

## **Maintenance and Repair Plans for Overlook**

The purpose of this document is to communicate the Overlook BOD's plans regarding ongoing regular maintenance of each of our properties. The document is meant to complement the Maintenance Matrix distributed to all residents earlier this year (see attachment) which detailed who (homeowner or HOA) is responsible for the maintenance of each component of each of our homes and landscape. It describes what each homeowner can expect the HOA to do to maintain those components that fall under the HOA's responsibility. If you have any questions about what is described in this document please contact Jerry Rakunas (HOA president) or Neal Waddington (HOA vice president).

### **Maintenance of External Stone, stucco and driveway pavers**

Repairs required for stone, stucco (in particular, due to golf ball damage) or driveway pavers on the external part of your home should be reported to Christa Musgrave, AAM property manager, whenever it occurs. Our plan is to address needed repairs in this category twice a year - in April and October. AAM will log all repair requests and schedule contracted repair work as well as notify all homeowners as to when the repairs will be made. Please be aware that each homeowner

must insure there is proper access as required to make these repairs on the date/time they are scheduled.

Also please note that minor stucco cracks and minor view fence paint chips/rust that occur normally on our homes WILL NOT be addressed in this manner. Instead, all minor stucco cracks and minor view fence chips/rust will be repaired when each unit is painted (the painting maintenance schedule is described in a later section of this document).

### **Roof Inspections/Repairs**

All Overlook homes roofs will be inspected and cleaned once a year and any needed repairs made at that time. Inspections and minor repairs will be scheduled in April/May of each year prior to the summer monsoon season.

Additionally, every 5-7 years you should expect that your flat roof will be resealed. This will provide “like new” protection for flat roofs against leaks and reset a warranty from the roof maintenance provider. Being proactive

with inspections, cleaning, minor repairs and resealing will provide viable flat roofs for our homes for a long and possibly indefinite period of time.

Metal roofs will also be inspected at the same time and any needed minor repairs to your metal roof will also be completed on a yearly basis after inspection. These

roofs have an expected life of 30-40 years. The metal itself will last indefinitely but the underlayment will eventually dry, become brittle and need replacement which is expected in that 30-40 year timeframe.

Note: Many residents have had and continue to have roof leaks on their homes while new and under warranty or soon after warranty has expired. As a result the Overlook BOD has engaged Toll, at their expense, to conduct inspections of all Overlook roofs and complete any needed repairs. This activity is underway as this document is being written. In addition the BOD is negotiating an extended roof warranty with Toll and when that warranty extension is finalized we will notify you of those details and what it means for each homeowner. Assuming we are satisfied with the current inspections and Toll's remedies and extended warranty terms the Overlook HOA will begin yearly inspections as described above in April/May 2023.

### **Street/Asphalt Repair/Reseal**

As soon as the last 4 units under construction at Overlook are complete (Toll is expecting completion in the spring of 2022), Toll has committed to repair any asphalt damage as well as damage to curbs and sidewalks due to construction. Immediately thereafter and every 3-5 years in the future, the Overlook HOA will reseal all streets on an ongoing basis. Assuming Toll

completes these last 4 units in the spring of 2022 as planned and repairs all curbs and sidewalks as committed we expect that we will reseal all streets in Overlook in the May/June 2022 timeframe. This will require no traffic in and out of Overlook for 24-48 hours and will be a considerable interruption for all residents present. Advance notice to all homeowners will be provided as soon as we have a plan and timeframe.

### **Irrigation problems, Landscape Lighting Issues, Plant and Tree Replacement**

Problems and concerns related to the common area irrigation system at your property, dead plants or trees or landscape lighting issues should be reported to Christa Musgrave, property manager at AMM and Neal Waddington (VP Overlook HOA) as soon as they occur. Irrigation issues and lighting issues will be handled on an as needed basis by Blue Marble, our landscape contractor. Overlook community tree and plant replacement will occur twice a year - in the March/April and October/November timeframes.

Note: In the case of tree damage as a result of a storm or a plant being displaced, please report the issue as described above and it will be handled immediately.

### **Rain spouts/drainage issues**

The Overlook BOD has done an analysis of all existing homes with respect to the need for downspout extensions, additional rip/rap and or trenching to prevent long term water and erosion issues around each unit. Our analysis revealed of the 60 homes already completed, 34 are in need of some additional attention to avoid problems as described above. It is our intention that over the next three years all such issues will be addressed.

Our plans to address these needed improvements resulting from our analysis will be shared with all homeowners by February, 2022. At the same time we will inform each homeowner what actions are planned for their particular property and when they can expect those actions to occur.

Note: We are not aware of any problems from the analysis described above that cause immediate concern from a drainage or erosion perspective. The work being described is being done proactively so as to prevent future problems from arising. The 34 homes needing attention will be prioritized according to the potential severity of the problem and repairs will be scheduled accordingly in a timely manner.

### **Painting of Units**

Each homeowner should expect that their unit will be repainted approximately every 7 years. The exact time will depend of course on actual need and appearance

but most contractors “guarantee” their external painting work for approximately seven years. It is possible that the first repainting might occur slightly earlier because new stucco tends to absorb paint more readily and contractor painting is not always of the highest quality. We should know more about initial Overlook paint longevity in another year or two. The current plan is to begin repainting in 2024/2025 and will include the painting of all unit external walls, all patio/courtyard areas, view fences and retaining walls. It will be up to each homeowner to remove all plants from view fences, all trellises from walls, all pots and furniture from areas required to be painted. Advance notice of plans to paint each unit will be provided. Expect that painting will occur in the April/ May and/or October/November timeframes.

### **Overlook Home Groups**

As previously stated roof resealing will occur every 5-7 years and painting every 7 years. Each of these activities will be accomplished in a 4 year cycle by lot group, the order of which is based on the approximate initial closing date of your home. The four groups of lot numbers are as follows:

Group 1 (2017/2018 closing)

Group 2 (2018/2019 closing)

11,12(2) 19,20(2) 29,30(1) 33,34(1) 35,36(1) 37,38(1)  
45,46(2) 51,52(1)

Group 4 (2020/2022 closings)

7,8(1) 25,26(1) 39,40(2)

1,2(1) 3,4(2) 13,14(2) 15,16(2) 17,18(2) 21,22(1)  
43,44(2) 49,50(1)

Group 3

5,6(2) 9,10(2)\* 55,56(1)

(2019/2020 closing)

31,32(1) 27,28(1) 41,42(2) 47,48(2) 57,58(1)

53,54(1) 23,24(1) 59,60(2) 61,62(2) 63,64(1)\*

\* The units marked with an asterisk above are in groups with later closing dates than they actually closed or construction was completed in. This was done to get an equal number of units in each group but these units will be monitored and if need be roof resealing and/or painting done earlier than the group they are in is scheduled for.

Note: the number in parens above is the number of levels in your home.

To determine when your roof resealing and/or painting is likely to occur, find your lot number in a group above and add the appropriate number of years to the

earliest closing year for your group and you will have an approximate year when that maintenance will occur on your property.

Our hope is that this document provides residents some insight into how the HOA intends to maintain the components of your property that we are responsible for and what exactly you can expect to be completely by the HOA and the timing of the same. If you have any questions please contact Jerry or Neal. Thanks.

Wishing you and your family a happy and healthy New Year in 2022, Overlook Board of Directors