

Kingstream Community Council Landscape Committee Charter

As Article V of the Kingstream Community Council Declaration of Covenants, Conditions, and Restrictions provides the Board of Directors with the authority to adopt rules and regulations on a variety of matters, the Board of Directors hereby adopts the following committee charter to outline the roles and responsibilities of the Landscape Committee:

Purpose:

The purpose of this committee is to review, advise and assist the Board and management company in problem solving, identifying issues, and making recommendations for improving and enhancing the Kingstream Community.

Members: Any member in good standing with the HOA may volunteer to serve on the committee. Committee members shall be appointed annually by the Board of Directors. Committee members may be removed or replaced at any time at the discretion of the Board of Directors. The committee shall consist of at least three and no more than five members. The committee chairperson shall typically be a voting member of the Board of Directors who shall act as a liaison with the Board of Directors and property manager.

Committee members shall receive no compensation for services rendered other than reimbursement for any expenses incurred by them in performing their duties. Committee members shall keep in mind they have volunteered to serve in the best interest of the entire community. The committee's primary role is not to establish policies, but rather to provide information and options to enable the Board to make fully informed decisions for the Association. Though Committee members do have special duties to perform, their position does not afford them special consideration, privileges, or voting rights. Every volunteer on the committee has an equal right to express their opinions and ideas as how to best serve the interests of the community.

Meetings:

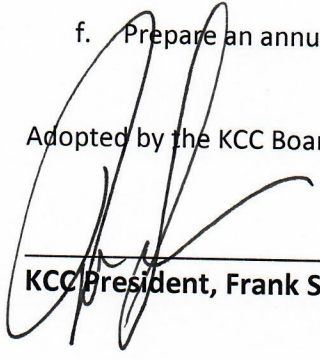
The committee shall meet as often as necessary to complete its assigned responsibilities. Committee meeting dates shall be published at least one week in advance, and open for any KCC homeowner to attend. Minutes shall be taken at the meeting, provided to the Board and property manager within 60 days and saved in the association's books and records. Any Committee vote that results in a tie will be determined to have failed. The Committee is expected to have representation at all Board meetings and the Annual HOA meeting.

Duties and Responsibilities:

- a. Review and evaluate all common area's managed and maintained by the association at least twice a year to include all trails, play grounds, basketball courts, tennis courts, and grass and tree conditions within the common areas. Report any issues to the property manager and the Board of Directors.
- b. Assist the Board of Directors and the property manager with long term planning and maintenance contracts for all common areas.
- c. Meet with the property manager and the landscape company at least twice per year to review landscape maintenance and aesthetic issues affecting the common areas.

- d. Provide input to the Communication's Committee for the HOA newsletter/website that may be beneficial to the homeowners. When applicable coordinate with other committees.
- e. The Board of Directors will approve a discretionary amount within the budget for landscaping maintenance.
- f. Prepare an annual report of landscaping funds spent by type and location.

Adopted by the KCC Board of Directors 2/15/18
Date



KCC President, Frank Shaffer