

## **Foxwood at Panther Ridge HOA Committees**

4/02/26 Rev 8

Foxwood HOA committees are groups of homeowners who volunteer to serve as advisory bodies that assist the Board of Directors by handling specific responsibilities in the community while fostering homeowner involvement. Per the Foxwood at Panther Ridge HOA Bylaws: “6.06. Committees. The Board may create and disband such committees as the Board may from time to time determine as reasonably necessary or useful, and may delegate such authority to such committees as may be reasonable in connection with the purpose.”

### **Landscape Committee**

The purpose of the Landscape Committee is to maintain and improve the visual appeal and overall attractiveness of the community.

Consist of 3 members annually appointed by the Board

Chairperson selected by the committee members, responsible for scheduling and conducting meetings, compliance to the HOA budget, ensuring transparency and accountability and Board meeting reporting.

Meet as often as necessary to plan and execute responsibilities and events.

Focus on maintaining entry, park and common area landscaping, green spaces, lighting, irrigation, signage and enhancing the aesthetic qualities of the community with seasonal decorations .cleanup days and landscape projects.

In coordination with the Finance committee, prepare and submit RFPs at least every 3 years for landscape services, review RFPs and recommend providers to the Board for approval.

Act as the liaison between the community and professional landscape service providers

As a special project, and with community input, design, bid and implement the restoration of the 213<sup>th</sup> St entry. Assess current condition of the entry, reusing as much of the existing hardscapes and landscape material as reasonable, focusing on aesthetics in line with our community, ease of (native plants) and cost of maintenance.

### **Trails Committee**

The purpose of the Trails Committee is to enhance the equestrian, recreation, cycling and trail walking/hiking experience of homeowners and guests.

Consist of 3 members annually appointed by the Board

Chairperson selected by the committee members, responsible for scheduling and conducting meetings, compliance to the budget, ensuring transparency and accountability and Board meeting reporting.

Recommend trail, park and Rail Trail maintenance and enhancements.

In coordination with the Finance committee, prepare and submit RFPs as required for trail provider services, review RFPs and recommend providers to the Board for approval.

Act as the liaison between the community and professional trail maintenance providers.

Plan and execute active lifestyle and equestrian activities (i.e. trail rides, running club, etc.)

### **Building Review Board (BRB)**

The purpose of the Building Review Board (BRB) is to review and approve tract owner plans and specifications for the location, size, type and appearance of any structure or improvement to their tract per the Protective Covenants and the Land Planning Guide of Foxwood at Panther Ridge.

Consist of not less than 3 members annually appointed by the Board (Art 1.05).

Chairperson selected by the committee members, responsible for scheduling and conducting meetings, record keeping, ensuring transparency, accountability and Board meeting reporting.

Meet as often as necessary to timely review BRB requests.

BRB may adopt and modify design, material and locational criteria and standards for proposed Improvements (the "Land Planning Guide, LPG"). Propose LPG changes to Board for approval. Verify homeowner compliance to BRB approved improvements and notify Board of unresolved compliance issues pertaining to the approved improvements no later than construction period end date.

Comply with all provisions of the Protective Covenants and Bylaws

### **Finance Committee**

The finance committee acts as an advisory body to the Board of Directors, ensuring fiscal responsibility, transparency, and stability

Consists of the Treasure + 2 members annually appointed by the Board

Chaired by the Treasure, responsible for scheduling and conducting meetings, ensuring transparency and accountability and Board meeting reporting.

Meets as often as necessary to carry out its responsibilities.

Responsibilities include preparing the annual budget, reviewing monthly financial statements and bank reconciliations, monitoring reserve funding, recommending cost-control measures, reviewing vendor bids for ongoing maintenance and projects and working with other committees

- **Budgeting & Planning:** Drafting the annual operating budget for Board approval and setting long-term reserve funding goals to cover major repairs.
- **Financial Oversight:** Reviewing monthly financial statements, including balance sheets, income statements, and accounts receivable/payable, to ensure accuracy and monitor cash flow.
- **Asset Management:** Reviewing reserve studies to ensure adequate funds exist for community components (roofs, roads) and evaluating investments.
- **Audit & Controls:** Reviewing insurance coverage, establishing internal financial controls, and working with external auditors.
- **Advising the Board:** Providing detailed analysis of financial health and making recommendations on vendor contracts and cost controls.
- **Financial Reporting:** Reporting the association's financial status to the Board and homeowners, ensuring transparency

### **Social & Welcome Committee**

The purpose of the Social and Welcome Committee is to plan, organize, and execute social events, activities and welcoming events for homeowners and guests of the Foxwood community, aiming to build community spirit and foster relationships among homeowners.

Consist of 3 members annually appointed by the Board

Chairperson selected by the committee members, responsible for scheduling and conducting meetings, compliance to the HOA budget, ensuring transparency and accountability and Board meeting reporting.

Meet as often as necessary to plan and execute events

Greets and welcomes new residents to our community and helps familiarize them with the community's amenities, rules and regulations.

Plan, organize, and execute social events and activities that appeal to residents of all ages and interests such as seasonal and holiday celebrations, picnics, book clubs and movie nights.

### **Compliance Committee**

The purpose of the Compliance Committee is to approve or disapprove of a Board proposed homeowner fine after conducting homeowner hearings and/or meetings.

Per Foxwood HOA Bylaws:

“Compliance Committee consisting of at least three (3) Members appointed by the Board. Members of the Compliance Committee may not be officers, directors or employees of the Association, nor the spouse, parent, child, brother or sister of an officer, director, or employee of the Association”

Chairperson is selected by committee members, responsible for the date, time and place of hearings and meetings, conducting meetings, record keeping, ensuring transparency and accountability and Board meeting reporting.

Comply with all provisions of the Protective Covenants and Bylaws