

2025 Budget Ratification & Notice of Assessment



November 8, 2024

Dear Homeowner(s):

As the season changes, it's time again to finalize the Association's financial plan for the year ahead. With support from Rockwood Property Management (RPM), your elected Directors have adopted and hereby propose the enclosed 2025 Budget for ratification by the members.

Pursuant to RCW 64.38.025(3), the budget is ratified unless 51% of the members oppose. To reject the budget, members must attend the Ratification Meeting in person or by proxy at **1:30pm on December 5, 2024, via Zoom**. Members that are unable to attend the Ratification Meeting may respond by Proxy, which must be submitted in writing by any means listed herein and received prior to the Ratification Meeting. The only purpose of the Ratification Meeting is to tally the members opposed to the proposed 2025 Budget; no other business will be discussed. To attend, please click the meeting link from the HOA's homepage (www.trutinahoa.com) or enter it into your browser window as <https://us06web.zoom.us/j/81102862390>

Upon ratification of the proposed 2025 Budget, the assessment rate will remain the same at \$261.00 per month.

If you are enrolled in Portal AutoPay, no additional notice will be sent regarding the forthcoming assessment. Nothing further is required of you. Members that wish to enroll in Portal AutoPay, must do so before the assessment is levied. More information is detailed in "Payment Methods" herein.

If you are NOT enrolled in Portal AutoPay, by yearend you will receive a payment coupon book by mail for use in remitting assessments by check.

As always, we thank you for your continued faith and partnership in maintaining a high quality of life at Trutina. We look forward to continued community success and wish you the very best in the New Year.

In partnership,

Trutina Homeowners Association

c/o Rockwood Property Management

PHONE: (509) 321-5921

WEBSITE: www.trutinahoa.com

EMAIL: trutinahoa@rockwoodpm.com

2025 Budget - Trutina Main

INCOME:	Cost/Month	Frequency	# of homes	2024 Budget	2024 Actuals + Remaining Budget	2025 Budget
5010 Dues: Residential	\$ 70.00	12	258	\$ 179,270.00	\$ 181,300.67	\$ 206,990.00
5011 Dues: Apartments	\$ 70.00	12	92	\$ 77,280.00	\$ 77,280.00	\$ 77,280.00
5012 Dues: Builder	\$ 70.00	6	22	\$ 9,240.00	\$ 10,920.00	\$ 9,240.00
Total Homeowner Assessment:				\$ 265,790.00	\$ 269,500.67	\$ 293,510.00

of homes

Projected Closings

5014 Transfer Fee				\$ -	\$ -	\$ -
5020 Late Charges				\$ -	\$ 615.00	\$ -
5021 Late Interest				\$ -	\$ 82.10	\$ -
5025 NSF Income				\$ -	\$ 40.00	\$ -
5032 Lien Income				\$ -	\$ -	\$ -
5050 Interest Income				\$ 36.00	\$ 54.18	\$ 36.00
5005 Developer Contribution				\$ -	\$ -	\$ -
5100 Misc. Income				\$ 2,200.00	\$ 3,815.00	\$ 4,200.00
Total Income:				\$ 268,026.00	\$ 274,106.95	\$ 297,746.00

EXPENSES:	Cost	Frequency	SqFt	2024 Budget	2024 Actuals + Remaining Budget	2025 Budget
Snow Removal Expenses						
6615 Streets/Sidewalks/Parking Lots				\$ 10,935.00	\$ 6,796.83	\$ 9,185.40
Snow Removal Total				\$ 10,935.00	\$ 6,796.83	\$ 9,185.40
Landscaping Expenses						
6810 Mowing - Commons/Lodge				\$ 23,065.87	\$ 22,543.94	\$ 31,539.80
6820 Fertilize - Commons/Lodge				\$ 2,841.73	\$ 2,855.77	\$ 2,986.56
6830 Turf Spray - Commons/Lodge				\$ 2,553.50	\$ 1,750.37	\$ 6,683.62
6843 Master Tree Program				\$ 3,012.47	\$ 2,457.15	\$ 3,165.04
6844 Pest Control				\$ 300.00	\$ 315.30	\$ 348.00
6850 Flowers/Baskets				\$ 600.00	\$ 289.39	\$ 600.00
6860 Sprinkler Turn On & Blow Out				\$ 1,179.04	\$ 1,179.96	\$ 1,239.12
6880 Landscape Labor for Irrigation				\$ 5,145.00	\$ 9,208.13	\$ 7,450.00
6890 Planter Beds/Shrub Pruning				\$ 6,699.89	\$ 5,972.05	\$ 7,044.16
Landscaping Total				\$ 45,397.50	\$ 46,572.06	\$ 61,056.30
Community Center Expenses						
6412 Comm Ctr- Refuse				\$ 624.00	\$ 737.89	\$ 776.98
6417 Comm Ctr- Electricity				\$ 37,338.75	\$ 34,295.81	\$ 39,221.23
6422 Comm Ctr- Water				\$ 8,185.51	\$ 8,389.60	\$ 10,880.15
6427 Comm Ctr- Sewer				\$ 955.07	\$ 949.80	\$ 1,006.56
6705 Comm Ctr- Staffing				\$ 58,883.55	\$ 55,232.04	\$ 61,145.45
6710 Comm Ctr- Décor				\$ 400.00	\$ 323.50	\$ 400.00
6715 Comm Ctr- Social Activities				\$ 19,400.00	\$ 13,072.38	\$ 19,400.00
6720 Comm Ctr- Fitness Activities				\$ 7,812.00	\$ 7,303.00	\$ 7,812.00
6725 Comm Ctr- Hospitality				\$ 11,965.00	\$ 11,254.44	\$ 12,200.00
6730 Comm Ctr- R&M Tech Supplies/Services				\$ 6,271.20	\$ 6,470.53	\$ 6,926.50
6740 Comm Ctr- HVAC R&M				\$ 5,560.00	\$ 3,792.71	\$ 3,800.00
6745 Comm Ctr- Pool License and R&M				\$ 5,000.00	\$ 8,272.35	\$ 9,000.00
6750 Comm Ctr- Fire and Security				\$ 236.00	\$ 242.77	\$ 547.00
6755 Comm Ctr- Janitorial				\$ 10,134.00	\$ 9,367.86	\$ 10,850.00
Community Center Event Total				\$ 172,765.08	\$ 159,704.68	\$ 183,965.87
Common Area Utilities						
6415 Gate/Irrigation/Street Light Electricity				\$ 1,863.24	\$ 2,708.24	\$ 3,186.00
6420 Water				\$ 11,637.00	\$ 10,457.19	\$ 12,594.86
Common Area Utilities Total				\$ 13,500.24	\$ 13,165.43	\$ 15,780.86
Common Area Repair & Maintenance						
6440 Private Streets/Parking Lots				\$ -	\$ -	\$ -
6590 Gate operations- Phone line etc...				\$ 4,920.00	\$ 3,610.42	\$ 4,920.00
6630 Site Amenities/Doq Station Supplies				\$ 1,500.00	\$ 1,029.07	\$ 1,500.00
Common Area Repair & Maint Total				\$ 6,420.00	\$ 4,639.49	\$ 6,420.00
Administrative Expenses						
6135 Board & Annual Meetings				\$ 130.00	\$ 60.00	\$ 130.00
6305 Accounting				\$ 220.00	\$ 220.00	\$ 285.00
6306 Legal				\$ -	\$ -	\$ -
6310 Insurance Expense				\$ 4,023.00	\$ 5,017.00	\$ 5,418.36
6330 Bank Charges				\$ -	\$ 10.00	\$ -
6626 Postage				\$ 42.00	\$ 2.50	\$ 42.00
6635 Centennial Trail Sponsorship/Maintenance				\$ -	\$ -	\$ -
6900 Web Fees/ Maintenance				\$ 3,300.00	\$ 4,000.00	\$ 3,300.00
7508 Property Taxes - HOA Tracts only				\$ 95.00	\$ 26.97	\$ 30.00
Administrative Total				\$ 7,810.00	\$ 9,336.47	\$ 9,205.36

Total Expenses: \$ 256,827.82 \$ 240,214.96 \$ 285,613.78

NET CASH FLOW: \$ 11,198.18 \$ 33,891.99 \$ 12,132.22

BEGINNING CASH BALANCE: \$ (160.26) \$ (160.26) \$ 33,731.73

ENDING CASH BALANCE: \$ 11,037.92 \$ 33,731.73 \$ 45,863.95

2025 Budget - Trutina Residential

INCOME:		Cost/Month	Frequency	# of homes	2024 Budget	2024 Actuals + Remaining Budget	2025 Budget
5010	Dues: Residential	\$ 191.00	12	258	\$ 489,151.00	\$ 507,415.05	\$ 564,787.00
5012	Dues: Builder	\$ 191.00	6	22	\$ 25,212.00	\$ 27,504.00	\$ 25,212.00
5013	Special Assessments- Fencing						
Total Homeowner Assessment:					\$ 514,363.00	\$ 534,919.05	\$ 589,999.00

of homes

Projected Closings

5045	Initiation Fees				\$ -	\$ -	\$ -
5050	Interest Income				\$ -	\$ -	\$ -
5005	Developer Contribution				\$ -	\$ -	\$ -
Total Income:					\$ 514,363.00	\$ 534,919.05	\$ 589,999.00

EXPENSES:		Cost	Frequency	SqFt	2024 Budget	2024 Actuals + Remaining Budget	2025 Budget
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Snow Removal Expenses

6615	Streets/Sidewalks/Driveways				\$ 93,801.15	\$ 46,261.08	\$ 84,663.57
Snow Removal Total					\$ 93,801.15	\$ 46,261.08	\$ 84,663.57

Landscaping Expenses

6810	Mowing - Entire Site				\$ 243,765.73	\$ 267,259.01	\$ 224,868.42
6820	Fertilize - Entire Site				\$ 18,716.59	\$ 20,896.94	\$ 21,383.45
6830	Turf Spray - Entire Site & Curb lines				\$ 12,544.44	\$ 15,670.79	\$ 16,681.20
6843	Master Tree Program- Entire Site				\$ 9,600.00	\$ 13,876.67	\$ 7,345.68
6860	Sprinkler Turn On & Blow Out Commons/Homes				\$ 21,034.20	\$ 25,907.57	\$ 23,489.50
6880	Landscape Labor Common Area Irrigation				\$ 1,550.00	\$ 1,059.87	\$ 3,550.00
6890	Planter Beds Weed Control & Spring/Fall Cleanup				\$ 58,339.52	\$ 61,702.00	\$ 64,222.45
Landscaping Total					\$ 365,550.48	\$ 406,372.85	\$ 361,540.69

Common Area Utilities

6415	Street Lights/Irrigation Meter Electricity				\$ 7,260.00	\$ 7,525.60	\$ 9,541.15
6420	Water				\$ 3,415.00	\$ 2,450.97	\$ 2,930.00
Common Area Utilities Total					\$ 10,675.00	\$ 9,976.57	\$ 12,471.15

Common Area Repair & Maintenance

6440	Private Streets/Parking Lots				\$ -	\$ -	\$ -
6630	Site Amenity Repairs				\$ -	\$ 153.52	\$ -
Common Area Repair & Maintenance Total					\$ -	\$ 153.52	\$ -

Administrative Expenses

6620	Reserve Account Fund				\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
6626	Postage				\$ 1,180.00	\$ 1,911.79	\$ 2,020.00
7505	Management Fee				\$ 32,721.00	\$ 33,862.00	\$ 41,370.00
Administrative Total					\$ 43,901.00	\$ 45,773.79	\$ 63,390.00

Total Expenses: \$ 513,927.63 \$ 508,537.81 \$ 522,065.41
NET CASH FLOW: \$ 435.37 \$ 26,381.24 \$ 67,933.59

BEGINNING CASH BALANCE: \$ 103,667.42 \$ 103,667.42 \$ 130,048.66
ENDING CASH BALANCE: \$ 104,102.79 \$ 130,048.66 \$ 197,982.25

RESERVE STUDY FUNDING DISCLOSURE WILL BE ADDED ONCE STUDY IS COMPLETED PER RCW 64.38.25

2025 Residential Capital Expenses Budget

INCOME:		Cost/Month	Frequency	# of homes	2024 Budget	2024 Actuals + Remaining Budget	2025 Budget
5000-901	Capital Reserve				\$ 10,000.00	\$ 43,120.00	\$ 20,000.00
5045-901	Initiation Fees	\$ 191.00	1	20	\$ 3,820.00	\$ 4,966.00	\$ 3,820.00
5050-900	Interest				\$ 4.00	\$ 31.37	\$ 36.00
Total Income:		\$ -			\$ 13,824.00	\$ 48,117.37	\$ 23,856.00

EXPENSES:					2024 Budget	2024 Actuals + Remaining Budget	2025 Budget
6621-901	HVAC				\$ -	\$ 3,647.02	\$ -
6621-901	New pool furniture				\$ 805.86	\$ -	\$ -
6621-901	Patio fan				\$ 326.70	\$ -	\$ -
6621-901	Outdoor patio furniture				\$ 1,905.74	\$ 500.00	\$ -
6621-901	Sound panels in clubhouse				\$ 2,722.50	\$ 2,223.60	\$ -
6621-901	Resurface pool floor				\$ 7,410.65	\$ 8,068.76	\$ -
6621-901	Trim lights on front of clubhouse				\$ 2,123.55	\$ -	\$ -

Total Expenses:

\$ 15,295.00 \$ 14,439.38 \$ -

Net Cash Flow

\$ (1,471.00) \$ 33,677.99 \$ 23,856.00

BEGINNING CASH BALANCE:

\$ 6,853.74 \$ 6,853.74 \$ 40,531.73

ENDING CASH BALANCE:

\$ 5,382.74 \$ 40,531.73 \$ 64,387.73

RESERVE STUDY FUNDING DISCLOSURE WILL BE ADDED ONCE STUDY IS COMPLETED PER RCW 64.38.25



Important Update on HOA Owner Portal Payment Options

PLEASE READ

Effective January 1, 2025, the third-party company that provides online payment options through your HOA Owner Portal will no longer offer a free recurring ACH option. If you are set up on **ACH auto payments** through the Owner Portal, you will be charged a \$1.50 fee per transaction.

If you are unsure if you are set up on **ACH auto payments**, please log in to the owner portal. The link to the portal can be found on the HOA website.

Link: <https://owner.topsssoft.com/RockwoodPM/Account/Login>

On the left side of the main page, under the account balance, you will see one of the following:

- A. **"Enroll Today in Auto Pay"** – If you see this, you are not enrolled in Owner Portal AutoPay.
- OR**
- B. **"You're enrolled in AutoPay"** – If you see this, you are enrolled in Owner Portal AutoPay.

If you're enrolled in Auto Pay, click on **"You're enrolled in Auto Pay"** to see if you are using ACH for your payments.

If your payment method is a bank account, you use the ACH option. This option was previously free and beginning January 1, 2025, a fee of \$1.50 per transaction will be charged. ***If you do not want to pay the \$1.50 transaction fee, please ensure you unenroll before January 1, 2025.***

We encourage members to take advantage of recurring ACH payments through the Owner Portal, as this method offers numerous benefits. For example, you won't have to worry about missing a due date, and you won't need to remember to adjust the payment amount if your HOA fees change.

Starting January 1, 2025, the Owner Access Portal Payment fees will be as follows:

- AutoPay – Recurring ACH payments are \$1.50 each (**this option was previously free**)
- One-time ACH payments are \$2.95 each (**No change**)
- Visa and MasterCard transactions are \$2.95 + 3.5% each (**No change**)
- Debit card transactions are \$5.95 each (**No change**)

Please be aware that the payment fees mentioned above are charged and paid to a third-party company responsible for processing these payments. None of these fees are received by Rockwood Property Management or your Association.

The payment options available through the Owner Portal are offered as a convenience, however, there are other payment options available for members to pay their HOA dues. **Please find the enclosed document to see all the payment options.** Thank you for your understanding.

Best regards,

Rockwood Property Management

Trutina HOA

ASSESSMENT PAYMENT METHODS



For the remittance of assessments, your HOA accepts the payment methods detailed below. To ensure your payment is received as intended, please review the instructions for your preferred payment method carefully prior to remitting payment.

Helpful Links:

Your HOA's homepage: www.trutinahoa.com

Your HOA's website is updated regularly with relevant information and important links.

[Owner Access Portal](#) (also linked to your HOA website homepage)

The Portal is our new online platform where owners may login to view their assessment account balance, review enforcement actions and pay assessments using a variety of online payment methods. If you don't have a login, please request an invite via the HOA's website homepage (see above link).

ONLINE PAYMENTS: Through the Portal, we offer both recurring ("AutoPay") and one time payment options using ACH, Visa, MasterCard and debit cards for the remittance of HOA assessments. Fees are as follows:

- AutoPay – Recurring ACH payments are \$1.50 each (must enroll before assessment is levied)
- One-time ACH payments are \$2.95 each
- Visa and MasterCard transactions are \$2.95 + 3.5% each
- Debit card transactions are \$5.95 each

To enroll in AutoPay, you must first register for the Portal. Visit your HOA's homepage to complete the form "*Request an Invite to the Owner Access Portal*". Once registered, login to your Portal account then follow the prompts to create a payment method then enroll in AutoPay. Detailed instructions (with screenshots) are linked to your HOA homepage as "AutoPay Instructions".

Please read prior to AutoPay enrollment:

- AutoPay enrollment is a 2-step process: 1) create an AutoPay payment method and then, 2) enroll your payment method in AutoPay. If you're unsure, please contact RPM before the next assessment is levied to confirm your enrollment is accurate and complete.
- Once enrolled, your first AutoPay payment will be debited from your designated payment method on the first business day after the assessment due date. You must be enrolled BEFORE the assessment is levied to pay by AutoPay.
- Your assessment account balance must be zero (\$0.00) at the time of AutoPay enrollment. Any balance outstanding at the time of enrollment must be paid another way (either one-time Portal payment or check by mail). To avoid overpayment, please reconcile any outstanding assessment credits before enrolling in AutoPay.
- Once enrolled in AutoPay, the rate will be automatically updated if/when assessments change from year to year. The exact assessment amount will be debited on each due date until the homeowner cancels or amends their AutoPay enrollment via the Portal.

Trutina HOA

ASSESSMENT PAYMENT METHODS



US MAIL PAYMENTS:

1. Payment remittance coupons for the following year are distributed to all owners (except those enrolled in Portal AutoPay) prior to January 1st. To ensure your payment is applied to the correct account, please include a payment remittance coupon with each check and mail using the windowed envelopes provided.

Include the following information on each payment to ensure proper application:

- a. Your Management Company ID: **7794**
- b. Association ID, which is: **TRU**
- c. Your Property Account Number has not changed and can be found on your remittance coupons or the Portal.

Example: **7794 – TRU – TRU123123**

2. Please mail all payments to the following remittance address:

Trutina HOA
c/o Rockwood Property Management
P.O. Box 94804
Las Vegas, NV 89193-4804

3. If you are paying for multiple properties, please send a separate coupon and check for each property.

BANK BILL PAY SERVICES: If you currently utilize or want to pay through the bill payment service provided by your bank, please do the following:

1. **VERY IMPORTANT:** Delete any existing payment profile and create a new one. Enter the payee and mailing address as follows:

Payee: Trutina HOA
Address Line 1: c/o Rockwood Property Management
Address Line 2: P.O. Box 94804
City, State, Zip: Las Vegas, NV 89193-4804

2. Make payable to Trutina HOA and include the Management Company ID, Association ID and your account number on the check memo line. See above for an example. ***This must be included on each payment to ensure proper application.***

ANNUAL DISCLOSURES

Trutina Homeowners Association

Detailed below please find a disclosure regarding the HOA's existing policies, procedures and fee structures. While not required, this information has been sent as a matter of good practice to ensure Members have the tools necessary to be well informed, good stewards of the community. To conserve resources, a link is provided instead of the full text and/or applicable documents to review and download at your convenience. Please review carefully then reach out via the contact info detailed below with any questions or concerns.

BOARD OF DIRECTORS:

Steve Ward, Deloris Duquette, Cindy Thomson, Joe Frank, Jaren Overstreet

MANAGEMENT CO: Rockwood Property Management

PHONE NUMBER: (509) 321-5921

EMAIL ADDRESS: trutinahoa@rockwoodpm.com

WEBSITE: www.trutinahoa.com

www.trutinaresidents.com/home

RECORDS & GOVERNING DOCUMENTS Accounting documents and historical records such as budgets, monthly financial reports, annual audits and reserves studies:

www.trutinahoa.com/budgeting

Recorded Covenants, Conditions & Restrictions (aka CC&Rs), Bylaws, Board Resolutions and Meeting Minutes:

www.trutinahoa.com/governing-docs

ARCHITECTURAL CONTROL Written approval is required prior to affecting exterior improvements or repairs. Architectural guidelines are available for review and download and the Architectural Application may be printed or submitted via the following link:

www.trutinahoa.com/architectural-guidelines

ASSESSMENTS Assessment information including rate(s), remittance options and instructions:

www.trutinahoa.com/assessments

SCHEDULE: Monthly

DUE DATE: 1st of the month, late if not received by monthend

COLLECTION POLICY: Collection & Enforcement Policy adopted August 2016

LATE FEE AMOUNT: \$25.00

LATE INTEREST RATE: 18%

ANNUAL DISCLOSURES

Trutina Homeowners Association

ADDITIONAL FEES & CHARGES In addition to assessments and penalties, members may be subject to the following fees and costs, which are levied to the owner upon request.

RECORDS INSPECTION: Postage + copies \$0.15/page + hourly rate to prepare

TITLE & LENDER FEES: \$150 Demand Fee per request + \$50 per update

\$100 Transfer Fee per sale

\$250 Resale Certificate Fee per request (condos only)

Demand & Resale Certificate Fees are billed to the Homeowner upon fulfillment. Transfer Fees are billed upon sale and paid at the close of escrow.

MEMBER DISCIPLINE Upon purchasing a home in the HOA, members agree to abide by the Governing Documents. The Board of Directors is charged with enforcement in the event of non-compliance, the policy for which is detailed below.

ENFORCEMENT POLICY: **Collection & Enforcement Policy adopted August 2016**

LOCATION: www.trutinahoa.com/governing-docs

HOMEOWNER CONTACT INFORMATION & PORTAL ACCESS

Members are required to provide written notice to the HOA within 30 days of making changes to their contact information, such as a new mailing address, email or phone number. Failure to provide timely updates may prevent Members from receiving important notices regarding their ownership obligations. Please submit changes via the Owner Information Form on the website (link below) or complete and return the hard copy included herein. To review the contact information on file with the HOA, login to your Owner Access Portal account.

OWNER INFO FORM: www.trutinahoa.com/homeowner-information-form

The Owner Info Form is included herein for Members that prefer to submit a hard copy. Please submit a new Owner Info Form if:

- You recently purchased and haven't provided this information to the HOA previously.
- You've submitted this form in the past but haven't received an email from the HOA.
- To change or confirm your contact information.
- To OPT-IN to email receipt of important HOA notices.

OWNER ACCESS PORTAL: owner.topsoft.com/RockwoodPM/Account/Login

INSURANCE The HOA's master policy provides for corporate liability and common area property coverage. Members are encouraged to contact a licensed insurance agent to obtain appropriate coverage for their separate interest(s). Please submit questions regarding the HOA's policy to the agent:

INSURANCE AGENT: LeAnne Tope, Alliant Insurance Agency (509) 325-3024



OWNER INFORMATION FORM

Please complete and return this form by email to trutinahoa@rockwoodpm.com or by mail to the address below.

HOA Name: Trutina HOA

Property Address: _____

Homeowner Name(s)

Primary Owner: _____

Additional Owner: _____

Additional Owner: _____

What is the intended use of this home?

() Primary Residence

() Second Home

() Investment Property / Rental

Homeowner(s) Contact Information:

Note: the primary owner will receive an email invitation to register for the Owner Access Portal, which provides real time assessment account balance and compliance information. Each home/lot is limited to a single login.

Mailing Address: _____
(if different from property)

Primary Owner Name: _____

Phone Number(s): _____

Email Address: _____

Additional Owner Name: _____

Phone Number(s): _____

Email Address: _____

By checking this box, I/we (the owner/s of the above referenced address) hereby opt-in to email delivery of required HOA notices.

“OPT IN” NOTICE BY EMAIL DELIVERY: by checking the email “opt-in” box you are authorizing the Association to distribute legally mandated notices (such as annual meeting, collection, violation and/or assessment notices) to you by email instead of US Post. Certain notices may also be sent by mail but we try to ‘go green’ whenever possible. If you provide your email address but do not check the “OPT IN” box, you will still receive occasional updates via email but legally mandated notices will be sent by US Post.



Trutina Homeowners Association

Community Garden Rules & Regulations

Gardeners must apply prior to working in the beds. All new applications will be added to the annual lottery and those drawn for a plot will be notified by mail by mid-March. Gardeners assigned to a plot last year will be assigned to the same plot again, if possible.

Gardeners are responsible for cultivating, weeding, and watering their assigned plot. Water is turned on by April 25 and turned off for the season by the end of October, weather permitting; plots are available for cultivation April 25 – November 15. A spigot is provided for each full garden bed. By submitting this form and participating in the Community Garden lottery, you agree to the following:

- I will plant something in my assigned garden bed by June 21st and keep it planted all summer long.
- If, for any reason, I'm unable to maintain my plot at any point in the season, I will immediately notify Rockwood Property Management so the plot can be reassigned to another gardener.
- If I move from my residence within the participating community, my plot will be reassigned to another gardener.
- I will keep weeds at a minimum and maintain areas immediately surrounding my assigned plot.
- I will keep trash and litter out of the plot and adjacent pathways and fences.
- If my assigned plot becomes unkempt, I understand I will be given one week notice to make the necessary corrections. If I fail to do so, my right to use the plot may be revoked and the plot reassigned.
- I will not plant tall crops that will block sun exposure to neighboring plots.
- Unless given permission by the respective gardener(s), I will only pick my own crops. I understand that my use of the community garden can be revoked for harvesting crops that don't belong to me.
- I agree to keep pets on a leash in the garden area and will immediately remove waste and/or remedy any disturbance they may cause while in the garden area.
- The plot must be cleaned up and cleared of all vegetation, décor, hoses or any other garden objects by November 15th. A \$50 cleaning fee will be assessed if this deadline is not met.
- I understand and agree that maintenance of the assigned plot is subject to the same standards enforced throughout the community, which includes the levy of fines for failure to maintain.
- A \$20 fee is due with this Application annually.

2025 Community Garden Application

Name: _____ Prior Plot # (if applicable): _____

E-Mail Address: _____ Phone #: _____

- I have read, understand and agree to adhere to the Community Garden Rules & Regulations.
- I understand that violation of the Association's standards may result in a forfeiture of my garden plot assignment for the remainder of the season and beyond.
- I agree to hold harmless the garden group, Trutina HOA and Rockwood Property Management for any liability, damage, loss or claim that may arise in connection with the use of the garden by me or my guests.

Signature: _____ Date: _____

Address: _____