

About us: a PUD

Landscape Committee: *(Members are appointed by the Board annually)*

The Board of Trustees is directed "... to cause the Common Area to be maintained and insured, and to contract for goods and/or services for the Association..." *(Bylaws article 4.1.6)* **The Board has delegated that responsibility to the association Landscape Committee** *(Bylaws 4.1.7)* and that committee is solely responsible for the maintenance of all common grounds, designated berms, and landscape islands within the complex as well as designated trees within the association easements, as shown on the following Plat Plan. *(Policies & Practices adopted 12/14/2012)*

Number and Term of Landscape Committee.

The Committee shall consist of at least three (3) members; at least one member shall be a Trustee. Each Committee Member and the Committee Chair shall be appointed by the Board at the first meeting of the Board following the annual meeting of the Members of the Association.



Purpose of Committee

Representing the Association, the Landscape Committee will contract to maintain all designated common grounds and natural areas to the highest standards of quality and aesthetic appeal in the most cost effective manner, including prompt and efficient maintenance of all related systems and continual plant selection, maintenance, and replacement as needed. .

Responsibilities

It is the responsibility of each Committee Member to report any problems, concerns, or damage observed on the common areas or easements to the Committee immediately. The Committee shall take corrective action promptly.

The Committee should, at least monthly during the growing seasons, conduct a detailed walk-through of the common grounds to observe conditions, quality of provided contracted services, and any needs for corrective action.

The Committee should, during the seasonal period of contracted service, monitor use of the green bins and coordinate the weekly pickup schedule.

The Committee shall at least annually call for quotes on needed contracted services (either on-going or one time services); review applicants; and make recommendations to the Board for contract approval.

The Committee may delegate common area maintenance or gardening responsibilities to individual volunteer homeowners but is always responsible for the overall association plans and design.

The Committee is responsible for maintaining maintenance standards for individual homeowner's lots and, if necessary, bringing individual lots up to minimum association standards. *(see Adopted Rules & Regulations)*

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Landscape Committee, continued:




Documentation/Records

The Chair of the Committee (Chair) shall maintain copies of all correspondence with members, vendors or contractors as well as document minutes of all Committee meetings. If no physical meeting takes place and the interaction takes place via e-mail or telephone, the Chair must summarize such interaction in lieu of minutes. This information will be provided to the Board at regular meetings unless requested sooner.

The minutes of meetings of the Committee shall be made available for inspection and copying by any Member of the Association, or by his duly appointed representative, at any reasonable time and for a purpose reasonable related to his interest as a Member, at the office of the Association or at such other place within or near the Project as the Board shall prescribe. Such inspection may take place on weekdays during normal business hours, following at least forty-eight (48) hours written notice to the Board by the Member desiring to make the inspection. Any Member desiring copies of any document shall pay the reasonable cost of reproduction. *[Per Article 7.3 of the Bylaws]*

Carnahan Crest Home Owners Association Landscape Plan

Areas maintained by the Homeowner's association

-  HOA maintained Berm or island landscape
-  HOA maintained trees
-  Pyracantha Hedge

 Sprinkler Control Clocks

 House Numbers

 Vinyl Fencing

 Chain Link Fencing

