



Ponderosa Ridge-Townhomes & Cottages

Scope of Services

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<u>Service</u>	<u>Description of Services</u>
Weekly Lawn mowing	Our 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. 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. String trimming has the potential to damage the fence, so it is recommended that homeowners protect their fence with a protective barrier or created a "dead zone" between their lawn and their fence. Hard edge trimming areas are sidewalks, driveways and patios.
Grass Fertilization	Grass fertilizing will occur three times, once in the spring and twice over the summer time, to all turf areas. Grass fertilizer will be required to be the phosphate free and will be applied at a rate of 4lbs per 1000 SqrFT with a suggested blend that varies during season based on contractor discretion. Homeowners will be notified via email, prior to all scheduled grass fertilization applications..
Planter Bed Pre Emergent Weed Application	Planter Bed Weed spray for all mulch and rock planter beds will occur twice a year. Homeowners will be notified via email, of all pre-emergent applications prior to scheduled services.
Planter Bed Weeding	Hand weeding of mulch and planter rock beds to be performed on as needed basis with pre - emergent spray but no more than three times a year.
Lawn Weed Spray	Broad Leaf weedspray for all sodded and turfed areas. Performed in spring and fall by landscaping staff. Homeowners will be notified via email, of all lawn weed spray applications prior to scheduled services.
Curb Line Weed Spray	Curb line and Crack weedspray performed a maximum of 3 times to eliminate weeds in road and sidewalk crack. Homeowners will be notified via email, of all curblines and crack weedspray applications prior to scheduled services.
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, of all pruning services prior to scheduled services.
Care And Pruning Street Trees	Street tree clearance pruning on a per needed bases 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 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 will be sent out to the members a minimum of 7 days prior to startup. Homeowners are responsible to have irrigation water supply system turned off no later than 24 hours prior to blowout services.
Irrigation Exceptions:	Townhome owner irrigation is explicitly managed by the HOA. No actions required for startup or winterization processes.
Snow Removal 2" Threshold	Snow removal services shall be activated for snowfall events that accumulate a minimum of 2 inches within a 48-hour time frame or the end of snow event. The exact frequency of such services shall be contingent upon prevailing 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 driveways, alleyways, driveway approaches, public sidewalks, community mailboxes, and any fire hydrants. This excludes entry pads to home.
Utilities:	Water costs associated with the irrigation of common areas within the Townhomes and Cottages area. Electricity cost associated with street lights, irrigation clocks, etc for that infrastructure located within the Townhomes and Cottages area.
Management Fee	This community is subject to specialized service arrangements, entailing distinct management fees associated with the coordination and oversight of these specialized services. It is incumbent upon community members to promptly report any observed deficiencies in the provision of these services. Such communication will enable the management company to take timely corrective action
Reserve Funding:	The Cottages sub-association within the 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..