

COMMON AREA COMMITTEE

RESPONSIBILITY:

It is the responsibility of the Common Area Committee to insure the care and upkeep of the common areas of the Savannah Ridge Subdivision.

COMMITTEE CHAIRPERSON:

The committee chairperson is a volunteer resident of Savannah Ridge whose name has been submitted to the Board of Directors of the Homeowners Association and approved.

COMMITTEE MEMBERS:

A group of volunteer Savannah Ridge residents (3 to 5 individuals) that the committee Chairperson organizes to carry out the responsibilities of the committee. The chairperson or committee members, at their discretion, can recruit additional help for special projects as required.

TERM OF OFFICE:

Committee Chairperson serves for one calendar year.
Committee members can serve for any length of time at their discretion.

DUTIES INCLUDE:

1. Work with the Board to contract for landscaping and lawn & irrigation system maintenance.
2. Monitor the performance of and provide direction to the lawn maintenance contractor and the irrigation system contractor to assure the contractual obligations are met.
3. Verify the performance of the irrigation system and provide for the daily/weekly programming based on weather conditions.
4. Insure winterizing of the irrigation system & backflow test in the spring.
5. Monitor and insure the upkeep of trees and shrubs in common areas.
6. Plan for and insure any planting and maintenance of annual flowers in the common flower beds.
7. Monitor entrance area for sign compliance and lighting.
8. Monitor the retention basin for ascetics and safety.
9. Interact with any Board appointed board member on ongoing activities, areas of concern or potential matters that may need board action.
10. Provide reports to the Board or attend Board meetings as requested or when problems occur or contractual obligations are not being kept by the lawn maintenance and landscaping services.
11. Provide the Board with an end of the year budget projection, in the fourth quarter, for the upcoming year.
12. Monitor the condition of the flag pole & flag and replace flag as conditions warrant.
13. Provide for the installation & removal of the submeter in coordination with the Pool chairperson.

ESTIMATE OF COMMITTEE TIME:

Time commitment will vary seasonably depending on weather and circumstances encountered. Estimated time not to exceed 4 hours per month during 8 months of the year.