MAINTENANCE RESPONSIBILITY CHECKLIST

MAINTENANG	JE NESPO	NOIDILIT	
MAINTENANCE ITEM	НОА	OWNER	COMMENTS
LANDSCAPE & GROUNDS MAINTENANCE			
LAWN MAINTENANCE & EDGE TRIMMING TREE MAINTENANCE & REPLACE SHRUB MAINTENANCE & REPLACE SHRUB TRIMMING & TREE PRUNING LAWN & SHRUB FERTILIZATION SPRINKLER MAINTENANCE & REPAIR IRRIGATION WATER PINESTRAW AND/OR MULCH REPLENISHMENT WEED CONTROL IN BED AREAS ENTRY FLOWER PLANTING	X X X X X X X		WEEKLY MOWING, EDGING & BLOWING (SEASONAL) FERTILIZATION & PRUNING AS NEEDED ANNUAL REPLACEMENTS AS NEEDED THREE TIMES PER YEAR OR AS NEEDED SEASONAL LAWN TREATMENT & CARE IRRIGATION REPAIRS AS NEEDED ALL IRRIGATION WATER PAID BY HOA TWO APPLICATIONS PER YEAR SPRAY TREATMENT ONCE PER WEEK ANNUALS PLANTED IN SPRING & FALL
PEST CONTROL			
INTERIOR & EXTERIOR PEST CONTROL UNIT TERMITE BOND & TREATMENT UNIT TERMITE INSPECTIONS (RESALE) FIRE ANT TREATMENT MOSQUITO TREATMENT OF DETENTION AREA	X X X	X X	INCLUDES ANTS, ROACHES, SPIDERS, ETC. BOND INSPECTION ONCE PER YEAR RESPONSIBILITY OF BUYER OF RESALE UNIT GRANULAR TREATMENT ONCE PER WEEK MAY BE ADDED COST TO ASSOCIATION
INSURANCE COVERAGE			
EXTERIOR IMPROVEMENTS INTERIOR IMPROVEMENTS GENERAL LIABILITY OF ASSOCIATION FIDELITY INSURANCE	X X	X X	HOMEOWNER'S INSURANCE PAID BY OWNER HOMEOWNER'S INSURANCE PAID BY OWNER \$1,000,000 IN LIABILITY COVERAGE PROTECTS HOA AGAINST MONETARY THEFT
COMMON AREA & AMENITIES			
COMMUNITY LIGHTING DRIVEWAYS & ALLEYS SIDEWALK REPAIR SURFACE WATER DRAINAGE & RUNOFF MAILBOX REPAIRS	X X X X		ENTRY & STREET LIGHTS REPAIRS TO PAVED AREAS ONLY WHEN CRACK EXCEEDS 1/4" APPLIES TO STANDING WATER >48 HOURS MAILBOX KIOSK REPAIRS AS NEEDED
EXTERIOR REPAIR & REPLACEMENT			
DOOR REPAIR OR REPLACE DOOR HARDWARE REPAIR OR REPLACE DOOR GLASS REPAIR OR REPLACE DOOR LOCKS - RE-KEY WINDOW REPAIR OR REPLACE WINDOW CLEANING EXTERIOR LIGHT FIXTURE REPLACE EXTERIOR LIGHT BULB REPLACE UNIT ADDRESS PLAQUE REPAIR OR REPLACE SHUTTER REPAIR OR REPLACE STORM OR SCREEN DOOR REPAIR SUN TUNNEL OR SKYLIGHT REPAIR SCREEN REPAIR OR REPLACEMENT SLIDING DOOR REPAIR OR REPLACE STUCCO REPAIR SIDING, TRIM REPAIR OR REPLACE SHINGLE REPAIR OR REPLACE SHINGLE REPAIR OR REPLACE GUTTER CLEAN-OUT GUTTER REPAIR & REPLACE EXTERIOR DOOR & WINDOW CAULKING POWDER COAT ALUMINUM FENCE REPAIR PRESSURE WASH EXTERIOR DRYER VENT REPAIR MECHANICAL VENT REPAIR	x x x x x x x x x	X X X X X X X X	RESPONSIBILITY OF UNIT OWNER RESPONSIBILITY OF HOA RESPONSIBILITY OF HOA RESPONSIBILITY OF HOA RESPONSIBILITY OF UNIT OWNER RESPONSIBILITY OF HOA RESPONSIBILITY OF UNIT OWNER RESPONSIBILITY OF UNIT OWNER
PAINTING & STAINING			
FRONT ENTRY DOOR COURTYARD EXTERIOR DOOR SIDING, TRIM, COLUMNS & STUCCO	X X X		STAIN EVERY TWO YEARS PAINT EVERY TWO YEARS PAINT EVERY FIVE YEARS