

**PERSIMMON COUNTRY
CLUB COMMUNITY
HOMEOWNERS ASSOCIATION**

**Maintenance Checklist
&
Explanation of Reserve Funds**

Persimmon Homeowners Association

RESERVE FUNDS AND THE MAINTENANCE PLANS THEY FUND

What's Covered; What's Your Responsibility

INTRODUCTION

All planned communities in Oregon (such as Persimmon) are required to develop annual maintenance plans. Maintenance plans are funded by the Association through annual assessments, part of which is used for annual operations and part of which is reserved to address more major, periodic needs.

In the Persimmon Country Club Community, what reserve funds pay for depends on whether you live in a golf villa, a masters collection unit, or in an individual home that is part of the greater HOA. All Persimmon owners contribute to reserves for some things (e.g., irrigation pumps, fences, benches, sentinels, etc.). Owners of golf villas contribute an additional amount to pay for things such as roofs, exterior painting, gutters, etc. All of these items are spelled out in either the Association's governing documents or in decisions made later by the board of directors. The owners of masters units contribute an extra amount only for regular yard maintenance, including bark dust. With all other homes, it is the responsibility of the individual homeowner to maintain these same types of items.

The purpose of this booklet is two-fold. First, all owners should know what will be paid by reserve funds, either greater HOA or golf villa reserves, and approximately how often it will be paid. The second purpose is related -- to provide golf villa owners with a list of items that should be addressed periodically but will not be paid for with villa reserve funds. Whether villa owners attend to these matters is up to them, although it is certainly in their interest to have them checked out.

HOA RESPONSIBILITIES

(Items that are funded by greater HOA reserves)

Fences

The six-foot wood fence along SE Regner Road and the split rail fence along SE Butler Road should undergo periodic maintenance in order to achieve a maximum life. This is paid by greater HOA reserves. When necessary, the fences will be replaced.

Bark Dust

Application of bark dust on some HOA common areas occurs annually. The application is paid for by HOA reserves.

Tree Maintenance

The HOA is responsible for trimming some trees and shrubs in some common areas. This occurs approximately every four years, as needed.

Bench Shelters & Sentinels

The exterior wooden bench shelters and sentinels undergo periodic maintenance (approximately every five years) to achieve maximum life.

Irrigation Pumps and Lines

The HOA owns and maintains irrigation lines along both sides of SE Butler Road, west of its intersection with SE Augusta Loop and SE Augusta Place (just west of the entrance to Persimmon Country Club).

VILLA RESPONSIBILITIES

(Items for which funds HAVE been reserved)

Building Envelope Inspection

The reserve analyst employed by the HOA recommends that all associations perform what is called a building envelope inspection within 12 months of substantial completion of all construction or immediately upon detection of any water or mold problems. This inspection process may involve invasive testing if problems detected are serious enough to warrant such measures.

While a building envelope inspection will usually only be required one time, the HOA board has decided not to have one conducted until a problem is detected.

Roofs

The reserve analyst recommends that a periodic inspection and maintenance of roofing and related components be conducted on all the golf villas by a qualified roofing professional. The analyst recommends that this be done every two years, beginning in 2010. Funds to pay for this inspection are included in villa reserves.

Roof, Gutter & Downspout – Moss Cleaner & Preventer

The reserve analyst recommends that all roofs, gutters, and downspouts be cleaned, visually inspected, and repaired as necessary, every six months in the spring and fall. The current practice is every two years.

Painting of the Exterior Siding

Maintenance and repainting of the exterior siding should occur on all villas every eight years (beginning in 2011). It should include cleaning and inspection of the surface areas for cracks, peeling paint or other sealants, deterioration of the base material and failure of the caulking or other sealant materials that serve a waterproofing function. The cost of this service is covered by villa reserves.

Landscape Maintenance & Bark Dust Renewal

The Association and villa committee are responsible for maintenance of common area landscaping throughout the property on which villas are constructed. The cost of this maintenance is included in the annual villa operating budget. Bark dust is reapplied every three years (2009, 2012, 2015, etc.)

Lawn Irrigation System – Major Upgrade & Repairs

The cost of repairs to the lawn and yard irrigation systems of each villa is included in the annual operating budget for the golf villas.

Asphalt Maintenance – Seal Coating

Maintenance of asphalt paving is typically performed every four to seven years, depending on a variety of factors. The last time SE 40th Terrace (an easement across nine villa lots for which all 30 villa lot owners are responsible) was sealed was September of 2008. Funds for seal-coating are included in villa reserves.

RESPONSIBILITIES OF INDIVIDUAL VILLA OWNERS

The performance of and payment for the following procedures are solely the responsibility of villa owners. Owners are encouraged to implement these procedures and to share problems with other villa owners.

Exterior Walls – Inspection & Maintenance

While villa reserve funds are not used to replace siding, periodic inspections should be undertaken because of painting and caulking issues. Payment for the maintenance and repair of dryer vents, exhaust baffles, and exhaust ducts is solely the responsibility of the owner. Similarly, repair and maintenance of utility service lines, including those for water, sewerage, gas, and electricity are paid for by the villa owner. Inspections should take place annually. Repairs and maintenance should be performed as required.

Upper Deck System Maintenance

Maintenance of the upper deck system, including cleaning, repairing, and sealing of exposed wood, should occur regularly. Flashings, grout, and other water resistant details should be renewed as needed to ensure that tile surface areas on the landings remain water-tight. The Association's Design Review Committee is responsible for determining the procedure, material, and frequency for maintenance, repair, and replacement of the deck system, including railings (see below).

Deck Rail Painting

The exterior railings located at the deck perimeters should be cleaned and painted on a periodic basis to prevent deterioration.

Brick (or masonry) Maintenance & Repair

Inspections should take place every eight years, beginning in 2011. Maintenance will include cleaning and repairing any damaged surface areas, repair of mortar joints, and the application of a suitable masonry sealer.

Brick Repointing

Repointing brick improves resistance water penetration and will increase the life of the component. Repointing is not likely to be necessary until 2025, at the earliest and is needed only every 24 years.