

## **CHARTER**

### **COMMON PROPERTY COMMITTEE**

#### **DEERCREEK COUNTRY CLUB OWNERS ASSOCIATION**

**WHEREAS** the Board of Directors has determined that the best interests of the Association and its members would be served if certain of the Association's activities in operating and maintaining its common property were supervised by a committee of the members, and,

**WHEREAS** the Board of Directors within their authority has the responsibility to establish such committees and charge these committees with duties and responsibilities:

**NOW THEREFORE BE IT RESOLVED** that there shall be a standing committee chartered as the Common Property Committee. This Committee shall oversee the operations and maintenance of the Deercreek Country Club Owners Association, Inc. (DCCOA) in its governance of the Deercreek community and shall have the following responsibilities and authority:

- I. The committee shall be responsible for review of the maintenance and operations of the following:
  - A. All of the Association's common property including but not limited to ponds, drainage, structures, playgrounds and other recreation areas, landscaping, sidewalks, easements, street lighting, and conservation areas (regulatory compliance).
  - B. All of the Association's irrigation systems supporting the landscape.
  - C. Excluded from the committee's responsibilities are roads, curbs, gutters, and the entrance gatehouse.
- II. The Committee shall review the budget for common property and make recommendations on the adequacies of the budget as a part of the budget process. A Common Property budget must be submitted to the Finance Committee annually.
- III. The Committee shall review requests for services that would constitute a change of operating or maintenance policy. The Committee shall review and make recommendations on all requests to the Board concerning common property.

- IV. The Committee shall review annually all landscape maintenance standards, specifications, contracts, and contractors, and shall prepare a report to the Board of Directors of their findings and recommendations.
- V. The Committee shall periodically review all common property for adherence to their standards of maintenance and operation, and shall make reports and recommendations as required to the Board of Directors.
- VI. The Committee may appoint subcommittees as needed. One member of the Committee will chair each subcommittee and serve as liaison to the Committee. The Chairperson of the Common Property Committee will be an ex-officio member of the subcommittees.
- VII. The Committee shall consist of a minimum of three (3) members, one (1) as chairperson and one(1) as secretary to the Committee.
- VIII. The Committee shall meet as often as necessary to complete its assigned responsibilities.
- IX. The Committee shall perform its duties in accordance with the provisions of the Resolution of "Committees Generally".

Revised April 2008