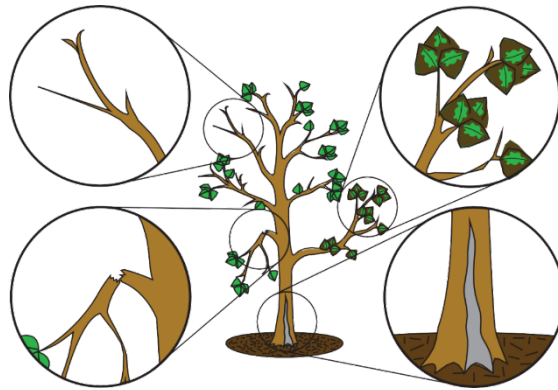
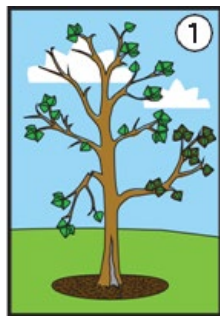


Reporting a Distressed or Dead Tree



1. Only report trees that are located within your lot or within common areas of the community.
2. Take a picture from a distance that shows the entire tree from top to bottom as shown in **figure 1**.
3. Take a picture up close that shows the specific sign of distress as shown in **figure 2**. Signs of distress may include discolored leaves, missing leaves, cracks in the bark exposing the trunk and broken limbs.
4. Submit a service request through the Owner Portal.
5. Include the specific location of the tree and the species of tree if known.



Trees that are located within a lot or common area that are the responsibility of the HOA to maintain will be considered for replacement. The Association prefers to complete tree replacements in the spring or fall when weather conditions are favorable. Trees reported outside of preferred replacement conditions will be added to the replacement list to be considered for replacement when conditions are favorable. Trees that are reported while the tree is dormant will not be considered for replacement until they have been documented showing signs of distress once the tree has exited dormancy. A tree may or may not be replaced given its location, time of year, covenant guidelines, or financial standing of the HOA.