

**Nottingham Place Maintenance Responsibilities  
Update 2014**

| Item                     | N.P.N.A.     | Homeowner      | Frequency | Other Stipulations                 |
|--------------------------|--------------|----------------|-----------|------------------------------------|
| <b>Landscaping</b>       |              |                |           |                                    |
| -Mowing                  | Provided     | No cost        | As needed |                                    |
| -Lawn edging             | Provided     | No cost        | As needed |                                    |
| -Fertilizing             |              |                |           |                                    |
| Shrubs                   | Provided     | No cost        | As needed |                                    |
| Lawns                    | Provided     | No cost        | As needed |                                    |
| -Leaf removal            | Provided     | No cost        | Nov& Dec  | Additional collection if necessary |
| -Shrub trimming          | Provided     | No cost        | As needed |                                    |
| -Tree pruning            | Provided     | No cost        | As needed | Up to 15 ft. only                  |
| Over 15ft or removal     | Arranged     | Responsible    | Requested |                                    |
| -Mulching                | Provided     | No cost        | Annually  |                                    |
| -Flowers/Replace.        | Arranged     | Labor/material | Requested | NPNA to bill sep.                  |
| -Seasonal color          | Arranged     | Labor/material | Requested | NPNA to bill sep.                  |
| -Weed control            | Provided     | No cost        | As needed |                                    |
| <b>Irrigation System</b> |              |                |           |                                    |
| -Programming             | Assist owner | Responsible    | Requested |                                    |
| -Adjustments             | Assist owner | Responsible    | Requested |                                    |
| -Repairs                 | Arranged     | Labor/material | As needed | NPNA to bill sep.                  |
| -Winterizing & Start up  | Provided     | No cost        | Annually  | Contracted out                     |
| <b>Home/Structure</b>    |              |                |           |                                    |
| -Power Washing           | Arranged     | Labor/material | Requested | NPNA to bill sep.                  |
| -Gutters Inspect.        | Arranged     | Labor/material | Requested | NPNA to bill sep.                  |
| -Maint. & Repairs        | Arranged     | Labor/material | Requested | NPNA to bill sep.                  |
| -Pest Control            | Not included | Responsible    | Annually  | Doc's to NPNA                      |
| -Insurance               | Not included | Responsible    | Annually  | Doc's to NPNA                      |
| -Deck                    |              |                |           |                                    |
| Power Washing            | Arranged     | Labor/material | Requested | NPNA to bill sep.                  |
| Maint. & Repair          | Arranged     | Labor/material | Requested | NPNA to bill sep.                  |
| <b>Undeveloped lots</b>  |              |                |           |                                    |
| -Maint. & Repair         | Arranged     | Labor/material | Requested | NPNA to bill sep.                  |
| <b>Snow removal</b>      |              |                |           |                                    |
| -Walkway                 | Provided     | No cost        | As needed | Per guidelines > 3in.              |
| -Driveway                | Provided     | No cost        | As needed | Per guidelines > 3in.              |

Provided—items are included in the general assessment for NPNA.

Arranged—on behalf of the NPNA if desired by the owner, the items will be coordinated by the management agent at the cost of labor & materials plus 15% and billed as an individual assessment to the owner.

“No cost” items are components of the Association’s common expenses. Monthly assessments are paid by all owners to cover the common expenses of the Association.