

Maintenance and Capital Replacement Standing Committee Charter

Purpose:

Maintain the facilities, structures, amenities, tools and grounds of the Common Areas as defined in the Covenants, Conditions and Restrictions of the Lacamas Shores Homeowners Association. Manage the personnel, employees and/or volunteers, engaged in maintenance activities.

Background:

There are numerous sections of the CC&R's that require the owners, by and through the HOA, to perform maintenance on the facilities, private roadways, newly-created wetlands, trail through the Conservancy Zone, easements, gazebos, the common areas and other amenities. Of special interest are those items mentioned in the Reserve Study, such as the Boat Dock, Buildings, paved areas and other amenities that are affected by both time and usage, and special funds are set aside for the cost of maintenance, repair, replacement and/or restoration of those items.

Extent of Maintenance:

All facilities of Lacamas Shores should be inspected annually, or more often if needed, to determine the level of required maintenance. Levels of maintenance range from routine maintaining of landscaping to painting, to repair to replacement and/or restoration.

Budget:

The level of funds to be expended on maintenance activities are stated in the Budget under Wages and Maintenance Expenses. However, maintenance directly related to those items in the Reserve Study are funded by the Reserve Fund, which requires prior Board approval.

Schedule:

Ongoing, so as to continue or persevere in or with; to hold or keep in any condition with monthly reporting to the Board.

Membership:

There shall be at least three (3) primary members and as many temporary volunteer members as may be required to complete a specific task, There may be as many paid employees of the maintenance committee as determined to perform routine maintenance and/or for special licensed contractors. Primary member skill sets should include repair, engineering, and maintenance of structures and landscaping.