



Ponderosa Ridge Main HOA

Scope of Services

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<u>Service</u>	<u>Description of Services</u>
Weekly Lawn mowing:	Weekly yard mowing service includes care for all common area turfed areas. The frequency of mowing sessions will be adjusted based on weekly weather conditions to ensure optimal lawn health. Grass clippings will be mulched by the vendor. Any exceptions to these services will be clearly outlined in an 'Exception List,' although at this time, there are no exceptions.
Weekly Edge Trimming:	String trimming areas are fences and planter bed edges. Hard-edge trimming areas are sidewalks, sports courts, and all other hard surfaces. Hard edging will be completed on a bi-weekly basis.
Grass Fertilization:	Grass fertilizing will be applied 3 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.
Planter Bed Pre Emergent Weed Application:	Planter Bed pre-emergent application will occur twice a year for all common area mulch and rock planter beds.
Plant Bed Weeding:	In addition to pre-emergent a manual weeding of all pre-emergent treated mulch and planter rock beds to be performed as needed, but no more than 3 times per year.
Lawn Weed Spray:	Broad Leaf weeds spray for all common turfed areas. Performed in spring and fall by landscaping vendor.
Curb Line Weed Spray	Curblin and Crack weed spray performed a maximum of 3 times to eliminate weeds in road and sidewalk cracks.
Community Leaf Cleanup:	Leaf cleanup will be provided for all of the common areas throughout the community. This service is planned for fall but is dictated and adjusted for seasonal weather patterns.
Pruning for Planter Beds:	This is a fall service for all common area shrubs, natural grasses, and perennials inside of planter beds. This service also includes the hauling fees for all plant matter.
Care And Pruning Street Trees:	Street trees, located on individual homeowner lots, will receive a clearance pruning 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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Utilities & Dog Station:	Water costs associated with the irrigation of common areas within the Main HOA area. Electricity cost associated with street lights, irrigation clocks, etc for that infrastructure located within the Main HOA area. Repair, replacement, and equipment costs associated with the dog stations and trash cans.
Community Events	The HOA sponsors a community party, as well as other community events approved by the board of directors. This is open to all members of the HOA.
Seasonal Flowers	The install, maintenance, and removal of the seasonal geraniums throughout the community.
Irrigation Startup (Spring):	The startup process will include activation and coverage evaluation of each common area lawn irrigation zone to maximize water coverage efficiency. All repairs that are needed after the winter season will be addressed during the start-up service. Sprinkler timers will be set for spring weather adjustments and then adjusted for summer watering needs when weather conditions change.
Irrigation Winterization (Fall):	Winterization of each irrigation system will include the blowout of the common area sprinkler lines to minimize any potential damage over the winter months due to freezing temperatures.
Snow Removal - 2" Threshold:	Snow removal services shall be activated for snowfall events that accumulate a minimum of 2 inches by the end of a 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 roadways, alleyways, public sidewalks, community mailboxes, and any fire hydrants.
Administrative Costs:	Include but may not explicitly be limited to the following costs: Board & Annual Meetings, Accounting, Legal, Insurance, Bank Charges, Postage, Website administration, Property Taxes, etc.
Reserve Funding:	The Main HOA has assets that it is responsible for maintaining, such as common area irrigation systems, park improvements, trail improvements, etc. Reserve funding makes sure the HOA is saving money year to year to be able to pay for capital improvements or replacements over time. The amount being saved each year is part of the budgeting process and a decision made by the HOA board.
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..