

St Frances Woods HOA Maintenance Matrix

ITEM	Maintenance Service Needed	RESPONSIBILITY				EXPENSE FUNDING		
		OTHER	Association	* Individual Homeowner		Operating Expense	Reserve Expense	Owner (Limited Common Element)
Air Conditioner & Pad				X				X
Building Numbers			X			X		
Caulking - Exterior Siding (not windows or doors)	Exterior Repair		X			X		
Decks (Including railings) (See Notes)	Repair/Replacement		X				X	
3 Season Porch & Footings	Repair and Replacement			X				X
Lower Level Screen Rooms	Repair and Replacement			X				X
Dormer Post (Front Posts)	Repair/Replacement/Painting		X				X	
Door - Front Entry (exterior)	Frames			X				X
	Glass			X				X
	Hardware/Caulking			X				X
	Paint (See Notes)			X				X
Door - Storm (See Notes)	Frames			X				X
	Glass			X				X
Need ACC request	Hardware			X				X
	Paint (See Notes)			X				X
Driveways	Sealcoat		X				X	
	Replacement		X				X	
	Repair		X				X	
Dryer Vents	Repair			X				X
	Replacement			X				X
	Cleaning			X				X
Exterior Lights	Fixtures - Repair			X				X
	Fixtures - Replace			X				X
	Bulbs - Garage			X				X
	Bulbs - Deck/Patio			X				X
	Bulbs - All Others			X				X
Chutes, Flues, Pipes, Wires, Conduit	Repair & Maintenance			X				X
Extermination Pests/Animals/Birds nests				X				X
* Individual Owner Responsibility items are to be handled directly and paid for directly by the individual owners Architectural Change rules continue to apply - see Notes								

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This matrix is intended as a guide. In the event of a conflict between this matrix and the Declaration, the terms of the Declaration shall take precedence.

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ITEM	Maintenance Service Needed	RESPONSIBILITY			EXPENSE FUNDING		
		OTHER	Association	* Individual Homeowner	Operating Expense	Reserve Expense	Owner (Limited Common Element)
Garage Doors	Painting - Interior			X			X
	Painting - Exterior		X			X	
	Replacement - Section		X			X	
	Replacement - Full Door		X			X	
	Mechanical Components			X			X
	Door - Openers			X			X
	Door - Accessories			X			X
	Door Seal			X			X
Garage Floor	Repair			X			X
	Replace			X			X
Gutters & Downspouts	Cleaning			X			X
	Repair			X			X
	Replacement			X			X
Irrigation System (Underground)	Repair		X		X		
	Replacement		X			X	
Landscape (exterior plantings)	Maintenance		X		X		
	Plantings, shrubs and tree						
	Replacement		X			X	
Foundation od Unit & Building	Maintenance and Replacement			X			X
Party Walls	Repair			X			X
	Replacement			X			X
Patios	Repair			X			X
	Replacement			X			X
Window Well and cover	Repair and Replacement			X			X
Roof	Repair		X		X		
	Replacement		X			X	
Sidewalks (Private)	Repair/Replacement		X			X	
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		OTHER	Association	* Individual Homeowner	Operating Expense	Reserve Expense	Owner (Limited Common Element)
Sidewalks (Public)	Repair/Replacement	CITY					
Siding/Trim/Fascia/Soffit	Repair		x			x	
	Painting		x			x	
	Replacement		x			x	
Snow Removal	Driveways		x		x		
	Sidewalks		x		x		
	Streets	Private	x		x		
Stoop/Front Step	Replacement/Repair		x			x	
	Replacement		x			x	
	Repair		x			x	
Streets (Public)	Sealcoat	CITY					
	Replacement	CITY					
	Repair	CITY					
Utility Lines	Water - Exterior			x			x
	Water - Interior			x			x
	Sewer - Exterior			x			x
	Sewer - Interior			x			x
	Gas			x			x
	Gas - Units			x			x
	Electricity - Common		x		x		x
	Electricity - Units			x			x
Skylights	Repair/Replacement			x			x
Water and Sewer System & Water Faucet exterior	Repair and Replacement			x			x
Windows	Frames			x			x
	Glass/Screen			x			x
	Hardware/caulking			x			x

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 Architectural Change rules continue to apply - see Notes

## St Frances Woods HOA Maintenance Matrix

**Notes:**

Pursuant to Article 3 Section 5 of the Declaration, a "Party Wall" is defined as a "shared wall between two external dwellings."

Pursuant to Article 2 iii d. of the Declaration, any Common Expense associated with the maintenance, repair or replacement of a Limited Common Element undertaken by the Association may be assessed exclusively against the Unit(s) to which the Limited Common Element is assigned.

Pursuant to Article 4-1 of the Declaration, any Common Expense or portion thereof benefiting fewer than all of the Units may be assessed exclusively against the Units benefitted.

Pursuant to Article IX of the Declaration, the Association's Architectural Control Rules, including restrictions on alterations, review procedures, and remedies for violation, apply to maintenance projects undertaken by individual homeowners.