



CANYON RIVER HOMEOWNERS ASSOCIATION LANDSCAPE COMMITTEE CHARTER

Purpose: The purpose of the Landscape Committee (LC) is to ensure the HOA common areas and maintenance areas are well maintained and preserved.

Composition: The LC shall consist of a minimum of 3 homeowners, appointed by the Board of Directors. Members will be appointed to serve a three (3) year term with the ability to be reappointed for a second consecutive term. When possible, the committee will consist of representatives from each neighborhood area (Estates, Anglers Bend, Cahill, Townhomes and future developed neighborhoods). A member of the Board of Directors will serve as a liaison and will be a non-voting member of the Committee. The Chairperson, selected by the committee members, will be the primary point of contact and lead the Committee in its responsibilities. New terms for LC members will begin at the committee's spring meeting.

Responsibilities:

- I. Oversight, guidance, and monitoring of the HOA common areas and maintenance areas, including but not limited to landscaping and water features.
- II. Communicate with Latitude Management on items of concern with routine maintenance as well as issues that exceed the routine maintenance scope.
- III. Be open to communicating with homeowners concerning issues relating to HOA common areas and maintenance areas adjacent to their property.
- IV. Develop a long-term plan to address changing landscape and maintenance needs within the neighborhoods.

Meetings: The LC will meet quarterly, or as necessary to conduct committee business. Appropriate notes and information will be kept to document the committee's work. A meeting agenda and notes template is available upon request from Latitude Management.

Reporting:

- The Committee will report items of concern to Latitude Management who shall then communicate with the maintenance vendor. This reporting is to be done via email. Latitude Management will provide updates to the Board of Directors on sensitive matters that should not wait until the next quarterly Board of Director's working meeting.
- The Committee Liaison will provide Committee updates to the Board of Directors at the Board's working meeting.

Termination: The LC shall continue until dissolved by the Board of Directors. The Committee may be dissolved by the Board of Directors if it is deemed to be inactive or not fulfilling its purpose.

Amendment: This charter may be amended by a majority vote of the Board of Directors and will be reviewed annually.