

# Current Ceres Gleann HOA Landscape Maintenance Contract

## Scope of Services

### Description of the Project:

This contract is a "landscape maintenance" contract between the Contractor and the Ceres Gleann Homeowner Association, Inc. and governs the maintenance all of the landscaping within the entire Ceres Gleann HOA "Property".

Contractor agrees to: 1) Report monthly to the Landscape Committee Chairperson noting the actual Landscaping Maintenance Contract services performed during the past month; 2) Notify the Landscape Committee at least one day in advance of applying chemicals to homeowner yards; 3) Ensure all landscape watering systems timers are scheduled to be "OFF" on the lawn service day; 4) Notify the homeowner when applying chemicals to homeowner yards by leaving a note in the weather stripping of the garage door warning them to keep their pets and small children away from these areas. A copy of the information label and/or MSDS sheet for the product used will be left with the Ceres Gleann Landscape Committee; 5) Use only like lawn grass seed as the original landscape installer, when the Contractor does any reseeded of only a portion of a lawn area; 6) Contractor Supervisor to attend regularly scheduled monthly Ceres Gleann Landscape Committee meetings; and, 7) Furnish all labor, equipment, material, supplies, services, labor and supervision to maintain landscaping in a workmanlike manner in accordance with accepted landscape maintenance practices & all applicable codes, laws, administrative rules for the following "Contracted Work":

1. **Lawn mowing** – Weekly, as weather and ground conditions permit; mow lawns, edge around flower beds and walkways, and blow-off walks, patios, and driveways.
2. **Weed and treat lawns for moss** – Broadleaf weeds in lawns are to be removed or sprayed as soon as they appear. Lawns are to be sprayed for other types of weeds as needed, per the product spec's. Moss in lawn and beds will be treated once a year, in the spring.
3. **Fertilize** – Lawns to be fertilized a minimum of 4 times per year, or more as required to maintain a healthy lawn.
4. **Bedding area maintenance** – In all areas, that are accessible to the Landscape Maintenance Contractor personnel with the necessary equipment, apply weed pre-emergent in the spring. Turn over bark chips and remove moss/debris/weeds 2 times per year.
5. **Pruning** – Prune shrubs and ornamental trees up as needed up to 2x per year.
6. **Leaf removal** – Once leaves begin to fall, remove leaves from all areas of the yard and streets. This work will continue until all leaves have fallen from trees that drop their leaves annually.
7. **Diagnosis of lawn ailments** – In late November/early December treat lawns for crane flies. In addition, the contractor is to exercise the proper use of pesticides, herbicides and fungicides to maintain healthy lawns and plants.
8. **Common areas** – Contractor will be responsible for maintaining the common areas to a higher level than individual homeowner landscaped areas. This will include weed control in lawn & bedding areas, dressing bed areas on a regular basis and removal of any dead shrubs. (replacement shrubs will be furnished by the HOA)
9. **Water systems** – Contractor is responsible for the initial programming of the controller in the spring time. This programming will be set for a typical year's landscape watering needs. The resident is responsible for any water system programming alterations.

In the winter, turn off all system controllers, shut off system water main and open drain valve. Re-activate the systems in spring as soon as watering is required.

10. **Billing** – A single invoice to include all residences and one for the common areas is to be submitted monthly.