

East Lake Village Shores Community Association

LANDSCAPE COMMITTEE CHARTER

This Charter establishes the East Lake Village Shores (ELVS) Landscape Committee, in accordance with Article IV, Section 4.16 of the ELVS By-Laws. The Landscape Committee is made up of homeowner volunteers designed to walk and recommend plant material to be utilized within the landscape areas owned and maintained by the Association. Landscape walks are scheduled once a month and will be attended by a representative from Douglas Landscape and Management. The monthly budget will be determined and approved by the Board of Directors according to the fiscal year budget.

Duties: Committee members are tasked with the recommendations of removal and replacement of association maintained plant material and trees. The proposals exceeding the landscape committee's budget should be forwarded to the Board of Directors for final approval to ensure the landscape committee budget is abided by. The Committee will rely on the East Lake Village Shores Covenants, Conditions and Restrictions (CC&R's) as well as any other guidelines set forth by the Board of Directors.

Members: The Landscape Committee shall be limited to a maximum of eight (8) homeowners, appointed by the Board of Directors. To ensure balanced participation, it is encouraged to have one (1) representative per street.

Schedule: Typically landscape walks are conducted on a monthly basis. The Chairperson, at his or her discretion, may schedule additional meetings as required.

Structure: The Board of Directors will appoint a Committee Chairperson. The Chairperson will work with Management Staff to track invoices to ensure the landscape committee is keeping within the fiscal year budget for landscape replacements. Any expenditures that would exceed their fiscal year budget must be forwarded to the Board for approval. A Co-Chairperson will be selected to assist in the absence of the Chairperson. The Committee works on behalf of the community and reports to the Board of Directors.

Participation: Members are requested to attend landscape walks. If a member is unable to meet the obligations of the committee, the member will be removed from the committee and another homeowner will be appointed. The Chairperson will make recommendations as necessary. The Board of Directors will make final decisions on removal of any member.

Reports: One Committee Member will serve to compile the vendor invoices and landscape walk reports. It is required that all documents pertaining to each landscape walk are forwarded to Management for their records. A status report shall be submitted at the monthly Board Meeting.

Approved by the Board; June 12, 2014