



Master Planning Committee Charter

I. Purpose

The Master Planning Committee is established by the Board of Directors at Dobson Ranch to gain broader input from members regarding planning, improvements, and preservation of the common areas in Dobson Ranch. This may also include marketing issues that fall within this category. All committees serve in an advisory role. Final decisions are made by the Board of Directors.

II. Membership and Term of Office

Members will be reaffirmed by the Board of Directors on an annual basis following the annual meeting and election. Vacancies to be filled by the Board at any time using the current application procedure.

Membership shall be limited to Dobson Ranch residents in good standing who share an interest in maintaining values, preserving, and enhancing common areas in Dobson Ranch. The Committee shall consist of at least five (5) volunteers but not exceed seven (7) volunteers. The Board of Directors may adjust that number from time to time according to need. No more than two Board members may serve on the committee. At least one Board member will be assigned to act as liaison to the committee but shall not serve as chair or a voting member.

The Chairperson shall be elected annually by the Committee Members and subsequently approved by the Board of Directors. The Chairperson shall preside over the meetings; determine the agenda which may require input from DR Executive Director. Minutes must be recorded with attendance of members noted.

A member may be removed with or without cause by a majority vote of the Board. The Committee may recommend replacement of a member should the member miss three consecutive meetings or is unable to fulfill the commitment or resigns.

III. Scope of Work

The Committee is authorized to provide research, planning or study projects of the various items that affect the common areas, to include parks, landscape, pools, common facilities, meeting spaces, and furnishings within Dobson Ranch. The Committee will review and make recommendations on the following items:

- Collaborate with and provide constructive guidance to the Board of Directors, where appropriate, in creating and reviewing vendor proposals, regarding options and finishes directly related to the aesthetics and functionality of common area equipment and installations.
- Provide collaborative and constructive review of projects as they are implemented to the Board of Directors.
- Recommend Capital Improvement projects for enhancing the values and resident experience.



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- Review recommendations from staff on scheduled Reserve Projects for the coming years and recommend any deviations from the recommended plan to the Board of Directors for final approval.
- Review and make recommendations on a five-year master plan for the improvement of common areas after input from Committees, Executive Director. After adopted by the Board of Directors, the plan should be updated annually no later than the March Board Meeting.

- Any other issues within this scope as assigned to the Committee by the Board of Directors.
- The Committee is to communicate the results of efforts to the Board of Directors for consideration recommendations, analysis, and final approval.

The Committee does not have the authority to give directions and/or instructions to contractors, management, or employees. The Committee will not communicate or represent the Association's business, political interests, or positions to other persons outside the Association.

IV. Meeting Schedules

All Meetings will be open to the Dobson Ranch Members. Meetings will be held as necessary to fulfill the requirements of the functions and assignments of the Committee, preferably monthly, with a minimum 48-hour notice to all Committee members, if not on a regular schedule. A regular report of activities and/or meeting minutes will be submitted to the DR Executive Director for distribution to the Board of Directors.

The Master Planning Committee Charter of the Dobson Ranch Association was adopted and approved by the Board of Directors on this 18 day of June, 2020.

President of the Dobson Ranch Board of Directors