

KNOLLWOOD POINTE CONDOMINIUM ASSOCIATION

LANDSCAPE/MAINTENANCE COMMITTEE CHARTER

- Purpose:** The Committee shall review the current condition of the Associations common areas and monitor the existing contractor's performance. The Committee shall also make recommendations to the Board regarding improvements and future improvements along with their associated costs.
- Responsibility:**
1. To make written recommendations to the Board.
 2. To assist in implementing approved landscape design.
 3. To improve and maintain the integrity of the landscape/common areas in our community.
 4. To evaluate landscape contractor performance and verify completion of work orders through evaluation of reports and area walkthroughs.
 5. To address any changes from the present landscape design.
 6. To address maintenance of all areas that impacts the Association's landscaping goals.
- Membership:** The Committee will consist of three to five members. One member shall be appointed Chairperson by the Board and will include a liaison from the Board of Directors appointed by the Board. The members of this Committee shall be appointed and removed by the Board at any time, with or without cause.
- Meetings:** The Committee will meet on a monthly basis.
- Reporting:** The Committee will prepare a written minutes regarding its on-going and completed activities to Management at least five (5) days prior to a Board meeting.
- Reports To:** The Board of Directors.
- Term:** One year
- Budget:** The Committee will have an assigned annual budget which the Committee may not exceed.
- Authority:** The Committee shall have the authority to make any changes consistent with a board approved design, including removal and replacement of plants and trees not to exceed the annual budget.