

Lafayette Place AC/Evaporative Cooler Maintenance and Shut Off Rules

Date Adopted: July 21, 2020

The Homeowners Association (HOA) is responsible for maintaining the roofs, stucco, and gutters, as well as taking measures to minimize water waste. Evaporative cooler leaks cause excessive damage to roofs and stucco, cause higher water costs and can potentially damage unit interiors. The HOA is instituting the following rules to ensure that homeowners perform due diligence in maintaining their evaporative cooler units and air conditioning units and that leaking units are addressed and repaired in a timely manner.

Per Section 11 of the CC&Rs, owners are responsible for the maintenance, repair and replacement of their air conditioning units and evaporative cooler units. Per Section 13, the HOA has the right to access air conditioning unit or evaporative cooler in connection with “any maintenance, landscaping, or construction for which the Board is responsible, or to make emergency repairs which the unit owner has failed to perform.”

1. Air Conditioner and Evaporative Cooler maintenance:

- a. Roofs will be inspected by the management company on a regular basis during the season when AC evaporative cooler are active.
- b. Owners will be notified if their unit does not meet the requirements specified in Section 11 (such as being rusted out, falling off skids, parts laying on roof surface) via a non-compliance letter.
- c. Failure to bring AC units or evaporative cooler units into compliance will result in fines being assessed against the Owner in accordance with Lafayette Place Policies and Procedures.

2. Leaking Air Conditioners or Evaporative Coolers:

- a. Owner will immediately shut down the unit and have it repaired within 3 business days.
- b. The Owner will report the repair to the management company upon completion of repair.
- c. When leaks are reported to the Community Manager by someone other than the owner of the unit, and it is not clear whose unit is leaking, an HVAC certified technician will be dispatched to investigate the cause and repair the unit. If it is clear whose unit is leaking, the Community Manager will first attempt to contact the Owner of the unit. However, if the Owner does not respond within 48 hours, the community manager will dispatch an HVAC certified technician to investigate the cause and repair the unit.
- d. The Community Manager will contact the owner(s) by telephone, email, text and/or postal mail as soon as possible after it has been determined which unit(s) are leaking to inform them of the problem, the nature of the repair and charges assessed to their account.

3. Homeowners are required to keep current contact information on file with the management. If the owner does not respond within the timeframe specified or does not have updated contact information, the HOA will take all necessary steps to shut off the air conditioning unit or evaporative cooler.

4. Costs incurred in investigating a leak, repairing the unit, as well as repairs due to damage to the common area will be assessed to the owner of the unit.

- 5. Evaporative coolers must be shut off by the 15th day of October. Owners that fail to winterize their evaporative coolers until after that date will be subject to a fine of \$200 plus the costs of any damage that occurs because of the Owner's failure to winterize their evaporative cooler.**

If you have any questions, please contact Corder and Company at (505)896-7700 or Associations@Corderandcompany.com