

<b>Date:</b> Tuesday June 9, 2020	<b>Time:</b> 6:00 p.m. Mountain Time	<b>Location:</b> Hammond Property Management 50 Meadow Village Drive Big Sky, MT 59716
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Agenda		Presenter	Action
<b>Call to Order</b>		Matt Walker	-
<b>6:00</b>	<ul style="list-style-type: none"> <li>• Member Forum (new items for next agenda)</li> <li>• Minutes of May Board Meeting</li> </ul>	All	Approve
<b>6:05</b>	<ul style="list-style-type: none"> <li>• Schedule next Board Meeting <ul style="list-style-type: none"> <li>○ July Budget Meeting</li> <li>○ August Board Meeting</li> <li>○ September Annual Meeting <ul style="list-style-type: none"> <li>▪ Date, location, etc.</li> </ul> </li> </ul> </li> </ul>	All	-
<b>Reports</b>			
<b>6:15</b>	<ul style="list-style-type: none"> <li>• Financial Reports <ul style="list-style-type: none"> <li>○ AR Reports</li> </ul> </li> </ul>	Curt	Discuss
<b>6:20</b>	<ul style="list-style-type: none"> <li>• Property Management Report <ul style="list-style-type: none"> <li>○ Condo Lettering</li> </ul> </li> <li>• Rule &amp; Parking Enforcement Reports</li> <li>• Communication from Owners</li> </ul>	HPM – Josh HPM – Derek HPM – Seanna/Katie	Discuss Discuss Discuss
<b>New Business</b>			
	<ul style="list-style-type: none"> <li>• Road Widening by C-Building</li> </ul>	HPM - Josh	Discuss
<b>6:40</b>	<ul style="list-style-type: none"> <li>• Campus Re-roofing Discussion</li> <li>• HOA Rule Violations</li> <li>• Big Sky Housing Trust Letter</li> </ul>	Matt Walker Carol Powell HPM – Seanna	Discuss Discuss Discuss
<b>Old Business</b>			
<b>7:00</b>	<ul style="list-style-type: none"> <li>• Trash Compactor <ul style="list-style-type: none"> <li>○ Service Agreement</li> <li>○ Violations and Fines</li> <li>○ Enclosure</li> </ul> </li> </ul>	Karla Yeager Karla Yeager HPM – Josh	Approve Discuss Approve/Disapprove
<b>7:20</b>	<ul style="list-style-type: none"> <li>• Bulk Window Replacement – Quote</li> </ul>	Karla Yeager	Review
<b>7:25</b>	<ul style="list-style-type: none"> <li>• Proposed Parking Spaces <ul style="list-style-type: none"> <li>○ Voting Process and Timeline</li> </ul> </li> </ul>	All	Discuss
<b>7:40</b>	<ul style="list-style-type: none"> <li>• Signage Pricing and Design Update</li> </ul>	Karla Yeager	Discuss
<b>7:45</b>	<ul style="list-style-type: none"> <li>• Landscaping <ul style="list-style-type: none"> <li>○ Tree/Shrub maintenance &amp; pest control</li> <li>○ Edging Proposal (Phase 1 of project)</li> </ul> </li> </ul>	Laura Gregory Carol Powell Karla Yeager	Discuss Approve/Disapprove
<b>8:00 Adjourn</b>		Matt Walker	-

## Call-in Information

Please join my meeting from your computer, tablet, or smartphone.

<https://global.gotomeeting.com/join/317227877>

You can also dial in using your phone.

United States: [+1 \(224\) 501-3412](tel:+12245013412)

**Access Code:** 317-227-877

Firelight Board Meeting  
Tuesday, May 12, 2020 at 6:00 PM

Meeting Minutes

**Call to Order**

Matt Walker called the meeting to order at 6:16 pm.

**Attendance**

Board members in attendance included Matt Walker, Steve Cherne, Laura Gregory, Carol Powell, Curt Wilson, and Karla Yeager. Owners in attendance included Greg Hunt, and Julie Brown. Others present were CPA Doug Shanley, and from Hammond Property Management: Scott Hammond, Mike Palmer, Josh Hickey, Katie Coleman, Seanna Farrow and Derek Weinrich.

**Next Board Meeting**

The next board meeting was scheduled for Tuesday, June 9 at 6:00 pm and will be held remotely.

Agenda items

- Cold-Roof
- Window Replacement Quote
- Compactor Violation & Fines
- Proposed Parking Spaces/Voting Process
- Signage Update – Pricing and design
- Landscape Edging

**April Meeting Minutes**

Carol motioned to approve the draft meeting minutes from April; Steve seconded, and all were in favor. The minutes were approved as presented.

**Financial Reports**

Curt Wilson presented Q1 financial reports. Overall, the association is \$10,000 under budget on income and reserve contributions were made for the year. Next year interest expenses will be budgeted for. There are currently three accounts past due three quarters or more. Doug will be contacting each of them via letter, and if no response is received action will be taken. The board has given Doug leeway to work with Owners that may be experiencing financial stress due to the pandemic.

**Managers Report**

Josh's managers report was included in the packet. Highlights included:

- Continued trash cleanup and spring cleanup around campus
- Began scheduling interior repair work resulting from roof leaks
- Arranged a meeting with Apex to look at the driveway area by the C-Building. Apex is planning to address the entryways in June. Notification of exact dates will be sent to owners ASAP.
- Gallatin Water Works is firing up the irrigation system and the system will be turned on soon

Compactor Update

The compactor has been experiencing several mechanical issues and as such, HPM has contacted both Republic Waste Services who maintain the compactors as well as Solid Waste Systems who service the compactors (2) twice a year. The current contract with SWS is a 3-year contract that expires in July 2020, and the board would like to investigate some other local service providers. Republic provided HPM with a comparable maintenance program at the same dollar figure as SWS for their consideration. Josh has also been able to negotiate better rates for trash hauls, which will provide the association significant savings over a year. The topic of who to sign a contract with will be discussed further at the June meeting.

### Campus Painting Program

Josh did a campus drive through with Best Day Ever Painting about establishing a campus painting and maintenance program. The contractor has expressed interest in taking on the work and potentially working with the Association on their future painting needs. He estimates the current painting work needed to take his crew 2-3 weeks to complete and will be available once per month to address any painting repairs that are needed.

### Landscaping Bid

Wildwood underbid the work last year for the complex, and their bid for this season was much higher; however, the board agreed they did a great job and would like to move forward with scheduling their services again this year.

### Heat Tape

HPM did not notice a measurable difference in ice damming on the middle areas of the condo buildings whether the heat tape was turned on or off. However, it was noted that the areas that are critical for heat tape at the condo buildings are the areas around the entryways because of the gutters. Josh investigated replacing heat tape in these areas and the cost. For the time being, the board agreed that fixing the gutter downspout areas is important and HPM can determine what else will need replacement in the future. Josh will order the materials and arrange installation soon. Josh will also schedule a contractor to look at some other areas that made need gutters installed.

### **Rule & Parking Enforcement Reports**

Rule and parking enforcement reports were included in the packet. The campus continues to be relatively quiet regarding parking. As the snow melted, several rule violations were entered concerning lawns and patios that needed tidying. Notifications have also been sent regarding RV parking spaces and what is appropriate to store there.

### **Owner Communication**

Jeff Alger sent HPM a letter regarding interior damages caused by roof leaks. He implied that he would like to hold off on any interior repair work until the root cause of the problem is fixed; however getting the repairs done in the short term is ideal because fixing the roofs is not going to be a quick process. HPM will communicate with Jeff directly about arranging interior repair work to be done.

Greg Hunt voiced concerns about the number of Condo owners versus Chalet owners on the board of directors. Ultimately, board positions are comprised of volunteers that are interested in taking on the responsibility. Julie Brown, present at the meeting, expressed interest in filling an open board position as a Chalet owner. The board thanked Julie and plans to contact her regarding the position.

### **NEW BUSINESS**

#### **Campus Re-roofing Plan**

The current roofs are nearing 20 years old. HPM provided Matt with a couple of contacts for roofing contractors in the area. Included in the packet was a bid from Brigg's Roofing. The price for re-roofing a single duplex with a cold-roof would be \$25k, and a four-plex would be \$80k. Outfitting a condo building with a cold-roof would be \$160k. The entire complex would be roughly \$2 million+ and would be phased out over several years. Matt is also working on getting quotes from other contractors and will have some more information for the board to review soon and the topic will continue to be discussed.

#### **Parking Improvement Estimates**

Big Sky land management was contracted thru high country to do the excavation aspect. Karla walked the campus with BSLM and put together locations of 14 single spaces (\$3000/space), and 13 double parking spaces (\$3500/space). The board needs to revisit the proposed parking spaces and reach an agreement and put to vote. BSLM quoted \$106,700 for 50 spaces. They feel they can start excavation this fall, but they have limited availability for doing the entire project. Steve noted that the legal size of parking spaces must be 9x20 feet and that spec must be reflected in the proposal.

Steve shared a possible alternative to consider. Steve had asked HPM to go through all public parking spots on the Chalet side and note how many people are parking in public spots rather than utilizing their driveway. Regardless, the

board does not feel this alternative makes a large enough dent to be considered an alternative but could perhaps make a small difference. It was mentioned that the length of some vehicles may be the cause.

The next step is to present a vote to the membership about the proposed parking spaces.

#### **Water & Sewer Update**

Big Sky Sewer and Water District received a grant to study the Firelight drain fields. The study will take place this summer over a two-week period where engineers and field specialists will be on-site to analyze the drain fields – capacity, where the water is draining, etc. The Firelight board and West Fork Utilities will be working with Big Sky Sewer and Water throughout the process and work toward either annexing the system or upgrading.

#### **Adjourn**

Matt motioned to adjourn the meeting.

DRAFT



- Chalets
  - o Continued trash cleanup
  - o Began replacement of damaged downspout extensions
  - o Continued fixing heat tape that has fallen off roofs
  - o Finished removing foundation vent covers
  - o Replaced electric outlet cover at 495 Firelight
  - o Began leak damage repairs
  - o Inspected roof at 286 Candlelight for damaged flashing
  
- Condos
  - o Continued trash cleanup
  - o Continued fixing heat tape
  - o Met with Apex to look at widening asphalt area behind C building
  - o Replaced air freshener canisters
  - o Facilitated spot cleaning of carpet in C building due to pet odor complaints
  - o Hung new white letters on side of B Building
  - o Began replacing damaged soffit
  - o Eddie began paint repair work around entryways
  - o Began leak damage repairs
  - o Turned on hose bibs
  
- Compactor
  - o Continued to monitor owners for disposing of garbage improperly
  - o Replaced quick disconnects on compactor supply and return lines
  - o Spoke to Republic regarding float switch. They have parts and are waiting for a decision on a service contract prior to installing
  
- Landscaping
  - o Finished thatching lawn areas
  - o Began mowing lawns
  - o Did initial round of bed weeding
  - o Removed moose fence
  - o Facilitated weed and feed to be done week of June 8<sup>th</sup> (pushed back due to weather)
  - o Began replacing drain stone
  - o Trimmed weevil damage from tops of trees
  - o Had irrigation system fired up
  - o Began fixing damaged lawn areas



Date	Employee	Work Done	Hydraulic Fluid Level	Serial Number	Notes
05/08/20	Josh Hickey	Inspected	Good	53030605	
05/12/20	Josh Hickey	Cleaned			Cleaned with degreaser per Karla's request
05/13/20	Josh Hickey	Compactor Swapped		53030603	
05/14/20	Josh Hickey	Inspected	Good	53030603	
05/19/20	Josh Hickey	Inspected	Good	53030603	
05/21/20	Josh Hickey	Inspected	Good	53030603	
05/26/20	Josh Hickey	Inspected	Good	53030603	
05/27/20	Josh Hickey	Compactor Swapped		53030605	
05/28/20	Josh Hickey	Inspected	Good	53030605	
06/02/20	Josh Hickey	Inspected	Good	53030605	
06/04/20	Josh Hickey	Inspected	Good	53030605	

## Rule Enforcement Report

Unit	Date of Infraction	Category	Action	Warning	Fine	Notes	Comments
85 Aurora Lights Drive A04	06/02/20 3:42 PM	Garbage				cigarette butts	
448 Firelight Drive	06/01/20 7:51 AM	Garbage		TRUE		garbage not properly put out	
325 Firelight Drive	05/28/20 8:40 AM	Deck Storage	\$300 Fine	TRUE	TRUE	3 grills and random junk	Left VM on 5/29 in hopes of avoiding \$300 fine. No answer.
325 Firelight Drive	05/21/20 3:11 PM	Deck Storage	\$100 Fine	TRUE	TRUE	more then one grill and randomly junk on deck. an trash can need to be put inside.	
330 Firelight Drive	05/21/20 3:09 PM	Deck Storage	\$300 Fine	TRUE	TRUE	dresser on deck	
386 Candlelight Drive	05/21/20 3:08 PM	Window Coverings	First Warning	TRUE		screen fallen off one of there side window	
394 Candlelight Drive	05/21/20 3:06 PM	Window Coverings	\$100 Fine	TRUE	TRUE	screen door off door on deck	
155 Aurora Lights Drive B14	05/18/20 10:21 AM	Deck Storage		TRUE		waiters fine to let them dry. but seems they have been out there for weeks. pictures are from may 6th and may 18th.	
325 Firelight Drive	05/14/20 3:56 PM	Deck Storage	\$100 Fine	TRUE	TRUE	more then one grill. junk in yard. and recycling bin need to be put in	
353 Firelight Drive	05/14/20 3:55 PM	Deck Storage		TRUE		broken screen door on back deck.	In the process of being repaired - no fine issued.
434 Firelight Drive	05/14/20 3:54 PM	Deck Storage		TRUE		please tidy it up	
330 Firelight Drive	05/14/20 3:53 PM	Deck Storage	\$100 Fine	TRUE	TRUE	dresser.	
192 Candlelight Drive	05/14/20 3:52 PM	Deck Storage		TRUE		fire wood	
368 Candlelight Drive	05/14/20 3:52 PM	Garbage		TRUE		cigarette butts on deck and in back lawn	
425 Firelight Drive	05/12/20 8:00 AM	Garbage		TRUE		\$800 fine during bear season	
365 Firelight Drive	05/11/20 3:33 PM	Garbage		TRUE		cigarette butts around front entrance an in front lawn.	
120 Firelight Drive C18	05/11/20 7:33 AM	Garbage		TRUE		Cigarette butts (originally reached out to C8-not from their tenants)	

### Parking Enforcement Report

Make	License Plate	Date	Time	Location	Towing Deadline	Comments	Repeat Offender	BOOTED	TOWED
Chevy	Ohio 97zyeu	06/02/20	7:45:00 AM	A-Building		Trailer/ Parked in multiple spots			FALSE
Chevy	604857b	05/29/20	8:00:00 AM	Neighboring driveway		NO PERMIT/ 3 wide			FALSE
Dodge	MN dbz 107	05/27/20	5:15:00 AM	Neighboring driveway		3-cars-wide/ no pass			FALSE
Honda	62436c	05/27/20	5:15:00 AM	Neighboring driveway		No Parking Area			FALSE
Chevy rv	1337068	05/20/20	4:00:00 PM	Overflow Parking		Rv			FALSE
Chevy rv	1337068	05/19/20	6:00:00 AM	Neighboring driveway		Rv			FALSE
Dodge?	794056b	05/12/20	8:00:00 AM	D-Building		In two spots			FALSE



## Firelight – Owner Communication

June 9, 2020 Board Meeting

**From:** 192 Candlelight  
**Sent:** Monday, May 25, 2020 8:16 PM  
**To:** Katie Coleman <[kcoleman@hpmmontana.com](mailto:kcoleman@hpmmontana.com)>  
**Subject:** Destructive Cat

Katie,

I hope this subject line inspires some humor, but in all seriousness, someone has a black cat that keeps coming by and tearing at our screen door trying to get out our cat. It has done significant damage to our screen door, we've been chasing it off. But I really don't feel like this is okay and that the owner needs to take responsibility for their cat. Today it tried to break through our screen and fight our cat. Again, as I write this it's hard not to laugh a little bit at this. But again I don't want to have to pay for something someone else has damaged or get scratched by a cat trying to chase it out of my house, I also don't feel I should have to keep my door and blinds closed because of someone else's lack of responsibility. If the cat gets into my house, I'm calling animal control and will have them deal with the owners. I wanted to see what the HOA can do, because the next step is me going door to door until I find the owners if this happens again.

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Shaun McManus

**From:** Sara Sipe  
**Sent:** Thu 5/7/2020 1:25 PM  
**To:** Katie Coleman  
**Subject:** 95 Starlight Dr.

Hi Katie,

It was nice speaking with you earlier.

This is my official, annual complaint regarding the rock bed in my front yard - or rather the lack of rocks in the rock bed. I understand this is apparently related to possible irrigation changes but it's been five years. Based on our conversation, I don't anticipate anything happening again this year. However, I would expect that perhaps more attention be paid this summer to weed control within the rock bed. Also, sooner rather than later, I would appreciate if someone could move the big rock (I love it) in my yard back to its original location - it will be quite obvious where it should be. I assume maybe the plow moved it this winter. It's too heavy for me to roll! 😊

And on that happy note, I would also like to say thank you to all the Hammond staff for their hard work and dedication to the Firelight properties. I would like to know if there are any "summer crew" folks that perhaps did not get a Happy New Year gift card from our family. We would certainly like to make sure all Firelight peeps that attend to our property are recognized at some point during this year. Please let me know.

As always, thank you for your assistance,

Sara

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**From:** Winnie Hoeksema  
**Sent:** Wednesday, May 13, 2020 2:37 PM  
**To:** Seanna Farrow <[sfarrow@hpmmontana.com](mailto:sfarrow@hpmmontana.com)>  
**Subject:** Garage sale

Hi Seanna—

I'm just wondering if there are any plans for an association-wide garage sale in the coming weeks or months. If so, do you have a date selected?

Thanks.

Winnie Hoeksema

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**From:** Mary Wilkus  
**Sent:** Wednesday, May 13, 2020 3:18 PM  
**To:** Katie Coleman <[kcoleman@hpmmontana.com](mailto:kcoleman@hpmmontana.com)>  
**Subject:** Parking spaces

I have been a member of Firelight's since 2004. It was critical on what townhouse I purchased because of the green space. I have a corner home so that I would have beauty outside my windows. Please know that I will fight this to the extreme if it's voted to proceed. The board would be devaluing all our town homes and making one big parking lot that homes are sitting in. I did not like the condos for this same reason. I paid for a beautiful view and I mean to keep it. Please feel free to send this onto the rest of the board.

Sincerely,

Mg

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**From:** 414  
**Sent:** Thursday, May 28, 2020 10:41 AM  
**To:** Seanna Farrow <[sfarrow@hpmmontana.com](mailto:sfarrow@hpmmontana.com)>  
**Subject:** Dog attack

I am writing this email in response to my wish to file a formal complaint. On 5-27-20 @ approximately 5:30 pm I was sitting out on my back patio with my daughter and 18 month old granddaughter. I asked her to go pick me a dandelion and when she went to the grass a dog began barking and running towards her aggressively towards her to attack her. My daughter and I began running and shouting at the dog as the owner stood by watching. The owner never once called for her dog and when I asked if this was her dog she simply replied by telling the dog to come get it's frisbee. I called the police and made a report and the owner was given a citation.

On this same day I had run ins with 3 other dogs off leash. The first was in the morning I had taken a trash bag out and ran inside to grab my keys and in the 30 seconds it took me to grab my keys 2 dogs off leash were trying to tear into it, with no owner in sight. The second was in the afternoon and I was cleaning out my car. I had my front door open and my cat was sitting in the doorway inside my house. A car parked in the overflow and a dog got out it ran to my front step to bark at my cat and then pooped in my front yard. When the owner came out of the car I told her that her dog should be on a leash and she told me it was fine she was only walking 20 feet to her door.

Here is my complaint. We pay over \$300 a month for an HOA fee and we should be able to expect that the rules should be enforced so we can live in a comfortable environment. Signs are posted that pets must be on a leash and all homeowners know this is the rule. Yet this problem persists year after year and it is at the point where we can no longer go outside without fear of dogs. I have called the property management company year after year and made complaints about this issue, but after the dog attack yesterday I am done. I have a legal right as a homeowner to expect that my rights are being upheld, the same way I respect the rules that are given to us by the HOA. I and my family have the right

to go outside and not be fearful for our safety. Not to mention I don't know what long term impact this will have on my 18-month-old granddaughter.

I am seeking a real resolution to this problem and will not be placated this time by being told the homeowner will be contacted. I know an email was sent out yesterday that a cat was doing damage, but I argue that more than half of these units are occupied by renters or used as VRBO's. the long- and short-term renters are not receiving these emails. None of these renters have a vested interest in this property and have never received a copy of the rules and regulations in the firelights. The property has someone driving through it in the daytime, but most of the time a representative from the property management company cannot be patrolling the property at all times, nor should they have to.

I am now seeking two things. The first is I want to file a formal complaint against the homeowner whose dog tried to attack my granddaughter. The second is I would like to see door hangers put out every time there is a complaint about animals off leash. Renters may not receive the emails, but they do see the door hangers. I know I am not the only one who has this problem and plenty of my neighbors complain about it frequently. It is no longer a matter of inconvenience but has become a matter of safety. The HOA and the property management company must provide due diligence when it comes to matters of safety. Please feel free to contact me anytime about this matter as I will not be letting it drop.

Thank you  
Shawna Bennett

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Hi Katie:

I'm asking the board to consider my request to professionally install an invisible fence in the yard of the condo I own, 120 Firelight Drive Unit C2. I understand that all pets must be attended to and leashed in the HOA. The invisible fence would serve as the leash and will only be used when I am present in my home.

Thanks for your time.

Warmly,  
Becky Brockie  
Owner

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Hi Seanna,

I hope this email greets you and Hammond Property Management well. I'm writing about the suggested condo numbering and visual provided at the last board meeting. It appears we're still trying to apply the lettering at the same place as before but, making them lighter. I don't believe this will solve the problem. If someone is trying to find 155 Aurora Lights drive in the dark, this will not help. It's placed far too high and still won't be seen. Additionally, it's simply not aesthetically appealing.

Generally, when we navigate and look for address numbers we look near the entrance doors. I've applied vinyl address lettering to glass doors in commercial buildings and it works very well. At some point, I heard someone comment about applying address labeling to the doors and thought we were trending that way. The cost and ease to do so is very reasonable too. On a side note, the reason all the condo and chalet numbering were changed several years ago was for first responder and satellite navigation. We really don't even need Condo A, B, C & D, this is a hangover from prior addressing. I know, we're slow to change and the letters can easily be added above the address. Maybe, we should get advice for address placement from our beloved Big Sky first responders?

I'm attaching a draft rendering of what I'm suggesting. If this could be shared at the next meeting, it would be appreciated.

Sincerely,

Annette Stone  
155 Aurora Lights Dr. #12





# estimate

Elevation Landscaping & Design  
 PO Box 160522  
 Big Sky, MT 59716  
 406.993.4537  
 406.580.1396  
 lee@elevationlandscaping.com

to: Karla  
 info@lonepeakelectric.com

job: Firelight Condos  
 Big Sky, MT

Job Summary	Date
Edging maintenance - A,B,C,D	05/18/20 v1

Item / Description	Qty	Unit	Total
<b>Border edging maintenance</b>			
<p>This work will include maintenance of the poly edging around the perimeter of building A,B,C,D only. Work will include re-setting of existing edging where edging has pulled out of ground, where two pieces have separated, or where edging has been significantly damaged or is missing. This work will include work on edging only. No weeding, pruning, or debris removal in the beds. Where two pieces have separated, only areas with gaps of more than 2 inches will be re-set. Areas that have pulled out will be re-trenched, re-staked, and backfilled. Major damaged pieces will be replaced. Sections that are pulling out less than half the depth and less than 2 feet in length will be left as-is, except all ends pulling out, regardless of length will be re-set and re-staked. No repair to wavy but otherwise undamaged and level pieces.</p>			
Labor	32	hrs	
New edging	200	ft	
New stakes	100	ea	

**ACCEPTANCE OF PROPOSAL**

The above specifications and conditions are satisfactory and are hereby accepted by Owner and Owner authorizes Contractor to do the work as specified. The estimate price is an estimate of the cost of the work for owner guidance. The actual cost of the work will be based on size and quantity of materials used and actual labor hours. If any of the scope requires herbicide application, spring clean up, or irrigation repair, it will be done on an as-needed basis and will be billed as time and materials. Rates: landscape tech 50/hr, irrigation tech 75/hr, herbicide application 99/hr. A minimum 50% deposit is required prior to start of work. Balance if any will be due August 1. Additional work outside of this scope will be billed on a time and materials basis billed monthly. Contractor shall assess service charges of 30% APR, 2.5% each months outstanding balances with a minimum finance amount/late fee of \$39 monthly for payments made after due date. Warranty: Contractor will warranty replacement cost of plants for a period of one year from the date of Work completion provided that Contractor is retained for landscape maintenance. Contractor's warranty excludes: work not performed by Contractor, improper or insufficient maintenance, damage from snow removal operations, damages suffered from abuse, neglect, infestation, disease, poor site conditions, or animal damage. This Agreement constitutes a full and final expression by the parties and supersedes all prior oral or written negotiations and agreements.

Signature	Name	Date	Total
			1,900
			50% deposit <b>950</b>

**Remarks:**

A 50% deposit is required to schedule work and prior to start of work. All amounts due are payable in full upon receipt of statement. A 2.5% monthly service charge- \$39 minimum per month is charged on invoices over 30 days old.