

RDA Sample Association Maintenance Responsibility and Funding Matrix

		Means by Which Funding is Provided							
Component Description	Level of Service - Maintain; Repair; Replace.	1 Funding to accrue in Reserve Budget.	2 Reserve Funding to begin when remaining life 30 years or less.	3 Reserve Funding assessed only to unit(s) benefited.	4 Expense Special Assessed among all units when incurred.	5 Expense charged to benefited owner(s) at time cost incurred.	6 Maintenance, repair & replacement is direct homeowner's responsibility.	7 OTHER: Specify Below	8 Funding to be included in annual Operating Budget.
Roofs: composite shingles, architectural grade, 30 year warranty.	Repair	X				X			
	Replace	X							
Siding: standard grade Dutch Lap vinyl	Repair					X			
	Replace	X							
Soffit & Fascia: prefinished metal.	Repair								X
	Replace	X							X
Gutters & Downspouts - Standard Quantity common to all units.	Repair								
	Replace	X							
Gutters & Downspouts - Non-Standard extra guttering; added by unit owner.	Repair						X		
	Replace						X		
Common area sidewalks	Repair								X
	Replace	X							
Unit Sidewalks	Repair					X			
	Replace					X			
Unit Stoops	Repair						X		
	Replace						X		
Unit Patios	Repair						X		
	Replace						X		
Unit Decks & Railings	Paint/Stain					X			
	Repair						X		
	Replace						X		
Unit Windows	Repair						X		
	Replace	50%					50%		
Unit Doors	Paint	X							
	Repair						X		
	Replace						X		
Unit Exterior Lighting	Repair						X		
	Replace	X							
Garage Aprons	Repair					X			
	Replace					X			
Overhead Garage Doors	Paint	X							
	Repair						X		
	Replace	X							
Garage Door Openers	All						X		
Concrete Curbs & Gutters	Repair								X
Replacement scheduled to coincide with street reconstruct @ 40 years.	Replace		X						
Driveways - Asphalt	Annual Clean, crack seal, minor repairs								X
	Sealcoat	X							
	Midlife Failures	X							
	Replace	X							
Streets	Annual Cleaning, crack seal, minor repairs								X
	Chipcoat	X							
	Midlife Failures	X							
Overlays & reconstruction scheduled to Alternate at 20 year intervals.	Overlay	X							
	Reconstruct		X						

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Entrance - Wrought Iron, Gates	All								X
Mailboxes: Cluster Box Units	Repair							USPS	
	Replace	X							
Street, traffic & directional signs	Repair								X
	Replace	X							
Monument Signs	Repair								X
	Replace	X							
Keystone Retaining Walls	Repair								X
	Replace	X							
Landscape: periodic refurbishment, rock beds, tree trimming, etc.	Refurbish	X							
Shrubs & Trees	Replace								X
Irrigation System: Backflows inspected annually; repair/replace as-needed or minimum 5 year interval per state law. Total system replacement unbudgeted; individual zones or areas may be replaced upon failure. Special assessment will be required if total system replacement becomes necessary or desirable.	Replace	X							
	Controller								X
	Backflow Valve								X
	Repairs								X
	Replace				X				
Sanitary Sewer Lateral Lines to homes	All					X			
Water lines from valve to structure	All					X			
Water Mains; sanitary sewer; storm sewer lines, catch basins, etc.	All						If assessed	City	
TV Inspect all sewer lines before street reconstruction.	Inspection		X						
Streetlights	All							Utility Co.	
Boat Slips:	All					X			
Main Dock	Repair								X
	Replace	X							
Reserve Study Update with On-site Review, 3 year intervals.	Update	X							

- 1) These expenses are budgeted to accrue in the association's replacement reserve account and are included in the annual assessment.
- 2) These expenses are not currently budgeted in reserves but are to be added when the estimated remaining life falls within 30 years.
- 3) These expenses are budgeted to accrue in replacement reserves. The reserve contributions are assessed only to the benefited unit(s).
- 4) These expenses are to be special assessed against all owners at the time the expense is incurred.

- 5) These expenses are to be special assessed only against benefited owners at the time the expense is incurred.
- 6) The administrative and financial obligations are the homeowners direct and individual responsibility, subject to community standards.
- 7) These expenses are funded by the entity or means noted.
- 8) These expenses are to be included in the association's annual operating budget for the year in which they occur.

Note: Funding obligations and options are subject to the association's declaration and statutory stipulations.