

**Board Administrative Policy – Damage to Interior of Owner Units Related to Roof Leaks
May 2001**

The Association is responsible for maintaining the roofs on all Common Element structures (25 unit buildings and clubhouse). The Association will repair damages to the interior of Owner's units related to roof leaks except as noted below. Damages will be repaired drawing on the following guidelines:

1. Owners are responsible for the cost of roof repairs and any internal damage related to the roof repair if the roof leak was caused by the installation of any equipment (e.g., air conditioning equipment, antennas, satellites) by the current or any past Unit Owners or lessees. A Unit Owner is also responsible for any damages related to improper water drainage from the air conditioning unit.
2. The Association will repair / repaint interior walls or ceilings with stains resulting from roof leaks (except damages related to leaks described in #1 above). Roof leak stains will be painted using a stain blocker and white paint. If walls or ceilings are painted a color other than white, the Owner may elect to provide a matching paint and the paint repairs will be completed using the paint provided by the Owner. If the original paint is white but discolored, the painter will attempt to blend the painted areas, but is not responsible matching old or discolored paint. Painting contractors will be asked to provide Association rates to Owners who wish to repaint entire rooms.
3. The Association is responsible for repairing damages that are reported in a timely manner (i.e., 90 days after damage occurs). If damages are not reported and more extensive damages occur because the repairs were not reported, the Association is only responsible for the repair costs that would have been incurred if the damage had been reported in a timely manner.