

Mount Vernon Village Home Owners Association

Resolution of the Board of Directors #4

MAINTENANCE AND INSURANCE AREAS OF RESPONSIBILITY

The following chart identifies maintenance, repair, replacement and insurance responsibility for property on the Mt. Vernon Village premises. The responsibility is based on normal “wear & tear” as recognized in the construction/contracting industry. Damage done by an owner, members of their family, tenants, friends/guests or caused by negligence by the owners/family/tenants/guests will be repaired/replaced by the HOA with the owner financially responsible— wherever, whatever the damage is. Damage caused by the Association or one of its contractors is the responsibility of the HOA whatever, wherever the damage. (Exception will be when the Owner’s insurance can cover damage – then HOA pays deductible).

The HOA responsibilities for maintenance and cleaning will be completed on a regular maintenance schedule based on available funding. Work coming due outside the maintenance schedule will be completed promptly only when a risk is posed.

Any additions or changes made to the exterior, by the homeowner, shall be completed *only after authorization by the Board* (after submitting plans) and will be maintained by the homeowner, present and future. (This includes windows, screen/storm/security doors, air conditioners, satellite dishes, skylights, deck coverings, decks, etc.)

These guidelines strive to be inclusive, however new and/or unforeseen items arise and will be subject to a committee or Board’s decision. For the most part, the guidelines are based on “studs in” & “studs out” ownership.

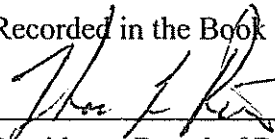
References: Declaration CCR Article VII and IX; Restated Bylaws 7 2(k), 10.1, and 12.4

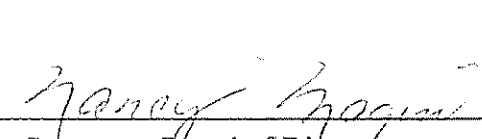
Schedule A: Maintenance & Insurance Areas of Responsibility

Association Responsibility	Owner Responsibility
Chimneys	
<ul style="list-style-type: none"> • Exterior brick • Chimney cap 	<ul style="list-style-type: none"> • Interior brick work • Interior cleaning/maintenance of chimney
Doors/Gates	
<ul style="list-style-type: none"> • Exterior of garage door (paint) and trim • Exterior front door(s): Paint door and trim • Patio gates 	<ul style="list-style-type: none"> • Garage door interior, assembly and attachment maintenance, and replacement (with ARC approval) • Exterior front door(s): Repair/replace door, door casing & locks (installation only with HOA approval) • Garage door openers (if installed) • Patio gates closure hardware (installation only with HOA approval) • Screen/storm/security doors (if installed) (installation only with HOA approval) • Door between garage and patio (with HOA approval) • Exterior door hardware (installation only with HOA approval)

Association Responsibility		Owner Responsibility	
Exterior Siding/Roof/Patios			
<ul style="list-style-type: none"> • Exterior end patio walls that are single level, including the gates and louvers • Interior of single level end unit patio walls • Vinyl siding on all walls • Vent covers on vinyl <ul style="list-style-type: none"> • Patio area vinyl • Exterior walls • Exhaust • Peaked roofs • Garage roofs • Gutters and downspouts • Shutters • Balcony railings maintenance • Address numbers 	<ul style="list-style-type: none"> • Patio walls with vinyl siding – maintain/clean • Patio walls in dual level units with interior wood siding - maintain/clean/replace • Windows: clean/repair/replace (installation only with HOA approval- with white grids and frames) • Foundation • Patio vents in wood walls • Balcony interior floor • Balcony door hardware (installation only with HOA approval) • Balcony door cleaning • Interior wall/ceiling studs & insulation • Interior attachments to exterior (exhaust fans, air conditioners, heat pumps, heating units, ventilation, etc., installation only with HOA approval) • Mailbox replacement (installation only with HOA approval) • Mailbox clean & maintenance 		
Electrical & Lighting			
<ul style="list-style-type: none"> • Exterior garage light: electrical, fixture, & bulb • Front porch light fixture • Yard light fixture, electrical & bulb • Second-story front porch light bulbs 	<ul style="list-style-type: none"> • Patio light(s) electrical, fixture, & bulb • Porch light electrical & bulb (exception: 2nd story lights) • Electrical lines & outlets, in and out (exterior installation only with HOA approval) • Media lines, inside & out (with HOA approval - phone, cable, etc.) 		
Water/Sewer/Concrete			
<ul style="list-style-type: none"> • Exterior faucets replacement • Front porch & step repairs • Water/sewer drain lines – common lines • Sidewalks: clean, repair & replace 	<ul style="list-style-type: none"> • Inside patio/interior faucets • Exterior faucets – winterize/maintenance • Patio area concrete (steps and patios) • Front porch & step cleaning • Water/sewer/drain lines- from common connection to interior 		
Other			
<ul style="list-style-type: none"> • Insect and pest control in common area buildings, plantings, and grounds 	<ul style="list-style-type: none"> • Insect and pest control on owner's property including crawl space, under siding, etc. 		
Landscaping			
<ul style="list-style-type: none"> • Exterior/common area 	<ul style="list-style-type: none"> • Patio area 		

Recorded in the Book of Minutes: **March 14, 2006.**


 Thomas L. Russo
 President - Board of Directors
 Mount Vernon Village Homeowners Association


 Nancy Maguire
 Secretary, Board of Directors
 Mount Vernon Village Homeowners Association