

Exhibit A – 7400 WB Equestrian Dr. Caretaker Responsibilities and Expectations

1303 Volt Place – tenant will maintain at this address as their main home and continue paying any associated utilities, such as FPL electric and water bills, and necessary maintenance, such as a/c service and basic minor repairs.

1711 Lake Markham Rd.- Seminole County will be responsible for utilities and maintenance.

7400 WB Equestrian Dr – Seminole County will be responsible for utilities and maintenance.

7425 WB Equestrian Dr - Seminole County will be responsible for utilities and maintenance.

Seminole County will be responsible for all expenses and upkeep related to the fire system and fire safety systems, as well as any desired liability/property insurance for remaining three buildings. Any security features in the buildings will also be the responsibility of Seminole County.

Regular Maintenance and Upkeep on the property – The tenant will be responsible for regular landscape upkeep of the property, to include mowing, edging, and weed eating around the property. It will also include an annual (once per year) pressure wash of the exterior PVC fence on both sides of Lake Markham Road and South Lake Sylvan Drive. ---- **TURF MAINTENANCE**

A. EDGING

shall be edged with power edger to control encroachment of grass on sidewalks (of any surface), curbing, tree rings, roadways, and parking lots. Edging shall coincide with each mowing service. Edging shall not be considered complete until all undesirable material has been removed from over the above mentioned areas.

B. HERBICIDE

Is to be used for spot spraying of expansion joints of curb gutters, sidewalks and Curb Inlets(crack weeds). Herbicide along walls, fence lines, building structures and gravel areas will be permitted. The choice of herbicide will require approval by the County's Contract Coordinator. The Rate of Herbicide that is applied is to comply with the manufacturer's label. Herbicide shall not be used as a replacement for weedeating, edging or in areas susceptible to erosion.

C. WEED TRIMMING

All areas that are inaccessible to mowing machinery such as slopes, ditches, berms, fencing, steep shoulders, etc. shall be weed trimmed. All amenities such as kiosks, benches, trees etc. shall be weed trimmed unless approved by County Contract Coordinator. Herbicide controls may be used for fence lines.

D. MOWING

All turf areas shall be cut to a uniform height of no less than 3.5" (three and one half inches) Vendor shall make every effort not to cause "scalping" while mowing any area. Any turf or hardscape area that has been damaged by equipment shall be fixed or replaced at no cost to the County.

Mower blades will be sharp at all times to provide a quality cut.

It is not necessary to remove grass clippings as long as no readily visible clumps remain on the grass surface 36 hours after mowing. Otherwise, contractor will distribute large clumps of clippings by mechanical blowing or by collecting and removing them. In the case of fungal disease outbreaks, contractor will collect clippings until the disease is controlled.

Clippings will be swept, blown, or vacuumed from sidewalks, patios, curbs, and roadways immediately after mowing or edging. They will not be blown into storm drains. Blowers shall not be used in parking lots. Any damage to vehicles, including damage from vegetative debris and grass clippings, is the responsibility of the contractor.

Mowing must be directed away from water bodies and impervious surfaces. Turfgrass clippings are a source of slow-release nitrogen. Leaving the clippings, rather than removing and bagging them, reduces both fertilization needs and the amount of plant material that must be disposed. *Note: no plant material is allowed in Florida landfills.* No readily visible clumps shall remain on the grass surface after mowing. Large clumps of clippings will be raked into the turf or immediately collected and removed by the contractor.

E. LITTER REMOVAL

All litter and debris are to be removed during each mowing cycle. Litter and debris removal includes the pickup, removal and disposal of any item not permitted such as but not limited to; cigarette butts, wood, landscape debris, signs, tires, cans, bags of trash, used staking and guy wires, newspapers, magazines, food containers, boxes, sheets of paper, etc., which will result in an objectionable appearance. The cost of all work and materials for litter removal shall be included in the unit price bid for mowing. The following shall be "power blown" at the conclusion of each mowing cycle: sidewalks, surfaces, parking lots and building entrance ways.

F. CUTTINGS AND TRIMMINGS

It shall be the responsibility of the Contractor to remove or disperse any vegetative clippings from hard surfaces following mowing. Under no circumstance are drainage structures to be used as disposal sites.

G. APPLICATION OF INSECTICIDES AND FUNGICIDES

Turf attacked by, or showing signs of disease or pests shall be properly remedied immediately and cared for by the Contractor. The Contractor shall notify the County's Contract Coordinator prior to the application of insecticides and fungicides. The Contractor shall also treat any turf deemed to be infested by the County Representative per consultant recommendations.

The Contractor shall abide by the manufacturer's specifications for all chemicals or chemical compounds used and provide an S.D.S. for each chemical prior to application. The Contractor shall abide by all rules, laws, ordinances and statutes of the Federal, State and County, as well as any other governmental agencies having jurisdiction pertaining to the handling, storage and application of pesticides or fungicides. The cost of all work and materials for the application of insecticides and fungicides shall be included in the unit price bid for Landscape Turf Maintenance.

Disease and other pests shall be identified and reported to the County with recommendation of remedial treatment within hours of the site visit. If directed by the County's Contract Coordinator, work shall be completed within two (2) days from time of notification. Upon County approval, the Contractor shall be responsible for carrying out the remediation plan including, but not limited to, application of insecticides and fungicides.

H. QUALITY AND FREQUENCY OF MAINTENANCE

Mowing cycles @ 27 per year											
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
1	1	2	2	3	3	3	3	3	3	2	1

Tenant will be responsible for taking out the trash weekly.

Tenant will be responsible for reporting any damage, vandalism, or other issues to Seminole County.

Equipment Storage: tenant will continue to house the equipment needed maintain the property in the barn, including: a tractor, a mower, a golfcart and smaller landscaping equipment such as weed wackers, trimmers, blowers, sprayers, hand held tools.

SEMINOLE COUNTY ACCIDENT/INCIDENT LOSS REPORT	TO BE COMPLETED BY INSURANCE/SAFETY COUNTY CLAIM NO.	INS Y N
SEND ORIGINAL OF THIS REPORT TO: RISK MANAGEMENT SAFETY OFFICE	PREVENTABLE YES NO S.O. INITIALS _____	TPA Y N DATE:

TYPE OF INCIDENT/ACCIDENT

MOTOR VEHICLE FILL OUT SECTIONS I, II, V, VI AND VII

PUBLIC INVOLVEMENT FILL OUT SECTIONS I, III, V, VI AND VII

DAMAGE TO COUNTY PROPERTY FILL OUT SECTIONS I, IV, V, VI AND VII

THEFT/VANDALISM FILL OUT SECTIONS I, IV, V, VI AND VII

OTHER FILL OUT THE APPROPRIATE SECTIONS INCLUDING SECTION VI AND VII

I. GENERAL INFORMATION		
EMPLOYEE NAME	EMPLOYEE OCCUPATION	DATE OF OCCURRENCE
DEPARTMENT	DIVISION	TIME A.M./P.M.
LOCATION OF ACCIDENT/INCIDENT (STREET, CITY, ZIP CODE)		

II. MOTOR VEHICLE ACCIDENT	
VEHICLE BCC NO.	NATURE AND EXTENT OF DAMAGE
TYPE OF VEHICLE	
INVESTIGATING AGENCY	INVESTIGATING OFFICER REPORT NO. (ATTACH A COPY AND CITATION)
DAMAGE TO OTHER VEHICLE: <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PRIVATE <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> SECOND COUNTY VEHICLE	
TAG NO. OR COUNTY BCC #	NATURE AND EXTENT OF DAMAGE
TYPE OF VEHICLE:	
OPERATOR NAME/ADDRESS	OWNER NAME/ADDRESS (IF OTHER THAN OPERATOR)

III. PUBLIC INVOLVEMENT (PERSONAL INJURY OR PROPERTY DAMAGE)		
NAME	ADDRESS	PHONE NO.
EXTENT OF INJURIES:		
PRIVATE PROPERTY DAMAGE		
TYPE OF EQUIPMENT/EXTENT OF DAMAGE:		

(OVER)

IV. DAMAGE TO OR LOSS OF COUNTY PROPERTY

MATERIALS AND EQUIPMENT DAMAGED, DESTROYED, LOST OR STOLEN

NAME . OF ITEM	DESCRIPTION OF DAMAGE	BCC NO.	ESTIMATED COST TO REPAIR/REPLACEMENT

V. WITNESSES / DESCRIPTION OF ACCIDENT / INCIDENT

WITNESS NAME	ADDRESS(STREET, CITY, ZIP CODE)	PHONE NO.

DESCRIPTION OF INCIDENT:

YOUR DIAGRAM OF ACCIDENT (INCLUDE STREET NAMES, SPECIFIC LOCATION, TRAVEL DIRECTIONS):

INDICATE NORTH

 BY ARROW

WEATHER CONDITIONS: CLEAR RAIN FOG UNKNOWN OTHER

ADDITIONAL PAGES ATTACHED. PHOTOS TAKEN: YES NO

EMPLOYEE SIGNATURE	PRINT NAME	DATE
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VI. SUPERVISOR'S COMMENTS

CORRECTIVE ACTION TAKEN:
 (check appropriate boxes)

- ADDITIONAL TRAINING CONDUCTED
- UNSAFE CONDITION CORRECTED THROUGH ENGINEERING
- CHANGE MADE IN OPERATING PROCEDURES
- REQUEST SAFETY OFFICE RECOMMENDATION
- DISCIPLINARY ACTION TAKEN
- OTHER
- NONE

EXPLAIN:

SUPERVISOR SIGNATURE	PRINT NAME	DATE
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VII. DEPARTMENT REVIEW

CONTENTS REVIEWED. ADDITIONAL COMMENTS:

MANAGER SIGNATURE	DATE	DIRECTOR SIGNATURE	DATE
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Exhibit C

**Natural Lands Resident Caretaker Lease Agreement
Occupant List**

The undersigned acknowledge(s) that he/she will be living with the Caretaker, (name) _____, at the Residence located at (address) _____. In consideration of living at the Residence the undersigned agree(s) to abide by the rules, restrictions, and limitations imposed upon the Caretaker under the Resident Caretaker Lease Agreement.

Caretaker agrees that the Residence is to be used and occupied as a private dwelling only by the Caretaker and his or her immediate family consisting of the following named persons:

Print Name	Age	Signature, <i>not required for minors</i>
_____	_____	_____
_____	_____	_____

Except those named above, no other person shall be permitted to reside either temporarily or permanently in the Residence without the prior written consent of the COUNTY.

ANY OCCUPANT OVER EIGHTEEN (18) YEARS OF AGE HEREBY AGREES AND CONSENTS TO A LEVEL 2 CRIMINAL BACKGROUND CHECK TO BE PERFORMED BY THE COUNTY. A CRIMINAL BACKGROUND CHECK IS NOT REQUIRED FOR CURRENT MEMBERS OF LAW ENFORCEMENT.

Affidavit of Non-Coercion for Labor and Services

As required by section 787.06, Florida Statutes, nongovernmental organizations must attest that they do not use coercion for its labor and services. Therefore, pursuant to law, I attest to the following:

- A. I, as an officer or representative of a nongovernmental entity, *attest under penalty of perjury* that my company or organization does not use coercion for labor or services.
- B. The term “coercion” as used in subsection A above includes using or threatening to use physical force against any person; restraining or isolating any person without lawful authority and against their will; using or lending credit methods to establish a debt with labor or services as security, without applying the value of such labor or services towards the debt; destroying, concealing, or withholding identification or immigration documents; causing financial harm or threatening to do so; enticing or luring any person through fraud; and providing controlled substances for the purposes of exploitations.
- C. This affidavit is provided to Seminole County in compliance with the requirements set forth in section 787.06, Florida Statutes, concerning contracts executed, renewed, or extended between a governmental entity and a nongovernmental entity.

Under the penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true to the best of my knowledge and belief.

SALLY BARROS

Witness

By: _____
SALLY BARROS

Print Name

Date: _____

Witness

Print Name

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