

Bear Creek Oaks Property Owners Association

Landscaping Committee Charter

Article I – Purpose

The Landscaping Committee ("Committee") is established by the Board of Directors of the Bear Creek Oaks Property Owners Association, Inc. ("Association") pursuant to Article VI of the Bylaws. The purpose of the Committee is to assist the Board in maintaining and enhancing the natural beauty, common areas, and landscape features of Bear Creek Oaks ("Area") in a manner that promotes the common welfare of the subdivision and preserves property values.

Article II – Authority

The Committee shall serve in an advisory capacity to the Board of Directors. The Committee may be delegated specific responsibilities or authority by resolution of the Board. Final approval of contracts, expenditures, or projects rests with the Board of Directors unless otherwise authorized.

Article III – Responsibilities

The Landscaping Committee shall:

1. Review, plan, and recommend landscaping projects, improvements, and maintenance for common areas.
2. Oversee and recommend maintenance standards for entryways, signage, and any other landscaped community areas.
3. Develop guidelines for sustainable and aesthetically appropriate planting, irrigation, and upkeep.
4. Evaluate proposals and recommend vendors, contractors, or service providers for landscaping-related work.
5. Monitor ongoing landscaping services and report findings to the Board.
6. Prepare an annual budget request for landscaping and submit it to the Board for review.
7. Communicate with Association members regarding landscaping initiatives, volunteer opportunities, and homeowner concerns related to community-maintained areas.
8. Perform any additional duties as assigned by the Board of Directors.

Article IV – Membership

1. The Committee shall consist of at least three (3) members and may include both Directors and members of the Association in good standing.
2. Members shall be appointed and removed by the Board of Directors in accordance with the Bylaws.
3. The President of the Association shall designate a Chair and Vice-Chair of the Committee.
4. Committee members shall serve until the next annual meeting of the Association or until a successor is appointed, unless earlier removed or resigned.

Article V – Meetings

1. The Committee shall meet as needed to carry out its responsibilities, ideally no less than quarterly.
2. Written, printed, or telephonic notice of meetings shall be provided to each Committee member not less than one (1) nor more than ten (10) days before the meeting, consistent with Bylaw 6.05.
3. One-half of the members of the Committee shall constitute a quorum.
4. The Committee shall strive for consensus; however, the vote of a majority of members present at a meeting at which a quorum is established shall constitute the act of the Committee.

Article VI – Reporting

The Committee Chair (or designee) shall report regularly to the Board of Directors regarding Committee activities, recommendations, and the status of ongoing landscaping projects.

Article VII – Compensation

Committee members shall serve voluntarily and shall receive no salaries or compensation for their services, in accordance with Bylaw 6.08.

Article VIII – Termination

The Board of Directors may dissolve the Landscaping Committee at any time by resolution.

Bear Creek Oaks Property Owners Association

Board Resolution Establishing the Landscaping Committee

WHEREAS, Article VI, Sections 6.01 and 6.02 of the Bylaws of Bear Creek Oaks Property Owners Association, Inc. ("Association") authorize the Board of Directors ("Board") to establish committees and appoint members thereto as deemed necessary and desirable; and

WHEREAS, the Board recognizes the need for a committee to advise and assist in matters related to the landscaping, maintenance, and beautification of the common areas of Bear Creek Oaks;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby establishes the **Landscaping Committee** as a standing committee of the Association; and

RESOLVED FURTHER, that the Landscaping Committee shall operate under the **Landscaping Committee Charter** approved by the Board, and shall have the duties, responsibilities, and authority as outlined therein; and

RESOLVED FURTHER, that the Landscaping Committee shall consist of at least three (3) members appointed by the Board of Directors, which may include Directors and Association members in good standing, and that the President shall designate a Chair and Vice-Chair of the Committee; and

RESOLVED FURTHER, that the Landscaping Committee shall report to the Board of Directors and shall serve in an advisory capacity unless otherwise delegated authority by Board resolution; and

RESOLVED FURTHER, that all actions of the Landscaping Committee shall be consistent with the Articles of Incorporation, Bylaws, and policies of the Association.

APPROVED AND ADOPTED by the Board of Directors of Bear Creek Oaks Property Owners Association, Inc. on this 7 day of October 2025

Secretary's Certification

I, the undersigned, do hereby certify:

1. That I am the duly elected and acting Secretary of the Bear Creek Oaks Property Owners Association, Inc.; and
2. That the foregoing resolution was duly adopted at a meeting of the Board of Directors held on 10-7-2025, at which a quorum was present.


Secretary