

SADDLEBACK MOUNTAIN HOMEOWNERS ASSOCIATION  
POLICY REGARDING RESERVES

Adopted 8-25, 2013

The following policy has been adopted by Saddleback Mountain Homeowners Association ("Association") pursuant to the provisions of C.R.S. 38-33.3-209.5 by the Board of Directors.

Purpose: To adopt a policy addressing the need for a reserve study, funding of any work recommended by the reserve study and projected sources of funding, and whether the reserve study is based on a physical analysis and financial analysis.

NOW, THEREFORE, IT IS RESOLVED that the Board of Directors does hereby adopt the following policy regarding reserves:

**Need for Reserve Study**

1. The Association is obligated to maintain, repair, replace or improve certain improvements within the community.

**Reserve Study**

2. The Association will conduct periodic reserve studies based on an internal examination of the common areas and improvements and a financial analysis of the requisite reserves as required by this policy. Such examination shall serve as the Association's reserve study. However, the Association may conduct a professional reserve study at the discretion of the Board.

3. An update to a reserve study may result from an on-site review of the property or an off-site review of the reserve study and the Association's governing documents. The Board of Directors should consider the following factors when determining the schedule for interim updates to a reserve study:

- (a) Significant additions or replacements to the common elements since the last reserve study;
- (b) Wear and tear to common elements due to unseasonable weather or lack of maintenance;
- (c) Technological or product development improvements that could result in cost savings;
- (d) Substantial increases in cost of materials or labor;
- (e) Any scheduled maintenance, repairs, or replacements that the Association deferred or accelerated;
- (f) Whether reserve income was received as planned;
- (g) Whether reserve expenditures were incurred as planned;
- (h) The Association's selected method of funding reserves.

4. The full reserve study will consist of a physical analysis and a financial analysis. Interim updates may consist of a physical analysis, a financial analysis, or both. A physical analysis includes an inventory of all improvements that the Association is responsible for maintaining,

repairing, replacing or improving and a visual inspection of those items to determine their existing condition. A financial analysis includes an evaluation of the estimated remaining life of an item, the adequacy of existing reserve funds, projected future reserve income, projected future reserve needs, and the ability to meet future reserve needs under the existing funding plan.

5. As of the date of this policy, the Association updates intends to update its reserve study every three years.

### Funding Plan

6. The Association does not allocate reserve funds for improvements costing less than \$1,000 to repair or replace, and the Association does not allocate reserve funds for an improvement with an estimated useful life that does not exceed three years.

7. The Board of Directors will endeavor to maintain the Association's reserve fund balance at or above 80% of the fully-funded amount by allocating a portion of regular annual assessments to the reserve fund. Should unforeseen circumstances result in the reserve fund balance falling below 80% of the fully-funded amount, the Board will endeavor to bring the fund balance back to 80% within three years by increasing the allocations from regular annual assessments, or by special assessments, or both.

8. The Association may elect to apply funds from its operating account to maintenance, repair or replacement costs otherwise covered by reserve funds.

9. The Association will invest all reserve funds in accordance with the Association's policy regarding investment of reserve funds.



Saddleback Mountain Homeowners  
Association

By: Janea Sanchez, president Title

This Policy Regarding Reserves was adopted by the Board of Directors on the 25 day of Aug, 2013, effective the 25 day of Aug, 2013, and is attested to by the Secretary of Saddleback Mountain Homeowners Association.

Jenny Reyes Secretary