

**SOUTHSHORE METROPOLITAN DISTRICT  
FACILITIES COMMITTEE CHARTER  
2023**

The purpose of the Facilities Committee (the "**Committee**") is to review and provide recommendations to the Board of Directors (the "**Board**") of the Southshore Metropolitan District (the "**District**") regarding aspects of Facilities of the District.

**I. Purpose**

The Facilities Committee is established by the District to oversee the planning, development, maintenance, and utilization of the District's facilities. The primary purpose of the Facilities Committee is to create a vibrant, inclusive, and well-maintained space that serves the needs and interests of all homeowners.

**II. Authority**

The Facilities Committee operates as an advisory body to the Board and has the authority to:

1. Assess and recommend improvements to the District facilities.
2. Develop and propose policies related to the use, community events, resident rentals, and maintenance of facilities.
3. Collaborate with the Board on programming, events and projects related to the facilities.

**III. Composition**

The Facilities Committee shall consist of a minimum of six (6) members, including:

1. At least one Board member (Board liaison).
2. Members with expertise in event planning, facilities management, or related fields.
3. Other community members with a strong interest in facilities operations.

Committee members shall be appointed by the Board, and the Board shall designate a Committee Chair.

**IV. Responsibilities:**

1. Facilities and Amenities Management
  - a. Collaborate with the Board to develop long-term plans for the use and development of community facilities.
  - b. Ensure the regular maintenance and cleanliness of community facilities, swimming pools, and surrounding grounds.
  - c. Oversee the management, maintenance, and improvement of facilities amenities.
  - d. Propose and prioritize enhancements or modifications to District facilities and existing amenities.
2. Facilities Maintenance and Improvements
  - a. Collaborate with the Board and residents to plan and coordinate programs and events at the community center.
  - b. Evaluate and recommend new programs based on community needs and interests.
3. Facilities Programming
  - a. Collaborate with the Board and residents to plan and coordinate programs and events at the community center.
  - b. Evaluate and recommend new programs based on community needs and interests.

4. Usage and Reservation Guidelines
  - a. Develop and recommend guidelines for the reservation and use of facilities spaces.
5. Budget Oversight
  - a. Provide input into the annual budgeting process related to facility expenses.
  - b. Monitor budget performance and propose adjustments as necessary.
6. Safety and Compliance
  - a. Review safety measures within community facilities and propose improvements.
  - b. Ensure compliance with local regulations and safety standards.
7. Communication and Outreach
  - a. In coordination with the Communications Committee, develop communication strategies to keep homeowners informed about facilities activities and events.
  - b. Encourage community participation and engagement in facilities initiatives.

V. Meetings:

The Facilities Committee shall meet regularly (at least quarterly). Additional meetings may be called as needed to address specific financial issues or opportunities.

VI. Reporting:

The Facilities Committee shall provide regular reports to the Board summarizing its activities, findings, and recommendations.

VIII. Amendment:

This Facilities Committee Charter may be amended by the Board with notice to Committee members.

IX. Effective Date:

This Charter is effective as of [Effective Date] and shall remain in effect until amended or revoked by the Board.

Approved by the District President on [Date].