

**LANDSCAPE COMMITTEE CHARTER  
BOD APPROVED JANUARY 26, 2016**

**Membership:**

The Committee Chair and members are appointed by, and serve at the pleasure of, the BOD.

**Purview:**

The Committee is responsible for making recommendations to the BOD relative to the activities conducted under the following budget items:

- Landscape Committee
- Landscape Improvement
- Tree Removal
- Tree Replacement
- Sod/Shrubs Replacement
- Hammock Maintenance

**Responsibilities:**

1. Develop a yearly plan for landscape development, including tree, shrub and sod replacement and submit to the BOD for approval.
2. Review, advise, and approve changes to the plantings within limited common property submitted by owners.
3. Interface with unit owners to solicit their views and discuss plans for landscape activities on the common areas adjacent to their properties.
4. Serve in an advisory capacity to Management and the Landscape Company on activities within the purview of the Committee, including service requests submitted by owners.
5. Work with the Landscape Company to prioritize, and schedule landscape activities and provide feedback to affected unit owners.
6. Tour the property on a regular basis to identify issues that should be brought to the attention of the Landscape Company and Management.
7. Monitor hammock cleanup, tree trimming, tree removal, and landscape development projects.

**Reporting:**

1. The Committee shall report on accomplishments, plans, and issues at each Board meeting.
2. The Committee shall make recommendations to the BOD on any expenditure of more than \$200 at least 1 month in advance and obtain approval before the commitment of funds.
3. The Committee shall work with the management company to maintain an accounting of the expenditures under the Committee's purview including a projection of expenditures to the end of the year and present the same to the Board on a monthly basis.