## Minor Maintenance Policy

Because small repairs for which a homeowner is responsible can often be done more cheaply when grouped together than when done individually by homeowners, the Woodgate Glen Homeowners' Association implements the following Policy.

A written notice is sent to the homeowner noting the repairs needed. The letter gives the homeowner thirty (30) days to make the repairs himself or herself. If the repair has not been corrected within the thirty day period, the Association arranges the repair and bills the homeowner on an actual cost basis.

Typical repairs that are covered by this Policy include but are not limited to: external wiring and cables that are improperly attached to the building and/or not painted the proper color, foundation vents that have screens missing, improperly mounted satellite dishes, Common Area debris removal and damaged window screens that need replacing.

In the case of window screens, a homeowner may choose to remove them completely but if they are not removed within thirty days, the Association will replace them.

Oil spills in assigned parking spaces will be cleaned with biodegradable cleaning products. The Association cleans such damage and charges the homeowner assigned to that space.

Major repairs requiring an outside contractor are not covered by this Policy. Such repairs must be completed in a timely manner by the homeowner responsible or else sanctions that may include heavy fines will be imposed by the Association.