Wedgewood Owners' Association
Storm and Other Peril Damage Response & Insurance Claim Policy
May 2026

The Wedgewood Owners' Association (HOA) maintains a group master insurance policy that provides coverage for **catastrophic damage** to the clubhouse, pool, tennis courts, and common areas. This policy also extends to the exterior structure of individual units. **<u>This policy does not provide coverage for the interior of a unit or personal property.</u>**

Owners should obtain an individual policy to provide adequate coverage for the interior of your unit, as well as damage to your unit that is under your building deductible.

1. Purpose

This policy describes the steps the HOA Board will take when common areas and/or other property covered by the master insurance policy are damaged. It provides a consistent, timely process to protect the community, coordinate repairs, and manage insurance claims.

2. Immediate Response After Damage

Homeowners are encouraged to promptly report any observed damage with date, time & location to the HOA Board and/or the management company, Superior Management Group, 402-575-5525, Info@smgomaha.com.

Following a significant weather event (wind, hail, tornado, flooding, or other storm-related damage) or other type of peril (fire, lightening, etc.) the HOA Board and/or management company will:

- Conduct an initial visual assessment as soon as it is safe to do so
- Document visible damage with photographs and written notes
- Prioritize safety hazards such as downed trees, structural damage, or exposed electrical issues
- Secure emergency services if needed to prevent further damage
- **Before starting emergency repairs, homeowners should wait until the insurance adjuster has completed all required inspections whenever possible so that evidence needed for the claim is preserved.** However, homeowners must take reasonable emergency measures to prevent additional damage, and they should photograph all damage before beginning repairs.

If damage to any building appears to exceed the building's deductible, the Wedgewood Insurance Coordinator with the management company will file a claim with the HOA master policy insurance carrier.

Homeowners must notify the management company of any damage incurred by a specified deadline to be included in the claim.

3. Insurance Claims Process

The HOA Board will determine whether a claim should be filed with the master policy insurance carrier. If the claim is approved, the management company and the Insurance Coordinator will contact the insurance carrier.

Owners should not contact the insurance company directly. All claim-related questions and information must be submitted through the Insurance Coordinator in accordance with HOA's agreement with the insurer.

The insurance carrier will send an adjuster to inspect all covered structures for damage. This inspection is required. The adjuster will issue a written report documenting any damage found. Once the adjuster's report is available, the Insurance Coordinator will meet with each affected Owner to review the portion of the report related to their unit. Together, the Owner and the Insurance Coordinator will confirm the necessary repairs and discuss potential contractors for repairs.

If the adjuster's report indicates that repair costs are less than the building deductible, the HOA will assess Owners for those repairs. If the repair costs exceed the deductible, the HOA will file an insurance claim, and Owners will be responsible for their share of the deductible.

4. Vendor Selection

The management company will maintain a list of approved vendors. In the event of damage:

- The management company and/or the Board will contact one or more qualified vendors to obtain repair bids. When feasible, at least three (3) bids will be collected for each type of repair.
- Vendors will be selected based on availability, experience, insurance coverage, and the scope of work required.
- In emergency situations, immediate stabilization or temporary repairs may be authorized without delay to prevent further damage.
- For non-emergency repairs, the Board will review and approve bids before work begins whenever feasible.

All vendors performing work on behalf of the HOA must maintain appropriate licensing and insurance.

5. Completion of Repairs

- The management company will coordinate all repairs with the selected vendors.
- Owners will be notified of the repair schedule and expected completion dates.
- If there are concerns with the vendor or the repairs, Owners should contact the management company so that communications remain coordinated through a single point of contact.

6. Inspection and Verification of Work

Once repairs are completed:

- The HOA or designated representative will inspect completed work to verify that it meets the agreed upon scope. The Owner will be asked to sign a document confirming acceptance of the repairs, which will allow the HOA to pay the vendor.
- Documentation, including invoices, photographs, and completion reports will be reviewed
- Any concerns regarding workmanship by the HOA or by the owner will be addressed directly with the vendor for correction prior to final payment.
- The Board reserves the right to request additional inspections if necessary.

7. Deductibles and Financial Responsibility

An insurance deductible is the amount that must be paid on a covered claim before the insurance company starts paying.

Under the current master insurance policy, each building has its own deductible amount. If total covered repairs for the building are **less than the deductible**, insurance does not pay and the HOA will assess Owners for the cost of repairs. If total covered repairs are **more than the deductible**, the HOA will file an insurance claim; Owners are responsible for their share of the deductible, and the insurance company pays for the remaining cost of repairs.

The current Rules & Regulations state that building deductibles are to be divided equally among Owners of the affected building. Owners in a fourplex will each pay one-fourth of the deductible; Owners in a duplex will each pay one-half of the deductible. To confirm the deductible amount for a specific building, Owners should contact the management company.

The HOA will send each affected Owner a notice that indicates the amount of their assessment for the repairs or their portion of the deductible. The assessments are considered Special Assessments and therefore governed by Article 4 of the Wedgewood Town Homes Covenants, Conditions and Restrictions (CCRs).

Assessments are due within thirty (30) days of the date of the notice. If assessments are not paid within 30 days, the HOA Board may charge interest equal to the current interest rate at the time of the assessment. Owners may contact the HOA Board to set up a payment plan. If a payment plan is established, a lien will also be placed on the property to protect the HOA until the payment plan is fully satisfied.

Loss Assessment Coverage

An Owner's individual insurance policy may include loss assessment coverage, which may help pay the Owner's share of an HOA assessment for a covered loss, insurance deductible, or other claim-related expenses.

HOA Deductibles

The clubhouse and auxiliary structures (common areas, pool, tennis court, fences, etc.) covered by the master insurance policy also carry deductibles. If damage to any of these structures exceeds the deductible, the HOA is responsible for the deductible. The HOA Board will determine the method of payment for the HOA deductible(s) which may include use of savings or a special assessment if necessary. If an assessment is necessary, the amount of the deductible(s) will be divided evenly among all Owners with each Lot paying 1/79th of the total of the deductible(s).

8. Communication with Homeowners

The HOA and the management company will make reasonable efforts to keep residents informed regarding:

- Scope of damage
- Repair timelines
- Safety concerns
- Insurance claim status when applicable

Updates will be provided as information becomes available and verified.

9. Policy Review

This policy may be reviewed and updated by the HOA Board as needed to reflect changes in insurance requirements, vendor availability, or community needs.