

Inspiration Metropolitan District Charter for Committees

COMMITTEES OF INSPIRATION METROPOLITAN DISTRICT

The Inspiration Metropolitan District (the “District”) has the following committees, which are collectively referred to herein as the “Committees”:

1. Common Area Committee
2. Finance Committee
3. Residential Improvement Guidelines Committee
4. Community Services Center Committee
5. Inspiration Club Committee

PURPOSES OF THE COMMITTEES

1. **Common Area Committee**
 - a. To review maintenance, upgrades, and enhancements relating to the District Common Areas (buildings, parks and grounds) as outlined on the Ownership and Maintenance Map and to make recommendations for maintenance and improvements to the Board of Directors;
 - b. To complete special assignments as requested by the Board of Directors of the district (the “Board”), which may include research and recommendations for specific improvements to common areas; and
 - c. To respond to requests made by the Board and/or Management.
2. **Finance Committee**
 - a. To provide greater understanding of the District’s financials to the residents and owners of the Inspiration community;
 - b. To work with the District’s financial professionals to prepare an annual budget for review and approval by the Board;
 - c. To review the financials, primarily with the District’s financial professionals, and to make recommendations for means of educating the resident community or regarding specific aspects of the financials as requested by the Board; and
 - d. To complete assignments as requested by the Board, which may include research and recommendations for specific changes to the financials; and
 - e. To respond to requests made by the Board and/or Management.
3. **Residential Improvement Guidelines Committee**
 - a. To perform review of homeowner’s proposed designs in order to ensure that any proposed improvements within the District conform with the Covenants and Guidelines;

- b. To review and recommend improvement to, and prioritize the enforcement of, the Improvement Guidelines, by working with and through the management company;
- c. To review and suggest additions, changes, and/or deletions to or from the Improvement Guidelines;
- d. For members of such committee to make reasonable efforts to log into the applicable design review software weekly and vote on the approval of submitted design requests.
- e. To prioritize the aspects of the Improvement Guidelines for enforcement by the District's management company;
- f. To respond to requests made by the Board and/or Management.

4. Community Services Center Committee

- a. To act as a liaison between the Inspiration residents/owners and the Board regarding the design of a community services center within the boundaries of the District;
- b. To provide recommendations to the Board regarding the bidding and selection of contractor(s) for the construction of the Community Services Center ("Center");
- c. To provide additional advice based on their relative experience and expertise to the Board;
- d. To provide recommendations to the Board regarding the design/layout of the Center; and
- e. To provide recommendation to the Board regarding the selection of furnishings, paint and fixtures for the Center; and
- f. To respond to requests made by the Board and/or Management.

Each member of the Community Service Center Committee will serve until construction of the building is completed at which time the Community Services Center Committee will be dissolved.

5. Inspiration Club Committee

- a. To act as a liaison between Inspiration residents, owners and the Board regarding the internal components and features of the Center;
- b. To provide recommendations to the Board regarding the internal design/layout of the Center;
- c. To provide recommendations to the Board regarding the selection of furnishings, paint, fixtures, and equipment for the Center;
- d. To provide recommendations to the Board regarding operations and social programming for the Inspiration Club; and
- e. To respond to requests made by the Board and/or Management.

The Inspiration Club Committee is currently a sub-committee of the Community Services Center Committee. Upon the dissolution of the Community Services Center, the Inspiration Club Committee will become a standalone committee.

MEMBERSHIP

1. Membership in the Committees is open to all Inspiration residents and owners who are in good standing with the District, if appointed by majority vote of the Board present and voting at a meeting.
2. A member may be removed at any time by a majority vote of the Board present and voting at a meeting.
3. A member may determine at any time not to serve on a Committee by notifying the Committee Chair in writing who shall report such resignation to the District's management company.
4. A list of members of all committees shall be maintained by the District.
5. Each of the Committees shall have a Board Liaison who shall be a Board member and a non-voting member of the Committee.
6. Committee members shall elect a Chair, Vice Chair and Secretary. If a Committee is unable to select a Secretary, this function may be filled by the staff of the District's management company.

MEETINGS

1. The Committees shall meet on an as-needed bases at such times as the Committee Chair calls meetings or as otherwise requested by the Board of Directors of the District.
2. Agendas for upcoming Committee meetings shall be posted on the District's website in advance of the meeting.
3. Committee meetings shall be open to attendance by all owners and residents of the District.
4. Committees will report their activities to the Board in a reasonable time after each meeting, but no less frequently than on a quarterly basis.
5. All Committee communication to the Board shall be in writing and delivered to management and presented at meetings of the Board if deemed appropriate by the Board. Communications may occur in email form to satisfy the foregoing requirement.

MISCELLANEOUS PROVISIONS

1. Committees shall only be responsible to respond to such requests as may be made by the Board.
2. The Board may request that all Committees complete special assignments.
3. Unless stated otherwise in this Charter,
 - a. Committees do not have the authority to give directions and/or instructions to contractors, management or employees;
 - b. Committees will not communicate or present the District's business, political interest or positions to other persons outside the District; and
 - c. Committees will not seek bids for services or any other matters.

Notwithstanding anything in the foregoing to the contrary, Board Liaisons may take all actions permitted under the District's *Resolution Concerning Spending Authority for Board Liaisons to Committees*, adopted by the Board on March 12, 2024. Further, the

Residential Improvement Guidelines Committee may give directions and/or instructions as authorized in the *Resolution of the Board of Directors of the Inspiration Metropolitan District Designating the Residential Improvement Guidelines Committee with the Authority to Exercise the Power of Design Review* dated August 13, 2019, as may be amended from time to time.