

THE CLUB HOMEOWNERS ASSOCIATION

TOWNHOME MAINTENANCE & REPAIR RESPONSIBILITY MATRIX REVISION 4/22		
COMPONENT	OWNER	HOA
Air Conditioning/Heating	X	
Alarms – (all types) servicing individual units	X	
Bearing Walls, Non-bearing Walls, Studs, Frames, Tie-Downs		X
Bees/Bird Nests	X	
Bushes – See Trees	-----	-----
Carport/Driveway/Parking Spaces – concrete & asphalt surfaces		X
Caulking - Exterior		X
Caulking - Interior	X	
Chimneys – Interior, Exterior, Sweeping & Chimney Cap	X	
Common Area – Landscape & all improvements		X
Decks – Not modified from the original build.		X
Decks – Modified from the original build in any way, including damage to interior and/or exterior whether or not deck modification was permitted or had HOA Architectural approval	X	
Doorbells (Actual button & frame) and wiring	X	
Doors – Screens – Storm, Security, frame, threshold, locks, hardware	X	
Doors – Entry- exterior & exterior painting, frame & weather stripping	X	
Doors – Sliding Glass – Frame, Tracks & Pan(if slider installed next to deck)	X	
Doors – Entry – Frame, Door, Threshold, locks, hardware weather strip	X	
Drains – Balcony, Decks, Roofs & Raised Patio Drain Covers		X
Drains – Balcony, Decks, Roofs & Raised Patio Drain Pipes	X	
Drains – Main Line	X	
Dryer – Dryer & Kitchen Range Exterior Vent Covers and Duct work	X	
Duct Work – for all Heating & Air Conditioning Serving Unit	X	
Electrical Panels/Circuit Breakers which serve the common area		X
Electrical Panels/Circuit Breakers which serve a single unit	X	
Electrical outlets & switches which serve a single unit	X	
Electrical Wiring metered to common area or more than 1 unit		X
Electrical Wiring which serves a single unit	X	
Entry Way – Courtside		X
Exterior Building Surfaces – Painting & Maintenance		X
Exterior – Repair/replace building structures: roofs		X
Exterior Faucets, Handles, Washers	X	
Exterior Lighting Fixtures – Common Areas		X
Exterior Lighting Fixtures/Porch Lights – individual units; with the EXCEPTION of the lights on the front Vista units that shine into the common area.	X	
Fences/Walls		X
Fences – Vinyl (Courtside) – Maintenance of Interior of Fences (power wash) All heat sources (i.e. BBQ's) must be away from fences No penetration (i.e. screws, nails, etc.) allowed into fence	X	
Floor Coverings	X	
Front Entry Gate (Courtside) Painting & Maintenance	X	
Garage Interior Surfaces	X	
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Garage Exterior Surfaces (Paint & Maintenance)		X
Garage Door Openers	X	
Garage Doors (Replacement, Paint & Maintenance)	X	
Garage Downspouts – Single Story Units (Courtside)		X
Gate – Patio Entry – Painting Exterior & Replacement (Vista)		X
Glass – Unit Windows/Doors	X	
Gutters & Gutter Downspouts – Single Story Units (Courtside)	X	
Gutters & Gutter Downspouts – Two Story Units (Courtside)		X
Heating/Air Conditioning	X	
Hose bibs – serving individual units	X	
Insurance – Exterior: The HOA maintains a “bare walls” policy that covers the exterior of all townhome buildings in the event of a catastrophic event. Interior issues such as plumbing and electrical are not covered. There is a high deductible (per event) paid by the HOA.		X
Insurance – Interior: it is highly recommended that the homeowners carry appropriate insurance to cover the interior of their homes.	X	
Landscaping – Common Area; Greenbelt		X
Lighting Fixtures – Common Areas		X
Lighting Fixtures – Inside units	X	
Lighting Fixtures Outside – front, patio, deck, balcony with the EXCEPTION of lights on Vista front units (driveway) that shine into common area.	X	
Mailboxes (Group)		X
Painting - Interior	X	
Painting Exterior		X
Patios & Decks - Cleaning	X	
Patios & Decks – repair/replace surfaces (if not modified from original build)		X
Pipes – Exposed pipes in garages, laundry rooms	X	
Planter Box - plantings	X	
Planter Box - painting & repair	X	
Plumbing Fixtures - Interior	X	
Plumbing Drain Lines - that serve an individual unit	X	
Plumbing Lines – that serve more than one unit		X
Pressure Regulators & Shut Off valves to individual units	X	
Rats/Vermin’s – Inspection, treatment and interior repairs	X	
Rats/Vermin’s – External Repair		X
Roof Extensions (Courtside Single Story)		X
Roof Flashing & other components		X
Roof Shingles/Tiles		X
Roof Underlayment		X
Roof Vents		X
Satellite Dish – Repair & Replacement of all components	X	
Sewer Back Up Lines – individual units	X	
Sewer Lines – Common Use		X
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Sidewalks – Common Areas		X
Skylights/Solar Tubes – Frame, installation and maintenance. If roof leaks occur, all interior & exterior repairs are owner’s responsibility whether or not roof modification was approved by Architectural Committee	X	
Slab/Foundation – Interior Surface (Repair & Maintenance)	X	
Slab/Foundation Replacement		X
Sliding Patio Doors Flashing/Waterproofing/Doors & Tracks/Pan	X	
Sliding Patio Doors, doors and screens,	X	
Smoke Detectors – battery operated or hard wired	X	
Solar panels (water or electric) - mounting & equipment, installation and removal of and all damage (roof or wall) caused by same. When building is re-roofed by HOA, owner must remove and reinstall solar panels.	X	
Sprinkler System/Pipes – Common Area		X
Streets		X
Stucco – Painting/Coloring unless caused by resident damage.		X
Stucco – Repair & Replacement unless caused by resident damage		X
Termite Inspection, Treatment & Interior Repairs	X	
Termite Repairs (exterior wood, no patio covers)		X
Termite Repairs to all patio covers.	X	
Trees (includes bushes and vines) – individually owned – trim clear of common fences & maintain trees at a 24” clearance between lowest tree leaf & common roof. Remove if up against a structure, dead, declining or a threat to property.	X	
Trees (includes bushes and vines) HOA owned – trim clear of common fences and maintain a 24” clearance between lowest tree leaf and common or individually owned roof. Remove if up against structure, dead, declining or a threat to property.		X
Thresholds	X	
Toilets including wax ring	X	
Tot Lot – play equipment		X
Trim – Wood – Exterior – Painting, Maintenance		X
Utility Closet Doors (exterior that serve only 1 unit & often are on a deck or patio)		X
Utility Closet Door Frame		X
Utility Closet Floors	X	
Walls – Electrical Wires inside unit & garage walls	X	
Walls – Outlets of Pipes & Drains	X	
Walls – Pipes & Drains in walls	X	
Water Damage – Inside Unit – caused by Common Area pipes		X
Water Damage – Inside Unit – caused by unit of neighboring unit plumbing toilets, sinks, etc.	X	
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COMPONENT	OWNER	HOA
Water Faucets on unit patio or deck	X	
Windows & Slider Glass – sliders, screens, casing & caulking	X	
Window Flashing/Waterproofing/Frames, seal & rollers & hardware	X	
Window & Slider Replacements - any damage caused by same to interiors & exteriors whether or not replacement(s) were permitted or had HOA Architectural approval	X	
Vines – See Trees Above	----	----
Wiring – Cable TV	X	
Wiring – Electrical – from breaker to interior – serving individual unit	X	
Wiring – Electrical – from outside to breaker in unit – serving more than one unit or serving common area		X
Wiring - Telephone	X	

Note that the obligations set forth in this schedule are based on a careful evaluation of the governing documents of the Association and applicable law. The Board had adopted the foregoing with the advice of counsel. In many instances there is no specific reference to the particular component in the governing documents. Nonetheless, the governing documents, when read in conjunction with applicable law, and in some instances, past practices, have provided a basis for adoption of the respective obligations of the parties. Nothing in this schedule is intended as a waiver of any obligation to secure prior HOA architectural or City approval for any proposed repairs, additions or modifications as required by governing documents. Rather, each townhome owner should review applicable provisions of the governing documents before commencing any repair, replacement, or modification so as it ascertain whether prior HOA architectural approval is required. In addition, please note that the costs of temporary relocation during the HOA's repair, replacement or maintenance of any component shall be born by the owner of the separate interest affected.