

## **LINKS GLEN CONDOMINIUM ASSOCIATION**

### **Landscape Committee**

The Links Glen Landscape Committee is responsible for the maintenance of the landscape area of Links Glen Association and to advise the Board on issues and budgets necessary to keep the property attractive. Additionally, other specific requests may be made to the Committee by the President. Links Glen, LLC (Conlon) is responsible for the care and maintenance of Lot 2 and 3.

#### **Common Areas:**

1. The Committee evaluates and cares for all trees, bushes, and shrubs in the Common areas and in the mulch, areas planted by the Association.
2. Unit owners desiring to plant trees, bushes, or other plants in the Common area of their Unit must seek permission from the Committee who may request additional information. Requests will be presented by the committee to the Board for approval. The cost of any such tree or plant and its installation is the responsibility of the Unit Owner. Additionally, the Unit owner and subsequent owners are responsible for the replacement or removal of added plantings.
3. If a Unit Owner desires to remove a tree or plant, they must seek approval from the Committee and pay for the removal, including the stump.

#### **Mulch Area:**

1. The Committee will see that all mulch areas are weeded, and perennial spread is controlled. The Committee will evaluate when replacement is needed. The Committee may take into consideration from the Unit Owner as to what might be desired. New or replacements plants specifically requested by the Unit owner must be presented to the Committee for approval. Size and price will be considered, and new planting should not reach a mature height greater than three feet. Due to price, a replacement plant will be a younger plant.
2. Unit owners desiring to remove existing plants at their Unit may do so with the approval from the Committee and at the Unit owner's expense. They will be responsible for replacing the plant if so desired and again with Committee approval and at Unit owner's expense. Preference will be given to native plants and plants with zone 5 hardiness. The Unit owner may be required to furnish mulch.
3. Unit Owners may plant and care for flowers or bushes at their expense in the mulch area at their Unit upon approval of Committee. It is the responsibility of unit owners to appropriately cut back perennials and remove dead annuals.
4. Unit owners may also place up to 3 decorative items in the Mulch area with the approval of the Committee and Board. The Unit owners are responsible for the care of such items. The Committee will provide advice to the Unit owners if it is requested.

## **Specific Responsibilities of the Landscape Committee**

1. The Committee meets as needed with the Board for the hiring of vendors to help assess their qualifications for specific areas. The Committee is responsible for conferring with vendors and giving them instructions. Suggestions can be made to the Committee, but the Committee solely is responsible for contact with the vendor.
2. Grass cutting: The Committee will advise the vendor for lawns, center island and back hill grass cutting as to frequency (notifying which weeks can be skipped), height, trimming, blowing off sidewalks and street and annually when to start and stop.
3. Fertilizing: A yearly contract with a vendor will be established for weed control, fertilizing, core aeration, grub control and pesticides.
4. Landscaping: Concerning the weed control, trimming of bushes and trees, managing control of perennial spread, fall and spring clean-up, the Committee will work with and direct the vendor as to the timing of this. Also, the committee will direct the vendor on trimming, fertilizing, removal, or replacement of bushes in the Common area.
5. Mulch: The Committee will evaluate the mulch which might be needed each year. No mulch should be above the cement board at ground level. The Committee will work with the Board and vendor in establishing the amount, if any, to be purchased.
6. The Committee will annually provide estimates of needed bushes, trees or unusual work that may have major budget consequences and report this to the Board for approval as well as budgeting purposes.
7. Prepare the Annual Report for Annual Meeting.

Links Glen has an irrigation system that provides adequate water on all common lawn elements. The system is on a rotational timer and controlled by a rain sensor. The Association provides the maintenance of this system, and the costs are included in your quarterly assessment. Watering for plant materials in mulch beds adjacent to Units, if required, is the responsibility of each Unit Owner.

### **Contractors: (vendors)**

Any vendor or contractor providing work must provide to Links Glen a Certificate of Insurance (COI) in accordance with the Links Glen Agreement of Understanding and must provide a W-9 for the IRS. Prior to digging, the contractor is responsible for identifying all underground utilities including irrigation lines.

Approved by the Links Glen Board July 17, 2025.