

"EXHIBIT A"

MAINTENANCE CLASSIFICATION	Columbine ROUTINE MAINTENANCE	Association MAJOR/SPECIAL MAINTENANCE	Owner INDIVIDUAL UNIT RESPONSIBILITY
Window Screen Repair	X		
Window Glass Repair/Clean	X	X	X
Painting - minor common area touchup, i.e. spot paint with brush to cover visible bare spots.	X		
Painting - individual unit touchup from common area water damage			X
Painting - individual unit touchup from inside unit water damage			X
Painting - major repaint of common areas		X	
Carpentry - major common area repairs		X	
Carpentry - minor common area repairs, i.e. replace or reattach small part of existing structure like siding or trim.	X		
Drywall - repairs in clubhouse / Labor by Manager if capable & time permits	X	X	
Drywall - repairs from water damage in units from inside unit		X	X
Drywall - repairs from water damage in units from common elements		X	
Plumbing repairs - common areas / Labor by Manager if capable	X	X	
Plumbing repairs - inside units - minor, faucet & valve repair replacement - routine toilet repair	X		X
Tile repairs - inside units			X
Sewer repairs		X	
Parking lot repairs, striping, resurfacing		X	
Parking lot - minor crack sealing (1/2" wide or less, no more than 1-1/2 ft long, no plant material present), sweeping, cleaning	X		
Electrical repairs - common areas		X	
Electrical repairs - inside units			X
Lights - clean common area light globes at least annually - labor by Manager	X		
Roof repairs/cleaning gutters		X	
Heating/Boiler routine inspection	X		
Heating/Boiler repairs		X	
Hot Tub/pool daily maintenance	X		
Hot Tub/pool repairs		X	
Clubhouse daily maintenance and cleaning	X		

P.A.S.

Clubhouse repairs/replacements / labor by Manager	X	X	
Snow Removal - parking lots/driveways to be plowed by outside contractor		X	
Snow Removal - common areas other than parking lots/driveways after each snowstorm	X		
Snow Removal - additional assistance to shovel over 4" accumulation of new snow on common areas other than driveways/parking lots at discretion of property manager		X	
Ice Removal - up to 3" on common areas except driveways/parking lots, including icicles posing danger to people, using sand/ice melt	X		
Ice Removal - 3" or more on all common areas, including driveways/parking lots, including icicles not posing danger		X	
Heat tape - common areas: repair or maintenance		X	
Heat tape - owner responsibility			X
Trash Removal - daily policing of grounds, including dumpster area	X		
Trash Removal - removal of large items left by dumpster, i.e. TV, couch, drywall, etc.		X	
Landscaping - mow; trim & fertilize lawn; spray for weeds; weed established flower beds, prune bushes & trees up to 8' tall	X		
as time permits; (includes mowing designated wild areas, if any, once in Fall); replace small squares of sod as needed.	X		
Landscaping - spring cleanup, plant flowers & trees (any maintenance of wild areas, if any, other than that specified above),	X	X	
aerate lawns, planting, improvement projects and other non-maintenance work; moving trees or removing dead trees;	X	X	
replace whole areas of sod; prune trees over 8' tall; fertilize trees and shrubs / labor by Manager.	X	X	
Landscaping - irrigation system	X	X	
Carpets - common areas: vacuum and sweep as needed.	X		
Carpets - common areas: repair or replacement		X	
Security checks - unoccupied units at least once a week in the winter, twice a month in the summer.	X		
Annual inspection of individual unit chimneys and/or wood burning stoves, gas fireplaces		X	
Annual inspection of common area fire extinguishers		X	
Annual inspection of common area fire and/or security systems		X	

NOTE: In the event damage inside a unit is caused by failure of a common area element, the repairs would be an expense of the Association.

In the event damage inside a unit is caused by a failure of an element of the unit above, the repairs will be the expense of the upstairs unit owner and/or their insurance carrier.

PIAS.