

**RounTrey Community Association, Inc.
Grounds Committee Charter**

Committee Purpose:

- Inspect and report to Association Manager on common ground lighting, necessary asphalt repairs, maintenance of all common area furniture not maintained by the Clubhouse Committee or Pool Committee, entrance walls/signs, and all common area irrigation issues.
- Illegal Parking/Illegal Vehicles (i.e.: no tags, stickers, or plates)
- Develop Common Area Checklist for property inspections, and provide to Association Manager and landscaping contractor.
- Arrange and attend meetings with landscaping contractor, when necessary.
- Prepare and submit a proposed budget to the Finance Committee for community grounds expenses annually.

Authority:

The Grounds Committee serves at the discretion of the Board of Directors. The Board of Directors may delegate any or all of the authorities vested in the Board, by the Association's governing documents, to the Grounds Committee, and these authorities may change at any time in accordance with the desires of the Board. The Grounds Committee shall develop an annual budget of expenses for Association grounds. The Grounds Committee is not authorized to financially or legally obligate the Association in any manner (i.e. contract for services, hire contractors, borrow money, purchase equipment and supplies, or approve requests on behalf of the Board).

Composition:

The Grounds Committee shall consist of three (3) and no more than five (5) residents from the community. A Committee Chairperson will be appointed by the Board of Directors. Members may either be appointed by the Board of Directors or the Board may grant its authority to appoint the members to the Grounds Committee Chairperson.

Term:

The Grounds Committee members will serve a one (1) year term (from October 1st to October 1st) and may be removed without cause by either: 1) the missing of three (3) called meetings; 2) by an affirmative vote of a majority Grounds Committee members at a meeting duly called for such purpose; or 3) by the Board of Directors. Consecutive terms are permitted.

Reporting:

The Committee shall frequently and fully report its activities to the Advisory Committee through its Chairperson. Such reporting shall at least be quarterly prior to the scheduled meetings of the Advisory Committee. Immediate communications with the Board shall be required for all items of an emergency nature or those, which may involve threat to life, health or property, or may otherwise involve potential litigation.