

Kendall Yards 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 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 be bagged and removed 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. String trimming has the potential to damage the fence, so it is recommended that homeowners protect their fence with a protective barrier or create a "dead zone" between their lawn and their fence. Hard edge trimming areas are sidewalks, driveways and patios and will be completed on a bi-weekly basis.
Grass Fertilization:	Grass fertilizing will be applied 3 times a year, once in the spring and once over the summer time, once in the fall, 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 3 times per year.
Lawn Weed Spray:	Broad Leaf weedspray is applied to 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.
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.
Curb Line Weed Spray	Curblin and Crack weedspray performed a maximum of 3 times to eliminate weeds in road and sidewalk cracks. Homeowners will be notified, via email prior to all curblin 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
General Care And Pruning Street Trees:	Street trees, located on individual homeowner lots and HOA-owned common area, will receive clearance pruning on as needed basis, year to year. Fertilization and systemic treatment are 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 common area lawn irrigation zone to maximize water coverage efficiency.
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. Notification of winterization, via email, will be sent out to the members a minimum of 7 days prior to winterization.
Irrigation Exception:	If irrigation system is supplied by water from the individual home, all irrigation services, upkeep and general maintenance is the sole responsibility of the individual homeowner.
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 main walkways, main right-of-way walkways, alleyways, the Centennial trail, mailbox clusters, fire hydrants, and walkway aprons. The scope of services explicitly excludes the removal of snow berms created by City street plowing, as well as the clearing of the walkway up to homes and covered entryway to the home.
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. This also covers trash services for the community. Repair/replacement costs associated with the dog stations and trash cans.
Centennial Trail Sponsorship:	Sponsorship of The Centennial Trail adjacent to the Kendall Yards community, with the maintenance of dog stations and cleaning of trail areas. Included in the sponsorship is mowing and noxious weed control of the areas adjacent to the trail.
Staffing, Community Center and Fitness Center:	Staffing of the Kendall Welcome Center, including Guest Services Coordinator and Lodge Monitoring. General groundskeeping throughout the HOA. The lease for the fitness center, operating and maintenance costs associated with the fitness center.

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Community Events	The HOA sponsors community movies, a community party with food, and all other events approved by the board. This is open to all members of the HOA.
Site Amenities & Graffiti:	Maintenace and cleaning of all site amenities and removal of graffiti from common elements of the community.
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.
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.
Management Fee:	This special service community will have community specific anagement fees 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 moss, damages to yard not specifically caused by a vendor, etc..