



TRUTINA
LIFE IN BALANCE

Trutina HOA - Main - Clubhouse Scope of Services

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<u>Service</u>	<u>Description of Services</u>
Trash:	Trash services related to the Clubhouse and community gardens.
Electricity/Gas:	Electricity and Gas expenses related to the Clubhouse and Clubhouse amenities.
Sewer/Water:	Sewer and Water bill associated specifically with the Clubhouse.
Staffing:	Staffing allocations for services provided to the Main HOA by the Multi-Family Property Staffing. These staffing allocations are detailed out in the Staffing Allocation Document.
Clubhouse Décor:	Budget amount to account for décor items that may be desired by the Main HOA as detailed on an annual basis as part of the budget preparation.
Social Activities:	The following social activities are funded as part of the Main HOA: Monthly Men's and Women's Coffee, Wine Down Wednesday Weekly and Discretionary Social Budget. The Discretionary Social Budget amount will be determined as part of the annual budget preparation.
Fitness Activities:	The following fitness activities are funded as part of the Main HOA: One weekly yoga class, two weekly water aerobics classes.
Clubhouse Hospitality:	Clubhouse Hospitality shall include the following: coffee and shared drinks available for those community members while using the Clubhouse, kitchen supplies, printer supplies, dog treats and bathroom supplies.
Clubhouse Repair and Maint:	Budget allocation for general repair and maintenance related to the Clubhouse building and grounds.
Clubhouse HVAC Repair and Maint:	Budget allocations specific for quarterly HVAC maintenance and estimated annual repairs.
Pool License and Repair and Maint:	Budget allocations specific for the required pool license, pool maintenance and estimated annual repairs for the pool equipment and area.
Clubhouse Fire and Security Systems:	Budget allocations specific for annual inspection requirements for the fire alarm system and estimated maintenance costs related to the access control and security system for the clubhouse.
Clubhouse Janitorial Services:	Budget allocation for the following cleaning activities: weekly full clean of the Clubhouse and pool area, window cleaning two times annually, cleaning supplies, carpet cleaning on a quarterly basis.