



**SERVICE SPECIFICATIONS
for
FOX HOLLOW VILLAGE
PROPERTY OWNERS ASSOCIATION**

1) **DEFINITION OF TERMS**

- A) **WATERSIDE** is defined as Waterside Environmental Care, Inc.
- B) **CUSTOMER** is defined as Fox Hollow Village Property Owners Association, Inc., also known as FHVPOA. FHVPOA is the binding party of this contractual service agreement.
- C) **OWNER** is defined as the legal property owner as stipulated on the property deed as recorded in Citrus County Clerk's Office in the State of Florida.
- D) **POC** is defined as the CUSTOMER's point of contact (POC). The POC is assigned by the CUSTOMER to oversee the contractual obligations of WATERSIDE as defined in the service agreement. The POC manages any complaints, requests, and disputes as they relate to the service agreement in effect.

2) **LANDSCAPE MAINTENANCE PROGRAM**

A) General

- 1. All areas shall be inspected weekly for detection of disease, pests, improper irrigation, and other problems, and shall be properly treated to correct any observed problems upon discovery. The CUSTOMER shall be notified by WATERSIDE in writing within 3 business days after the weekly inspection of problems encountered, of specific locations, and the corrective action to be taken.
- 2. WATERSIDE shall not be responsible for acts of God such as freeze damage or heavy storms that would create unusual preparation, cleanup, pruning, or replacements in excess of the normal scope of service. Should any storm cause debris that hinders WATERSIDE's access to the CUSTOMER's properties and/or its ability to provide contracted services, WATERSIDE will initiate storm clean-up limited to landscape elements (i.e., grass, shrubs, trees, plants, irrigation heads and supporting pipes) within 24 hours after it is deemed safe to do so and strive to complete storm cleanup within 48 hours once started. Such storm debris cleanup is at an additional cost to the CUSTOMER and shall be invoiced separately. Cost of storm debris cleanup varies based on severity of the storm damage. CUSTOMER shall pay the storm debris cleanup invoice within 30 days after receipt. Should the CUSTOMER in the future decide to manage storm debris cleanup differently, it shall be handled like any other amendment to the Service Agreement.
- 3. No OWNER or others representing the OWNER shall approach any WATERSIDE personnel while they are at the CUSTOMER's location tending to the obligations of the service agreement. Any issue that an OWNER may have regarding landscape services must be communicated to the POC who will take appropriate action to have the issue addressed on behalf of the OWNER.

B) Turf Care Specifications

1. Mowing

- a. Mowing shall be performed 37 times per year, Weekly from April 1st through September 30th and every other week from October 1st through March 31st. All mowing shall be performed with power lawn mowers of sufficient horsepower to leave a neat, clean appearance. Bahia grass will be mowed with a different mower than St. Augustine to assist in prevention of grass clippings and weed seeds being transferred into Bahia grass areas.
- b. Mowing height for St. Augustine and Bahia turf grass is 3-1/2" – 4-1/2" and will be varied by season to maintain the highest quality and density of turf.
- c. Visible clippings after mowing shall be removed before WATERSIDE leaves on the day of mowing. All clippings shall be removed from ornamental beds, paved areas, courts, and waterways.
- d. Mower blades will be kept sharp at all times to prevent the tearing of grass blades.
- e. Where it is possible various mowing patterns will be employed to ensure the even distribution of clippings and to prevent ruts in the turf caused by mowing equipment.
- f. All mowed areas shall be swept, blown or vacuumed to maintain a clean, well-groomed appearance on the same day of service.

2. Edging

- a. Edging will follow the same schedule as mowing and will be performed on the same day as mowing.
- b. WATERSIDE shall neatly edge and trim around all plant beds, curbs, streets, trees, etc., and maintain the shape and configuration of all planting areas in a clean manner. Edging of all hard surfaces shall be performed 19 times per year with every other mowing service and edging of soft surfaces shall be performed 18 times a year during every other mowing service in the fronts, backs and sides of all units.
- c. Edging equipment will be equipped with safety guards to deflect hazardous debris. A metal blade edger shall be used. "Weedeater" type edging shall not be acceptable.
- d. All walks and driveways shall be swept, blown or vacuumed to maintain a clean, well-groomed appearance on the same day of service.

3. Line Trimming

- a. Line trimming will follow the same schedule as mowing and will be performed 37 times per year on the same day as mowing.
- b. Areas inaccessible to mowers shall be trimmed at the same mowing height as other areas on the same day and at the same frequency as mowing.

4. DRA Maintenance

- a. DRAs will be mowed 37 times a year (same frequency as surrounding lawn areas). Standing water areas will be avoided but will have vegetative weed growth removed as needed.
- b. DRA spillways and drainage grates will be cleaned of built-up silt, dirt, weeds and debris as frequently as necessary or at least 2 times a year to maintain effective drainage. DRAs will be checked by the foreman at least once per month and after any storms.

5. Debris Removal

- a. Areas littered in the landscape maintenance process will be removed by hand, power blown or vacuumed, as conditions permit, and disposed of offsite by WATERSIDE on the same day of service.
- b. This service agreement includes curbside pickup of OWNER created and bundled debris. Pickup is restricted to the 37 weeks when WATERSIDE is servicing the CUSTOMER. OWNER debris must be placed in front of OWNER's home at the curb by 12:00 PM on the Thursday of the week of service. WATERSIDE will remove debris from CUSTOMER's location by the end of day.

6. Fertilization

- a. Fertilization of St. Augustine grass shall be provided 4 times a year while fertilization of Bahia grass will be provided 2 times a year. CUSTOMER shall provide a list of OWNERS who have requested no fertilization products to be applied to their property. WATERSIDE will comply with the requests.
- b. A preliminary turf fertilization specification and schedule shall be provided, however, the specifications, timing, rate of application and elementary composition can be adjusted according to actual agronomic condition existing at the time.
 - St. Augustine turf grass - Four (4) times per year.
 - Bahia turf grass - Two (2) times per year.
- c. WATERSIDE shall apply an approved complete fertilizer formula to all turf areas at a rate of # N per 1000 sq. ft. at each application unless otherwise specified. WATERSIDE recommends that the analysis consist of:
 - 40% nitrogen derived from ammonium sulfate, 60% from controlled release.
 - A ratio of nitrogen to potassium at close to 1 to 1.
 - 2% iron, minimum.
 - 1% magnesium, minimum.
 - 1% manganese, minimum
- d. All fertilizers shall be applied thoroughly to dry surfaces, and then watered in immediately following application if permitted.
- e. Supplemental applications of appropriate nutrients shall be applied as indicated by soil test results.

7. Insect and Disease Control

- a. Application of insecticides for turf areas shall be provided 4 times a year. CUSTOMER shall provide a list of OWNERS who have requested no insecticide products to be applied to their property. WATERSIDE will comply with the requests.
- b. Bahia turf areas shall be monitored for fire ants with WATERSIDE providing treatments as needed.
- c. Declining turf quality due to guest traffic wear, acts of God, or improper irrigation will be the responsibility of the OWNER to remedy. WATERSIDE shall inform POC in writing noting any properties having declining turf quality and any suspected underlying cause so that corrective action processes may be executed. Additionally WATERSIDE may submit a written quote directly to the OWNER for any remedies it proposes.
- d. All state and Federal regulations shall be strictly adhered to which govern the use and/or application of chemicals. WATERSIDE assumes all related liability for adhering to these

regulations. WATERSIDE shall provide MSD sheets for all chemicals prior to start of application upon request.

C) Irrigation

1. WATERSIDE will be responsible for inspecting, cleaning and adjusting irrigation heads 3 times per year to ensure system is operating at maximum efficiency. Any repair requirements needed above normal monthly checks will be reported to the POC for further authorization to proceed with repair.
 2. All irrigation components damaged by WATERSIDE employees and/or operations shall be repaired at WATERSIDE's expense.
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D) Detailing - Plant Beds, Shrubs, Woody Ornamentals, Ground Covers, All Palm Trees and All Other Tree Care Specifications

1. Plan for Detailing

- a. WATERSIDE shall provide a written route plan to the POC for detailing 131 properties, which includes 123 OWNER properties and the following 8 common properties that are owned by the CUSTOMER:
 - 3 Cul-de sac islands
 - Front entrance island,
 - DRA known as Plat 'C'
 - DRA known as Plat 'D'
 - DRA known as Plat 'E'
 - Lot F1 known as Plat 'F'
- b. The written route plan shall identify all OWNER properties by address and all CUSTOMER properties by a property description.
- c. Detailing shall include services as described in this section, except where otherwise noted. Services performed during detailing vary depending on the month and season of the year.
- d. Detailing shall be accomplished so that all 131 properties are detailed using the route plan. Depending on the kinds of landscape seasonal activities to be executed and weather conditions the time to complete a cycle of the route will vary.
- e. At the end of each work week WATERSIDE shall provide to CUSTOMER the exact location as defined in the route plan as to where detail work will start for the upcoming week. By doing so, both WATERSIDE and CUSTOMER shall know if detail work is on schedule to the agreed upon plan or not.

2. Trimming & Pruning

- a. All pruning and thinning will have the distinct objective of retaining the plant's natural shape and the original design specifications, unless OWNER requests otherwise in writing to POC.
- b. All trimming of hedges, shrubs and ornamental plants shall be performed at 5 times per year during the months of April through November to a schedule as follows:
 - Duration of 1st cycle of trimming – April and May
 - Duration of 2nd cycle of trimming – June and first half of July
 - Duration of 3rd cycle of trimming – Second half of July and August
 - Duration of 4th cycle of trimming – September and first half of October
 - Duration of 5th cycle of trimming – Second half of October and November
- c. Pruning of all flowering shrubs shall be scheduled appropriately to prevent interference with flowering cycle or season. Knock Out Roses shall be pruned as required to maintain a compact healthy plant.

- d. Plants, hedges, shrubs and trees obstructing pedestrian or automobile traffic will be pruned as needed. Pruning shall not interfere with OWNER's use of pedestrian walkways or driveways.
- e. Shrubs that are considered hedges will be trimmed on all sides and maintained at a healthy even height so as not to obstruct irrigation heads or exceed window ledge height. Hedges/ shrubs shall not be allowed to grow against a house or tree, as space is needed for maintenance personnel to access the exterior wall areas.

3. Tree Care

- a. Removal of dead limbs and branches from trees to a height of 15' shall occur once a year by request of the OWNER or CUSTOMER. No pruning should be performed on live wood that would affect the fullness or intended character of tree.
- b. Crepe myrtles shall be pruned once a year before the tree starts to leave in early spring.
- c. Remove all sucker growth from the base of trees on a regular basis. Remove any limbs which pose a threat to public safety. Specific pruning practices:
 - Ornamental Trees - removal of all sucker growth and shaping of ornamental trees to a height of 15' shall be performed. Shape pruning shall be performed as specified 5 times per year.

4. Palm Pruning

- a. Any palms not exceeding 15' in height shall be trimmed once a year and shall be scheduled during the detail route cycle.

5. Groundcovers

- a. Ground covers will be attended to during the detail route cycle and shall be confined to plant bed areas by manual or chemical means, as environmental conditions permit.

6. Insect and Disease Control

- a. Chemicals to control insects and plant diseases shall be applied 4 times a year as environmental, horticultural and weather conditions permit. CUSTOMER shall provide a list of OWNERS who have requested no chemical products to be applied to their property. WATERSIDE will comply with the requests.
- b. All lawn and ornamental insects including fire ant mounds will be treated with appropriate insecticides and baits as needed throughout the year.

7. Weed Control

- a. Cleaning out of all planting beds to remove unwanted weeds and grasses, sticks and debris will be performed during the detail route cycle. Pre and Post emergent herbicides will also be used for the control of unwanted weed growth and shall be applied during the detail route cycle. CUSTOMER shall provide a list of OWNERS who have requested no chemical products to be applied to their property. WATERSIDE will comply with the requests.
- b. Open ground between plants shall be maintained in a condition of acceptable weed density by manual or chemical means, as environmental, horticultural and weather conditions permit.
- c. Bed weeds in excess of 5" tall shall be hand pulled and removed from bed rather than sprayed with herbicide.
- d. An appropriate combination of "pre" and "post" emergent herbicides shall be utilized throughout the year and shall be applied during the detail route cycle as needed. CUSTOMER shall provide a list of OWNERS who have requested no chemical products to be applied to their property. WATERSIDE will comply with the requests.

8. Fertilization

- a. WATERSIDE recommends 8.10.10 shrub and ornamental fertilizer and will make applications to all plant beds, shrubs, woody ornamentals, ground covers and palms 2times per year at a rate of 1# N per 1000 sq ft.

Preliminary Schedule: April, September

- b. Analysis recommended shall include a trace element of magnesium, zinc, and calcium. Analysis and program shall be structured to meet the specific site conditions.
- c. Fertilizer shall have the following:
 - 40% nitrogen derived from ammonium sulfate, 60% from controlled release.
 - 3% iron, minimum.
 - 2% magnesium, minimum.
 - 1% manganese, minimum.
- d. Granular fertilizer shall be applied by hand or broadcast spreader ensuring uniform coverage.
- e. All fertilizers shall be kept out of waterways and be removed immediately from all walkways and roadways.
- f. All State and Federal regulations shall be adhered to and all MDS sheets shall be provided upon request.

9. Mulching

- a. CUSTOMER may communicate to OWNERS during January of each year plans for a “March is Mulch Month” event whereby written orders for mulch product including labor and payment for same are collected by the CUSTOMER from OWNERS in early February. If such an event is communicated the CUSTOMER will communicate details of paid orders in early February to WATERSIDE for mulch orders to be placed. Subsequently, during the month of March WATERSIDE will install the required mulch products to all OWNERS who have paid written orders.
- b. Any additional mulching of ornamental beds, tree rings, and specified open natural areas shall be performed at an additional cost upon a written estimate or order provided by WATERSIDE and signed by either CUSTOMER or OWNER as it relates to the property involved.

10. Removal of Fallen Leaves, Acorns, and Catkins

- a. WATERSIDE shall collect and dispose of fallen tree leaves, acorns, and catkins 5 times per year during the months between mid-December and end of March. Tree debris shall be disposed of offsite at WATERSIDE’s expense. The decision as to when to begin leaf collection will be mutually decided between WATERSIDE and CUSTOMER based on leaf debris coverage throughout the village.

E) Additional Services

1. WATERSIDE shall provide services over and above the Contract Specifications with written authorization from CUSTOMER only.

3) PERSONNEL

- A) WATERSIDE will provide all labor, equipment, supplies, tools, chemicals, transportation, and supervision necessary to perform the work described herein.
- B) Field personnel will be equipped with all supplies, tools, parts and equipment to perform work.
- C) Personnel will be licensed for all applicable maintenance functions, including any chemical application when required by law.

- D) WATERSIDE personnel are perceived as representatives of CUSTOMER while on property, and as such, will conduct themselves in an efficient, well mannered, well groomed and workmanlike manner at all times.
- E) Any damage to any landscape element (i.e., grass, shrubs, trees, plants, irrigation heads and supporting pipes) or permanent architectural feature (i.e., home exterior, lamppost, etc.) caused by WATERSIDE personnel shall be repaired immediately at no cost to CUSTOMER. The CUSTOMER shall be notified of these incidents. The OWNER is fully responsible for any and all damage that may occur to decorative items that have been placed upon the OWNER's property at the discretion and choice of the OWNER. The OWNER shall not hold either WATERSIDE or CUSTOMER responsible for damage to decorative items.



**Landscape Maintenance Program
Annual Task Schedule - 2023 - 25**

Project Name: FOX HOLLOW POA

This schedule is provided as a guideline for customer to utilize as a reference to the frequencies of contracted services and what month various work tasks will be performed. At times it may be necessary to modify the schedule due to weather and other natural occurring events.

TASK	Jan.	Feb.	Mar.	Apr.	May	Jun	Jul	Aug.	Sep.	Oct.	Nov.	Dec.	TOTAL
Mow													
St. Augustine	2	2	2	3	5	4	5	4	4	2	2	2	37
Bahia - Fine	2	2	2	3	5	4	5	4	4	2	2	2	37
Bahia - Rough													0
DRA - Retention	2	2	2	3	5	4	5	4	4	2	2	2	37
Bermuda													0
Edge													
Hard	1	1	1	2	2	2	2	2	2	2	1	1	19
Soft	1	1	1	1	2	2	2	2	2	2	1	1	18
Linetrim													
Standard	2	2	2	3	5	4	5	4	4	2	2	2	37
Retention Ponds	2	2	2	3	5	4	5	4	4	2	2	2	37
Prune													
Shrubs				0.5	0.5	0.67	0.67	0.67	0.67	0.67	0.67		5
Trees		1											1
Crape Myrtle		1											1
Rejuvenate			1										1
Palms						1							1
Bed Weed Control													
Herbicide	1	1	1	1	1	1	1	1	1	1	1	1	12
Manual	1	1	1	1	1	1	1	1	1	1	1	1	12
Fertilization													
St. Augustine		1			1			1			1		4
Bahia		1						1					2
Bermuda													0
Zoysia													0
Shrubs				1					1				2
Trees				1					1				2
Palms				1					1				2
Annuals													0
Insect & Disease Control													
Turf			1		1			1		1			4
Shrubs			1		1			1		1			4
Trees			1		1			1		1			4
Palms			1		1			1		1			4
Turf Weed Control													
Turf		1		1					1		1		4
Property Cleaning													
Litter Removal	2	2	2	3	5	4	5	4	4	2	2	2	37
Leaf Removal	1	2	2									1	6
DRA Maintenance													
Clean Up			1								1		2
Mulching - NOT INCLUDED / AS REQUESTED AT AN ADDITIONAL COST													
Cypress Blend													0
Pine Bark			1										1
Pine Straw													0
Irrigation													
Inspection			1				1				1		3
Pump Maint.													0
Seasonal Color - NOT INCLUDED													
Installation													0
Maintenance													0
Replace Soil													0