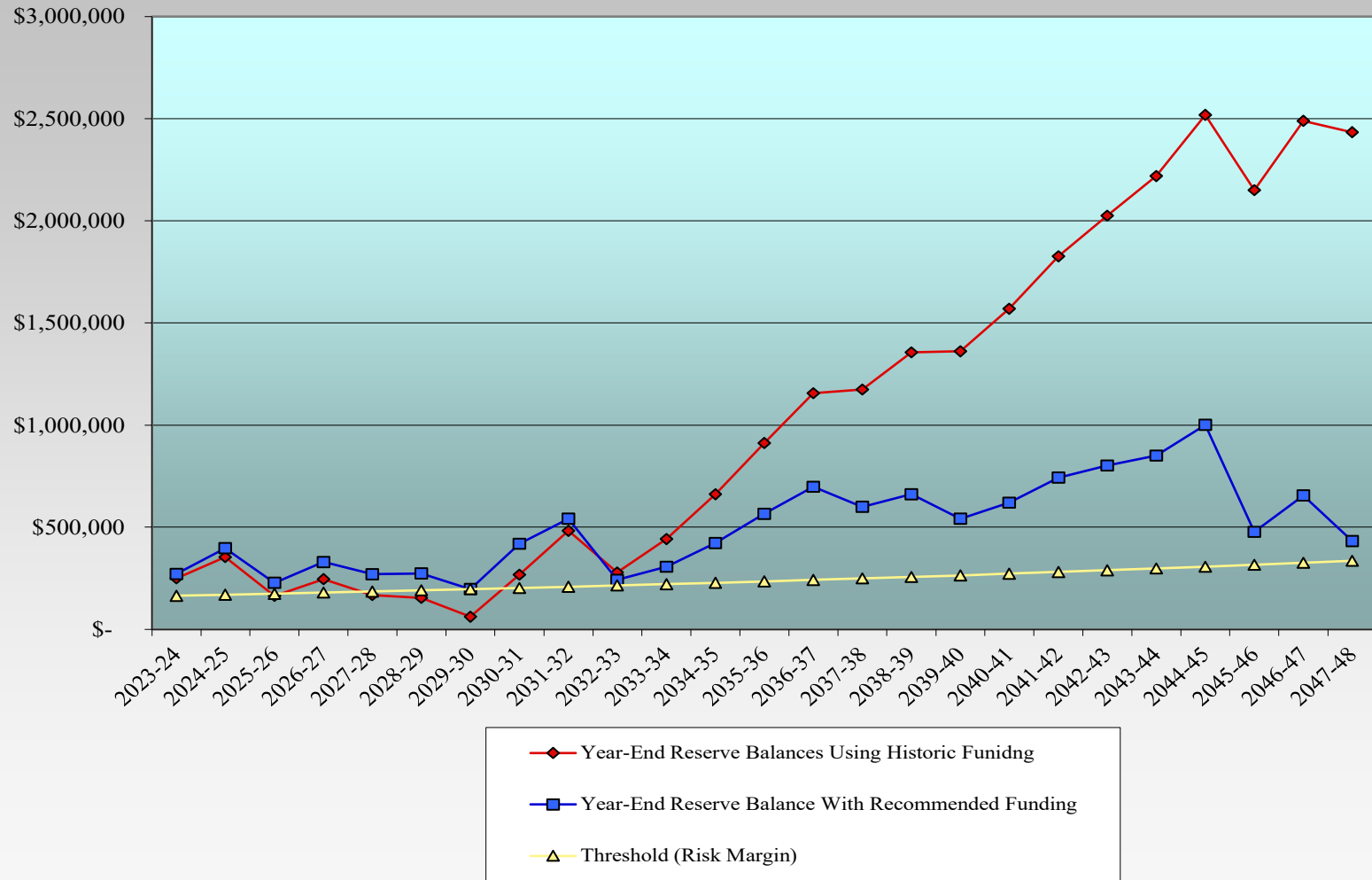
<sup>1</sup>The recommended recurring reserve contribution is assumed to increase at a rate of 2.5% for years highlighted in light green whereas all remaining years highlighted in yellow are assumed to increase at a 2% rate.

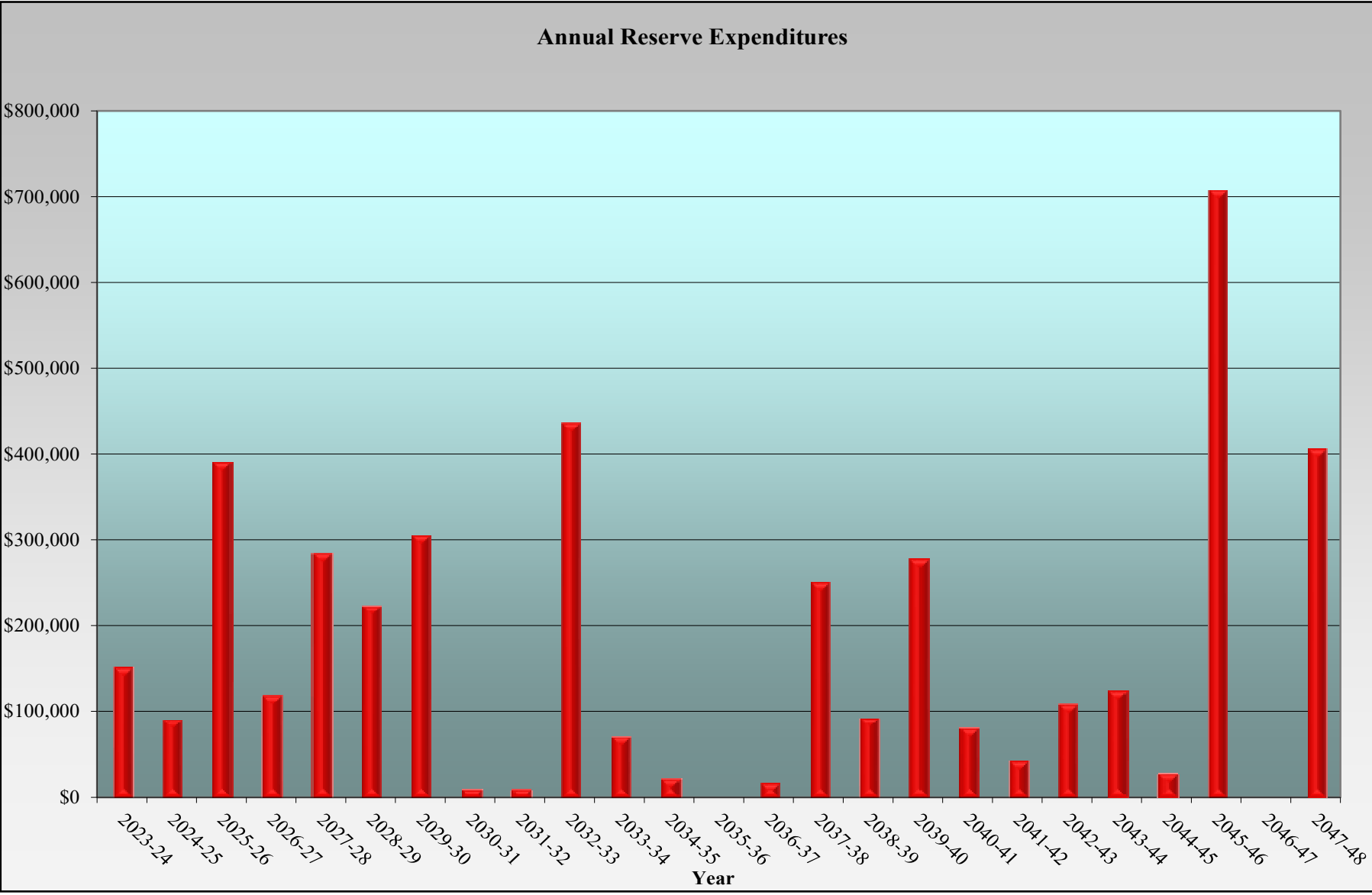
<sup>2</sup>The Association's threshold balance is maintained within the operating budget as a contingency fund. The contingency fund is replenished annually through increases to the operating budget.

RESERVE FUNDING PLAN GRAPHS



### Reserve Balances - Historic vs. Recommended





## CERTIFICATIONS, ASSUMPTIONS AND LIMITING CONDITIONS

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### Certifications

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions and conclusions.
- I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined outcome that favors the cause of the client, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions are developed, and this report has been prepared, in conformity with the relevant sections of the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation and the Code of Professional Ethics of the Appraisal Institute.
- I have made a non-invasive inspection of the property that is the subject of this report.
- Kai Conahan provided significant professional assistance to the person signing this report.
- I certify that the use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- In Michigan, appraisers are required to be licensed/certified and are regulated by the Michigan Department of Consumer and Industry Services, Licensing Division, P.O. Box 30018, Lansing, Michigan 48909.



Paul K.T. Conahan, MBA, RS  
State Certified General Real Estate Appraiser  
License No. 1201002454

## **Assumptions and Limiting Conditions**

### **Assumptions**

- When doing an “Update With Site Visit” assignment, the Reserve Component inventory was not quantified, although minor additions/deletions of the component inventory, along with their quantities and install dates, were accounted for. The quantification of Reserve Components as determined by the previous reserve study were assumed to be accurate.
- When doing an “Update Without Site Visit” assignment, the Reserve Component conditions were not visually confirmed and updated, and the Remaining Useful Lives of the Reserve Components were calculated based on the assumption that the actual time elapsed since the previous reserve study was added to the effective age as determined in the previous reserve study. However, minor additions/deletions of the Reserve Components, along with their quantities and dates of installation, as reported by the client, were accounted for. Excluding any changes reported by the client, the quantification of Reserve Components as determined by the previous reserve study were assumed to be accurate.
- Responsible and competent property management are assumed. This includes not only responsible and competent oversight with regard to the repair and replacement of the Reserve Components, but also responsible and competent financial management, with particular regard to prudent investment of the Association’s reserve funds.
- Information furnished by representatives of the Association regarding financial, physical, quantity, or historical issues were assumed reliable. However, no warranty is given for the accuracy of this information. The actual or projected total reserve balance presented in the Reserve Study is based upon information provided but was not audited. Client’s receipt of the final reserve study will serve as verification that the client has reviewed the reserve study and confirmed that all information provided by the Association has been accurately represented in the final reserve study.
- It is assumed that there are no hidden or unapparent conditions on the property, subsoil or structure. No responsibility is assumed for such conditions or for arranging for engineering studies that may be required to discover them.
- Unless otherwise stated in this report, the existence of hazardous materials, which may or may not be present on the property, was not observed by the author of this report. The author has no knowledge of the existence of such materials on or in the property. The author, however, is not qualified to detect such substances. The presence of substances such as asbestos, urea formaldehyde foam insulation, lead-based paint, or other potentially hazardous materials may adversely affect the property and require remediation. We assumed that there are no such materials on the property. No responsibility is assumed for any such conditions, or for any expertise or engineering knowledge required to discover them. The client is urged to retain an expert in this field, if desired.
- It is assumed that there is full compliance with all applicable federal, state, and local environmental regulations and laws, and all other applicable laws and regulations.



- It is assumed that all required licenses, certificates of occupancy, consents or other legislative or administrative authority from any local, state or national government or private entity or organization have been obtained.
- The client is assumed to have deemed previously developed component quantities as accurate and reliable (for update reports only).
- The current work is reliant on the validity of prior Reserve Studies (for update reports only).

#### Limiting Conditions

- Any dispute arising under this agreement will be settled using binding arbitration under the rules of the American Arbitration Association. Arbitration shall be held in the City of Ann Arbor, Michigan, and one arbitrator will be appointed. Any arbitration award may be entered by any court of competent jurisdiction. The Client understands that absent these provisions, the Client would have the right to sue in court and have a jury trial.
- Unless the time frame is shorter under applicable law, any legal action or claim relating to the reserve study or reserve study provider shall be filed in the applicable arbitration tribunal, within two years from the date of delivery to Client of the reserve study to which the claims or causes of action relate or, in the case of acts or conduct after delivery of the report, two years from the date of the alleged acts or conduct. The time frame stated in this section shall not be extended by any delay in the discovery or accrual of the underlying claims, causes of action or damages. The time frame stated shall apply to all non-criminal claims or causes of action of any type.
- By its nature, a reserve study must make assumptions about the future. Michigan Reserve Associates LLC cannot be held responsible for unforeseeable events that dramatically alter future costs from those projected in the reserve study.
- Reserve Studies do not typically include the repair or replacement of plumbing, electrical wiring, or telephone lines.
- Information provided about reserve projects will be considered reliable. Any on-site inspection should not be considered a project audit or quality inspection.
- For mechanical systems, we have observed those parts of the mechanical equipment and systems that constitute an integral part of the property and that are generally visible. From such observation, we have reported any apparent conditions that we believe might bear on the conclusions of this report. We have not, however, extensively tested such mechanical systems and equipment, and we assume no responsibility for their operating performance.
- No invasive testing was performed on the Reserve Components. We render no opinion on the structural integrity of the property, nor do we offer an opinion as to conformity with governmental code requirements.
- Our opinion of Remaining Useful Life is not a guarantee or warranty of the Reserve Components.

- This study is to be used by the intended user for the purpose of budgeting and long-term major repair and replacement planning. The scope of work included in this study is unique to the intended use and intended user, and this report may not be utilized for any other use or user. Such other uses include, but are not limited to, performing an audit, quality/forensic analysis, or background checks of historical records. The client and its representatives may not transmit this reserve study in any fashion to persons or entities that perform reserve studies.
- Client agreed to furnish Michigan Reserve Associates LLC with a complete and up-to-date set of governing documents. Michigan Reserve Associates LLC cannot be held responsible for incomplete or incorrect documents. We are not attorneys and we cannot guarantee that all reserve components have been properly included or excluded in the reserve study. Client agrees to review the reserve study for accuracy during the review process, and seek legal counsel when necessary. Client agrees that all responsibility for the list of reserve components presented in the final reserve study shall be borne by the client.
- The Americans with Disabilities Act (ADA) became effective on January 26, 1992. We have not made a specific compliance survey and analysis of the subject property to determine whether or not it is in conformity with the various requirements of the ADA. It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA, could reveal that the property is not in compliance with one or more requirements of the ADA. If so, this fact could have a negative impact on the property and trigger compliance costs. We did not consider noncompliance with the ADA requirements for this assignment.
- Our inspection did not address or render an opinion on repairs or replacements arising from original construction defects or unpredictable acts of nature.
- We are not financial advisors, and we recommend that the client consult with its accountant and/or professional investment advisor(s) to develop and refine an investment strategy consistent with the Association's risk profile and Reserve investment profile.
- We are not attorneys, and we recommend that the client consult with its attorney regarding reserve requirements and any other interpretations of relevant law, such as, but not limited to, the Michigan Condominium Act, complementary legislation such as the Nonprofit Corporation Act, and Administrative Rulings.
- Roof areas were measured from the ground using generally accepted techniques which take into account the building footprint, roof overhang, roof pitch, and unique roofing characteristics.
- Possession of this report, or a copy thereof, does not carry with it the right of publication. It may not be used for any purpose by any person other than the party to whom it is addressed without the written consent of Michigan Reserve Associates LLC, and in any event only with properly written qualifications and only in its entirety.
- Any illustrative material in this report is included only to assist the reader in visualizing the property and/or provide graphical support to the narrative text.

- We are not by reason of this report, required to give further in-person consultation, testimony or be in attendance in court with reference to the property in question unless prior arrangements have been made.
- Liability due to negligence is limited to the actual cost paid by the client for this engagement.
- Michigan Reserve Associates LLC reserves the right to include your Association's name in our client list. However, all information provided to us, as well as details of interviews, conversations, and the Reserve Study shall be strictly confidential and will not be disbursed to any third party.

## **QUALIFICATIONS – PAUL K.T. CONAHAN, MBA, RS**

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### **CONTACT INFORMATION**

Mail: 424 Little Lake Drive, Suite 23, Ann Arbor, Michigan 48103

Phone: Office: (734) 661-1259 Direct: (734) 417-4736

E-mail: paul@MichiganReserveAssociates.com

Web: www.MichiganReserveAssocaites.com

### **EMPLOYMENT RECORD**

Principal, Michigan Reserve Associates LLC, Ann Arbor, Michigan, 2005-Present

Principal, Davis M. Somers Commercial Appraisal Company, Ann Arbor, Michigan, 2018 to the present

Principal, Davis M. Somers Company, Ann Arbor, Michigan, 1991-2018

REALTOR® Associate, Fee Simple Realty, Honolulu, Hawaii, 1985-1987

### **ADDITIONAL EXPERIENCE**

Qualified as Expert Witness, Washtenaw County Circuit Court

Michigan Department of Transportation Approved Level II Appraiser

Approved Fee Appraiser for the United States Veterans Administration

### **EDUCATION AND DESIGNATIONS**

Bachelor of Arts (BA), Biopsychology, Vassar College, Poughkeepsie, New York, Graduated in 1991

Master of Business Administration (MBA) With an Emphasis in Real Estate and Finance, Stephen M. Ross School of Business, University of Michigan, Graduated in 1999

Reserve Specialist (RS), Community Associations Institute, Alexandria, Virginia, Awarded in 2010

### **APPRAISAL EDUCATION (MOST RECENT SHOWN FIRST)**

Residential Property Inspection for Appraisers, McKissock, January 2021

Residential Construction and the Appraiser, McKissock, January 2021

2020-2021 7-Hour National USPAP Update Course, McKissock, February 2020

Michigan Law, McKissock, February 2020

Essential Elements of Disclosures and Disclaimers, February 2020

Residential Construction for Appraisers, McKissock, February 2019

Essential Elements of Disclosures and Disclaimers, McKissock, February 2019

Understanding Residential Construction, McKissock, February 2018

2018-2019 7-Hour National USPAP Update Course, McKissock, February 2018  
Michigan Law, McKissock, February 2018  
Green Building Construction, McKissock, January 2017  
Essential Elements of Disclosures and Disclaimers, McKissock, January 2017  
2016-17 7-Hour National USPAP Update Course, McKissock, February 2016  
Contemporary Michigan Property Tax Issues, Appraisal Institute, February 2016  
Fundamental Concepts of Analysis, McKissock, January 2015  
Appraising Fast Food Properties, McKissock, January 2015  
Environmental Issues for Appraisers, McKissock, February 2014  
Fundamentals of Separating Real Property, Personal Property, and Intangible Business Assets (Course 833), Appraisal Institute, Instructor James Vernor, Ph.D., MAI, April 2012  
Essential Elements of Disclosures and Disclaimers, McKissock, December 2011  
Appraising Convenience Stores, Appraisal Institute, January 2011  
GIS, The Executive Overview, Appraisal Institute, January 2011  
Commercial/Residential Construction Inspection, Appraisal Institute, April 2009  
Appraising from Blueprints and Specifications, Appraisal Institute, April 2009  
Valuation of Detrimental Conditions, Appraisal Institute, Novi, December 2007  
What Clients Would Like Their Appraisers to Know, Southfield, December 2006  
Effective Appraisal Writing, Appraisal Institute, Ypsilanti, Michigan, October 2006  
Appraising Local Retail Properties, Appraisal Institute, Southfield, Michigan, June 2004  
Appraising the Tough Ones, Appraisal Institute, Ypsilanti, Michigan, December 2003  
Highest & Best Use and Market Analysis (Course 520), Appraisal Institute, Troy, Michigan, April/May 2001

Other Relevant Courses Taken:

Advanced Applications (Course 550), Appraisal Institute  
Report Writing and Valuation Analysis (Course 540), Appraisal Institute  
Advanced Income Capitalization (Course 510), Appraisal Institute  
Challenged and passed Appraisal Procedures (Course 120), Appraisal Institute  
Capitalization Theory and Techniques Part A, Appraisal Institute  
The Appraiser as an Expert Witness, Appraisal Institute

**LICENSES**

Certified General Real Estate Appraiser Number 1201002454, State of Michigan, Obtained in 1993  
Active Real Estate Associate Broker License Number 6502139365, State of Michigan, Obtained in 2002 (Michigan Real Estate Salesperson License obtained in 1992)

Inactive Real Estate Sales License Number RS-36782, State of Hawaii, Obtained in 1985

## **ASSOCIATIONS**

Member, Community Associations Institute, Since 2005

Member, United Condominium Owners of Michigan, Since 2005

Member, International Right of Way Association, Gardena, California, Since 1996

## **REGULATORY NOTES**

In Michigan, appraisers are required to be licensed/certified and are regulated by the Michigan Department of Labor and Economic Growth, Licensing Division, P.O. Box 30018, Lansing, Michigan 48909.

## **PARTIAL LIST OF CLIENTS**

### Condominium/Homeowners Associations

1001 Covington Association (Detroit)

297 Condominium Owners Association  
(Muskegon)

Aberdeen at Hartford Association  
(Macomb)

Autumn Woods Condominium  
Association (Ypsilanti)

Bay Cliff Estates Association (Suttons  
Bay)

Bellefontaine Meadows Homeowners  
Association (Dayton, Ohio)

Benstein Crossing Condominium  
Association (Commerce Township)

Birch Grove II Condominium Association  
(Chesterfield)

Black Bear Farms Co-Owners'  
Association (Traverse City)

Breaker Cove (Bay City)

Brentwood Park Condominium  
Association (East Lansing)

Bridgewater Place Condominium  
Association (Bridgewater)

Byron Forest Condominium Association  
(Byron Center)

Cedar Creek Commons Association  
(Traverse City)

Centennial Farm Phase I, Inc. (South  
Lyon)

Centennial Farm Phase II, Inc. (South  
Lyon)

Chateau Vert Association (Ypsilanti)

Chapel Hill Condominium Association  
(Ann Arbor)

Chelsea Square Condominium  
Association (Canton)

Colony Farms Condominium Association  
(Plymouth)

Cornerstone Village Homeowners  
Association (Macomb)

Cottage Glens Owners Association  
(Williamsburg)

Creekwood Estates Association (Bay  
City)

Crossings at Irving Avenue Condominium  
Association (Royal Oak)

Crystal Village Manor (Marysville)

Douglas Harbor Village Condominium  
Association (Douglas)

Eaglecrest Condominium Association  
(Grand Rapids)

East Lansing City Center Condominium  
Association (East Lansing)

Echo Valley Condominium Association  
(Farmington Hills)

Fairlane Woods Association (Dearborn)

Fairways at Oak Pointe Condominium  
Association (Brighton)

Fieldstone Village Condominium  
Association (Chelsea)

Forest at Orchard Lake Association  
(Farmington Hills)

Fox Pointe Association (Ann Arbor)

Gallery Park Homeowners Association  
(Ann Arbor)

Glen Arbor Condominium Association  
(Grand Blanc)

Great Oak Cohousing Association (Ann  
Arbor)

Grosse Pointe Gardens Association  
(Harper Woods)

Hamilton House Condominium  
Association (Okemos)

Hampton Ridge North HOA (Canton)

Harbour Towne Condominium  
Association (Muskegon)

Haven Condominium Association (South  
Haven)

Heatherwood Condominium Association  
(Ann Arbor)

Highland Park Condominium Association  
(Cleveland, Ohio)

Heritage Falls Condominium Association  
(Ann Arbor)

Hidden Creek of Oceola Condominium  
Association (Howell)

Hidden Glen Condominium Association  
(Canton)

Hidden Lake Community Association  
(South Lyon)

Hometown Village of Marion Association  
(Howell)

Hometown Village at Waterstone  
Association (Oxford)

Indian Village Condominium Association  
(Grand Rapids)

Island Lake of Novi Community  
Association (Novi)

Island Lake South Harbor Association  
(Novi)

Island Lake Woods Association (Novi)

Kirkway Homeowners Association  
(Canton)

Knightsbridge Gate Association (Novi)

Lake Ridge Condominium Association  
(Traverse City)

Lakeside Village Association (Haslett)

Lakeside Village North Association  
(Haslett)

Lake Village II (Walled Lake)

Legacy Park Condominium Association  
(Dearborn Heights)

Liberty Lofts Condominium Association  
(Ann Arbor)

Links of Pheasant Run Condominium  
Association (Canton)

Locklin Pines Cluster Condominium  
Association (West Bloomfield)

Lost Creek Condominium Association  
(East Lansing)

LVP Property Owners Association  
(Findlay, Ohio)

Marquette Village Condominium  
Association (Westland)

Meadowview Common Condominium  
Association (Elk Rapids)

Newberry Place Cohousing Condominium  
Association (Grand Rapids)

Northridge Estates Homeowners Association (Northville)  
Northridge Villas Association (Northville)  
Northville Hills Golf Club Homeowners Association (Northville)  
Northville Hollow Condominium Association (Northville)  
Oakhurst Owners' Association (Clarkston)  
Oakley Meadow Condominiums Association (Tiffin, Ohio)  
Okemos Preserve Condominium Association (East Lansing)  
Oxford Park Condominium Association (Canton)  
Parkview Manor Association (Flint)  
Parkway Condominium Association (Livonia)  
Perry Farm Village Association (Harbor Springs)  
Pheasant Run Condominium Association (Portage)  
Pine Creek Condominiums of Haslett Association (Haslett)  
Pinehurst Condominium Association (Trenton)  
Pittsfield Village Condominium Association (Ann Arbor)  
Plymouth Corners Condominium Association (Plymouth)  
Plymouth Landing Association (Canton)  
Pointe Park Homeowners Association (Grosse Point Park)  
Providence Tower Association (Southfield)  
Quail Run of South Lyon Condominium Association (South Lyon)

Raintree Condominiums of Chesterfield Association (Chesterfield)  
Reserve at Tull Lake Condominium Association (White Lake)  
River House Co-Op (Detroit)  
River Park Estates Condominium Association (Lansing)  
River's Edge at Cherry Hill Village I Homeowners Association (Canton)  
Riverside Glen Homeowners Association (Macomb)  
Riverside Park Place Condominium Association (Ann Arbor)  
River South Homeowners Association (Fairview Park, Ohio)  
Rochester Park II Association (Rochester)  
Saddlebrook Condominium Homeowners Association (Plymouth)  
Saddle Creek Association (South Lyon)  
Sand Piper Condominium Association (Glen Arbor)  
St. Lawrence Estates Condominium Association (Northville)  
Scio Village Condominium Association (Ann Arbor)  
Spruce Manor Condominium Association (Royal Oak)  
Steeple Chase of Northville Owners Association (Northville)  
Steeple Ridge Condominium Association (Clarkston)  
Stone Lake Condominium Association (East Lansing)  
Stonewater Homeowners Association (Northville)  
Stratford Townhouses Consumer Housing Cooperative (Grand Rapids)  
Sunset Torch Association (Bellaire)



The Atrium Inn Condominium Association (Boyne City)

The Courtyards at Little Bear Condominium Association (Lewis Center, Ohio)

The Landings at Rayner Ponds Condominium Association (Mason)

The Links of Northville Hills Golf Club Condominium Association (Northville)

The Lodge at East Bay Co-Owners Association (Elk Rapids)

The Maples of Novi, Maple Pointe Association (Novi)

The Mountain Grand Owners' Association (Boyne Falls)

The Ponds Cooperative Homes (Okemos)

The Preserve at Maple Lake Association (Milford)

The Ravines of Northville Homeowners Association (Northville)

The Reserve at the Fairways Condominium Phase 1 Association, Inc. (Huber Heights, Ohio)

The Residences at TPC Association (Dearborn)

The Village Condominium Association (Grosse Pointe)

The Willits Condominium Association (Birmingham)

Thornberry Condominium Association (Midland)

Thornton Farms Condominium Association (Dexter)

Tollgate Woods Homeowners Association (Novi)

Touchstone Cohousing Association (Ann Arbor)

Traditions at Cambridge Association (Canton)

University Commons Condominium Association (Ann Arbor)

Valley Wood Condominium Association (Livonia)

Vantage Pointe Condominium Association (Glen Arbor)

Venn Manor (Detroit)

Verndale Lakes Condominium Association (Lansing)

Versailles Place Condominium Association (Farmington Hills)

Village Oaks Common Areas Association (Novi)

Villa Capri Condominium Association (Warren)

Villas at Northville Hills Condominium Association (Northville)

Villas at Stonehenge Condominium Association (Kalamazoo)

Vistas of Central Park Condominium Association (Canton)

Walden Hills II Condominium Association (Ann Arbor)

Walnut Woods Condominium Association (West Bloomfield)

Walton Pond Condominium Association (Pontiac)

Waters Edge Condominium Association (Clarkston)

Waterside Homeowners Association (Maumee, Ohio)

Wedgewood Village Association (Plymouth)

Whetherstone Condominium Association (White Lake)

Whitney Court of West Bloomfield (West Bloomfield)

Windward Court Condominium  
Association (Detroit)

Woodfield Square Association (Brighton)

Woodland Creek Condominium  
Association (Kentwood)

Woodland Ridge of Commerce  
Association (Commerce Township)

Woodland Trails Condominium  
Association (Okemos)

Woodlore Condominium Owners  
Association (Livonia)

Woods of Northville (Plymouth)

Woodside Meadows Condominium  
Association (Ann Arbor)

Woodward Place Association  
(Birmingham)

Woodward Place at Brush Park I  
Association (Detroit)

Woodwind Glen Condominium  
Association (South Lyon)

Educational/Institutional/Non-Residential  
Organizations

Anthroposophical Society in America  
(Ann Arbor)

Chelsea District Library (Chelsea)

Gateway Center Association (Office  
Condominiums; Saline)

Grace Lutheran Church (La Grange,  
Illinois)

Michigan Friends Center (Chelsea)

Oak Grove AME Church (Detroit)

Rudolph Steiner School of Ann Arbor  
(Ann Arbor)

St. Joseph River Yacht Club (St. Joseph)

The Waterfront Marina of St. Joseph (St.  
Joseph)

Ward Evangelical Presbyterian Church  
(Northville)