

**STRAWBERRY SQUARE HOA -- RESPONSIBILITY MATRIX** v07-03-2019 Amended August 2024

| <b>Common Grounds and Buildings</b>          | <b>Maintenance</b> | <b>Repair</b> | <b>Replace</b> |
|--|--------------------|---------------|----------------|
| Clubhouse (including water heater and A/C's) | HOA                | HOA           | HOA            |
| Common area trees                            | HOA                | HOA           | HOA            |
| Common ground walls and fences               | HOA                | HOA           | HOA            |
| Common grounds lighting                      | HOA                | HOA           | HOA            |
| Common play structures & area                | HOA                | HOA           | HOA            |
| Irrigation system                            | HOA                | HOA           | HOA            |
| Landscaping                                  | HOA                | HOA           | HOA            |
| Plumbing - (Common area only)                | HOA                | HOA           | HOA            |
| Pool solar heater                            | HOA                | HOA           | HOA            |
| Pool & wading pool                           | HOA                | HOA           | HOA            |
| Sidewalks                                    | HOA                | HOA           | HOA            |
| Streets                                      | HOA                | HOA           | HOA            |
| Tennis Courts                                | HOA                | HOA           | HOA            |

| <b>Residential Buildings (Your Townhouse)</b>  | <b>Maintenance</b> | <b>Repair</b> | <b>Replace</b> |
|--|--------------------|---------------|----------------|
| Gutters and downspouts   | HOA                | HOA           | HOA            |
| Patio fence and gate, with replacement every 10 years  | HOA                | HOA           | HOA            |
| Roofing (membrane and shingles only,) with replacement every 30 years                        | HOA                | HOA           | HOA            |
| Water (including individual townhomes)   | HOA                | HOA           | HOA            |
| Painting (Exterior) every 8 years  | OWNER              | OWNER         | HOA            |
| Balcony (everything including decking, railing and wood)                                     | OWNER              | OWNER         | OWNER          |
| Carport  | OWNER              | OWNER         | OWNER          |
| Doors  | OWNER              | OWNER         | OWNER          |
| Electrical - from sub panels to outlets  | OWNER              | OWNER         | OWNER          |
| Exterior lighting powered by unit  | OWNER              | OWNER         | OWNER          |
| Exterior siding, trim, eaves and overhangs   | OWNER              | OWNER         | OWNER          |
| Fixtures   | OWNER              | OWNER         | OWNER          |
| Foundation   | OWNER              | OWNER         | OWNER          |
| Single-car garage door including hardware and openers  | OWNER              | OWNER         | OWNER          |
| Heating & Air Conditioning (HVAC)  | OWNER              | OWNER         | OWNER          |
| Painting (Interior)  | OWNER              | OWNER         | OWNER          |
| Patios including landscaping and covers  | OWNER              | OWNER         | OWNER          |
| Pest removal (birds, bees, termites, etc.)   | OWNER              | OWNER         | OWNER          |
| Piping and plumbing within property lines (Amended by SSHA Board 7/29/24)                    | OWNER              | OWNER         | OWNER          |
| Property inside property line  | OWNER              | OWNER         | OWNER          |
| Satellite dish   | OWNER              | OWNER         | OWNER          |
| Sewer lines Inside property lines  | OWNER              | OWNER         | OWNER          |
| Shed including roof  | OWNER              | OWNER         | OWNER          |
| Sky lights/Sun tunnels   | OWNER              | OWNER         | OWNER          |
| Smoke/CO detectors (wired or battery)  | OWNER              | OWNER         | OWNER          |
| Solar panel system   | OWNER              | OWNER         | OWNER          |
| Trash wooden structure   | OWNER              | OWNER         | OWNER          |
| Unit Improvements  | OWNER              | OWNER         | OWNER          |
| Window cleaning and operation  | OWNER              | OWNER         | OWNER          |
| Windows, frames and glass along with screens   | OWNER              | OWNER         | OWNER          |
| Wood frame structural  | OWNER              | OWNER         | OWNER          |
| Utility Lines (Inside phone, cables, etc.)   | OWNER              | OWNER         | OWNER          |
| Electrical - line from main panel to sub panel   | PG&E               | PG&E          | PG&E           |
| Utility Lines (Phone, cable, internet, PG&E, etc.) to unit, owner contracts utility directly | UTILITY            | UTILITY       | UTILITY        |

|                           |   |     |   |     |   |     |
|---------------------------|---|-----|---|-----|---|-----|
| Shut off valve at carport | / | HOA | / | HOA | / | HOA |
|---------------------------|---|-----|---|-----|---|-----|