

## Fleetwood Grounds Information and Tips

- The lawns, trees, and slope at Fleetwood are cared for by contractors hired by the Fleetwood regime and directed by the Board through its Grounds Committee.
- Please do not guide, direct, or interfere with the contractors hired by Fleetwood in their performance of maintenance on the common elements and limited common elements; any requests or suggestions you have about the care of these areas should be communicated to the Board via the appropriate form.
- In general, Fleetwood has responsibility for and cares for the bushes, shrubs, and trees that are planted around the campus. If the Fleetwood regime plants any bushes or trees in the area of a particular building, the Board welcomes and encourages residents to watch over the plants to monitor their well-being. If problems are noted, please notify the Grounds Committee chairperson.
- In limited common elements where an owner is caring for flowers or other plantings, be aware that this care includes not only keeping the plants watered and dead-headed, but also fertilizing the plants and weeding around them. At times trimming of plants may be needed. This procedure is necessary to maintain a neat, tidy appearance around the neighborhood.
- After receiving Board approval, unit owners wanting to have flowers near their unit may plant them personally or have them planted by a hired individual of their choosing. Contact the chairperson of the Grounds Committee for the names and numbers of trusted workers employed by Fleetwood's contractors. If owners opt to plant herbs, they must be planted in pots, because herbs are so invasive. If flowers or herbs are planted by or for unit owners, the owners incur the responsibility of watering and fertilizing those plants plus keeping them free of weeds. Such maintenance may be done by the owners, or they may opt to privately pay for the tending of plants.
- If you have yard waste that needs to be disposed of, be aware that Laurel Park does not pick up such material in the routine trash pickup. There are two options available for pick-up of yard waste. There is an area on the Fleetwood grounds near the entrance where yard waste may be deposited. When enough waste has accumulated to create a truckload, the Fleetwood lawn contractor will take the load to the dump. The other alternative is to ask Laurel Park to pick up the bagged waste. They will pick up the bagged waste that you set out by the street within two business days. Call 828-693-4840 to arrange for this pickup service.
- The way to make a request for work to be done around your property which involves bushes or trees is to submit a request using the online form on the website. On the Fleetwood Member Page, you will find an area entitled "Grounds Request" (#4 under the category of "Online Forms"). Complete this information and submit it. The request goes to the Grounds Committee chair and others on

the grounds committee and will be added to the log of all Grounds requests. An important purpose of this public log is to treat all requests fairly and consistently (generally in the order in which they are received.) Please do not make Grounds requests by telephone. (Exception: Units without internet access may call the Grounds Chair with their requests.)

- When additional plantings (trees and/or shrubs) are requested by an owner, and subsequently planted, a reasonable amount of attention from the requesting owner will be necessary and expected. An example of this would be watering during the initial growth phase of the tree/shrub.
- All requests involving Fleetwood funds (the Committee budget) should be made in a timely fashion to allow the Committee Chair to plan accordingly. A request may be denied for aesthetic, timing, or budgetary reasons. Commitment of Fleetwood funds can only be made by the Committee Chair and/or Board. The Committee will faithfully and consistently follow the spending guidelines and limits approved by the Board.

Hopefully this information is helpful to you. The goal of the Grounds Committee at Fleetwood is to maintain what is in place here and to continue to beautify the area with your help.