

OCEANSIDE COMMUNITY ASSOCIATION LANDSCAPE COMMITTEE CHARTER

PURPOSE:

1. To serve at the pleasure of the Oceanside Community Association, (“OCA”), Board of Directors, (“the Board”) and work with the Board and General Manager, (“Manager”) in the shared oversight and management of following scope of landscaping responsibilities throughout the OCA community. The scope of responsibilities includes landscaping non-contract proposals, planting, maintenance, necessary replacement of trees, turf, bushes, shrubs, and master plan development in all common areas.
2. To work with the landscape contractor in the development of the master plan in each designated area for the ongoing enhancement of OCA’s landscape. To ensure that the overall appearance of the community exhibits a measure of commonality, while maintaining some individuality within the units and homes.
3. The Landscape Committee (“the Committee”), will work within the annual landscape budget, which has been approved by the board, in making recommendations for all individual special/extra work order projects and any owner paid landscape projects.

ORGANIZATION:

The Chair, who must be a resident homeowner, will be approved, appointed, and removed from time to time by the Board.

Additional Committee members may be either homeowners or tenants. Committee members will be appointed and removed from time to time by the Board.

The Committee is additionally overseen by the Executive Sub-committee made up of two appointed board members. This sub-committee is empowered to approve, deny, alter, or forward to the full board all recommendations made by the Committee.

All members must personally remain in compliance with OCA Governing Documents concerning all planting in common areas in order to serve on the committee.

RESPONSIBILITIES:

1. Hold meetings from time to time and ensure that meeting minutes are prepared and filed in the Association's records.
2. Report to the Board and General Manager on the overall status of OCA's landscape, including areas of neglect or poor condition.
3. Conduct inspections and reviews of the landscape throughout OCA from time to time as appropriate. Communicate deficiencies, issues, and concerns to the General Manager.
4. Review proposals submitted by management and make recommendations for action to the board based on appropriateness, need, and budget constraints.
5. Ensure that all work required by the approved proposals is completed and that work is performed in accordance with existing contractual provisions, established goals, standards, and schedules.
6. Monitor the condition of common area slopes on a continuing basis. Prepare a plan for planting and maintaining all slopes to achieve the best possible appearance and condition and that is consistent with budget limitations. Advise the General Manager when professional slope engineering is required to prevent or correct a slope failure.
7. Participate in the master plan development and implementation in the designated area.
8. Maintain communication with the landscape contractor and its personnel only through the General Manager and any designated landscape contact.
9. Committee members must comply with all established procedures for initiating and processing landscape requests.

Joan Jeffery

December 7, 2020