

Record of Email Discussion 5/1/25:

Maple Leaf Walkthrough

Walkthrough Meeting Minutes

Date of Walkthrough: May 1, 2025

Time: 11 AM

Attendees:

- HOA Board Members: BF, BT, AJ
 - Maple Leaf Landscaping: Andy (Owner), Juan (Supervisor)
 - HOA Services Agent: RW
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1. Weed Control and Utility Areas

- Utility areas will be verified to ensure inclusion on the service area map. This guarantees that these areas are treated during weed control applications.
- **Mesa Turf Masters** handles all weed spraying for the property.
- The first application of the year has been completed and was a blanket spray to treat all areas. All subsequent applications will be spot sprays.
- **Sidewalks and parking lots** are included in these weed spray applications. Per EPA regulations, weeds must have **3 to 4 inches of growth** before spraying can occur.

2. Watering Schedule

- A reduced watering schedule will continue for all areas using domestic water, consistent with last year.
- Areas using irrigation water may receive increased watering if needed to maintain healthy turf.
- All areas will be **continually assessed throughout the year**, and the watering schedule will be adjusted as necessary to prevent both overwatering and underwatering.

3. Shrub Trimming Schedule

- **Mid-Summer Trim:** Scheduled for **July/August**
- **Fall Trim:** Scheduled for **October**
- It is **not included in the current contract** for Maple Leaf to **leaf blow roads or walkways**; this would incur **additional costs**.

4. Fenceline Maintenance

- The fenceline at the back corner of WGH near SGH is not covered under the existing service contract.
- This area will need to be addressed during Volunteer Day or scheduled separately as an **extra service**.

5. NGH Park

- In the **NGH Park area**, it was noted that the **tap root remains** in place after previous stump grinding last year.
- To remove the root and restore the area for healthy grass growth, it would require the use of an **excavator and backfill**, at a cost estimated in the **several thousand dollar** range.

6. Irrigation System

- Maple Leaf conducts a **monthly irrigation system test**, with immediate repairs made as needed.
 - **Minor areas** have been added to the regular service coverage. There is a **potential need to relocate one group of irrigation components** to improve accessibility.
 - **Some maintenance** of the irrigation system will be required in the near future.
 - Additional non-urgent repairs were noted during the walkthrough for future consideration.
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Follow-Up Actions & Quote Requests

- **May 5, 2025: BoD Member 1 emailed Maple Leaf** requesting quotes for:
 - Sprinkler head repair (leak)
 - One-time parking lot cleanup
 - Installation of irrigation components
 - **Potential relocation of irrigation system components** for improved access
 - Confirmation that all relevant areas are within the service scope
- **May 6, 2025: Maple Leaf followed up via email** with the following responses:
 - **Sprinkler head repair: \$180**
 - **Parking lot cleanup (one-time): \$900**
 - **Maintenance estimate: \$3,600**, with a potential for an **additional \$5,700** depending on scope
 - **Service coverage was confirmed** to include all areas discussed during the walkthrough
 - Maple Leaf noted that, based on new information, **relocating the irrigation components may not be necessary**. They will wait for the Board's decision on the scope of work before submitting a quote.

Notes:

Maple Leaf will await direction from the HOA Board regarding approval of estimates and any decisions about irrigation component relocation. All identified issues and service adjustments will continue to be monitored, with updates communicated as needed.