

**LAKE COLUMBIA PROPERTY OWNERS ASSOCIATION (LCPOA)**  
**CHARTER**  
**Strategic and Infrastructure Planning Committee**

**MISSION:**

To develop a Strategic Plan to ensure the health, well-being and longevity of our community. The Strategic and Infrastructure Planning Committee shall make recommendations to the Board of Directors for long-term future Strategic and Infrastructure Planning and including new build, replacement, and maintenance, for the Lake Columbia Property Owners Association (LCPOA). Work of the Committee shall be data driven and consistent with the LCPOA Deeded Restrictions and Bylaws.

**AUTHORITY:**

The Board of Directors has established by resolution a Strategic and Infrastructure Planning Committee with oversight responsibilities as directed by the Charter or as additionally by the Board. The Charter is to be reviewed annually, and revised as necessary by the Committee, and presented to the Board, in response to the LCPOA needs.

**REPORTING AND COMMUNICATIONS:**

The Strategic and Infrastructure Planning Committee Chairperson shall report the Committee's activities to the Board each quarter and as needed as circumstances require. The Committee shall have prompt and unrestricted access to management and all relevant information and data.

**COMPOSITION AND TERMS OF APPOINTMENT:**

The Strategic and Infrastructure Planning Committee shall consist of an appointed Board Member, designated as liaison, and three Committee Members in "Good Standing" (as defined in the LCPOA Bylaws) approved by majority of a quorum of the Board. Committee Members may not participate in any more than two (2) Committees at a time. The appointed terms for the Committee Members will be for three-years, to coincide with the elections at the Annual Meeting in May and staggered in the beginning, so at least two Members carry over to the next election when a vacancy occurs to maintain continuity and fresh perspective. Quorum will require the attendance of two members (with call in and/or virtual being acceptable as present per LCPOA Bylaws). The Committee Members will elect a Chairperson annually, who is not a Board Member. All Committee Members must sign the LCPOA Board and Committee Code of Conduct Policy.

**MEETINGS:**

The Strategic and Infrastructure Planning Committee shall meet at least once each quarter and additionally as circumstances require. The Chairperson will manage the meeting using the agenda and summary templates provided.

**RESPONSIBILITIES:**

The Strategic and Infrastructure Planning Committee shall be responsible for reviewing and recommending matters to the full Board. These matters shall include:

1. Identify issues related to the health, well-being, and longevity of our community.
2. Keep in touch with relevant agencies for information about any necessary applications, permits, zoning issues, to be used for a prerequisite for grant funding from natural resources agencies for a Strategic and Infrastructure Plan.
3. Identify the problems. Assume that everyone's perception of a problem has merit. When a problem is identified, consider its impact, location, and timing, as well as known contributing factors.
4. Prioritize the problems. Recognizing that perhaps all problems can't be tackled at once.
5. Look for goals and actions related to the prioritized issues.
6. Choose site-specific goals and strategies that address those goals. There may be several ways to address a problem, but success usually comes from the most site-specific actions and problem-specific actions being performed.

7. Determine a time table for the goals and actions, as well as how control actions will be measured. This should allow efforts and activities to be coordinated, especially in the instance of seasonal actions, such as fish stocking or chemical treatment of invasive plants, etc.
8. Developing and recommending LCPOA long-term Strategic and Infrastructure Planning, including reviewing, and recommending the annual budget, work plan, operating budget, capital budget, annual audit, investments, staff compensation and benefits.
9. Ensuring that the LCPOA Board receives accurate and complete Strategic and Infrastructure Planning-related information.
10. Coordinating with LCPOA Office Staff on all communications regarding Strategic and Infrastructure Planning.
11. Performing any other oversight function as requested by the LCPOA Board.
12. Consensus of the Committee making recommendations to the LCPOA Board.
13. All Committees receiving a copy of the LCPOA Deeded Restrictions and Bylaws for reference.

**Dated: 8-23-2022**

DRAFT