

# Oxford Downs Association

Realty One Property Management, Inc.  
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Date: December 20, 2017

Re: Deck and Stair Replacement

Dear Oxford Downs Association Homeowner:

As you may know, there are decks and stairs in the community that are in need of repair or replacement. The Association's Board of Directors consulted with legal counsel to verify the responsibility both for completing the work and payment of the expenses.

The Association's attorney has given the opinion that based on our Declaration, the Association is responsible to repair decks and balconies, and their attached stairs, but also that the Association is required to assess those repair costs to the owner or owners that have use of the decks or balconies. The opinion is based on Articles IV and XX of our Declaration.

The Association is in the process of checking the decks and stairs, and obtaining bids for the work. Once the Board has reviewed the bids and selected a contractor, the association will schedule your deck/stair repairs. This will be an ongoing process, and maintaining or repairing only one or two decks/stairs at a time. You will be notified of your portion of the expense, by invoice, and the deadline by which the payment will be due, once your deck has been repaired. Where a deck is shared by more than one owner, the costs will be split equally between the owners.

Please contact our community manager, James Robson, if you have any questions about this project.

Thank you,

Board of Directors  
Oxford Downs Association

Enclosure: Attorneys Opinion Letter