



MAINTENANCE MATRIX

DESCRIPTION OF ITEM	SOURCE (See Below)	RESPONSIBILITY
Common Area – Roads, storm drains, pool area, spa, open parking areas	Article VI Section 6.1 (a)	Association
Landscaping outside fenced areas and courtyards and common area irrigation system	Section 6.1(b)	Association shall provide gardening services to maintain. repair and replace existing landscaping within the common area and open areas.
Landscaping inside fenced areas and “improved” landscape, this includes the irrigation system that is controlled by each individual residence.	Section 6.2	Owner, in accordance with Association standards. <u>ARC approval required.</u>
Painting – Exterior	Section 6.1(b)(i)	Association shall repaint all exterior wall surfaces, trim and both sides of patio fences. Owner caused damage is the Owner’s responsibility.
Exterior doors and garage doors - painted surface, replacement specialty doors, stained and treated, weather stripping, hardware, etc.	Section 6.2(a)	Owner, in accordance with Association standards. <u>ARC approval required.</u>
Fences and block walls and individual iron gates	Section 6.1(a)(iii)	Association
Roofs, roof sheathing, flashing, vents & caps, wood and stucco necessary to maintain roofs, gutters and downspouts.	Section 6.1(a)(iv)	Association shall maintain, repair, replace, and clean as reasonably determined by the Association Board.
Front Entry and Emergency Gates		Association
Windows – glass, hardware, screens, all repair and replacement, including sliding glass doors and frames.	Section 6.2(b)	Owner, in accordance with Association standards. <u>ARC approval required</u>
Appliances and Equipment – including air conditioning and heating, water heaters, plumbing and lighting fixtures.	Section 6.2(c)	Owner
Electrical, water, telephone, air ducts, cable – wiring, conduit, and pipe within and serving individual unit	Section 6.2(d)	Owner
Utility Connections – including sewer, electrical, plumbing and gas lines.	Section 6.2(c)	Owner
Concrete patios, patio covers and decks	Section 6.2(e)	Owner, any improvements within patio area and visible from common area <u>requires ARC approval.</u>
Private Decks and Patios – each owner shall plant, landscape, clean and maintain the patio area.	Section 6.2(e)	Owner
Exterior lights on garages and porches and exterior light bulbs	Section 6.2(g)	Owner

Improvements made by the Owner over that which was provided by the builder to the original Owner	Section 6.2	Owner
Fireplace and chimney	Section 6.2(f)	Owner
Party Walls	Section 6.3	Shared by the Owners that make use of the wall.
Interior-each Owner shall maintain the interior of the residence including painting, decorating, floor coverings, personal property and fixtures.	Section 6.2(h)	Owner
Termite repair of structural components and improvements	Section 6.5(e)	Owner, including but not limited to pest eradication, dry rot removal and preventative measures.
Common Foundations, including concrete slabs	Section 6.4	Owner whose dwelling unit is constructed on that portion of the common foundation.
Property Taxes		Owner
Insurance – (1) Fire and Casualty covering all Common Area improvements (2) Public utility and property damage (3) Fidelity bond coverage (4) Directors & Officers insurance	Article IX Section 9.1	Association
Insurance – Residential improvements. The Board may, but shall not be required to, purchase a blanket policy of insurance covering residential improvement within the development, substantially in accordance with the original basic plan, including only such interior finishing and equipment as is provided by the builder to the original Owner, excluding items of personal property, furnishings, and décor added by the Owner.	4.7	In the event of damage to or destruction of the properties by causes insured against, the Association shall repair or replace the same from the insurance proceeds payable to it. If insurance proceeds are insufficient to cover the cost the Association may make a special individual assessment for the amount not covered by the insurance proceeds. Association is responsible for the deductible on the items that it is responsible to maintain; otherwise Owner is responsible for the deductible. (Currently \$1,000.00 per occurrence).

Source: *First Amended & Restated Declaration of Covenants, Conditions & Restrictions of V.G.B. Homes Association* dated December 22, 2009.