

Crimson View Landscape Committee Charter

Charter

The Landscape Committee (LC) is in direct support of the Design Review Board (DRC) to review member landscape request, facilitate solutions to landscaping questions. In addition, the Committee will review landscape plans for a new build. The Committee will coordinate with DRC concerning maintenance of the common areas in the Crimson View community.

Membership

Any Crimson View resident in good standing may join this committee. Committee size is up to 3 full time and 2 alternative members. The DRC will appoint Chairperson for the LC committee.

Structure

The Chairperson shall be appointed by the DRC Chair. The LC Chairperson will be responsible for scheduling meetings from time to time with recorded minutes, drafting agendas and creating a quarterly report to the committee. The Chairperson or designated committee member will attend the BOD meetings. A landscape report will be presented at the BOD quarterly meeting.

The Committee works with the DRC to review member requests, facilitate solutions to landscaping questions by the members, or regarding a new build landscape plans. The DRC will review LC recommendations on homeowner requests and coordinate with the LC on all landscape plans presented on new construction. The LC's recommendations may or may not be approved by the DRC. If the DRC rejects the LC recommendation(s), the DRC will explain the reasoning to the Landscape Chairperson.

Tasks

Core responsibilities:

- The Chair and/or one of the committee members will meet with the HOA landscaper on site to ensure compliance with the contract.
- Draft the Request for Proposal (RFP) for the HOA Landscape Service Contract.
- Coordinate with DRC and the Board with developing future policies and current policies related to scheduled landscape services.
- Evaluate the Landscape Contractor's performance to determine whether to extend

the current contract or seek new bids for landscape services.

- Review member request and facilitate solutions to landscaping questions by the members.
- Review landscape plans for a new build.

Additional Responsibilities to include:

- Foster community engagement in common area property "ownership" including but not limited to the soliciting of stewardship and of ideas for improvements for the purposes of helping to realize the community vision.
- Make routine monthly community walk-throughs to monitor landscaping compliance. Noncompliance will be noted.
- Maintain and update the Crimson View Community approved and unapproved plant list.

Budgetary Responsibilities

- Draft the Request for Proposal (RFP) for the Landscape Services for Crimson View Homeowners Association (HOA).
- Review the proposals received from the Landscape Contractors and meet with the Landscape Contractors representatives about their proposal.
 - Recommend to DRC the Contractor who represents the best value for the community. Note: "Best value" may not be the least expensive bid.
 - Coordinate with the DRC in the development of the annual landscaping budget.
 - Manage and report to the DRC on the Committee's use of its discretionary budget to remove and replace damaged, diseased, or dead plants and trees without specific board approval.
 - Review expenses from prior years, methods of landscaping and current service price lists.
 - Review costs for scheduled landscape services and supplies. Recommending changes to schedules when appropriate. The LC does not have authority to obligate funds.