

---

# **STRUCTURAL INTEGRITY RESERVE STUDY**

## **FOR SANDY KEY CONDOMINIUMS**

### **PENSACOLA, FLORIDA**



**Report Date: 1-2-2024**



7228 Oakbriar Dr. S. Mobile, Alabama, 36619 251-895-2838  
larry@domeengineeringgroup.com

January 2, 2024

Sandy Key Condominiums Owners' Association, Inc.  
Attention: Larry Marschand, President  
13575 Sandy Key Drive  
Pensacola, Florida 32507

Dear Mr. Marschand,

On December 4, 2023, we completed an on-site visual inspection of Sandy Key Condominiums in Pensacola, Florida. The intent of the inspection was to perform an assessment of the condition of the building components and to gather dimensional data of components. This information would be used to determine future repairs/replacements of expendable components incorporated into the building that would affect the structural stability and safety of the building.

The purpose of this report is to aid Sandy Key Condominiums Owners' Association, Inc. in deciding the cash reserves that are needed to repair or replace building components that affect the structural integrity and safety of the building as outlined by the Florida Legislature.

The report identifies each component selected, its estimated useful life, adjusted life, scheduled replacement date, and current cost to repair/replace. The useful and remaining lives of the building components in this study, as well as the current replacement costs have been determined by actual recent construction costs incurred by the association and other associations with similar projects and the components historical life span.

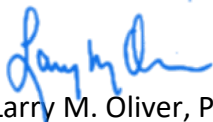
Let it be known that the Engineers performing the inspection nor Dome Engineering Group have any relationship with the association that would result in actual or perceived conflicts of interest. This report is our opinion and based upon observed conditions and state of repair. Actual determinations of the current conditions and state of repair for certain items may be beyond the scope of this analysis. Items may not last as projected or may exceed their estimated lives. Influences such as weather, catastrophe, improper maintenance, physical

abuse, or abnormal use can affect these lives and/or replacement costs. When such occurrences happen, another inspection should be made, and a new revised study prepared. While we have attempted to create a useful tool for the association to plan their needs, the actual reserves set aside are solely at the association's discretion. The findings of this study are not for use in performing an audit, quality/forensic analyses, or background checks of historical records.

In completing this report, the engineer completed the physical on-site inspection of the subject property. Appropriate measurements and counts were taken to determine quantities (blueprints were not used to aid in the determination of quantities). No destructive testing methods (i.e. roof core sampling, etc.) were utilized during the inspection. Financial data, including the estimated reserve fund balances as of the analysis date, and property histories, provided by you, were utilized in the completion of this report. This data was not audited and was assumed to be complete and correct. The engineer estimated the repair/replacement cost considering contingencies inherent to this type of work. The report was prepared utilizing the information gathered in the field and the costs estimated by the engineer.

Submitted By,

Dome Engineering Group



Larry M. Oliver, P.E.  
Structural Engineer

## Table of Contents

Condition Assessment .....	5
Project Overview .....	6
Reserve Study Funding Analysis .....	9
Component Detail .....	10
Detail Summary .....	19
Funding Distribution .....	20
Component Funding Analysis.....	21
Contributions.....	22
Addendum .....	23
Terms and Definition .....	24

## CONDITION ASSESSMENT

### **General Comments.**

Dome Engineering Group performed a site visit and visual inspection of the Residential Common Elements that deal with the structural integrity and safety of the residential building. A review of the Replacement of Common Elements will show that we are anticipating most of the components achieving their normal economic lives.

Residential Common Element (RCE) – Shall be defined for this report as:

- Primary Structural Systems
- Paint/Waterproofing of the building exterior
- Waterproofing of common walkways and balconies
- Roofs
- Fireproofing & Fire Protection
- Electrical Elements
- Plumbing Elements

### **General Condition Statements.**

**Excellent.** 100% to 90% of Normal Economic Life expected, with no appreciable wear or defects.

**Good.** 90% to 60% of Normal Economic Life expected, minor wear or cosmetic defects found. Normal maintenance should be expected. If performed properly, normal maintenance may increase the useful life of a component. Otherwise, the component is wearing normally.

**Fair.** 60% to 30% of Normal Economic Life expected, moderate wear with defects found. Repair actions should be taken to extend the life of the component or to correct repairable defects and distress. Otherwise, the component is wearing normally.

**Marginal.** 30% to 10% of Normal Economic Life expected, with moderate to significant wear or distress found. Repair actions are expected to be cost effective for localized issues, but normal wear and use are evident. The component is reaching the end of the Normal Economic Life.

**Poor.** 10% to 0% of Normal Economic Life expected, with significant distress and wear. Left unattended, additional damage to underlying structures is likely to occur. Further maintenance is unlikely to be cost effective.

## PROJECT OVERVIEW

The subject of this structural integrity reserve study report is the three-building gated complex being eight stories, with total of 185 units located in Pensacola, Florida. The buildings were originally constructed in or near 1983 and effectively rebuilt in 2007 with all new plumbing, mechanical, electrical, windows and doors.

As of the date of our on-site inspection, the building was observed to be in **good** overall condition and appears to have been well maintained. No items needing significant repairs or replacement were noted.

Reserves are only calculated for the replacement of short-lived building components specified in 718 and SB 4D, of the Florida Statutes. This report is designed to provide reasonable, appropriate budgetary cost and useful life data based on market standards for the subject's property type and in compliance with Florida statutes. Reserves for replacement costs are not required for items with an estimated remaining useful life of over 25 years, but the SIRS study may recommend a deferred maintenance expense amount for such items.









## **RESERVE STUDY FUNDING ANALYSIS**

Since Florida Statutes stipulates that a Structural Integrity Reserve Study (SIRS) be conducted at maximum intervals of 10 years, the Component Funding Analysis (or Straight-Line Method) has been chosen for the analysis. The Component Funding Analysis calculates the annual contribution amount for each individual line-item component by dividing the component's unfunded balance by its remaining useful life. A component's unfunded balance is its replacement cost less the reserve balance in the component at the beginning of the analysis period. The annual contribution rate for each individual line-item component is then summed up to calculate the total annual contribution rate for this analysis.

## COMPONENT DETAILS

### Sandy Key Condominium Owners Association, Inc.

Analysis Date: January 2, 2024

#### Item Parameters - Full Detail

**Primary Structural System**

<b>Item Number</b>	21	<b>Measurement Basis</b>	Square Feet
<b>Type</b>	Common Area	<b>Estimated Useful Life</b>	7 Years
<b>Category</b>	Building (Each)	<b>Basis Cost</b>	\$7..00/SF
<b>Tracking</b>	Logistical		
<b>Method</b>	Fixed		

Code	Service Date	Replace Date	Rem Life	Adj Life	Quantity	Replacement Cost	
						Current	Future
910-000-0021	1/1/2024	1/1/2031	7	7	20,256	\$141,792.00	\$141,792.00
						\$141,792.00	\$141,792.00

**Comments**

At some point in the foreseeable future, the association should expect to incur costs for a major restoration of concrete balconies. This would include concrete balcony concrete repairs, balcony re-surfacing and waterproofing. We have seen costs ranging between \$6-7 per sq.ft. in most cases. Costs include small concrete spall repair, cleaning surface and placing a topcoat of waterproofing.



## Sandy Key Condominium Owners Association, Inc.

Analysis Date: January 2, 2024

### Item Parameters - Full Detail

#### Building Coating & Waterproofing

<b>Item Number</b>	3	<b>Measurement Basis</b>	Square Feet
<b>Type</b>	Common Area	<b>Estimated Useful Life</b>	8 Years
<b>Category</b>	Building (Each)	<b>Basis Cost</b>	\$11.59/SF
<b>Tracking</b>	Logistical		
<b>Method</b>	Fixed		

#### Replacement Cost

Code	Service Date	Replace Date	Rem Life	Adj Life	Quantity	Current	Future
910-000-0003	5/1/2023	5/1/2031	8	8	56,348	\$653,077.00	\$653,077.00
						\$653,077.00	\$653,077.00

#### Comments

To ensure proper protection of the underlying concrete, stucco, wood and metal surfaces, the market reflects a maximum 8-year useful life for exterior painting & waterproofing (in lieu of an association purchased 10-year warranty). The scope of work performed in 2023 reflected in the cost above included minor concrete/stucco repairs, surface preparation, sealants around window/sliding glass door, unit entrance door, mechanical door caulking and painting/refinishing of all exterior concrete, stucco, wood, and metal surfaces.

## Sandy Key Condominium Owners Association, Inc.

Analysis Date: January 2, 2024

### Item Parameters - Full Detail

#### Fire Alarm System Modernization

<b>Item Number</b>	5	<b>Measurement Basis</b>	Unit
<b>Type</b>	Common Area	<b>Estimated Useful Life</b>	20
<b>Category</b>	Building (Each)	<b>Basis Cost</b>	\$32,260
<b>Tracking</b>	Logistical		
<b>Method</b>	Fixed		

Code	Service Date	Replace Date	Rem Life	Adj Life	Quantity	Replacement Cost	
						Current	Future
910-000-0005	1/1/2023	1/1/2043	20	20	1	\$32,260.00	\$32,260.00
						\$32,260.00	\$32,260.00

#### Comments

The existing fire alarm system is being maintained and serviced yearly by Gulftech Fire & Security of Pensacola, Florida. The existing control panel is a Honeywell E3 Series.

Due to improvements in technology and/or parts obsolescence, major modernization of fire alarm system components (panels, pull stations, horns/strobes, detectors, hoses) is typically necessary on a 20-30 year schedule. Parts for the existing system is still available, so a replacement lower 20-year expected life span has been chosen for expense consideration.



## Sandy Key Condominium Owners Association, Inc.

Analysis Date: January 2, 2024

### Item Parameters - Full Detail

#### Electrical

<b>Item Number</b>	6	<b>Measurement Basis</b>	Each
<b>Type</b>	Common Area	<b>Estimated Useful Life</b>	32
<b>Category</b>	Building (Each)	<b>Basis Cost</b>	\$0.00/SF
<b>Tracking</b>	Logistical		
<b>Method</b>	Fixed		

Code	Service Date	Replace Date	Rem Life	Adj Life	Quantity	Replacement Cost	
						Current	Future
910-000-0006	10/1/2005	10/1/2055	32	50	1	\$0.00	\$0.00
						\$0.00	\$0.00

#### Comments

The electrical switchboard is a Cutler-Hammer installed in October 2005.

Due to the remaining life being greater than 25 years and a continuous maintenance program, no reserve money is required to be set aside.



**Sandy Key Condominium Owners Association, Inc.**

Analysis Date: January 2, 2024

**Item Parameters - Full Detail**

**Plumbing**

<b>Item Number</b>	8	<b>Measurement Basis</b>	Each
<b>Type</b>	Common Area	<b>Estimated Useful Life</b>	3
<b>Category</b>	Building (Each)	<b>Basis Cost</b>	\$16,000.00/Each
<b>Tracking</b>	Logistical		
<b>Method</b>	Fixed		

Code	Service Date	Replace Date	Rem Life	Adj Life	Quantity	Replacement Cost	
						Current	Future
910-000-0008	12/12/2006	12/12/2026	3	20	1	\$16,000.00	\$16,000.00
						\$16,000.00	\$16,000.00

**Comments**

The automatic sprinkler system is being automatically controlled and was installed in December 2006. The sprinkler system is being periodically maintained and due to the remaining life being greater than 25 years, no reserve money is required to be set aside. However, the sprinkler system inside the trash chutes have a shorter life due to the enclosed environment. The sprinkler system inside the trash chute is generally replaced when the trash chutes are replaced which is approximately 20 years or so. The above cost reflects the cost of the sprinkler head and piping inside the trash chutes.

## Sandy Key Condominium Owners Association, Inc.

Analysis Date: January 2, 2024

### Item Parameters - Full Detail

#### Flat Roofing

<b>Item Number</b>	2	<b>Measurement Basis</b>	Square
<b>Type</b>	Common Area	<b>Estimated Useful Life</b>	17 Years
<b>Category</b>	Building (Each)	<b>Basis Cost</b>	\$2,744.00
<b>Tracking</b>	Logistical		
<b>Method</b>	Fixed		

Code	Service Date	Replace Date	Rem Life	Adj Life	Quantity	Replacement Cost	
						Current	Future
910-000-0002	1/1/2021	1/1/2041	17	20	130	\$356,720.00	\$356,720.00
						\$356,720.00	\$356,720.00

#### Comments

The elevator roofs were coated with liquid silicone in 2023. The current cost estimate includes applying a surface coating or new membrane to gain additional roof life without performing a complete roof tear off down to the substrate.

one square = 100 square feet



## Sandy Key Condominium Owners Association, Inc.

Analysis Date: January 2, 2024

### Item Parameters - Full Detail

**Roofing, Metal**

<b>Item Number</b>	13	<b>Measurement Basis</b>	Square
<b>Type</b>	Common Area	<b>Estimated Useful Life</b>	25
<b>Category</b>	Building (Each)	<b>Basis Cost</b>	\$1,464
<b>Tracking</b>	Logistical		
<b>Method</b>	Fixed		

Code	Service Date	Replace Date	Rem Life	Adj Life	Quantity	Replacement Cost	
						Current	Future
910-000-0013	10/1/2021	10/1/2046	22	25	33.21	\$48,619.00	\$48,619.00
						\$48,619.00	\$48,619.00

**Comments**

Metal roofs have a minimum expected life cycle of 25 years, which assumes proper design, installation, and routine maintenance. The current cost reflects recent replacement cost includes removal and disposal of the existing roofing, typical minor repairs to the underlying roof structures, flashing, as needed repair/replacement of fascia, soffits, and installation of like roofing.

one square = 100 square feet



## Sandy Key Condominium Owners Association, Inc.

Analysis Date: January 2, 2024

### Item Parameters - Full Detail

#### Windows/Doors

<b>Item Number</b>	14	<b>Measurement Basis</b>	Total
<b>Type</b>	Common Area	<b>Estimated Useful Life</b>	40
<b>Category</b>	Building 1	<b>Basis Cost</b>	\$0.00
<b>Tracking</b>	Logistical		
<b>Method</b>	Fixed		

Code	Service Date	Replace Date	Rem Life	Adj Life	Quantity	Replacement Cost	
						Current	Future
910-000-0014	1/1/2007	12/12/2047	25	40	1	\$0.00	\$0.00
						\$0.00	\$0.00

#### Comments

Common area exterior windows and doors are components that in conjunction with the other items in the structural integrity reserve study encapsulate the building envelope resulting in a complete waterproof structure. Exterior windows and doors of concern are those on the lower 30 feet of the building that gets the blunt of any rain or storm event. When maintained by recoating frames, replacing sealants and glazing, these windows and doors can last past their life expectancy. Sealants, glazing and compromised glass was replaced in 2023. Expectant life is 25 years; therefore, no reserve funds are required.



<b>Sandy Key Condominiuns Owners Association</b>									
<b>Analysis Date - January 1, 2024</b>									
<b>Detail Summary</b>									
	<b>Replace</b>				<b>Each Building</b>	<b>Est</b>	<b>Adj</b>	<b>Rem</b>	<b>Three Buildings</b>
<b>Reserve Item</b>	<b>Date</b>	<b>Basis Cost</b>	<b>Quantity</b>		<b>Current Cost</b>	<b>Life</b>	<b>Life</b>	<b>Life</b>	<b>Future Cost</b>
Primary Structural System	1/1/2031	\$20.00	20,256	sf	\$141,792.00	7:00	7	7	\$ 425,376
Paint/Waterproofing Bldg. Exterior	5/1/2031	\$11.59	56,348	sf	\$653,073.32	8:00	8	8	\$1,959,220
Fire Alarm System Modernization	1/1/2030	\$32,260.00	1	unit	\$32,260.00	20:00	20:00	20	\$96,780
Electrical	10/1/2055	\$0.00	1	unit	\$0.00	32:00	32:00	32:00	\$0
Plumbing	12/12/2026	\$0.00	1	each	\$16,000.00	20:00	20:00	3:00	\$48,000
Roofing, Flat/Membrane	1/1/2041	\$2,744.00	130	sqs	\$356,720.00	20:00	20:00	17	\$1,070,160
Roofing, Metal	1/1/2046	\$1,464.00	33.21	sqs	\$48,619.44	25:00:00	25:00:00	22	\$145,858
Windows/Doors	12/12/2047	\$0.00	1	total	\$0.00	40	40	25	\$0
					<b>\$1,511,792.76</b>				<b>\$4,535,378.28</b>



## **COMPONENT FUNDING ANALYSIS**

## **Sandy Key Condominium Owners Association, Inc.**

**Analysis Date - January 1, 2024**

### **Contributions**

Assuming initial contribution of \$0.00 to the Structural Integrity Reserve Study Account, the following yearly contributions are required to be fully funded.

Year	Yearly Contribution
2025	\$ 508,944
2026	\$ 508,944
2027	\$ 508,944
2028	\$ 495,344,
2029	\$ 495,344,
2030	\$ 495,344
2031	\$ 495,344,
2032	\$ 495,344
2033	\$ 495,344
2034	\$ 495,344
2035	\$ 495,344

## **ADDENDUM**

## **TERMS AND DEFINITIONS**

**ACCRUED FUND BALANCE (AFB):** Total Accrued Depreciation. An indicator against which Actual (or projected) Reserve balance can be compared. The Reserve balance that is in direct proportion to the fraction of life “used up” of the current Repair or Replacement cost. This number is calculated for each component, then summed together for an association tool. Two formulae can be utilized, depending on the provider’s sensitivity to interest and inflation effects. Note: both yield identical results when interest and inflation are equivalent.

$$\text{AFB} = \text{Current Cost} \times \text{Effective Age/Useful Life}$$

**or**

$$\text{AFB} = (\text{Current Cost} \times \text{Effective Age/Useful Life}) + [(\text{Current Cost} \times \text{Effective Age/Useful Life}) / (1 + \text{Interest Rate})^{\text{Remaining Life}}] - [(\text{Current Cost} \times \text{Effective Age/Useful Life}) / (1 + \text{Inflation Rate})^{\text{Remaining Life}}]$$

**CASH FLOW METHOD:** A method of calculating Reserve Funding Plan where contributions to the Reserve fund are designed to offset the variable annual expenditures from the Reserve fund. Different Reserve Funding Plans are tested against the anticipated schedule of Reserve expenses until the desired Funding Goal is achieved. “Because we use the cash flow method, we compute individual line-item contributions after the total contribution rate has been established.” See “Component Method”.

**CAPITAL EXPENDITURES:** A capital expenditure means any expenditure of funds for: (1) the purchase or replacement of an asset whose useful life is greater than one year, or (2) the addition to an asset that extends the useful life of the previously existing asset for a period greater than one year.

**COMPONENT:** The individual line items in the Reserve Study, developed or updated in the Physical Analysis. These elements form the building blocks for the Reserve Study. Components typically are: 1) Association responsibility, 2) with limited Useful Life expectancies, 3) predictable Remaining Useful Life expectancies, and 4) above a minimum threshold cost, and 5) as required by local codes. “We have 17 components in our reserve Study.”

**COMPONENT ASSESSMENT AND VALUATION:** The task of estimating Useful Life, Remaining Useful Life, and Repair or Replacement Costs for the Reserve components. This task is accomplished either with or without an on-site inspection, based on Level or Service selected by the client.

**COMPONENT FULL FUNDING:** When the actual (or projected) cumulative Reserve balance for all components is equal to the Fully Funded Balance.

**COMPONENT INVENTORY:** The task of selecting and quantifying Reserve Components. This task is accomplished through an on-site inspection, review of association design and organizational documents, and a review of established association precedents, and discussion with appropriate association representative(s).

**COMPONENT METHOD:** A method of developing a Reserve Funding Plan where the total contribution is based on the sum of contributions for individual components. “Since we calculate a Reserve contribution rate for each component and then sum them all together, we are using the component method to calculate our Reserve contributions.” See “Cash Flow Method”.

**CONDITION ASSESSMENT:** The task of evaluating the current condition of the component based on observed and reported characteristics.

**CURRENT REPLACEMENT COST:** See “Replacement Cost”.

**DEFERRED MAINTENANCE:** Deferred maintenance means any maintenance or repair that: (1) will be performed less frequently than yearly, and (2) will result in maintaining the useful life of an asset.

**DEFICIT:** An actual (or projected) Reserve Balance less than the Fully Funded Balance. The opposite would be a Surplus.

**EFFECTIVE AGE:** The difference between Useful Life and Remaining Useful Life. Not always equivalent to chronological age, since some components age irregularly. Used primarily in computations.

**FINANCIAL ANALYSIS:** The portion of a Reserve Study where status of the Reserves (measured as cash or Percent Funded) and a recommended Reserve contribution rate (Reserve Funding Plan) are derived, and the projected Reserve income and expense over time is presented. The Financial Analysis is one of the two parts of a Reserve Study.

**FULLY FUNDED:** When the budget is provided to the owners, it will show the amount of money that must be deposited that year for each reserve item to ensure that, when the time comes, sufficient funds will be available for deferred maintenance or a capital expenditure. (Definition published in “Budgets & Reserve Schedules Made Easy” training manual by the State of Florida Department of Business and Professional Regulations in January 1997).

**FUND STATUS:** The status of the reserve fund as compared to an established benchmark such as percent funding.

**FUNDING PLAN:** An association’s plan to provide income to a Reserve fund to offset anticipated expenditures from that fund.

**FUNDING PRINCIPLES:**

- Sufficient Funds When Required
- Stable Contribution Rate over the Years
- Evenly Distributed Contributions over the Years
- Fiscally Responsible

**FUNDING GOALS:** Independent of methodology utilized, the following represent the basic categories of Funding Plan goals:

- **Baseline Funding** – Establishing a Reserve funding goal of keeping the Reserve cash balance above zero.
- **Component Full Funding** – Setting a Reserve funding goal of attaining and maintaining cumulative Reserves at or near 100%.

- **Statutory Funding** – Establishing a Reserve funding goal of setting aside the specific minimum amount of Reserves of component required by local statutes.
- **Threshold Funding** – Establishing a Reserve funding goal of keeping the Reserve balance above a specified dollar or Percent Funded amount. Depending on the threshold, this may be conservative than “Component Full Funding.”

**LIFE AND VALUATION ESTIMATES:** The task of estimating Useful Life, Remaining Useful Life, and Repair or Replacement Costs for the Reserve Components.

**PERCENT FUNDED:** The ratio, at a particular point of time (typically the beginning of the Fiscal Year), of the *actual* (or *projected*) Reserve Balance to the accrued *Fund Balance*, expressed as a percentage. “With \$76,000 in Reserves, and since our 100% Funded Balance is \$100,000, our association is 76% Funded”.

Editor’s Note: since funds can typically be allocated from one component to another with ease, this parameter has no real meaning on an individual Component basis. The purpose of this parameter is to identify the relative strength or weakness of the entire Reserve fund as of a particular point in time. The value of this parameter is in providing a more stable measure of Reserve Fund strength since cash in Reserves may mean very different things to different associations.

**PHYSICAL ANALYSIS:** The portion of the Reserve Study where the Component Inventory, Condition Assessment, and Life and Valuation Estimate tasks are performed. This represents one of the two parts of the Reserve Study.

**REMAINING USEFUL LIFE (RUL):** Also referred to as “Remaining Life” (RL). The estimated time, in years, that a reserve component can be expected to *continue* to serve its intended function. Projects anticipated to occur in the initial year have “zero” Remaining Useful Life.

**REPLACEMENT COST:** The cost of replacing, repairing, or restoring a Reserve Component to its original functional condition. The Current Replacement Cost would be the cost to replace, repair, or restore the component during that particular year.

**RESERVE BALANCE:** Actual or projected funds as of a particular point in time that the association has identified for use to defray to the future repair or replacement of those major components which the association is obligated to maintain. Also known as Reserves, Reserve Accounts, Cash Reserves. Based on information provided and not audited

**RESERVE PROVIDER:** An individual that prepares Reserve Studies.

**RESERVE STUDY:** A budget planning tool which identifies the status of the Reserve fund and a stable and equitable Funding Plan to offset the anticipated future major common area expenditures.” The Reserve Study consists of two parts: the Physical Analysis and the Financial Analysis. “Our budget and finance committee is soliciting proposals to update our Reserve Study for the next year’s budget.”

**RESPONSIBLE CHARGE:** A reserve specialist in responsible charge of a reserve study shall render regular and effective supervision to those individuals’ performing services which directly and materially affect the quality and competence rendered by the reserve specialist. A reserve specialist shall maintain

such records as are reasonably necessary to establish that the reserve specialist exercised regular and effective supervision of a reserve duty of which he was in responsible charge. A reserve specialist engaged in any of the following acts or practices shall be deemed not to have rendered the regular and effective supervision required herein:

1. The regular and continuous absence from principal office premises from which professional services are rendered; except for performance of field work or presence in a field office maintained exclusively for a specific project.
2. The failure to personally inspect or review the work of subordinates where necessary and appropriate.
3. The rendering of a limited, cursory, or perfunctory review of plans or projects in lieu of an appropriate detailed review.
4. The failure to personally be available on a reasonable basis or with adequate advanced notice for consultation and inspection where circumstances require personal availability.

**SPECIAL ASSESSMENT:** An assessment levied on the members of an association in addition to regular assessments. Special Assessments are often regulated by Governing Documents or local statutes. “Since we need a new roof and there wasn’t enough money in the Reserve fund, we had to pass a special assessment.”

**SURPLUS:** An actual (or projected) Reserve Balance greater than the Fully Funded Balances. See Deficit”.

**USEFUL LIFE (UL):** Total Useful Life or Depreciable Life. The estimated time, in years, that a reserve component can be expected to serve its intended function if properly constructed in its present application or installation.