

Exhibit A

1.0 OVERALL DESCRIPTION

- 1.1 Beachwalk HOA is an 85-lot community located in the center of The Town of Kure Beach. It is comprised of houses (84 total) located on Settlers Lane, Fifth Avenue North, Surf Drive, and Shell Drive.
- 1.2 Common areas include: North Entrance, South Entrance, Clubhouse, Swimming Pool, Tennis Court, Mailboxes, Flagpoles, and a Greenspace (approximately 3 lots without houses) adjoining the properties on the north.
- 1.3 All weekly and bi-weekly (every two weeks) mowing/edging/trimming/blowing services must be provided within one business day, 8:00 AM to 5:00 PM.
- 1.4 All mowing and associated work will be performed on Wednesdays, except those Wednesdays when inclement weather prevents work from being performed. In these instances, mowing will be performed another day within the same week.
- 1.5 All other landscaping services (pruning/mulching/fertilizing/etc.) must be provided during regular business days 8:00 AM to 5:00 PM.
- 1.6 Work on Sundays and holidays is not permitted. Work on Saturdays is permitted only to make up lost workdays due to the weather,
- 1.7 No additional work beyond this specification is to be performed over the contracted price unless requested by the Beachwalk HOA President or Client's Representative. Any work performed in response to a resident's request shall be at the resident's expense or as a courtesy by the Vendor.

2.0 HOMEOWNER LANDSCAPING MAINTENANCE

- 2.1 MOWING: Mowing of all homeowner lots will be at the appropriate height for the existing turf. Mowing will be performed on a weekly basis from April 1 - October 31, and on a bi-weekly (every two weeks) basis from November 1 - March 31. Each individual homeowner has the option of opting out of mowing. Some homeowners have a portion of their yard fenced in, and the turf must be mowed inside the fenced area.
- 2.2 EDGING: Edging will be performed on all walks, curbs, driveways, and other applicable areas which need to be edged upon every visit in order to maintain the aesthetics and neatness of the property.
- 2.3 TRIMMING: Trimming will be performed to cover all applicable turf areas not able to be reached via mowing in order to maintain required/appropriate height of the existing turf.

- 2.4 **BLOWING:** Grass cuttings and debris will be blown away from structures and off entrances, porches, steps, walkways, driveways, and backyard patios. Blowing will be performed in all areas to remove any clippings/debris upon each visit in order to maintain the cleanliness of the property.
- 2.5 **FLOWER BED WEED CONTROL:** Weed control in the bed areas on the property will be performed upon each visit in order to keep beds reasonably free of weeds and will be done so with the use of appropriate methods and/or acceptable herbicides. This includes shoots from the shrubs and vines growing into the shrubs and on the buildings and fences.
- 2.6 **TRASH/DEBRIS:** All trash and debris located in the areas maintained by the lawn company will be removed from the property during each visit and disposed of in the required/appropriate manner in order to maintain the cleanliness of the property.
- 2.7 **TURF CARE & FERTILIZATION PROGRAM:** The health of the turf on our Beachwalk property is of the utmost importance to the aesthetics of our community and is the Vendor's responsibility. All specified turf areas will be fertilized with a commercial grade fertilizer designed specifically for the existing turf. Commercial-grade pre emergents as well as selective herbicides will be applied as specified by the manufacturer. The type, amount, and frequency of each will depend on the type of turf that is present and the condition in which it exists.
- 2.8 **PRUNING:** Pruning will be performed on all trees and shrubs 12 feet in height and under in order to maintain a neat and clean appearance as well as the natural form of the plant. This is to include all plant material located within the community, such as Oleander, dead palm fronds, and any other trees or shrubs not previously included.

A separate, severe pruning will take place during February of each year to all plants (excluding spring blooming shrubs) located within the community under 12 feet in height in an aggressive manner. The height of all foundation plantings will be cut three inches below the apron. All Oleanders will be cut appropriately, all dead palm fronds will be removed, etc.

- 2.9 **ORNAMENTAL GRASS PRUNING:** All ornamental grasses in need of pruning shall be done in a manner that will allow for new growth to flourish. The grasses will be cut to the crown of the plant, and any debris will be removed from the property.

3.0 COMMON AREAS LANDSCAPING MAINTENANCE

- 3.1 **MOWING:** Mowing of all common areas will be at the appropriate height for the existing turf. Mowing will be performed on a weekly basis from April 1 - October 31, and on a bi weekly (every two weeks) basis from November 1 - March 31. Grasses and weeds growing in the dry drainage swales (2 total) will also be cut to the appropriate height for the existing turf.
- 3.2 **EDGING:** Edging will be performed on all walks, curbs, driveways, and other applicable areas which need to be edged upon every visit in order to maintain the aesthetics and neatness of the property.

- 3.3 TRIMMING: Trimming will be performed to cover all applicable turf areas not able to be reached via mowing in order to maintain the required, uniform height of the existing turf.

Grasses and weeds growing above the North and South Pond shorelines will be cut to 6 inches high using a trimmer. Grasses and weeds growing on the banks of the wet ditch canals (3 total) will be cut to 6 inches high using a trimmer.

See Item 4.1 on Drainage Ditches and Swales and Item 4.2 on Ponds.

- 3.4 BLOWING: Grass cuttings and debris will be blown away from structures and off entrances, porches, steps, walkways and driveways. Blowing will be performed in all areas to remove any clippings/debris upon each visit in order to maintain the cleanliness of the property.
- 3.5 FLOWER BED WEED CONTROL: Weed control in the bed areas will be performed upon each visit in order to keep beds reasonably free of weeds and will be done so with the use of appropriate methods and/or acceptable herbicides. This includes shoots from the shrubs and vines growing into the shrubs and on the buildings and fences.
- 3.6 TRASH/DEBRIS: All trash and debris located in the areas maintained by the lawn company will be removed from the property during each visit and disposed of in an appropriate manner in order to maintain the cleanliness of the property.
- 3.7 TURF CARE & FERTILIZATION PROGRAM: The health of the turf on our Beachwalk property is of the utmost importance to the aesthetics of our community and is the Vendor's responsibility. All specified turf areas will be fertilized with a commercial grade fertilizer designed specifically for the existing turf. Commercial-grade pre emergents as well as selective herbicides will be applied as specified by the manufacturer. The type, amount, and frequency of each will depend on the type of turf that is present, and the condition in which it exists.
- 3.8 PRUNING: Pruning will be performed on all trees and shrubs 12 feet in height and under in order to maintain a neat and clean appearance as well as the natural form of the plant. This is to include all plant material located within the community, such as Oleander, palm fronds, and any other trees or shrubs not previously included.
- A separate, severe pruning will take place during February of each year to all plants (excluding spring blooming shrubs) located within the community under 12 feet in height in an aggressive manner. The height of all foundation plantings will be cut three inches below the apron. All Oleanders will be cut appropriately, all dead palm fronds will be removed, etc.
- 3.9 ORNAMENTAL GRASS PRUNING: All ornamental grasses in need of pruning shall be done so in a manner that will allow for new growth to flourish. The grasses will be cut in January to the crown of the plant, and any debris will be removed from the property.
- 3.10 TREE & SHRUB FERTILIZATION PROGRAM: Ornamental trees will be fertilized using a 10-10-10 slow-release fertilizer at the Manufacturer's recommended rate of application in mid-March. Shrubs and ground covers will be fertilized using a 10-10-10 slow-release fertilizer at the rate of 3 lbs. per 1,000 sq. ft. of bed area once in mid-March.

- 3.11 MULCHING: Mulch (chocolate shredded hardwood) will be applied in Mid-May to any existing bed that already contains mulch at a rate of 1-2 inches per ft". This includes all common area beds, and the North and South entrances of Beachwalk. Trench edging will be performed to create a definitive line between turf and bed area before installing mulch. If areas that contain an excessive layer of mulch are present, alternate methods will be brought to the attention of the client on how to proceed.

In the event a new bed is designed, and mulch is required/requested, a rate of 2 - 3 inches per ft will be applied in order to maintain proper retaining of moisture and weed control.

- 3.12 SEASONAL COLOR: The spring seasonal color will be installed no later than Mid-May and the fall seasonal color will be installed no later than Mid-October of each year.

The seasonal color flowers/plants area is located at the South Entrance of Beachwalk in the dolphin fountain bed.

For the spring seasonal color, the vendor will hand select equal numbers of heat and deer resistant flowers/plants, prepare the specified area(s) and install the flowers/plants on 12 inch centers and ensure new plantings are watered accordingly prior to applying new mulch. Preparation includes the removal of any existing plant material and the appropriate amending and tilling of the soil. New mulch will be applied in order to maintain proper retention of moisture and weed control. Mulch can be no higher than the fountain border to prevent debris from entering the basin.

For the fall seasonal color, the vendor will hand select equal numbers of cold and deer resistant flowers/plants, prepare the specified area(s) and install the flowers/plants on 12 inch centers and ensure new plantings are watered accordingly. Preparation includes the removal of any existing plant material and the appropriate amending and tilling of the soil.

- 3.13 IRRIGATION MAINTENANCE: Irrigation system maintenance includes, but is not limited to, the following:

3.13.1 Replace control unit's batteries and start up the system the first of April.

3.13.2 Program and adjust the system watering frequencies, durations, and cycles.

3.13.3 Inspect and test entire system the first of each of the following months: April, May, June, July, August and September.

3.13.4 Monitor the system on an on-going basis during irrigation season and report problems to the Property Manager and the Landscaping Committee.

3.13.5 Shut down the system September 30.

4.0 STORMWATER SYSTEM

A sketch of the Stormwater System (SWS) is shown in Section 8.0 herein. Material to this contract is the special attention required for the proper maintenance, mowing and trimming of the Stormwater System ditch and pond banks. If the turf is not maintained properly, the banks can erode, causing the HOA additional repair expense. Damage to the SWS caused by the Vendor shall be corrected at the Vendor's expense to return the SWS to its original condition.

4.1 Drainage Ditches and Swales

- 4.1.1 D-1, D-3, and D-4 (as shown in Section 8.0) are open ditches.
- 4.1.2 The turf within 3 feet of the waterline along D-1 and D-4 shall be trimmed to a height of 6 inches. No trimming shall be done in the wet areas of the ditches.
- 4.1.3 D-3 has riprap along its lower bank. The vegetation along the banks is essential for erosion control. The turf within 3 feet of D-3 riprap shall be trimmed to a height of 6 inches. Any growth within the riprap within easy reach of a trimmer shall be trimmed during each visit.
- 4.1.4 D-2 and D-5 have underground pipes with a dry swale above the pipes. The turf in the swales along D-2 and D-5 shall be maintained the same as general common area turf using appropriate mowing equipment to avoid damage to the buried pipes.

4.2 Ponds

- 4.2.1 The shorelines of the two ponds define the property lines of residential lots. Indigenous vegetation will be planted within approximately 3 feet on either side of the shorelines. Turf will be mowed and maintained upslope from the indigenous plants. Both the indigenous plants and turf are essential to maintain the integrity of the ponds' shores and to prevent erosion of the banks.
- 4.2.2 No trimming or other maintenance will be performed on the indigenous plants in the wet areas of the ponds. The indigenous plants shall not be disturbed in any manner by the Vendor.
- 4.2.3 The turf within 3 feet of indigenous plants shall be trimmed to a height of 6 inches. The turf outside the 3 feet area shall be maintained as specified for residential lots.

5.0 TURF, TREE & SHRUB CARE

The health of the turf on our Beachwalk property is of the utmost importance to the aesthetics of our community and is the Vendor's responsibility. Any unhealthy or dead areas tend to detract from the well- manicured appearance that our homeowners look for in our community. With the proper use of selective herbicides and a nutrient management program specifically formulated for our grass type, the Vendor will be able to eliminate any existing weeds and bring out the best of our turf, helping to make our property look pristine. Should the Vendor need to replace or repair sections of the turf, the Vendor will use Bermuda Tifway 419.

5.1 TURF, TREE & SHRUB MANAGEMENT PROGRAM

Application	Service	Frequency
Application 1	Pre- & Post-Emergent Herbicides + Weed Control	1
Application 2	Slow-Release Fertilizer + Pre- & Post-Emergent Herbicides + Weed Control	1
Application 3	Slow-Release Fertilizer + Pre- & Post-Emergent Herbicides + Weed Control	1
Application 4	Slow-Release Fertilizer + Pre- & Post-Emergent Herbicides + Weed Control	1
Application 5	Slow-Release Fertilizer + Pre- & Post-Emergent Herbicides + Weed Control	1
Application 6	Pre- & Post-Emergent Herbicides + Weed Control	1
Application 7	Insecticide Application	1
Application 8	Tree & Shrub Fertilization	1

5.2 TURF CHEMICAL MANAGEMENT PROGRAM

The following rates of slow-release fertilizer per application (4X per year) will be:

Nitrogen	1.00 lb/1,000 ft ²
Phosphate	0.25 lb/1,000 ft ²
Potash	0.50 lb/1,000 ft ²

6.0 SERVICE SCHEDULE

Below is the schedule representing the times in which the residents of Beachwalk can expect the specified services to be performed. Obviously, due to uncontrollable circumstances (i.e., weather, Acts of God, etc.), these scheduled times may change slightly. As far as basic maintenance services are concerned, services such as mowing/trimming, edging and blowing will be performed on a weekly basis from April 1 - October 31, and on a bi-weekly (every two weeks) basis from November 1 - March 31. In the event mowing is not possible, time will be spent working on other areas of the landscape in order to ensure a well-manicured looking landscape is maintained.

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