

CABH Landscape Guidelines
March 24, 2011 — Approved

PURPOSE

This document is a guide for members of the Board of Community Association of Bernardo Heights (CABH), local homeowners' associations of Bernardo Heights, the Landscape Committee, the landscape contractor(s) and Bernardo Heights property owners. The purpose of these guidelines is to provide uniform guidelines, standardize process and procedures, provide tracking mechanism(s), evaluate improvements and/or replacements.

All residents benefit from the planning and design continuity that is an important part of the character of Bernardo Heights. These guidelines, in turn, protect property values and enhance the overall environment of Bernardo Heights.

These guidelines may be amended from time to time and replace earlier versions. These guidelines may also be amended to reflect changed conditions or new, improved technologies.

GENERAL

Plant materials and trees are assets to be maintained and replaced similar to other assets. This applies to all slopes, even those that are owned by the homeowners' associations (HOA's) and maintained by CABH under permanent legal obligations (easements, community documents, etc).

Scope, schedule, costs, life-expectancy, alternate solutions for end-of-life (EOL) replacements are based on the advice of professionals (landscaper, reserve analysis or property manager), reviewed in detail by the Landscape Committee and approved by the Board.

When replacing irrigation or plant materials for EOL, improvements will be taken into consideration and ROI (return on investment) will be calculated.

EOL replacements should be projected as far into the future as possible, up to 30 years with a minimum of 5 years.

Reserve contributions will be made so that funds are available during **the years and the amounts** projected. This is the same as for all other assets.

Reserve funds are set aside for replacement to landscaping and irrigation.

Improvements resulting in replacement of assets that have not reached their EOL will primarily be based on ROI criteria. Returns typically result from reduced water cost, lower maintenance labor cost (mowing), etc.

ROI criteria is a policy set by the Board, probably expressed in time to payback the investment cost (minimum 5-7 years).

These improvements, non-EOL projects (turf replacement, controller additions, etc.), need to be defined as far enough in advance to allow time to identify fund sources; such as, operations surplus, redefining reserve items, additional assessments, etc.

Living, healthy plant material and trees will not be removed for aesthetic purposes without specific, written approval from the CABH Board. The Landscape Committee will seek the professional recommendation of landscaper or arborist.

Rebates/grants (i.e. San Diego County Water Authority, etc.) At time of project, landscape contractor to research and advise Landscape Committee of availability of rebates and/or grants.

BOUNDARIES

CABH maintains to irrigation line.

FIRE/BRUSH MANAGEMENT

General Manger will request an annual walk through (April/May timeframe) with the San Diego Fire Marshal. Action items and areas of improvement identified by SD Fire Marshall will be implemented in a timely manner. Annual reminder to homeowners will be sent via newsletter.

IRRIGATION

Landscape Committee should send an annual reminder stating that homeowners that notice a leaking sprinkler are requested to notify CABH. Immediate notification of the location, allows the landscape contractor to take action and keep water costs down.

Landscape contractor is to develop a proposed irrigation system replacement, factoring in ROI and options for replacement.

HOMEOWNER/VENDOR DAMAGE

Any damage to CABH property (i.e. trimming, removal) will be brought to the attention of the CABH Board for possible action.

LANDSCAPE MEETING

Landscape maintenance contractor to attend monthly Landscape Committee meeting held on the second Thursday of the month, starting at 9:00 am and the CABH Board meeting held on the fourth Thursday of the month, starting at 6 pm.

LANDSCAPE PLAN

Landscape maintenance contractor is to develop a long-range 5/10 year (preferably longer), overall plan to include replacement to Community Center, Lucido Park, irrigation system, parkways/medians and slopes by June 15, 2011 with a prioritization schedule and suggested plant pallet. At time of renovation, tree removal/replacements will be considered. Board is to budget spending for the plan from reserves by August 25, 2011. This plan replaces the "black binder" landscape slope refurbishment plan implemented by LandGraphics starting in 2008.

LANDSCAPE REQUEST FOR ROUTINE/EMERGENCY WORK — (Janet & O'Connell)

All requests and complaints will be directed to the Landscape Committee for recommendation prior to Board taking action.

General Manager and landscape contractor is to develop and implement a call log/work-order system (electronic email or manual paper) for reporting and tracking of all homeowner routine/emergency requests. A written, monthly report is to be provided to both CASH Board and Landscape Committee with status of completion (open/closed). In addition, tracking by area of concern (irrigation, trees, views, extras) will be provided.

LANDSCAPE REQUEST FOR OUT-OF-SCOPE WORK

In general, CABH does not do extra work. Request(s) for additional work will be considered on a case-by-case basis. Homeowner(s) requesting additional work (i.e. removal of trees/plant material for views, pruning of trees prior to schedule, addition of berms or swales) are to be submitted utilizing the "Homeowner Landscape Request Form" (Attachment A) for review and consent of the local HOA prior to submitting the request to CABH.

CABH assumes no responsibility for the costs associated with the additional work (i.e. removal, tree/plant replacement, irrigation system change, and city permits, if applicable). The contract for landscape maintenance is with CABH, not the homeowner/local association. When additional costs are to be incurred, costs are to be pre-paid to CABH prior to start of work. CABH landscape contractor has first right of refusal for work to be performed.

If removing trees/plant material, homeowner may be required to utilize replacement tree/plant materials from suggested, approved lists (landscape contractor to develop). Replacement tree/plant material and changes to location must be pre-approved by both CABH Board and local HOA prior to start of work.

PLANT PALLET

Plant pallets evolve over time. Landscape contractor is to provide a current list of suggested trees and plant materials utilizing the book "Landscape Plants for California Gardens" by Bob Perry for drought tolerant, fire mitigation and non-invasive qualities that best provide a symbiotic relationship. Also needed are suggestions to deal with invasive plants. Annuals are not budgeted and will not be planted.

PLANNED RESIDENTIAL DEVELOPMENT (PRD)

PRD's evolve to meet current standards.

RECONSTRUCTION WORK

Associations that undergo reconstruction that affects CABH common area or CABH maintenance easements (i.e. plant pallet changes, irrigation changes) are required to

submit plans to CABH Board for approval prior to proceeding with changes. City of San Diego may also require pre-approval for changes. Approval by City does not guarantee approval by CABH Board.

SLOPE AREA, GROUND COVER, SHRUBS and VINES

Shrubs will be allowed to grow in their natural, established pattern. Shrubs may be pruned to meet local HOA's request for manicured standards with the approval of the CABH Board. Native slopes utilize less water/labor and are preferred. Whenever possible, landscape contractor to keep plantings at top and toe of slopes low to allow for efficient irrigation. Vines will be maintained in their intended form.

TREES

All trees shall be maintained in their natural shapes. Trees will be maintained according to approved, current ANSI (American National Standards Institute) A300 Standards for pruning and will not be topped. Pruning of trees may be performed by one of two methods: 1) all trees within a geographic location OR 2) frequency by species. CABH has elected to prune based on frequency by species. Landscape contractor to work with General Manager and develop the frequency schedule. In San Diego, trees may be pruned year round. In addition, off-peak (summer) pruning allows for cost savings and is to be incorporated whenever possible.

Trees that are causing damage and/or have the potential to cause damage will be dealt with on a case-by-case basis. No living, healthy tree shall be removed without specific, written approval from the CABH Board. Trees on City of San Diego easement require permits prior to removal. If needed to mitigate potential damage, trees will be rooted before removal. If rooting is not effective, then tree removal will be considered. Trees are not trimmed for view or to reduce leaf/needle droppings. At the direction of the SD Fire Department, CABH will remove for fire hazard. Trees removed by CABH will be replanted on an "as needed" basis. Landscape contractor is to develop suggested tree replacement list. Trees taller than 15' requiring removal will be handled on a case-by-case basis.

TURF

Experts have advised that turf is greatest consumer of water. Based on ROI, turf conversions will be considered. Turf conversion for "strips of turf" do not require PRD changes. Median/parkway turf changes may/may not require PRD changes, in addition to having both a ROI investment and "people" factor. Turf replacement guidelines (mulch or other plant materials) will be needed. Setting of limits to size of mulch areas will need to be factored.

VIEWS

While CABH is responsible for maintaining common area, this duty has not included an obligation to preserve views.

WALK THROUGHS

Landscape maintenance contractor and CABH General Manager to perform monthly walk through. A member of the Landscape Committee on a rotating basis may attend.

WARRANTY

Tree/plant material warranty is six (6) month period.

WATER & WATER RATES

Landscape contractor to provide written, monthly reports on Evapotranspiration rate (ETo) and Hundred Cubic Feet (HCF) usage by meter. Landscape contractor is to provide trend analysis.

The Landscape Committee monitors current and projected water rates based on dollars per HCF.

Landscape contractor has agreed to perform an internal water audit of controllers and water meters and to report findings to Landscape Committee.

In the case of mandatory water restrictions, CABH may expect to lose all turf. Mature trees and shrubs can survive for extended periods of time. New plantings with less established roots will experience stress sooner than older, mature plants. However, mature shrubs will show stress (leaf dropping) after one year.

PROPOSED DISTRIBUTION:

Landscape Committee
Landscape Maintenance Contractor
Tree Maintenance Contractor
CABH Board
Local HOA Boards