

Links Preserve II of St Andrews East Association, Inc.
Managed by Capri Property Management, Inc.
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Please find attached the Revised Landscape Policy that was adopted by the Links Preserve II Board of Directors at its meeting on June 14, 2018. This latest revision was a result of ongoing confusion and concerns that have been brought to the Board and Management over the past six months regarding landscaping issues. Hopefully this will help to clarify for the Homeowners within the Links Preserve II Association their rights, responsibilities and limitations regarding the grounds surrounding all of the properties in Links Preserve II.

It is important for all Homeowners to remember that Links Preserve II is a thirty-three-unit Condominium Owners Association (COA) comprised of freestanding patio homes. The grounds surrounding the homes as well as the exteriors of the homes themselves are collectively owned by and the responsibility of the Association not the individual Homeowner.

Because of the legal status of COA's as outlined in the applicable state statutes as well as the governing documents of the Links Preserve II COA and the attached Board Policy, the Links Preserve II COA and not the individual Homeowner contracts with a grounds care company on an annual basis for the mowing of the lawns as well as edging, fertilizing and weed control, and trimming of the plant material. In addition at times during the year, the Board of Directors, at their discretion, review the status of the grounds and the plantings and, based on their observations and input as well as requests from individual Homeowners, contract for plant removal and/or replacement as needed.

It is also important for all Homeowners to note that any additional plantings or any planting removals made on the grounds of the COA or any alteration to the exterior of any of the homes within Links Preserve II may only be done after receiving prior written permission of the Board of Directors on the form provided by the Property Manager.

Thank you in advance for your patience and understanding as the Board and Management attempts to clarify for all Homeowners their rights and responsibilities as well as the Boards regarding these Buildings and Grounds issues. If after reviewing this letter and the attached revised Board Policy you have any questions, comments, concerns or recommendations regarding this issue or any others feel free to contact any member of the Board of Directors or the Property Manager.

Sincerely,

Clive Chambers, President

Ida Pucino, Vice-President

Bob Waldrop, Secretary/Treasurer

Debbie Green, Property Manager

LINKS PRESERVE II OF ST. ANDREWS EAST ASSOCIATION, INC.

BOARD LANDSCAPING POLICY

All landscaping and plantings found within that area designated as Links Preserve II (LP II) of St. Andrews East Association (SAE) is the collective property of the LP II Condo Owners Association (COA). It is the responsibility of the COA through its Board of Directors (BOD) to properly maintain this jointly owned area through contracting with a reputable Landscape Contractor or Contractors. It is the sole responsibility of the Landscape Contractor or Contractors on a weekly, semi-weekly or as determined to mow lawns, trim plants and trees, weed and replenish mulch areas, to replace dead or diseased plants and generally maintain all COA areas in a healthy and attractive manner.

Landscape Contractors and their employees will not accept request, directions or instructions from individual Homeowners within the COA. Homeowners are to report any and all landscaping issues including but not limited to issues regarding dead or diseased plants directly to the Property Manager or to a member of the BOD. Replacements of dead or diseased plants will take place on a regularly scheduled refresh cycle based on season and availability of resources. A quarterly walk through of all landscaped properties of the COA will be done by a group consisting of one or more members of the BOD, a member of the Landscape Committee and a representative of the Property Management Association at which time a list of suggested changes and/or replacements will be compiled and forwarded to the BOD for appropriate action.

Any additional landscaping changes including removing or replacing existing plantings with larger or different or additional plantings can only be accomplished by the BOD approved Landscape Contractor and only after appropriate BOD approval. Any Homeowner desiring to make this type of change must complete and submit for BOD approval a Request for Exterior Modification Form available from the Property Management Association. On this Form it should be indicated what is to be removed and what is to be installed. BOD approval of new plantings will be based on the size of area to be replanted, location of area, appropriateness of plantings for the space, local environment considerations, sun exposure and long-term maintenance requirements. Once approved by the BOD, the Homeowner is responsible for reimbursing the COA for all costs of the installation with the exception of replacing a dead or diseased planting. If the Homeowner desires to replace a dead or diseased plant with a more expensive planting, then the COA will deduct the cost of what would normally be planted from the Homeowner's total cost. Once installed the new plantings become the property of the COA and will be maintained as such and are to be considered a donation to the COA. In the event that these additional and/or larger plantings become dead or diseased and need to be removed or replaced the BOD will follow the above guidelines in determining what and if to replant and at what cost and who is financially responsible for the associated costs.

Homeowners who wish to maintain plants they do not want the Landscaping Contractors to trim, fertilize, water or otherwise care for should confine these plantings to planters and confine the planters to the existing mulched areas so as to not impede mowing.