



**McCullough Neighborhood Association**  
**Committee Charter**

**LANDSCAPE COMMITTEE**

**Basic Mission:**

The Landscape Committee supports the Board of Directors by overseeing the execution of the Association's grounds and maintenance contracts. This oversight shall include assistance in touring the property periodically, assessing general landscape conditions, and working with the Management Company and any landscape contractors to ensure that maintenance is being performed in accordance with the contract specifications. The Committee will also lead the annual contract review and make recommendations to the Board of Directors for action.

**Responsibilities:** Tour the property checking conditions of the Common Area grounds and NC Single Family Homes, and provide the landscape contractor with a listing of any conditions requiring attention. Items under consideration may include: plantings, pine needles, landscape lighting, Common Area irrigation, and drainage.

- Assist the Board in developing a bid package for requests for proposals for the annual maintenance service.
- Review any special plantings or major replacement plantings proposed by the landscape contractor and submit to the Board for funding.
- Make recommendations to the Board of Directors relative to grounds maintenance and development of landscaping improvements taking into consideration the proposed cost relative to the benefit to the community.
- Suggest "best practices" for the parks, trees, and various plantings.
- Attend regular cadence update meetings (remote) with the landscape provider.
- Update a monthly scorecard, evaluating the effectiveness of the landscape contractor's service.
- Suggest enhancement projects for landscape to improve the utilization of the common areas for the residents' use and enjoyment.
- May organize residents' "Day of Caring" to encourage neighborhood participation in community beautification events.

**Committee Composition & Terms:**

The Committee shall be comprised of a minimum of 5 but no more than 7 members including a chairperson and shall meet as necessary to fulfill the mission outlined above.

The committee members will start with staggered terms so that at the end of year two everyone will be on a three year cycle. To start with, the Chair will serve two years, the Vice-Chair will serve three years, and other members for one, two, or three year terms in order to provide for continuity.

The HOA BOARD reserves the right to remove any committee member or chairperson if they are found to be in violation of the committee's charter, the HOA governing documents, or for conduct detrimental to the community.