



Drumlins Homeowners Association  
Manager's Report  
Board Meeting August 2018

**VARIANCE  
REQUESTS:**

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**WORK ORDERS**      Dayman Monthly report  
                            Open work orders

**FINANCIALS:**      Operating  
                            Reserve  
                            Past Due

**OLD BUSINESS:**  
                            Side yard erosion – Medford - status  
                            Road work to be done by Village  
                            Walk around Observations – rear yards

**NEW BUSINESS:**  
                            Road dedication remaining work  
                            Landscaping and tree work  
                            Decks – garage doors-  
                            Power washing  
                            Fall gutter cleaning – gutter guards rear Medford -test  
                            Variances

**ISSUES:**

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Crofton Perdue Associates, Inc.  
**DRUMLINS HOMEOWNERS ASSOCIATION**  
**JULY 2018**

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**OPERATING FUND**

Checking Account as of 6/30/18	26,482.28	
Homeowners Maintenance Fees	<u>16,900.00</u>	
	43,382.28	
Disbursements - July	<u>(32,019.06)</u>	
Checking Account Balance as of 7/31/18		<u>11,363.22</u>

**MAINTENANCE RESERVE FUND**

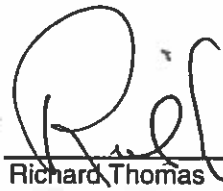
<b>Canandaigua Bank</b>	194,492.13	
Deposit - Reserve	2,037.00	
Deposit - Roof Fund	5,000.00	
Interest	4.58	
Withdrawal	<u>0.00</u>	
<b>TOTAL MAINTENANCE RESERVE FUND</b>		<u>201,533.71</u>

**MONTHLY RECONCILIATION OF PAYMENTS**

Homeowners Maintenance Fees	16,900.00
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**MAINTENANCE RESERVE ACCOUNTS YEAR TO DATE**

Reserve Fund as of 5/31/18	69,460.79	
Roof Fund as of 5/31/18	<u>117,989.92</u>	187,450.71
Deposits - Reserve	4,074.00	
Roof Fund	10,000.00	
Interest	<u>9.00</u>	14,083.00
Withdrawal - Reserve - Painting	0.00	
Withdrawal - Roof Fund - Roofing	<u>0.00</u>	<u>0.00</u>
Total		<u>201,533.71</u>



Richard Thomas  
Property Manager

Crofton Perdue Associates, Inc.  
**DRUMLINS HOMEOWNERS ASSOCIATION**  
**DISBURSEMENTS**  
**JULY 2018**

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**ADMINISTRATIVE & MISCELLANEOUS**

Crofton Perdue - Copies, Reimburse for Gift Card for Donna	159.67	
D. Maier - Reimbursement for Gift Card for Rich Williams	150.00	
P and P Products - Checks	103.10	
M. Walpole Lightsey - Filing Fee Reimbursement for Declaration	80.50	
Bank Service Charge	17.00	510.27

**CONTRACTED REPAIRS**

Crofton Perdue - Repairs and Maintenance	1,077.96	
Town and Country Solutions - Caterpillar Treatment at Gazebo	32.25	
Mr. Rooter - Main Lateral Backup - Cleared Stoppage	400.13	1,510.34

**ELECTRIC**

Rochester Gas & Electric	55.82	
Village of Victor - Street Lighting	0.00	55.82

**INSURANCE**

The Cincinnati Insurance Co	1,468.00	
Key Insurance	0.00	1,468.00

**MANAGEMENT**

Crofton Perdue Associates, Inc.		1,358.50
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**PROFESSIONAL FEES**

0.00

**SNOW PLOWING**

0.00

**SUMMER**

Bay Landscape - Mowing, Weed Applications, Pruning	4,224.75	
Outward Tree & Landscape - Spring Cleanup, Mulch, Pruning	14,808.56	
One Step Tree & Lawn - Fertilization	933.64	
R. Uhlig - Reimbursement for Mulch	14.31	19,981.26

**SUPPLIES**

Home Depot - Supplies	72.08	
Hadlock Paint - Paint	25.79	97.87

**TAXES**

0.00

**RESERVE & ROOF FUND**

7,037.00

**TOTAL DISBURSEMENTS**

32,019.06

	A	B	C	D	E	F	G
1			Crofton Perdue Associates, Inc.				<b>PAGE 3 OF 4</b>
2			<b>DRUMLINS HOMEOWNER'S ASSOCIATION</b>				
3			JULY 2018				
4	<b>MONTH</b>	<b>MONTH</b>				<b>ANNUAL</b>	<b>REMAINING</b>
5	<b>BUDGETED</b>	<b>ACTUAL</b>	<b>CATEGORY</b>	<b>BUDGET YTD</b>	<b>ACTUAL YTD</b>	<b>BUDGET</b>	<b>BALANCE</b>
6							
7							
8	127.50	510.27	ADMINISTRATION & MISC.	255.00	775.18	1,500.00	724.82
9	1,000.00	1,510.34	CONTRACTED REPAIRS	2,000.00	2,188.66	12,000.00	9,811.34
10	150.00	55.82	ELECTRIC	300.00	107.82	1,800.00	1,692.18
11	1,554.12	1,468.00	INSURANCE	6,354.12	2,936.00	19,328.00	16,392.00
12	1,399.00	1,358.50	MANAGEMENT	2,798.00	2,717.00	16,788.00	14,071.00
13	1,365.00	0.00	PROFESSIONAL FEES	1,637.28	425.00	4,360.00	3,935.00
14	0.00	0.00	SNOW PLOWING	0.00	0.00	9,500.00	9,500.00
15	7,452.75	19,981.26	LANDSCAPE	14,905.50	22,260.26	60,000.00	37,739.74
16	100.00	97.87	SUPPLIES	200.00	112.90	1,200.00	1,087.10
17	0.00	0.00	TAXES	90.00	87.15	680.00	592.85
18	250.00	0.00	CONTINGENCY	500.00	0.00	3,000.00	3,000.00
19							
20	13,398.37	24,982.06	TOTAL OPERATING EXP.	29,039.90	31,609.97	130,156.00	98,546.03
21							
22	7,037.00	7,037.00	RESERVE & ROOF FUND	14,074.00	14,074.00	84,444.00	70,370.00
23							
24	20,435.37	32,019.06	TOTAL	43,113.90	45,683.97	214,600.00	168,916.03

AGED OWNER BALANCES: AS OF July 30, 2018  
ACCOUNT NUMBER SEQUENCE

\* - Previous Owner or Renter

ACCOUNT #	UNIT #	NAME	CURRENT	OVER 30	OVER 60	OVER 90	TOTAL	STATUS
1MF		Marilyn R. Mann	335.00	395.00	10.00	0.00	740.00	Warning to Lien
2BL		Mr. & Mrs. James Meehan	0.00	0.00	0.00	9.00	9.00	
		TOTAL:	335.00	395.00	10.00	9.00	749.00	

Drumlins

Work Order History - 08/13/2018

Detailed Report

W/O # 769 Create Date 05/02/2018 W/O Type SID Siding/Trim Repair Lot/Unit # Account # 1BL Active NO Closing Date 06/06/2018  
**Authorized By :** RT Rick Thomas **Assign to :** MM  
**Summary :** nancy Mike Mosher  
Job Location 1 Brookline Ave Contact Name James Budd **Phone (1) :** 742-3095

**Special Instruction:** Vertical trim piece NE corner near top of chimney is missing. Same piece fell off last year. Please fix permanently.  
**Detailed Description:** Maintenance staff showed Homeowner that there was no piece missing.

Type	Item #	Quantity	Amount \$	Subtotal \$	Tax %	Tax \$	Total \$	
LABOR	MM	0.25	54.50	13.63	0.08	1.02	14.65	
							Total Labor	\$14.65
							Total Material	\$0.00
							Total Other	\$0.00
							GRAND TOTAL	\$14.65

W/O # 771 Create Date 05/21/2018 W/O Type MSC Miscellaneous Lot/Unit # Account # 9MF Active NO Closing Date 06/01/2018  
**Authorized By :** RT Rick Thomas **Assign to :** MM  
**Summary :** Nicole Mike Mosher  
Job Location 9 Medford Way Contact Name Mr. Nick Cassidy **Phone (1) :** 924-3288

**Special Instruction:** Apron in front of garage was sealed a few years ago but has opened up again. Has a large crack in it.  
**Detailed Description:** Maintenance staff cleaned and patched driveway per Homeowner.

Type	Item #	Quantity	Amount \$	Subtotal \$	Tax %	Tax \$	Total \$	
MATERIAL	MILES	30.00	0.65	19.50	0.08	1.46	20.96	
LABOR	MM	1.50	54.50	81.75	0.08	6.13	87.88	
							Total Labor	\$87.88
							Total Material	\$20.96
							Total Other	\$0.00
							GRAND TOTAL	\$108.84

W/O # 773 Create Date 05/31/2018 W/O Type SID Siding/Trim Repair Lot/Unit # Account # 2CC Active NO Closing Date 06/12/2018  
**Authorized By :** RT Rick Thomas **Assign to :** MM  
**Summary :** Mary Mike Mosher  
Job Location 2 Cambridge Circle Contact Name Mr. & Mrs. Kent Larsen **Phone (1) :** 742-2061

**Special Instruction:** A piece of siding is missing on the chimney. On the side between # 2 & 6. Neighbor told HO so I don't know if the piece is completely missing or just needs to be resecured.

Maintenance staff painted aluminum trim on chimney. Staff also unplugged gutter as requested by Homeowner.

Type	Item #	Quantity	Amount \$	Subtotal \$	Tax %	Tax \$	Total \$	
LABOR	MM	1.75	54.50	95.38	0.08	7.15	102.53	
MATERIAL	MILES	33.00	0.65	21.45	0.08	1.61	23.06	
							Total Labor	\$102.53
							Total Material	\$23.06
							Total Other	\$0.00
							GRAND TOTAL	\$125.59

# Drumlins

## Work Order History - 08/13/2018

### Detailed Report

<b>W/O #</b>	774	<b>Create Date</b>	06/04/2018	<b>W/O Type</b>	GUC Gutter/Downspout Cleaning	<b>Lot/Unit #</b>		<b>Account #</b>	19MF	<b>Active</b>	NO	<b>Closing Date</b>	06/06/2018	
		<b>Authorized By :</b>	RT		Rick Thomas							<b>Assign to :</b>	MM	
		<b>Summary :</b>	nancy											
		<b>Job Location</b>	19 Medford Way				<b>Contact Name</b>	Rhoda Staab						
													<b>Phone (1) :</b>	924-4696

**Special Instruction:** Gutters need cleaning front & back live at wood line

**Detailed Description:** Maintenance staff cleaned gutters.

<u>Type</u>	<u>Item #</u>	<u>Quantity</u>	<u>Amount \$</u>	<u>Subtotal \$</u>	<u>Tax %</u>	<u>Tax \$</u>	<u>Total \$</u>	
LABOR	MM	2.00	54.50	109.00	0.08	8.18	117.18	
							Total Labor	\$117.18
							Total Material	\$0.00
							Total Other	\$0.00
							<b>GRAND TOTAL</b>	<b>\$117.18</b>

<b>W/O #</b>	775	<b>Create Date</b>	06/05/2018	<b>W/O Type</b>	SID Siding/Trim Repair	<b>Lot/Unit #</b>		<b>Account #</b>	2BL	<b>Active</b>	NO	<b>Closing Date</b>	06/06/2018	
		<b>Authorized By :</b>	RT		Rick Thomas							<b>Assign to :</b>	MM	
		<b>Summary :</b>	Mary											
		<b>Job Location</b>	2 Brookline Ave				<b>Contact Name</b>	Mr. & Mrs. James Meehan						
													<b>Phone (1) :</b>	924-5679

**Special Instruction:** Siding needs to be secured up near the edge of the roof @ the peak. Gutter that runs along the garage door is clogged at the

**Detailed Description:** drain pipe area & it needs to be cleaned out. Clean all gutters in the area as well as the downspouts.

Maintenance staff fixed siding and cleaned gutters.

<u>Type</u>	<u>Item #</u>	<u>Quantity</u>	<u>Amount \$</u>	<u>Subtotal \$</u>	<u>Tax %</u>	<u>Tax \$</u>	<u>Total \$</u>	
MATERIAL	MILES	9.00	0.65	5.85	0.08	0.44	6.29	
LABOR	MM	0.50	54.50	27.25	0.08	2.04	29.29	
							Total Labor	\$29.29
							Total Material	\$6.29
							Total Other	\$0.00
							<b>GRAND TOTAL</b>	<b>\$35.58</b>

<b>W/O #</b>	776	<b>Create Date</b>	06/07/2018	<b>W/O Type</b>	GUR Gutter/Downspout Repair	<b>Lot/Unit #</b>		<b>Account #</b>	1322WE	<b>Active</b>	NO	<b>Closing Date</b>	06/12/2018	
		<b>Authorized By :</b>	RT		Rick Thomas							<b>Assign to :</b>	MM	
		<b>Summary :</b>	Mary											
		<b>Job Location</b>	1322 Wellington Dr				<b>Contact Name</b>	Mr. & Mrs. Richard Haller						
													<b>Phone (1) :</b>	742-3934

**Special Instruction:** Gutter over our front door roof was missing. See attached sheet for more info

**Detailed Description:** Maintenance staff replaced missing gutter.

<u>Type</u>	<u>Item #</u>	<u>Quantity</u>	<u>Amount \$</u>	<u>Subtotal \$</u>	<u>Tax %</u>	<u>Tax \$</u>	<u>Total \$</u>	
LABOR	MM	1.50	54.50	81.75	0.08	6.13	87.88	
							Total Labor	\$87.88
							Total Material	\$0.00
							Total Other	\$0.00
							<b>GRAND TOTAL</b>	<b>\$87.88</b>

# Drumlins

## Work Order History - 08/13/2018

### Detailed Report

<b>W/O #</b>	778	<b>Create Date</b>	06/12/2018	<b>W/O Type</b>	SID Siding/Trim Repair	<b>Lot/Unit #</b>		<b>Account #</b>	1320WE	<b>Active</b>	NO	<b>Closing Date</b>	06/15/2018
		<b>Authorized By :</b>	RT		Rick Thomas					<b>Assign to :</b>	MM		
		<b>Summary :</b>	Nancy										
		<b>Job Location</b>	1320 Wellington Dr				<b>Contact Name</b>	Mr. & Mrs. Stephen Remington					
		<b>Special Instruction:</b>	Siding missing at top left above garage in front HO selling and this was on the inspection report										
		<b>Detailed Description:</b>	Maintenance staff replaced siding.										
		<b>Type</b>	<b>Item #</b>	<b>Quantity</b>	<b>Amount \$</b>	<b>Subtotal \$</b>	<b>Tax %</b>	<b>Tax \$</b>	<b>Total \$</b>				
		LABOR	MM	1.00	54.50	54.50	0.08	4.09	58.59				
		MATERIAL	MILES	12.00	0.65	7.80	0.08	0.59	8.39				
										<b>Total Labor</b>		<b>\$58.59</b>	
										<b>Total Material</b>		<b>\$8.39</b>	
										<b>Total Other</b>		<b>\$0.00</b>	
										<b>GRAND TOTAL</b>		<b>\$66.98</b>	

<b>W/O #</b>	813	<b>Create Date</b>	06/14/2018	<b>W/O Type</b>	MAS Concrete/Brick/Stone Repair	<b>Lot/Unit #</b>		<b>Account #</b>	7MF	<b>Active</b>	NO	<b>Closing Date</b>	06/25/2018
		<b>Authorized By :</b>	RT		Rick Thomas					<b>Assign to :</b>	MM		
		<b>Summary :</b>	Mary										
		<b>Job Location</b>	7 Medford Way				<b>Contact Name</b>	Harriett Neville					
		<b>Special Instruction:</b>	Concrete porch under the lip is crumbling										
		<b>Detailed Description:</b>	Maintenance staff repaired the lip.										
		<b>Type</b>	<b>Item #</b>	<b>Quantity</b>	<b>Amount \$</b>	<b>Subtotal \$</b>	<b>Tax %</b>	<b>Tax \$</b>	<b>Total \$</b>				
		LABOR	MM	2.50	54.50	136.25	0.08	10.22	146.47				
		MATERIAL	MILES	15.00	0.65	9.75	0.08	0.73	10.48				
										<b>Total Labor</b>		<b>\$146.47</b>	
										<b>Total Material</b>		<b>\$10.48</b>	
										<b>Total Other</b>		<b>\$0.00</b>	
										<b>GRAND TOTAL</b>		<b>\$156.95</b>	

<b>W/O #</b>	820	<b>Create Date</b>	06/14/2018	<b>W/O Type</b>	CAR Carpentry/Wood Repairs	<b>Lot/Unit #</b>		<b>Account #</b>	2MF	<b>Active</b>	NO	<b>Closing Date</b>	06/27/2018
		<b>Authorized By :</b>	RT		Rick Thomas					<b>Assign to :</b>	MM		
		<b>Summary :</b>	Trish Costello										
		<b>Job Location</b>	2 Medford Way				<b>Contact Name</b>	Thomas Walker					
		<b>Special Instruction:</b>	Loose trim/gasketing along the top of garage door										
		<b>Detailed Description:</b>	Maintenance staff replaced broken weather stripping and also inspected all other stripping. No additional repairs needed.										
		<b>Type</b>	<b>Item #</b>	<b>Quantity</b>	<b>Amount \$</b>	<b>Subtotal \$</b>	<b>Tax %</b>	<b>Tax \$</b>	<b>Total \$</b>				
		LABOR	MM	2.00	54.50	109.00	0.08	8.18	117.18				
		MATERIAL	MILES	24.00	0.65	15.60	0.08	1.17	16.77				
										<b>Total Labor</b>		<b>\$117.18</b>	
										<b>Total Material</b>		<b>\$16.77</b>	
										<b>Total Other</b>		<b>\$0.00</b>	
										<b>GRAND TOTAL</b>		<b>\$133.95</b>	



## Drumlins

### Work Order History - 08/13/2018

#### Detailed Report

<b>W/O #</b>	821	<b>Create Date</b>	06/15/2018	<b>W/O Type</b>	MAS Concrete/Brick/Stone Repair	<b>Lot/Unit #</b>		<b>Account #</b>	6CC	<b>Active</b>	NO	<b>Closing Date</b>	06/22/2018		
		<b>Authorized By :</b>	RT		Rick Thomas					<b>Assign to :</b>	MM				
		<b>Summary :</b>	Trish Costello								<b>Phone (1) :</b>	315-585-9578			
		<b>Job Location</b>	6 Cambridge Circle					<b>Contact Name</b>	Mr. and Mrs. Gary Preston					<b>Phone (2) :</b>	398-8050

**Special Instruction:** Repair middle section of the sidewalk that is unsafe

**Detailed Description:** Maintenance staff leveled pavers as needed.

<u>Type</u>	<u>Item #</u>	<u>Quantity</u>	<u>Amount \$</u>	<u>Subtotal \$</u>	<u>Tax %</u>	<u>Tax \$</u>	<u>Total \$</u>	
LABOR	MM	3.25	54.50	177.13	0.08	13.28	190.41	
MATERIAL	MILES	25.00	0.65	16.25	0.08	1.22	17.47	
							Total Labor	\$190.41
							Total Material	\$17.47
							Total Other	\$0.00
							<b>GRAND TOTAL</b>	<b>\$207.88</b>

<b>W/O #</b>	822	<b>Create Date</b>	06/28/2018	<b>W/O Type</b>	STO Storage fee	<b>Lot/Unit #</b>		<b>Account #</b>	DR	<b>Active</b>	NO	<b>Closing Date</b>	06/28/2018
		<b>Authorized By :</b>	RT		Rick Thomas					<b>Phone (1) :</b>			
		<b>Summary :</b>	Trish Costello										
		<b>Job Location</b>	1 Drumlins					<b>Contact Name</b>					

**Special Instruction:** Storage fee

**Detailed Description:** June Storage Fees

<u>Type</u>	<u>Item #</u>	<u>Quantity</u>	<u>Amount \$</u>	<u>Subtotal \$</u>	<u>Tax %</u>	<u>Tax \$</u>	<u>Total \$</u>	
MATERIAL	STOR	1.00	22.50	22.50	0.00	0.00	22.50	
							Total Labor	\$0.00
							Total Material	\$22.50
							Total Other	\$0.00
							<b>GRAND TOTAL</b>	<b>\$22.50</b>

Report Totals	
Total Labor	\$952.06
Total Material	\$125.92
Total Other	\$0.00
<b>GRAND TOTAL</b>	<b>\$1,077.98</b>

# Drumlins

## Work Order History - 08/13/2018

### Detailed Report

<b>W/O #</b>	722	<b>Create Date</b> 07/26/2017	<b>W/O Type</b> MAS Concrete/Brick/Stone Repair	<b>Lot/Unit #</b>	<b>Account #</b> 6CC	<b>Active</b> YES
		<b>Authorized By :</b> RJ	Rick Johnson			
		<b>Summary :</b>				
		<b>Job Location</b> 6 Cambridge Circle	<b>Contact Name</b> Mr. & Mrs. Gary Preston			<b>Phone (1) :</b> 315-585-9578 <b>Phone (2) :</b> 398-8050
		<b>Special Instruction:</b> The sidewalk pavers have become uneven/sunk, please level.				
		<b>Detailed Description:</b> 8/8/17 2nd call Afraid of someone falling at night. Can we please do this.				

<b>W/O #</b>	783	<b>Create Date</b> 06/14/2018	<b>W/O Type</b> SID Siding/Trim Repair	<b>Lot/Unit #</b>	<b>Account #</b> 2MF	<b>Active</b> YES
		<b>Authorized By :</b> RT	Rick Thomas			
		<b>Summary :</b>	Mary			
		<b>Job Location</b> 2 Medford Way	<b>Contact Name</b> Thomas Walker			<b>Phone (1) :</b> 924-7755
		<b>Special Instruction:</b> The lower edge of the siding on the east side is loose and needs to be secured.				
		<b>Detailed Description:</b>				

<b>W/O #</b>	789	<b>Create Date</b> 06/14/2018	<b>W/O Type</b> ROF Roof Repairs	<b>Lot/Unit #</b>	<b>Account #</b> 24CC	<b>Active</b> YES
		<b>Authorized By :</b> RT	Rick Thomas			
		<b>Summary :</b>	Mary			
		<b>Job Location</b> 24 Cambridge Circle	<b>Contact Name</b> Emma Ricci			<b>Phone (1) :</b>
		<b>Special Instruction:</b> Some shingle tabs near the skylight are folded back.				
		<b>Detailed Description:</b>				

<b>W/O #</b>	798	<b>Create Date</b> 06/14/2018	<b>W/O Type</b> CAR Carpentry/Wood Repairs	<b>Lot/Unit #</b>	<b>Account #</b> 12CC	<b>Active</b> YES
		<b>Authorized By :</b> RT	Rick Thomas			
		<b>Summary :</b>	Mary			
		<b>Job Location</b> 12 Cambridge Circle	<b>Contact Name</b> Patrice Perez			<b>Phone (1) :</b> 924-3672
		<b>Special Instruction:</b> Circular vent over the garage door is rotted, needs repair & paint.				
		<b>Detailed Description:</b>				

<b>W/O #</b>	800	<b>Create Date</b> 06/14/2018	<b>W/O Type</b> CAR Carpentry/Wood Repairs	<b>Lot/Unit #</b>	<b>Account #</b> 28CC	<b>Active</b> YES
		<b>Authorized By :</b> RT	Rick Thomas			
		<b>Summary :</b>	Mary			
		<b>Job Location</b> 28 Cambridge Circle	<b>Contact Name</b> Rodney Bundschuh			<b>Phone (1) :</b> 734-4461 <b>Phone (2) :</b> 473-8530
		<b>Special Instruction:</b> The side garage door brick molding is rotted and needs repair.				
		<b>Detailed Description:</b>				

<b>W/O #</b>	801	<b>Create Date</b> 06/14/2018	<b>W/O Type</b> CAR Carpentry/Wood Repairs	<b>Lot/Unit #</b>	<b>Account #</b> 1MF	<b>Active</b> YES
		<b>Authorized By :</b> RT	Rick Thomas			
		<b>Summary :</b>	Mary			
		<b>Job Location</b> 1 Medford Way	<b>Contact Name</b> Marilyn R. Mann			<b>Phone (1) :</b> 742-8582
		<b>Special Instruction:</b> East side of arched window not properly trimmed along the top. Basement window on the south side has a rotted frame.				
		<b>Detailed Description:</b>				

# Drumlins

## Work Order History - 08/13/2018

### Detailed Report

<b>W/O #</b>	803	<b><u>Create Date</u></b>	<b><u>W/O Type</u></b>	<b><u>Lot/Unit #</u></b>	<b><u>Account #</u></b>	<b><u>Active</u></b>
		06/14/2018	CAR Carpentry/Wood Repairs		3MF	YES
		<b>Authorized By :</b>	RT Rick Thomas			
		<b>Summary :</b>	Mary			
		<b><u>Job Location</u></b>		<b><u>Contact Name</u></b>		<b>Phone (1) :</b> 924-5827
		3 Medford Way		Kay Arnold		<b>Phone (2) :</b> 924-3252
		<b>Special Instruction:</b> Duct tape over an unsealed dryer vent. It needs to be properly sealed off.				
		<b>Detailed Description:</b>				

<b>W/O #</b>	804	<b><u>Create Date</u></b>	<b><u>W/O Type</u></b>	<b><u>Lot/Unit #</u></b>	<b><u>Account #</u></b>	<b><u>Active</u></b>
		06/14/2018	CAR Carpentry/Wood Repairs		7MF	YES
		<b>Authorized By :</b>	RT Rick Thomas			
		<b>Summary :</b>	Mary			
		<b><u>Job Location</u></b>		<b><u>Contact Name</u></b>		<b>Phone (1) :</b> 314-8140
		7 Medford Way		Harriett Neville		<b>Phone (2) :</b> 423-5666
		<b>Special Instruction:</b> Repair the rotted door frame on the side of the garage door.				
		<b>Detailed Description:</b>				

<b>W/O #</b>	806	<b><u>Create Date</u></b>	<b><u>W/O Type</u></b>	<b><u>Lot/Unit #</u></b>	<b><u>Account #</u></b>	<b><u>Active</u></b>
		06/14/2018	CAR Carpentry/Wood Repairs		17MF	YES
		<b>Authorized By :</b>	RT Rick Thomas			
		<b>Summary :</b>	Mary			
		<b><u>Job Location</u></b>		<b><u>Contact Name</u></b>		<b>Phone (1) :</b> 924-7514
		17 Medford Way		Mr. & Mrs. Wayne Klumpp		
		<b>Special Instruction:</b> Door frame on the side of the garage is rotted, please repair.				
		<b>Detailed Description:</b>				

<b>W/O #</b>	808	<b><u>Create Date</u></b>	<b><u>W/O Type</u></b>	<b><u>Lot/Unit #</u></b>	<b><u>Account #</u></b>	<b><u>Active</u></b>
		06/14/2018	MSC Miscellaneous		1317WE	YES
		<b>Authorized By :</b>	RT Rick Thomas			
		<b>Summary :</b>	Mary			
		<b><u>Job Location</u></b>		<b><u>Contact Name</u></b>		<b>Phone (1) :</b> 943-5079 cell
		1317 Wellington Dr		Mr. & Mrs. Keith Maier		<b>Phone (2) :</b> 586-4230
		<b>Special Instruction:</b> Pressure treated wood along the sidewalk is out of place since the spruce was removed, Please re-position.				
		<b>Detailed Description:</b>				

<b>W/O #</b>	815	<b><u>Create Date</u></b>	<b><u>W/O Type</u></b>	<b><u>Lot/Unit #</u></b>	<b><u>Account #</u></b>	<b><u>Active</u></b>
		06/14/2018	MSC Miscellaneous		1317WE	YES
		<b>Authorized By :</b>	RT Rick Thomas			
		<b>Summary :</b>	Mary			
		<b><u>Job Location</u></b>		<b><u>Contact Name</u></b>		<b>Phone (1) :</b> 943-5079 cell
		1317 Wellington Dr		Mr. & Mrs. Keith Maier		<b>Phone (2) :</b> 586-4230
		<b>Special Instruction:</b> Driveway was torn up when trees were removed - add soil or base material underneath to give a stable surface and fill in cracks.				
		<b>Detailed Description:</b>				

<b>W/O #</b>	823	<b><u>Create Date</u></b>	<b><u>W/O Type</u></b>	<b><u>Lot/Unit #</u></b>	<b><u>Account #</u></b>	<b><u>Active</u></b>
		07/17/2018	MAS Concrete/Brick/Stone Repair		10CC	YES
		<b>Authorized By :</b>	RT Rick Thomas			
		<b>Summary :</b>	Mary			
		<b><u>Job Location</u></b>		<b><u>Contact Name</u></b>		<b>Phone (1) :</b> 869-5744
		10 Cambridge Circle		William & Mary Lupton		
		<b>Special Instruction:</b> Walkway needs repair - it's crumbling and not level.				
		<b>Detailed Description:</b>				

Drumlins

Work Order History - 08/13/2018

Detailed Report

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W/O # 832 Create Date 08/06/2018 W/O Type FDN Foundation Repairs Lot/Unit # Account # 18CC Active YES  
Authorized By : RT Rick Thomas  
Summary : Mary  
Job Location 18 Cambridge Circle Contact Name Michael Keefe Phone (1) : 732-6676 Mel  
**Special Instruction:** Piece of foundation on garage is broken & allowing critters to get into garage. Please fill in gap. Also some broken & cracked  
**Detailed Description:** pavers that need to be replaced. See attached photos

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W/O # 833 Create Date 08/10/2018 W/O Type GUR Gutter/Downspout Repair Lot/Unit # Account # 1314WE Active YES  
Authorized By : RT Rick Thomas  
Summary : Mary  
Job Location 1314 Wellington Dr Contact Name Michael V. Bell Phone (1) : 742-2102  
Phone (2) : 742-1990  
**Special Instruction:** repair elbow of gutter as described in attached email  
**Detailed Description:**

Report Totals	
Total Labor	\$0.00
Total Material	\$0.00
Total Other	\$0.00
<b>GRAND TOTAL</b>	<b>\$0.00</b>

# Drumlins Homeowners Association Variance Request Form

Name

Kyle

Trenshaw

Address

1258 Wellington Drive

Victor

New York

14564

Phone

(573) 680-1773

Email

kftb65@gmail.com

I/We hereby request approval for the following exterior or common area modification/variance.

**Description - Please be Explicit**

I request approval for the installation of solar panels on my roof.

**Please Attach a Sketch, Drawing, Picture or Specs if Applicable**

**Upload**

or drag files here.



30 Panels.pdf  
186.65 KB



**Reason for Request**

Solar panels would offset my electricity costs and also make my unit (and therefore the whole community) more desirable for future owners.

**Anticipated Starting and Completion Dates**

Starting dates would be whenever the variance request gets approved and completion dates would be a few months after the starting date.

**Homeowner Signature (Electronic)**

Kyle F Trenshaw

Date Submitted

7/31/2018



BOARD OF DIRECTORS:

- Approved
- Approved with Conditions
- Not Approved

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

NOTE:

Preliminary approval will be provided within 30 days of receipt of this request. Final approval is contingent upon review of the completed work. IT IS THE HOMEOWNER'S RESPONSIBILITY TO PROVIDE WRITTEN NOTIFICATION OF COMPLETION OF THE PROJECT on or before the above anticipated completion date. Final approval is to be within 30 days following notification of completion.

## **RESIDENTIAL SOLAR ENERGY SYSTEM**

**Prepared For:**

**Trenshaw**

**Prepared by:**

**Kevin Pilcher**

**GreenSpark**

**318 Timothy Lane**

**Ontario, NY 14519**

**Email: [kevin.pilcher@greensparksolar.com](mailto:kevin.pilcher@greensparksolar.com)**

**Phone: 585 454 9956**

**[www.greensparksolar.com](http://www.greensparksolar.com)**



**GREENSPARK**

**Loyal to People. Loyal to Planet.**

## Solar Savings Summary

Reduction in Electric Bill: **\$95.14**

**Avoided Electric Costs**

Year 1: \$1,142

10 Years: \$12,782

25 Years: \$38,922

**Purchase Price and Net Cost**

Gross System Price: \$26,970

NYSERDA Incentive: (\$3,255)

Contract Price: **\$23,715**

Federal Tax Incentive: (\$7,115)

State Tax Incentive: (\$5,000)

Net Purchase Price: **\$11,601**

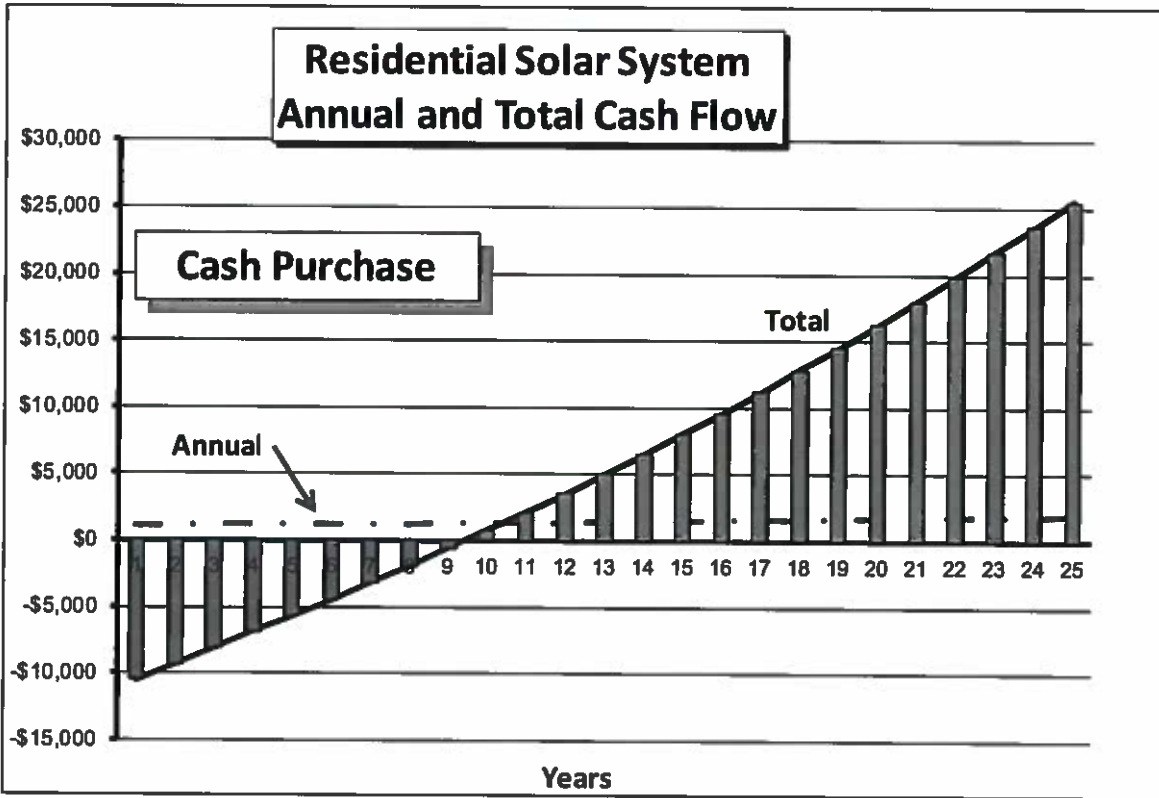
**Financial Performance**

Payback: **9.4**

Internal Rate of Return (IRR): **10.5%**

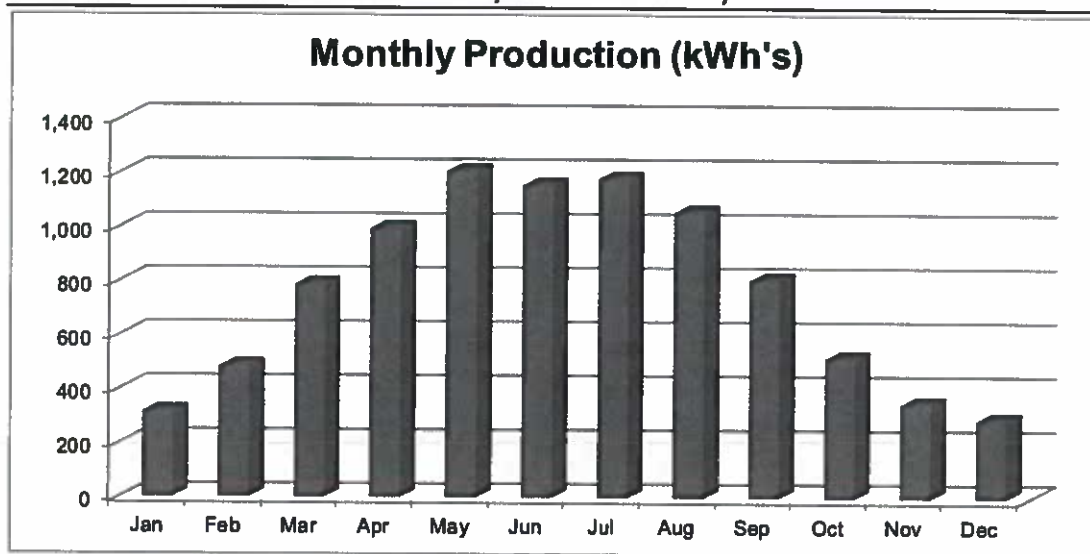
Cash Gained over System Life: **\$25,521**

Lifetime Cost of Energy: **\$0.064**





## Solar System Summary



### System Details for Roof Mount

PV Modules: Q.Peak -G4.1 310

Number of Modules: 30

Approximate Square Footage: 554

Annual Production (kWh): 9,133

Rated Power (DC-kW): 9.3

### Environmental Summary

Based on the annual production of your new solar energy system you will be providing the following environmental benefits:

<u>Emissions Reductions:</u>	15,289	pounds of carbon dioxide emissions,
	66	pounds of sulfur dioxide emissions, and
	22	pounds of nitrous oxide emissions, every year.

To put these numbers in perspective, this reduction in annual carbon dioxide emissions is equivalent to:

Driving	9,133	fewer miles each year, or
Planting	183	trees.

Or, over the expected 25year lifetime of your Solar Energy System:

Driving	228,325	fewer miles or
Planting	4,567	trees.

318 Timothy Lane Ontario, NY 14519

3

www.greenspark solar.com | 585-265-2384

# Residential Solar System Cash Flow

Prepared for: Trenchaw  
Date: 7/31/2018

**Cash Purchase**

## Assumptions (Inputs)

Total Installed Cost (\$):	\$26,970
System Size	9.30
Annual Energy Output (kWh):	9,133
Electricity Cost (\$/kWh):	\$0.1250
Electricity Inflation Rate (%):	3.26%
Month Installed:	0
Net Federal Tax Rate (%):	28%
Net State Tax Rate (%):	5%
O & M Cost (\$/kW):	\$6
O & M Inflation Rate (%):	3.00%
State Rebate (%):	12.1%
State Tax Credit (%):	25.0%
Federal Tax Credit (%):	30.0%

## Annual Cash Flow Model

Year	Net Energy	O&M Reserve	Net Fed Tax	Net State Tax	Annual Cash Flow	Total Cash Flow
0	\$0	\$0	\$7,115	\$5,000	(\$11,601)	(\$11,601)
1	\$1,142		\$0	\$0	\$1,141.63	(\$10,459)
2	\$1,170		\$0	\$0	\$1,170.00	(\$9,289)
3	\$1,199		\$0	\$0	\$1,199.08	(\$8,090)
4	\$1,229		\$0	\$0	\$1,228.89	(\$6,861)
5	\$1,259	(\$63)	\$0	\$0	\$1,196.63	(\$5,664)
6	\$1,291	(\$65)	\$0	\$0	\$1,226.05	(\$4,438)
7	\$1,323	(\$67)	\$0	\$0	\$1,256.19	(\$3,182)
8	\$1,356	(\$69)	\$0	\$0	\$1,287.07	(\$1,895)
9	\$1,389	(\$71)	\$0	\$0	\$1,318.71	(\$76)
10	\$1,424	(\$73)	\$0	\$0	\$1,351.12	\$775
11	\$1,459	(\$75)	\$0	\$0	\$1,384.33	\$2,159
12	\$1,496	(\$77)	\$0	\$0	\$1,418.35	\$3,578
13	\$1,533	(\$80)	\$0	\$0	\$1,453.21	\$5,031
14	\$1,571	(\$82)	\$0	\$0	\$1,488.92	\$6,520
15	\$1,610	(\$84)	\$0	\$0	\$1,525.50	\$8,045
16	\$1,650	(\$87)	\$0	\$0	\$1,562.99	\$9,608
17	\$1,691	(\$90)	\$0	\$0	\$1,601.39	\$11,210
18	\$1,733	(\$92)	\$0	\$0	\$1,640.73	\$12,850
19	\$1,776	(\$95)	\$0	\$0	\$1,681.04	\$14,531
20	\$1,820	(\$98)	\$0	\$0	\$1,722.33	\$16,254
21	\$1,865	(\$101)	\$0	\$0	\$1,764.64	\$18,018
22	\$1,912	(\$104)	\$0	\$0	\$1,807.98	\$19,826
23	\$1,959	(\$107)	\$0	\$0	\$1,852.38	\$21,679
24	\$2,008	(\$110)	\$0	\$0	\$1,897.88	\$23,576
25	\$2,058	(\$113)	\$0	\$0	\$1,944.48	\$25,521

## Results

### Ave. Monthly Savings on Bill

Year 1 (\$):	\$95
Year 10 (\$):	\$131
Year 20 (\$):	\$181
Year 25 (\$):	\$212

### Internal Rate of Return

Years 1 - 25:	10.5%
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### Total Lifetime Savings

Years 1 - 25:	\$25,521
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### Average Lifetime Cost of Energy

Years 1 - 25:	\$0.064
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### Payback Period

Years	9.4
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Conservative assumption of no scrap value after 30 years.  
Cash flow analysis is pre-tax.