

THE PRESERVE CONDOMINIUM UNIT HOMEOWNERS ASSOCIATION
UNIT OWNERS SHRUB TRIMMING SKIP PROCEDURE

Condo Unit Owners

1. Whenever a homeowner does not wish to have shrubs in the front of their condo unit trimmed by the landscaping company, they must take the following steps:
2. The landscaping company is contracted to trim shrubs twice per year. In order to signal to the landscaping company workers that certain shrubs should not be trimmed, do the following:
 - a. Contact Lawrence Realty and request identifying tape, stating the number of shrubs to be skipped.
 - b. Obtain identifying tape from Lawrence Realty.
 - c. Securely attach identifying tape to the shrub in a prominent location in front, approximately six inches from the ground near the base of each shrub to be skipped for trimming.

Property Manager

1. Obtain name and address from homeowner requesting identifying tape.
2. Provide homeowner with identifying tape.
3. Provide Landscaping company with homeowner's address regarding trimming skipping request.

Landscaping Company

1. When trimming shrubs within The Preserve Association, the landscaper is only responsible to trim association owned shrubs, which would be shrubs in any of the planting islands on the common area and only the front limited common area of each unit.
2. Instruct employees that while trimming shrubs in The Preserve Association, to skip any shrubs with identifying tape attached to the bottom of the shrub.

This procedure remains in effect until duly changed by the Board.

K. M. Cleaver
Signature (on behalf of Board of Directors)

KENNETH M. CLEAVER
Print Name

11-17-20
Date of Board meeting where procedure was enacted

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Revision Number