

TALEGA MAINTENANCE CORPORATION
TMC
GENERAL LANDSCAPE STANDARDS

Section 1 - Standards Applicable to the Overall Community

1.0 GENERAL INFORMATION

Talega Maintenance Corporation (TMC) is a master planned community located in San Clemente. The community is primarily landscaped with a Mediterranean palette. Irrigation is managed with an ET Water web-based system. The community is served by the Santa Margarita Water District (SMWD) with extensive use of reclaimed water. The community falls under the jurisdiction of the Orange County Fire Authority (OCFA)

NOTE – Talega Maintenance Corporation may exclude any chemical usage. This includes fertilizers, growth regulators, herbicides (Organic or Sythetic) and or other products.

SECTION 1.2: GENERAL REQUIREMENTS

1. Contractor must have a valid California C-27 contractor’s license authorized by the State of California.
2. A minimum 5 years preferred contract maintenance experience with homeowner associations with at least 20 acres of landscape area.
3. Contractor must have assigned to the project at least one employee possessing a current Qualified Applicator’s License issued by California's Department of Pest Regulation.
4. It is preferred that the Contractor have assigned to the project at least one employee knowledgeable and experienced in the operation of ET Water centralized irrigation control system.
5. It is preferred that the Contractor have assigned to the project at least one employee who is a Certified Arborist or Certified Tree Worker (International Society of Arboriculture).
6. It is preferred that the Contractor have assigned to the project at least one employee who has experience or training in Integrated Pest Management (IPM) techniques.

1.3 Compliance with Laws, Ordinances, Regulations and Policies

1. All services rendered shall be provided in accordance with all ordinances, resolutions, statutes, rules, laws and regulations of the Federal, State, and local governmental agencies having jurisdiction in effect at the time service is provided.
2. Contractor shall select pest controls to provide adequate pest control without harming non-target organisms, or negatively affect air and water quality and public health. Pest management shall rely first on cultural, mechanical, physical, and biological control methods.

Chemical controls may be applied only when monitoring indicates that preventative and non-chemical methods are not keeping pests below acceptable levels.

3. When pesticides are required, the least toxic and the least persistent pesticide that will provide adequate pest control will be applied. All pesticide applications shall be made by a State of California Qualified Applicator and consistent with all applicable regulations.
4. The contractor shall be responsible for all applicable jurisdictional law and regulations.
5. The contractor shall seek permission to utilize chemical products. This permission shall be requested no less than 15 days prior. The request shall be submitted in writing to the owners representative. The owners representative shall provide written authorization.
6. Any public request for information regarding chemical usage shall be forwarded to management immediately.
7. Contractor shall not apply restricted chemicals that may harm water resources.

1.4 Work Requirements

1. Contractor shall conduct all normal operations during the hours of 7:00 a.m. to 5:00 p.m. Monday through Friday. Operations on Saturday, if required, shall not commence earlier than 8:00 am. Contractor may not work on Sundays, or any Federal holiday. Exceptions to these hours may be made by the Association's Representative in case of emergencies or under other extraordinary conditions. Care is to be taken at all times so as to minimize disturbance to the public or adjacent residents.
2. Contractor must protect from damage all existing plant materials, site improvements, structures, facilities, utilities (both above and below the ground), and natural areas. Contractor is not responsible for losses, repair or replacement of improvements or plant material resulting from theft, extreme weather conditions, vandalism, vehicular incidents (other than Contractor's vehicles) or the acts of others over whom they have no reasonable control. Any damages shall be reported immediately to the Association's Representative. Any damages resulting from either the Contractor's actions or inactions shall be corrected and/or paid for by the Contractor at no cost to the Association.
3. Contractor shall protect property from accidental chemical, fuel, oil or other contaminate spills.
4. Contractor shall not wash or blow soil, chemicals, litter, mulch, soil amendments or other materials into storm drains.

C. Safety

1. Contractor must at all times exercise necessary precautions to provide for the protection of the public and employees. In addition to the normal safety precautions associated with landscape maintenance, the Contractor is advised that potential encounters with wildlife including, but not limited to rattlesnakes, mountain lions, and bobcats should be anticipated. All Contractor personnel shall be advised of these potential hazards and instructed in the proper actions to be followed in case of an encounter, including the immediate notification of the Association.

D. Contractor's Personnel and Supervision

1. Contractor shall identify and assign a qualified trained supervisor/foreman to oversee, on a daily basis, work performed and to act as the Contractor's liaison with the Association's Representative. This person shall speak, write, read and understand English and be capable of writing schedules and monthly reports.

2. All Contractor's personnel shall wear appropriate working attire at all times. This includes uniform shirts with Contractor's name or logo clearly visible, proper shoes and other equipment required by State Safety Regulations. Shirts are to be maintained in a neat and presentable condition.

3. All Contractor vehicles are to have a readable sign with Contractor's name or logo and telephone number. Trucks are to be kept in a clean and presentable condition.

E. Changes to the Present Landscape

1. New varieties or the distribution of the current plantings within the contract area may be altered from time to time by the Association at their discretion during the term of this contract. Contractor shall be responsible for the proper horticultural care of any new or altered areas according to the specifications included herein.

F. Site Inspection, Monitoring and Reporting

1. Contractor shall perform inspections during the normal course of maintenance activities to ensure that the contract area is maintained in accordance with the maintenance Standards and Specifications. Contractor shall take such actions as necessary to bring any noted deficient areas into compliance as soon as practicable.

2. Contractor is responsible for monitoring all plant material during the normal course of maintenance activities to identify safety hazards, and problems related to invertebrate pests that would affect the health or appearance of the plant material. When safety issues are observed, or pests identified which would adversely affect the health of the landscape, the Contractor will immediately inform the Association's representative, and follow within 48 hours with a written report specifying recommended actions.

3. Contractor shall notify the Association's representative in writing when the Contractor believes that tree limbs or roots are likely to result in future damage to common area

improvements, including but not limited to streets, walks, walls, fences, and utilities. Contractor shall monitor these trees on a regular and continuing basis and recommend appropriate and timely actions to abate or avoid anticipated damage. Abatement services related to tree roots and limbs of trees over 15 feet in height will be considered an extra to this contract.

4. Contractor shall notify the Association representative in writing on the day of discovery of any badly damaged or broken tree.

5. Contractor shall submit a written report monthly to the Association's Representative stating all contract work completed during each week contract work was accomplished and shall cover the same work and period as the Contractor's billing statement. This report shall include applicable documentation of drainage facilities and irrigation inspections, soil and pest management treatments and any other chemical applications.

6. Contractors in all landscape areas shall be responsible for reporting irrigation deficiencies and or adjustments to the irrigation contractor.

G. Meetings

1. Contractor shall attend meetings and site reviews as requested by Association's Representative as requested.

H. Extra Work

1. New and unforeseen work will be classified as extra work when determined by the Association that such work is not covered by these specifications. Upon notification that extra work will be required, the Contractor shall submit an itemized, written cost proposal for such work to the Association's Representative. The Association shall retain the right to reject such cost proposals. Should the proposal be acceptable to the Association, the Contractor shall be advised in writing, and upon receipt of such written notification, shall begin the work within five (5) working days or as agreed to between the Contractor and the Association.

2. Contractor shall do such extra work in accordance with the agreement for extra work and with the provisions of these specifications and shall furnish all labor, materials and equipment. Payment for extra work performed shall be as agreed to by the Contractor and the Association.

3. Compensation for material will not exceed Contractor cost plus 10%, unless otherwise specified in this document. Contractor must provide invoice copies to be compensated for material.

I. Emergency Work

1. Contractor shall supply office, cell and email contacts for an employee responsible in the case of emergencies. Said employee shall be fluent in English.
2. The Association will provide Contractor with emergency numbers for Association's representatives and emergency personnel.

1.5 SUBMITTALS AND REPORTING

A. National Pollution and Drainage Systems Reporting

1. Contractor shall be responsible for all City of San Clemente, National Pollution and Drainage Systems reporting. The tree maintenance contract shall be exempt from these requirements.

B. Requests for Work Above Contract

1. Contractor shall provide proposals in electronic format to the owners representative which contain the following information: A line item list of materials being used along with unit costs, labor shall be outlined by task with hourly rates stated.

C. Invoicing for Work Above Contract

1. Contractor shall provide an invoice for completed work with a copy of the work authorization.

D. Proposal Submittal Format

1. Proposals shall be submitted in .pdf format via email.
2. Proposals should have a GL Code as provided by management.
3. Proposals shall have a unique ID number.
4. All proposals shall be itemized with unit cost. No lump sum proposals will be permitted.

E- Invoice Submittal Format

1. Proposal Work - Invoices for proposal work needs to have a copy of the approved proposal attached. Only work that has been completed should be invoiced.
- 2- Items such as tools and supplies cannot be invoiced.
- 3- Contractor shall ensure all invoices are per the agreed upon contract pricing.

F- Chemical Usage Notifications

- 1- The contractor shall be responsible for all applicable jurisdictional law and regulations.

2- The contactor shall seek permission to utilize chemical products. This permission shall be requested no less than 15 days prior. The request shall be submitted in writing to the owners representative. The owners representative shall provide written authorization.

3- Any public request for information regarding chemical usage shall be forwarded to management immediately.

1.6 Facility and Other

1- All contract areas shall follow the “Tree Care Birds and Other Wildlife” exhibit.

2- All contract areas shall adhere to the City of San Clemente – National Pollution and Discharge Systems regulations exhibit.

3- All contract areas shall adhere to all Santa Margarita Water District regulations for reclaimed water.

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IRRIGATION STANDARDS

Section 2 Irrigation Maintenance / Management

Section 2 Irrigation Maintenance / Management

2.1 General

1. The Contractor shall adjust the watering schedule weekly to equal the percolation rate each area is capable of receiving based on topography, soil type, plant material, season or climatic factors to avoid water penalty charges.
2. The Contractor shall place the irrigation controllers to non-operational or rain shut-off mode during rain. The controller shall be turned on before the soil begins to dry out.
3. The Contractor shall perform preventative maintenance as needed to keep the controllers operating efficiently.
4. Controller maps are the property of the Association. Lost or damaged maps will be replaced at the Contractor's expense.
5. The Contractor is responsible for annual cleaning and maintenance of the interior of the controller enclosures.
6. Irrigation scheduling will be performed to encourage deep roots, including deep watering through use of multiple repeat cycles. Soils shall be allowed to dry to a 50% moisture depletion rate to avoid root rot and allow adequate air to be present in the soil volume.
7. The Contractor shall provide all labor, supervision, tools needed to service and repair the landscape irrigation systems including master valve, pressure regulator and strainer basket assemblies. The contractor may request additional funding via proposal for work that exceeds the normal maintenance requirements.
8. Service and repair includes, but is not limited to, testing, adjusting, troubleshooting, and repairing all system components from the male adapter going into the irrigation control valve to the sprinkler heads. This includes the valve and its components, lateral lines, swing joints, sprinklers, nozzles, and drip system components within the project.
9. Plant damage or loss resulting from the failure to promptly report irrigation system failure shall be considered the Contractor's negligence and such plant material shall be replaced at the Contractor's expense.
10. The Contractor will provide the locks and keys for the controller.

2.2 Water Management

- 1.The Contractor is responsible for obtaining water usage information from the Association’s Representative, applicable water district or Water Management Consultant.
- 2.The Contractor shall adhere to Association’s Landscape Irrigation Guidelines and monthly water allocations.
- 3.The Contractor shall maintain all parks and landscape in a usable condition (no flooding due to over irrigation).
- 4.The Contractor shall utilize repeat cycles on controller to eliminate runoff and water waste.
5. Irrigation shall be scheduled optimally to reduce possible nuisances to homes, Association’s, pedestrians or vehicles. The Contractor may be held responsible for water damage to vehicles if the Contractor operates the system during the day.
6. Hours of scheduled operation will be programmed to minimize plant disease. The Association’s Representative must approve programmed operation other than 9:00 p.m. – 6:00 a.m.
7. Parks are not permitted to irrigate on Friday Night, Saturday or Sunday Mornings.

2.3 Irrigation System Maintenance

- 1.The Contractor shall observe all systems during operation cycle at least once per month to verify effectiveness of irrigation system. The following tasks shall be performed on a monthly basis:
 2. Adjust, straighten and clean as necessary all sprinkler heads, valves, and pressure reducers to continue operation at maximum efficiency and performance.
 3. Sprinkler heads in turf areas shall be kept clear of overgrowth that may obstruct optimum maximum operation. To prevent “elephant track,” no chemical spraying or use of line trimmer around heads will be allowed.
 4. Responsible for the labor in making necessary adjustments to riser height as plant growth rates indicate. Materials shall be billed as an extra.
 5. Responsible for hand watering any areas requiring supplemental watering at no additional cost to the Association.
6. The Contractor shall be responsible for keeping interior of valve boxes clean.

7. The Contractor shall replace any damaged or missing valve box covers to the Association's Representative immediately.
8. The Contractor shall inspect all pressure regulating devices weekly and adjust per irrigation system pressure requirements.
9. The Contractor shall test all irrigation valves for proper operation. Activate the control valve via the controller and inspect each valve for:
 10. Control valve opening and closing properly.
 11. Valve pressure for optimum flow to allow sprinklers to operate consistent with the manufacturer's specifications.
 12. Leaks at the solenoid, manual actuator valve and fittings
 13. Solenoid wire connections, to be connected with the proper watertight connectors;
 14. Any leaks in lateral piping;
 15. Areas where water surfacing and/or puddling is present;
 16. Sprinkler heads for leaks at the swing joint assembly;
 17. Basket strainer needs to be cleaned as necessary;
 18. Inspect all Irrigation component boxes for excessive soil. Soil should be two (2) inches below control valve/component with two (2) inches of clean gravel above the soil. All boxes are to be level and at grade. Replace all lids that are missing, have holes, cracks, breaks or that do not fit properly.
19. The Contractor shall test all irrigation heads for proper operation and coverage. Activate the control valve via the controller and inspect each sprinkler for:
 20. Leaks at the wiper seal;
 21. Damaged sprinkler body;
 22. Damaged, missing or plugged nozzles;
 23. Correct nozzle, radius and arc;
 24. PCS screens (if applicable);
 25. Rotors for complete rotation to required arc and for slow rotation compared to other sprinklers in the same zone. This will require raising the heads to grade as needed;
 26. Proper alignment so the nozzle is maintained higher than the turf height; and
 27. Low sprinkler weeping after control valve is deactivated.

2.4 Irrigation System Repairs

1. Any repairs made by the Contractor will be in accordance with the original details or as specified by the Association's Representative.
2. Repairs to the irrigation system caused by conditions under which the Contractor does not have direct control shall be paid for by the Association as Extra Work. Repairs under this shall be vandalism, normal wear and tear, storm damage (Acts of God), or damage by others. It shall be the Contractor's responsibility to report such conditions immediately to the Association's Representative.
3. Malfunctions of any nature, which are deemed to be the fault of materials or workmanship still covered under the original installation guarantee, shall be reported immediately to the Association's Representative.
4. The Contractor must maintain an accurate, up-to-date log of all irrigation repairs stating date of repair, specific location, and nature of repair. This log and map must accompany a monthly itemized invoice including breakdown of labor and materials.
5. The Contractor is to report inherent irrigation deficiencies to the Association's Representative along with recommendation to correct deficiencies upon detection.

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TREE MAINTENANCE STANDARDS

Section – 3 Tree Maintenance Standards

Section – 3 Tree Maintenance

1. Contractor shall be responsible for the care and maintenance all trees within the contract area in a manner that assures public safety, enhances the health of trees, and preserves the aesthetic character of both the tree and the community.

2. All trimming and pruning operations will be in accordance with the applicable ISA A300 Standard Practices, and ANSI Z133.1 Safety Standards, and companion publications detailing best management practices.

3. Prune trees bordering roadways, trails and pathways as required, but not more than necessary, to meet the clearance standards listed below. Contractor will meet with the Association's Representative in advance where a tree greater than 15 feet in height requires pruning in order to comply with these standards.

- The lowest branch extending over a roadway will provide 14.5 feet in vertical clearance.
- The lowest branch extending over trail or bike trail will provide 10 feet vertical clearance, and one foot horizontal clearance beyond each edge of the trail.
- The lowest branch extending over a sidewalk will provide 7 feet in vertical clearance.

4. Trees will be pruned so that they do not obstruct the view of traffic control signs or devices, and to provide drivers with minimum sight distances based on the criteria specified in the California Highway Design Manual, Chapter 400.

5. Trees in parks will be pruned to provide adequate clearances appropriate to the specific recreational activities for which the park was designed and for which it is used, while retaining the maximum possible canopy coverage.

6. Trees will be pruned of dead, weak, or diseased branches, or crowded or rubbing limbs, in a manner, that to the extent possible, maintains the tree's natural form and appearance.

7. Trees will not be pruned solely for the purpose of reducing leaf debris. In no case shall more than 20% of the crown be removed in one season.

8. Limb tipping, or cutting lateral branches between nodes, to reduce crown width should also be avoided.

9. Trees shall not be topped or headed back.

10. Retain lower branches and leaves on young trees and new plantings.

11. Schedule pruning to avoid time of bud break, flowering, and peak periods of insect and disease activity for pests to which the tree species is susceptible.

12. Avoid trees where active bird nesting or breeding is evident, except when otherwise required for safety.
13. Pruning operations will avoid damage to surrounding plants and understory.
14. Supplemental irrigation for new or recently transplanted trees will be supplied as needed to assist in their reestablishment.
15. Existing tree basins shall be maintained such that water flows away from the trunk towards the dripline is fully contained during the programmed maximum watering cycle.
16. Irrigation heads will be adjusted or modified as needed to avoid direct spray onto the trunk of any tree.
17. Contractor shall take action as needed to control pests that affect tree health and appearance and employ an integrated pest management (IPM) approach to tree care.
18. Tree staking is discouraged, however, the contractor will re-stake trees according to these standards when it is discovered during normal maintenance activities that support is necessary for the health of the tree.
19. Trees requiring support are to be double staked and flexible ties placed so that no chafing or girding of the bark occurs. Wires will not be permitted.
20. Guides, stakes and ties shall be inspected during routine maintenance activities and adjusted as required to permit growth expansion and provide adequate protective support.
21. Contractor will remove of stakes and guides at the earliest possible date, and the tree encouraged to grow independently of such support.

3.1 Coast Live Oaks - Additional Standards

1. Coast live oaks require special attention due to their importance to the community and their sensitive nature. For these trees, the following additional specific standards shall apply. Should there be a conflict between these standards and those applicable to all trees, these shall take precedence.
2. Pruning of oaks will be limited to that needed to improve the health of the tree, reduce hazards, or provide minimum clearances. In other words, pruning will normally be limited to dead, weakened, diseased, or dangerous branches. Where pruning is required based on these criteria, it will normally be accomplished in the fall to late winter prior to bud break, however; dangerous, dead or weak branches can be removed at any time.
3. Lifting the crown will normally not be undertaken except as required to satisfy clearance.

4. Contractor will meet with the Association's Representative in advance where an oak greater than 10 feet in height requires pruning.

5. Contractor shall field monitor moisture levels around oaks. Monitoring shall be to a depth of 2 feet. Contractor will report to the Association's Representative anytime soil moisture levels are judged to be either inadequate or excessive, or when existing programmed irrigation cycles appear to be inconsistent with the following guidelines:

- Watering should be deep, infrequent, and applied during periods of extended drought.
- The area under the drip line, and especially near the trunk, should not become moist during warm summer periods.
- Over time supplemental irrigation should be reduced, directed away from the drip line, and unless needed, eventually discontinued.

6. Retain existing leaf litter under the canopy of all oak trees and add organic mulch size 0-4 to maintain a minimum combined leaf/mulch depth of 2 inches over bare soil areas under the tree's canopy.

7. Mulch should not be applied during fall or early winter when it would reduce the availability of acorns as a food source for wildlife.

8. Contractor shall avoid activities, other than normal maintenance, that disturb or compact the soil within an oak's root protection zone.

3.2 Health Monitoring, Reporting and Additional Tree Services

1. Contractor will monitor the general health of all oaks and immediately notify the Association's Representative in writing at the first observed indication of a decline in health.

2. The following services will be considered an extra:

- Removal of dead trees over 15 feet in height.
- Planting and staking of new trees, except as a replacement of a pre-existing tree.
- Planting and securing any trees exceeding 24 inch box in size.

TALEGA MAINTENANCE CORPORATION

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OPEN SPACE STANDARDS

Section 4 - Standards Applicable to Open Space Areas

1.0 GENERAL INFORMATION

The Talega community encompasses various open spaces that require regular maintenance to prevent fire hazards and promote the growth of native plants. The total acreage of the open spaces to be managed is approximately 145 acres. This project aims to achieve fire safety while enhancing the natural ecosystem of the area.

2.0 INVASIVE SPECIES REMOVAL

1-The contractor will be responsible for recognizing and managing invasive species using Integrated Pest Management (IPM) principles. These principles emphasize sustainable and environmentally friendly practices to control invasive species while restoring and promoting the growth of native and fire-tolerant plants. By adhering to these guidelines, the contractor will contribute to a balanced and resilient ecosystem that supports biodiversity and reduces fire hazards.

2- Identify and remove invasive plant species from open spaces. Use proven methods such as mechanical removal and or grazing by goats to manage invasive species. Chemical means, including herbicides and pesticides, are not permitted unless explicitly approved by owners and compliant with local regulations.

3- Implement strategies to prevent the re-establishment of invasive species. This may include regular monitoring, early detection, and rapid response protocols to address new invasions promptly.

4- Ensure proper disposal of invasive plant materials to prevent their spread. This includes removing all plant material from the site and disposing of it in a manner that prevents re-growth or dispersal.

5- Ensure proper disposal of invasive plant materials to prevent their spread. This includes removing all plant material from the site and disposing of it in a manner that prevents re-growth or dispersal.

6- Documentation and Reporting: Maintain detailed records of invasive species management activities, including the methods used, areas treated, and outcomes. Provide quarterly reports to stakeholders summarizing these activities and their effectiveness.

7- Compliance with Regulations: All activities related to invasive species management must comply with local, state, and federal regulations. The contractor must stay informed about relevant laws and guidelines, ensuring all practices are legally compliant.

8- Coordination with Experts: Collaborate with local ecological experts and organizations to stay updated on best practices and emerging techniques for invasive species management. Utilize region-specific guidelines to ensure management efforts are ecologically appropriate and effective.

9- Training and Supervision: Provide training and supervision to all personnel involved in invasive species management to ensure compliance with best practices, safety protocols, and contract requirements.

10- Restoration Integration: Integrate invasive species management with native plant restoration efforts to promote a healthy, balanced ecosystem. This holistic approach will enhance the success of both invasive species removal and native species restoration initiatives.

3.0 DAMAGE REPAIR RESPONSIBILITY

1- Be responsible for repairing any damage to fencing, irrigation systems, or other property caused by employees, goats, or equipment during the vegetation removal and restoration process.

2- Include a plan for timely repairs and restoration to ensure minimal disruption to the community.

3- Outline procedures for reporting and addressing any damage that have occurred.

4.0 USE OF CHEMICALS

1- Chemical usage is discouraged, including herbicides or pesticides, shall be used in any part of the fire mitigation, invasive species removal, or native plant restoration process, except under specific conditions. Chemical use will only be allowed upon submission of a detailed plan to owners for review and approval. This plan must demonstrate that other methods, such as manual removal, mechanical techniques (e.g., mowing), biological and cultural methods (e.g., grazing, burning, mulching, or the use of goats), have been attempted or are anticipated to be unsuccessful.

2- Integrated Pest Management (IPM) Approach: An IPM approach to invasive plant management must be used. It considers the full range of program strategies and management techniques to achieve conservation goals most effectively, safely, and affordably. Program strategies include prevention and early detection, which are crucial for reducing the amount of management work needed. Management techniques include:

- Manual techniques (e.g., pulling plants out of the ground)
- Mechanical techniques (e.g., mowing)
- Biological and cultural methods (e.g., grazing, burning, mulching, or the use of goats)

3-Conditional Use of Chemicals: Herbicides and other chemicals are to be used only when absolutely necessary. Any proposed chemical use must be accompanied by a detailed plan that outlines how the invasive species will be targeted while simultaneously restoring native plants to prevent the need for future chemical applications. The ultimate goal is to achieve a landscape with well-maintained native species that are fire and drought-tolerant, eliminating the need for chemical interventions.

4- Before any chemical application, the contractor must obtain approval from owners.

5- Contractor shall maintain detailed records of any approved chemical applications, including the methods used, areas treated, and outcomes. Provide stakeholders with quarterly reports summarizing these activities and their effectiveness.

6- All activities related to the use of chemicals must comply with local, state, and federal regulations. The contractor must stay informed about relevant laws and guidelines, ensuring all practices are legally compliant and environmentally responsible.

TALAEGA MAINTENANCE ASSOCIATION

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LANDSCAPE MAINTENANCE STANDARDS – STREET AND INTERIOR AREAS

Section -5 Landscape Maintenance – Streets and Interior Areas

SECTION 5: Streets and Interior Areas

5.01 Overall Appearance and Condition

- A. All StreetSide and Park beds shall be kept free of weeds, trash, leaves and debris all times.
- B. Trimmings generated by pruning shall be removed from the site and transported to a green waste facility for recycling.
- C. Contractor shall dispose of trash off site.
- D. Contractor shall not store material or equipment in the community without prior written approval of the Association's Representative.
- E. Contractor shall utilize the Talega Planting Palette to determine the correct pruning methods as well as a plants requirements.

5.02 Hardscape

- A. Contractor shall keep hardscape surfaces clean and free of trash and debris.
- B. Contractor shall remove weeds from cracks and expansion joints in sidewalks and curbs.
- C. Potential root damage to hardscape shall be reported to the Association's Representative. Corrective action will be determined by the Association and considered an extra.

5.03 Mulch

- A. Areas of exposed soil surrounding trees, shrubs and ground cover shall have a minimum of 2 inches of size 0-4 organic mulch. Mulch shall be considered an extra.
- B. Mulch will be at kept at least 4" away from the trunks of trees.
- C. Areas of exposed soil within annual color beds and park planters shall have a minimum of 2 inches of size 0-2 organic mulch.
- D. Mulch adjacent to streets, curbs, walks and other hardscape must be below the hardscape grade by minimum of half an inch. Some re-grading may be required to keep the finish grade of the mulch at this level.

5.04 Fertilization

1. Contractor shall provide a soil analysis that indicates the level Nitrogen, Phosphorus and Potassium. This test will be part of the contract. An test shall consist or of no less than (3) sample sites averaged for both planters and turf areas.
2. The contractor shall a written fertilization schedule the first week of January for the following 12 months.

5.05 Integrated Pest Management (IPM)

1. Contractor shall select pest controls to provide adequate pest control without harming non-target organisms, or negatively affect air and water quality and public health. Pest management shall rely first on cultural, mechanical, physical, and biological control methods.

5.06 Weeds

1. Contractor shall remove weeds and invasive plants in accordance continually.
2. The following plants are considered weeds and a threat to the maintained landscape areas, and shall be removed immediately:

Mustard	Pampas Grass
California Oats	Black Medic
All Palm Tree Seedlings	Fountain Grass
Oxalis (in turf)	Tumble Weed
Broadleaf (in turf and planter areas)	Thorny Artichoke
Bermuda (in planter areas)	All Nut Grasses
Kikuyu Grass (in planter areas)	Dodder

3. The Contractor shall remove all invasive plants listed in the inventory of the California Invasive Plant Council

(see the following website: <http://www.cal-ipc.org/ip/inventory/index.php>.)

4. Cultural, mechanical and physical methods will be used as the first control choice. Cut or pull weeds using hand operated equipment where possible.

5.06 Turf Grass

1. Turf shall be cut with sharp blades.
2. Cuttings shall be bagged and removed unless mulching mowers are used, or as otherwise directed by the Association's Representative
3. Turf grass shall be adequately dry when performing mowing operations. Any damage incurred to the turf shall be repaired by the Contractor at no additional cost to the Association.

4. Mowing patterns shall be changed weekly, where possible, to avoid rutting.
5. Aeration shall occur no less than twice a year and be to a depth of 4 inches and plugs shall be removed immediately following Aeration.
6. De-thatching and over-seeding shall be completed annually in September. Actual areas to be de-thatched will be determined by the Association's Representative. Seed materials will be determined by Association's representative and will be considered an extra. Labor for de-thatching and over-seeding shall be a part of this contract.
7. All turf edges adjacent to mulch borders, walks, curbs, fixtures, and shrub or ground cover areas shall be trimmed with a power edger to maintain a crisp and neat appearance.
8. Noxious weeds and invasive grasses shall be discouraged from growing in turf areas. Contractor shall kill and remove immediately upon identification using IPM techniques.
9. In turf areas adjacent to sand courts or tot lots, the Contractor shall remove the sand buildup and lower the grade to the appropriate finish grade, and re-sod. New sod required to complete this task shall be considered an extra. Labor shall be a part of this contract.
10. Turf shall be maintained at a height of not less than 3".
11. Mowing frequency shall be weekly in the Spring and Summer, bi-weekly in the Fall and Winter.

5.05 Color Beds – When Present

1. Annual color beds shall be maintained to sustain an attractive, healthy, planting with uniform density.
2. Contractor will plant and maintain annual color, in beds designated for this purpose.
3. Contractor shall incorporate composted organic amendments appropriate to the type of plants to be installed into the soil prior to planting. The specific design, materials and timing will be determined by the Association. Plant materials shall be considered an extra to this contract.
4. Contractor shall prune annuals to remove spent flowers, dead leaves and branches.
5. Dead or damaged plants will be immediately replaced with like material.

5.06: Groundcover Maintenance Standards

1. Contractor shall be responsible for the care and maintenance of all ground cover within the contract area in a manner to sustain attractive and healthy plants that are natural in appearance, characteristic of their species and enhance the intended function of the planting.
2. Ground covers shall be maintained to sustain a uniform density with no bare spots.
3. Trim and edge as necessary to remove overgrowth on walks, streets and trails. Trimming of ground cover edges at sidewalks shall be beveled at a 45 degree. The edge of herbaceous ground covers may be maintained using edging equipment. Chemical edging will not be used unless approved by the Association's Representative.
4. When ground covers become excessively woody or develop thatch in excess of 4", the Contractor shall prune the planting severely to rejuvenate it. This reduction in the height shall be performed over a period of weeks or months versus all at once. Prior to beginning this task, the Contractor shall meet with the Association's Representative in the field so that the technique and timing for a specific plant, site and conditions is mutually acceptable.
5. Ground covers will be pruned so they do not obstruct the view of traffic control signs or devices, and to provide drivers with minimum sight distances based on the criteria specified in the California Highway Design Manual, Chapter 400.

5.07 Shrub Maintenance Standards

1. Contractor shall be responsible for the care and maintenance of all shrubs within the contract area in a manner to sustain attractive and healthy plants that are natural in appearance, characteristic of their species and enhance the intended function of the planting.
2. All pruning will be in compliance with ANSI A300, Standard Practices and performed by trained personnel.
3. Prune branches that infringe on walks, trails, buildings, walls, signage, utilities and site lighting.
4. Prune shrubs so they do not obstruct the view of traffic control signs or devices, and to provide drivers with minimum sight distances based on the criteria specified in the California Highway Design Manual, Chapter 400.
5. Prune selectively by cutting individual branches or stems to interior lateral branches. Do not lift or side prune shrubs on slopes or open areas unless so directed by the Association's Representative.
6. Existing formal hedges that have been maintained by shearing in the past and that do not have adequate space to grow to mature plant size can continue to be maintained by shearing.

Shearing may also be used on other compact plantings, but only where it will result in a natural, un-sculpted appearance.

7. *Acacia redolens* spp. shall be maintained to a maximum height of 24”

5.08 Other

1. Contractor shall provide a monthly forecast for the following month and receive approval for any activities including the following:

- Crew locations and task to be performed.
- Chemical Applications of any type.
- Fertilizer Applications of any type.
- Pruning, caning or de-horning of any ornamental

2. Contractor shall maintain all landscape that can be without renovation to OCFA defensible space standards. In locations that will require renovation to meet OCFA defensible space standards, the contractor shall provide a proposal to renovate the location.