Owner-funded Siding Repair & Reimbursement Summary

On December 16, 2021, the Crosswoods Homeowners Association's (HOA) Board of Directors (Board) approved a resolution that gives homeowners the ability to accelerate the repair and replacement of the siding, trim and paint on their homes.

Background/Discussion

The HOA is responsible for repairing or replacing the siding, trim and paint on your home. The Board has developed and approved a 10-year Siding/Painting Maintenance Schedule to accomplish this task *(https://www.crosswoodshoa.com/wp-content/uploads/2021/11/10-yr-siding-painting-maint-sched.2021.11.2.pdf).* Given that a homeowner may not want to wait for their scheduled repair date (they have noticed some dry rot that is not a safety or emergency issue), the HOA has established a process whereby homeowners can do this work when they choose to and then be reimbursed for that expense (up to a maximum of $10,000) in the year that their home is scheduled in the Siding/Painting Maintenance Schedule. The work must be to replace damaged or dry rotted siding and trim. Cosmetic repairs will not be approved for reimbursement.

Process

Homeowners who choose to take advantage of this program must obtain the approval of the Board before any work begins. The documents included in this package contain the Resolution, the Reimbursement Application, and Repair Waiver. To request approval, print and complete the Reimbursement Application and Waiver. Submit the forms to the HOA office with photos and other supplemental information to substantiate the need for repair.

As noted in the Resolution, there are important requirements that must be met for the Board to approve your request:

1. The work must be performed by an insured and bonded contractor who is licensed to do business in California. You can choose your own contractor or use one that is pre-approved by the HOA.
2. You must provide photographs and other evidence that clearly describes the damage that will be repaired as well as the contractor's description of work to be performed and how much it will cost.
3. You are responsible for securing required permits.
4. After the work is completed, you must provide a copy of the contractor's invoice and proof of payment to the HOA.

More Information

Please read the attached Resolution as it provides more detailed information about this program. If you have any questions, or if you need any assistance associated with this program, please contact the HOA's community manager.

Crosswoods Homeowners Association Board Resolution

Owner-funded Siding/Paint/Trim Repairs and Related Reimbursement

WHEREAS, Article 5 of the Crosswoods Homeowners Association (Association) CC&Rs gives the Board of Directors the powers and duties necessary to conduct the affairs of the Association and to make such rules and regulations as the Directors deem in the best interests of the Association; and

WHEREAS, Article 8.1 (b) ii states that the Association shall paint or stain and repair or replace the exterior surfaces of homes including siding and trim; and

WHEREAS, the Board of Directors has formally adopted a formal cycle schedule for when siding, trim and paint work will be performed by street address and by fiscal year; and

WHEREAS, the Board of Directors desires to provide homeowners the ability to make siding, trim and paint repairs in advance of the formal cycle schedule when this work is not a safety or emergency issue and there is evidence to suggest that performing it in advance of the formal cycle schedule may prevent possible damage to the home; and

WHEREAS, the Board of Directors desires to reimburse homeowners for the cost of the work that is the responsibility of the Association pursuant to Article 8.1 in the fiscal year that the work would have been performed by the Association pursuant to the formal cycle schedule for this work;

NOW, THEREFORE BE IT RESOLVED that the following policies are adopted by the Board of Directors:

1. **Restrictions on Type of Work**

   This resolution and these policies only apply to siding, trim and paint repair and replacement that is authorized by the Board prior to the date the work would have been done in the formal repair cycle schedule adopted by the Board. This resolution and these policies do not apply to any other form/type of work that is the responsibility of the Association unless and until a formal cycle of work repair is adopted by the Board for that work (e.g., driveway, deck, roof, concrete, and gutter repair and replacement.)

2. **Board Approval**

   Homeowners must complete the required form(s) and provide the Board with sufficient photographic and written documentation to support the need for siding/paint/trim work prior to the initiation of any work. Homeowners must also provide a copy of the proposed contract that specifies in detail the work to be done as well as the total cost of this work such that the Board can determine the portion of the overall work within the obligation of the HOA to repair.

3. **Waiver Agreement**

   Homeowners must enter into a wavier agreement holding the Association harmless from any defect of work using a form prescribed by the Association.

4. Contractor Requirements

If the Homeowner chooses to use a contractor which is not preapproved by the Association, Homeowners must provide evidence that their contractor: (1) has a current and appropriate class of Contractor's License with the State of California, and (2) carries liability, workers compensation and other related insurance coverages to the satisfaction of the Association.

5. Homeowner Reimbursement

Homeowners acknowledge and agree that they will receive reimbursement in the fiscal year that their home would otherwise have been repaired pursuant to the formal cycle schedule adopted by the Board and subject to the following conditions:

a. Maximum reimbursement is limited to $10,000. NOTE: The Board, at its sole discretion, may choose to cover the cost of materials and paint and will notify the Homeowner in advance of this decision,
b. the availability of funds, as determined by the Board, in the fiscal year that the cycle work was scheduled to be completed, with a priority of funding for prior reimbursement agreements,
c. evidence of actual payment by the Homeowner for the work undertaken,
d. Homeowners who sell their homes prior to reimbursement shall forfeit that reimbursement, and
e. reimbursements shall not include consideration for the cost of money (present value) including any interest that might otherwise be claimed by the homeowner.

Approved this 16th day of December 2021

President, Board of Directors

Crosswoods Homeowners Association.

Application #_____

SIDING/TRIM/PAINT REPAIR AUTHORIZATION & REIMBURSEMENT APPLICATION

PHOTO'S, DESCRIPTION, CONTRACT & COST OF REPAIRS MUST BE ATTACHED TO APPLICATION

Unit Owner: _____ Date: _____

Address of Unit: _____ Phone: _____

DESCRIBE WHY REPAIRS ARE NECESSARY (Note: Cosmetic repairs will not be approved for reimbursement):

___ I certify that the contractor who will perform work is licensed by the State of California.

___ I have attached a copy of the proposed contract which includes a detailed description of the work to be performed including: (1) the total cost of this work and (2) proof of the Contractor's liability, worker's compensation, and other insurance coverages and (3) a signed Installation Maintenance Waiver.

___ I understand that future reimbursement by the HOA is subject to the approval of the Board after proof of completion of work and that approval of this application does not ensure or guarantee any reimbursement. I also understand that if I sell this property prior to reimbursement, I forfeit any right to such reimbursement.

_____ _____

Owner's Signature Date

INTERNAL USE ONLY

Owner Funded Siding Repair Waiver Signed: Yes ___ No___

Board Approval of Work ____Yes ____No Date: _____

Board Disapproval (Reason)_____

Owner provided proof of completion of work and proof of payment (invoice). Date: _____

Board Tentative Approval of Reimbursement ____Yes ____No

If yes, note fiscal year Reimbursement may be authorized: 20____

Date of Reimbursement and copy of reimbursement attached Date: _____

Board Disapproval of Reimbursement (Reason)_____

CROSSWOODS

HOMEOWNERS ASSOCIATION

The Jewel of Citrus Heights

OWNER-FUNDED SIDING REPAIR WAIVER

STATEMENT OF RESPONSIBILITY:

Name of Owner_____

Property Address_____

I, _____, do hereby acknowledge that I am fully aware that I am responsible for the quality of the work performed as specified in the attached SIDING/TRIM/REPAIR AUTHORIZATION & REIMBURSEMENT APPLICATION and that any resultant defects or leaks from its installation are mine solely, and not that of the Crosswoods Homeowners Association. I acknowledge that I am responsible for any claims for damages, injury, etc. associated with the work performed. I also certify that the work will be performed by a licensed contractor, whose name and number will be submitted with this waiver. I further acknowledge that it is my responsibility to disclose the terms of this agreement to any prospective buyer of my home, as this waiver will remain in effect in the event of a transfer of ownership.

Signed _____

Date _____

Installing Contractor

Name _____

Phone _____ License # _____

6510-B Crosswoods Circle
Citrus Heights, CA 95621

Website: www.Crosswoodshoa.com