



TRUTINA
LIFE IN BALANCE

Trutina HOA - Residential Scope of Services Page 1

<u>Service</u>	<u>Description of Services</u>
Weekly Lawn Mowing:	Weekly yard mowing service includes care for both front and back yards. The frequency of mowing sessions will be adjusted based on weekly weather conditions to ensure optimal lawn health. Grass clippings will either be bagged and removed or mulched by the vendor. Any exceptions to these services will be clearly outlined in an 'Exception List'.
Weekly Edge Trimming:	String trimming along planter bed edges. Hard edge trimming areas are sidewalks, driveways and patios and will be completed on a bi-weekly basis. Any exceptions to these services will be clearly outlined in an 'Exception List'.
Grass Fertilization:	Grass fertilizing will be applied three times a year, once in the spring and twice over the summer time, to all turf areas. Grass fertilizer is a suggested blend by the landscaping vendor but is required to be phosphate free and applied at a rate of 4lbs per 1000 square feet of turf area. Homeowners will be notified, via email, of all fertilization prior to scheduled services.
Planter Bed Pre Emergent Weed Application:	Planter Bed pre emergent application will occur twice a year for all mulch and rock planter beds. Homeowners will be notified, via email, of all pre-emergent applications prior to scheduled services.
Plant Bed Weeding:	In addition to pre emergent, a manual weeding of mulch and planter rock beds to be performed as needed, but no more than three times per year.
Lawn Weed Spray:	Broad Leaf weedspray for all turfed areas. Performed in spring and fall by landscaping vendor. Homeowners will be notified, via email, prior to all lawn weed spray application services.
Curb Line Weed Spray	Curbline and crack weedspray performed a maximum of three times to eliminate weeds in road and sidewalk cracks. Homeowners will be notified, via email prior to all curbline and crack weedspray applications.
Pruning for Planter Beds:	This is a fall service for all shrubs, natural grasses and perennials inside of planter beds. Members can mark plant material with yellow or red flagging tape if they do not want specific plants pruned. Homeowners will be notified, via email prior to all pruning services
Care And Pruning Street Trees:	Street trees, located on individual homeowner lots, will receive a clearance pruning on a as needed basis, year to year. Fertilization and systemic treatment is applied to the trees every fall as part of the care process. As well as the systemic treatment, tree rings are sprayed around all trees to prevent mower damage



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Irrigation Startup (Spring):	Members shall receive a notification, via email, no less than seven days prior to the commencement of irrigation startup procedures, which pertain solely to lawn sprinkler systems. The startup process will include activation and coverage evaluation of each individual lawn irrigation zone to maximize water coverage efficiency. Any requisite repairs or maintenance arising from this evaluation will be the financial responsibility of the individual homeowner. Homeowners are obligated to activate their own irrigation water supply, located within the home, in preparation for this service. The scope of the startup service explicitly excludes adjustments to watering days and/or times, which are regulated by individual irrigation timers and remain the sole responsibility of each homeowner.
Irrigation Winterization (Fall):	Winterization of the each irrigation system will include the blowout of the sprinkler lines to minimize any potential damage over the winter months due to freezing temperatures. Notification of winterization, via email, will be sent out to the members a minimum of seven days prior to startup. Homeowners are responsible for having irrigation water supply system turned off no later than 24 hours prior to blowout services.
Snow Removal - 2" Threshold:	Snow removal services shall be activated for snowfall events that accumulate a minimum of 2 inches by the end of snow event. The exact frequency of such services shall be contingent upon weather conditions. The contractual agreement with the designated vendor mandates that snow removal be completed within 24 hours following the accumulation of the aforementioned 2-inch threshold, unless otherwise directed by the property management company. It is acknowledged that the frequency of snowfall events may vary significantly from year to year, resulting in corresponding fluctuations in annual expenses. The specific areas designated for snow removal include private roadways, alleys, driveways, driveway approaches, public sidewalks, community mailboxes, fire hydrants, and residential walkways up to, but NOT including, front steps/patio. Snow berms created by the plowing of roadways and/or alleys will be removed to allow access to driveways.
Utilities/Amenities:	Water costs associated with the irrigation of common areas within the residential area. Electricity cost associated with street lights, irrigation clocks, etc, for that infrastructure located within the residential area. Repair/replacement costs associated with amenities specific to the residential area.
Admin/Postage:	Administrative and postage costs associated with the running of the HOA business specific to the residential area.
Reserve Funding:	Annual funding of a reserve account to cover future capital costs. Examples of potential future capital costs include, but are not exclusive to, the following: private road repairs; amenity replacement; 50% of all Main HOA capital expenses; etc.
Management Fee:	The management fees are related to the coordination and the oversight of these special services. It is imperative that community members communicate deficiencies in these services as they notice them, so that the Management Company can work to correct those deficiencies.
General Note:	This document is intended to detail out all included services. If a detail is not defined in this Scope of Services document, it should be considered not included. For example the following items are not discussed above and thus should be considered not included: replacement of dead plants, lawn diseases, damages to yard not specifically caused by a vendor, etc..