



## 2024 CACM SOUTHERN CALIFORNIA LAW SEMINAR & EXPO

**Do You Know the Matrix?**

# SESSION SPONSOR



Pro Star has a decades-long track record in servicing *commercial boilers, water heaters, tankless water heaters, storage tanks and HVAC systems* throughout Southern California. This gives us the ability and flexibility to deal with most major brands. When it comes to keeping mission-critical equipment operational, maintained, and manufacturer's warranties intact, we're here for you. When equipment fails unexpectedly, Pro Star's service clients rest assured that an experienced and knowledgeable technician is always on-call 24/7. As a family-owned and operated business, the management team at Pro Star understands the value of trust, commitment, and loyalty in building long-standing relationships.

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## SAMPLE

### MAINTENANCE, REPAIR, AND REPLACEMENT MATRIX

COMPONENT	MAINTENANCE	REPAIR	REPLACE	REFERENCE IN DECLARATION
<b>COMMON AREA</b>				
Common Area (mailboxes; private streets; curbs; street gutters; walkways; sidewalks; driveways; parking areas; recreational facilities (i.e., swimming pool, clubhouse, hot tub, sauna, etc.); fences; open space; light fixtures; and utility facilities (except for those maintained by public or private utility companies))	Association	Association	Association	
Plants and landscaping	Association	Association	Association	
Exteriors including roof system; roof drains; gutters; downspouts; exterior walls; siding; trim; foundations; staircases; and landings	Association	Association	Association	
Pest control (including termites) in Common Area	Association	Association	Association	
<b>EXCLUSIVE USE COMMON AREA</b>				
Assigned Parking Spaces	Owner cleans	Association	Association	
Balcony framing and railings	Association	Association	Association	
Balcony walking surfaces	Owner cleans	Association	Association	
Balcony landscaping and improvements	Owner	Owner	Owner	
Carport exterior (painting and caulking) structure and roof system	Owner (excluding painting and caulking)	Association	Association	
Carport interior floor	Owner	Association	Association	
Storage Spaces exterior paint and structural components	Association	Association	Association	
Interior of Storage Spaces	Owner	Owner	Owner	
Chimneys and Chimney caps	Association	Association	Association	
Chimney flue (including periodic chimney sweeping), fireplace and firebox	Owner	Owner	Owner	



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Dryer vent cleaning from exterior of building	Association	Association	Association	
Exterior doors, door screens, hardware and weatherstripping	Owner	Owner	Owner	
Fire protection system	Association	Association	Association	
Smoke detectors and carbon monoxide detectors	Owner	Owner	Owner	
Utility lines exclusively serving Units even if located in Common Area	Association	Association	Association	
Heating and Air Conditioning Equipment and Ducts	Owner	Owner	Owner	
Water heaters exclusively serving Units	Association	Association	Association	
Window systems and sliding glass doors (frames, flashing, and all waterproofing components)	Association	Association	Association	
Window and sliding glass doors (glass, gaskets, casings and screens)	Owner	Owner	Owner	
Wiring and Cabling	Owner	Owner	Owner	
<b>UNITS</b>				
Appliances and fixtures including: garbage disposals, ranges, refrigerators, dishwashers, washers, dryers, light fixtures	Owner	Owner	Owner	
Hoses and water lines	Owner	Owner	Owner	
Interior surfaces including carpeting, tile, wallpaper, paint or other covering	Owner	Owner	Owner	
Plumbing fixtures	Owner	Owner	Owner	

This Matrix is a supplement to the Declaration. In the event of any conflict between the Declaration and the Matrix, the Declaration shall control.



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In this Matrix, the term “Maintenance” shall mean the act of caring for property, preserving it from failure or deterioration, including, but not limited to, painting, caulking, cleaning, and minor, non-structural upkeep. The term “Repair” shall mean the minor restoration of property that is torn, broken, or otherwise damaged, or has sustained wear, tear, or deterioration such that minor restoration is necessary. The term “Replacement” shall mean substantial reconstruction, restoration, or substitution of the whole or a substantial part of property that has been damaged or destroyed through usage or through hazard or catastrophe such that it is no longer useable or serviceable in its current condition.

An Owner’s rights and responsibilities for maintaining, repairing or replacing portions of their Units and Exclusive Use Common Area are also subject to the Architectural Review provisions in Article \_\_\_ of the Declaration.