

# RIVERS RUN HOME OWNERS ASSOCIATION

## MATRIX OF RESPONSIBILITY

*Reference Guide for Maintenance\**

\*HOA is Homeowners Association

\*\*HO is Homeowner

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ITEM	HOA	HO	COMMENTS
<b><i>Plumbing, Heat, AC, Sewer</i></b>			
Air Conditioning System		X	
Furnace stack & vent		X	
Heating System		X	
Hose bibs		X	
Water Heater		X	
Plumbing <sup>3</sup>		X	Interior and hose bibs (see footnote 3 RE: Blockage)
Sewer line <sup>3</sup>		X	From house to where it joins the main sewer. (see footnote 3 RE: Blockage)
Water line to house		X	From outside shutoff valve. MCWA responsible for supply to that valve.
Solar Panels		X	Variance required to install
<b><i>Windows</i></b>			
Exterior Door and Window Combination <sup>1</sup>	X	X	HO - Replacement exterior doors/door units must match existing units. HOA – Exterior painting, caulking, wood repair
Window frames and jambs	X	X	HO - Exterior must match existing units. HOA – Exterior painting, caulking, wood repair
Windows Internal-Hardware, jambs, frames & sills		X	Exterior must match existing units.
Windows – Decorative windows inaccessible 2nd story spaces	X		HOA responsibility if no HO internal access to window area (including glass)
Window cleaning		X	
Window glass		X	Includes doors, windows, and sidelights. Glass style must match existing units
Window screens		X	

Original Date: 01/14/2012  
 Revision Date: 11/11/2019  
 Revision: 4

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ITEM	HOA	HO	COMMENTS
Window shutters	X	X	HOA - Exterior Shutters HO - Interior Shutters
Window Hardware		X	
Exterior –Siding, painting, caulking	X		
<b>Doors</b>			
Doors, exterior <sup>1</sup>	X	X	HO - Replacement exterior doors & garage door must match existing units. HOA – Painting, caulking, exterior wood repair
Door frames & jambs exterior <sup>1</sup>	X	X	HO - Replacement exterior must match existing units. HOA – Exterior painting, caulking, wood repair
Exterior door/sidelight window combination units and their frames\jambs. <sup>1</sup>	X	X	HO - Replacement exterior doors/door units must match existing units. HOA – Exterior painting, caulking, wood repair
Doors, garage <sup>1</sup>		X	Replacement garage doors/door panels must match existing units.
Garage door opener		X	
Doors, Screen/storm <sup>1</sup>		X	
Door Bell button		X	
All Locks & Door Hardware		X	
<b>Concrete</b>			
Foundation	X		
Garage floor		X	
Front porch & walk	X		
Walks installed by HO <sup>1</sup>		X	Variance required
Walks installed by developer	X		
<b>Exterior Walls</b>	X		Siding, trim, soffits, fascia, drip edges, etc.

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<b><i>Exterior Lighting</i></b>			
Installed by developer	X		
Installed by HO <sup>1</sup>		X	Removal, additions, replacements require variance
Bulbs		X	
<b><i>Patios, Fences</i></b>			
Installed by developer	X		HOA – Cement Patio Slab only
Installed by HO <sup>1</sup>		X	Glassed enclosed or screened. Variance required
Awnings (Retractable) <sup>1</sup>		X	Variance required to install
Installed by developer - Privacy Fence	X	X	HO – If damaged by homeowner or their agent HOA – Normal wear and tear
<b><i>Gutters, downspouts</i></b>	X		Includes exterior drains
Splash guard		X	
<b><i>Chimney, Fireplace (exterior)</i></b>	X	X	HO - Fireplace vent and all components HOA - exterior maintenance (paint, caulking, siding). Excludes fireplace hardware, vent, and its components
<b><i>Fireplace (Interior)</i></b>		X	
<b><i>Vents, Fans</i></b>	X	X	HO - From the interior to the exterior wall/roof (Attic vents, dryer vents, bathroom vents, all fans) HOA - Attached to or extending through the exterior wall or roof
<b><i>Roof</i></b>	X		Shingles, underlayment, flashing, sheathing and structure, and ridge vents
<b><i>Common Areas</i></b>	X		
Grass	X		Watering by HO encouraged
Lawn mowing	X		
Shrubs & trees installed by developer	X		Watering by HO encouraged
Shrubs & trees installed by HO <sup>1, 5</sup>		X	Variance required; Watering by HO encouraged

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Roadways, driveways, street lighting, curbs, paths, gazebo, etc.	X		
Sidewalks, paths	X		
US Mail Boxes	X		
<b>Services</b>			
Electric line		X	HO - From meter into the house Utility Company (RG&E) - From Meter out
Natural Gas line		X	HO - From Meter into the house Utility Company (RG&E) - From Meter out
Trash & recycle pickup	X		HO is responsible to get bins to pick up point
Trash bins	X		
Cable TV <sup>2</sup>		X	HO - From point of entry into Home Cable Provider - From point of entry out
Snow & Ice removal <sup>4</sup>	X	X	Driveways, roadways, and sidewalks (HO-see footnote #4)
<b>Insurance</b>			
General liability (Common Areas)	X		
Improvements by HO		X	
Personal contents, liability		X	
Directors' & Officers' Liability Insurance	X		
Association Policy Deductibles, if at fault		X	
<b>Misc.</b>			
Negligent or willful act of omission by homeowner or visitor		X	Homeowner bears cost of required repairs even if repairs are required to the exterior of the unit
Satellite Dish <sup>1</sup>		X	If approved by board

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Undomesticated and stray animal removal		X	
Insects	X	X	HOA – Outside, common area as needed, Responsible for pesticides to prevent bugs/insects from entering home. IE: Ants, beetles, rodents, slugs, termites, et al HO – Inside Unit. Responsible for interior pest control
Building Maintenance threat (termites, bees, wild animal that affects <b>structural integrity</b> of unit or lawn).	X		

1. A variance request must be submitted and approved before the item is installed for the first time and again if the item is later replaced. All approved variances expire with the life of the items.
  2. Spectrum\Time Warner Cable is available at a group rate through Rivers Run.
  3. When a homeowner at Rivers Run has a plumbing issue and if it is thought to be a blockage in an outside pipeline, please call the Town of Henrietta Sewer Department (they have a 24/7 emergency number). The Town is not allowed enter the homes, so if the problem is an internal issue a plumber will have to be called by the homeowner.
  4. The snow plow contractor will only plow within 3 feet of any parked vehicle in a driveway. If vehicle blocks side walk, the 3 feet rule also applies. It will be the homeowner's responsibility to remove the snow. If a homeowner wants additional plowing or shoveling other than what has been scheduled then the homeowner will be bill any additional charges.
  5. For shrubs, trees, small plants installed by HO, the HOA will take over the maintenance consistent with the basic care which includes fertilization if appropriate, trimming and other basic standard care. See handbook section 3 for full details.
- \* The Rivers Run Homeowners Association Matrix of Responsibility is an overview of the guidelines contained in the Rivers Run Homeowners Association Offering Plan, Exhibit F, Declaration of Covenants, Conditions and Restrictions and Exhibit H, By-laws including amendments which are the governing documents.

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