

Chapter 12 -Section 12.08

Aquatics Committee

Policy:

The Rotonda West Association is authorized by Florida Statutes §720 and §617 to organize according to the needs of the Association. The RWA By-Laws, in Article II, Section 10, allow the Board to establish committees in order to facilitate the over-all operations of the Association.

The Aquatics Committee is hereby authorized as a Non-required Standing Operating Committee according to the Rotonda West Association's Policy for Committees, Section 12.0 to carry out the purposes stated in the Charter below. The Committee is also authorized to make recommendations to the Board of Directors as may reasonably be necessary to advance the interests of RWA. The Board has the option of modifying the Charter at any time.

Charter:

The Aquatics Committee's mission is to monitor, plan, and develop the Rotonda West water resources. Water resources shall be defined as the bodies of water and the contiguous banks within Rotonda West. This includes the canal system and the lakes and ponds in Broadmoor Park. The Committee and volunteers working in coordination with the RWA Manager shall be authorized to plan, implement and evaluate programs to maintain, restore and/or develop where applicable the water resources in Rotonda West (excluding the golf courses) through the following programs and activities:

- 12.08.01 The yearly updating of the Rotonda West *Aquatic Restoration and Management Manual (ARMM)*;
- 12.08.02 Plan implement and evaluate programs and activities in accordance with the ARMM and monitored through the Aquatics Committee's *Task Sheet* found in the Appendix of the ARMM;
- 12.08.03 Assist with the development of bid specifications and the review of bids for the Canal Maintenance Contract.

Procedures:

12.08.01 The yearly revision of the *Aquatic Restoration and Management Manual*.

Members of the Aquatics Committee will:

1. review the current *Aquatic Restoration and Management Manual* in the last month of the fiscal year and identify areas, if any, that need to be updated (added, deleted, and

revised). The review will concentrate on: tasks that have been completed, tasks that are still in progress and new tasks that need to be planned and developed;

2. develop the budgetary implications of all tasks of the *Aquatic Restoration and Management Manual*. These will be communicated to the Budget & Finance Committee for inclusion in the RWA budget; and
3. if the ARMM is updated (changed), it will be submitted to the Board of Directors for approval in the first month of the fiscal year.

12.08.02 Implement and evaluate programs and activities in accordance with the *Aquatic Restoration and Management Manual*.

Members of the Aquatics Committee will:

1. Prioritize and select programs to finalize, continue and/or implement within budgetary constraints;
2. Develop an Action Plan to implement activities for selected programs;
3. Monitor and evaluate program activities with the Aquatics Committee's *Task Sheet*; and
4. Educate and/or train the RWA membership regarding the planning, development, and implementation of water resource programs.

12.08.03 Assist with the development of bid specifications and the review of bids for the RWA Canal Maintenance Contract.

1. Six months prior to the expiration of the Canal Maintenance Contract, the RWA Manager will submit the current canal maintenance bid specifications to the Aquatics Committee Chairperson.
2. The Committee will review the bid specifications and make recommendations to the RWA Board of Directors for changes, if any, prior to the letting of new Canal Maintenance Contract bids.
3. The Committee will review successful bid submissions provided by the RWA Manager and make bid award recommendations for the contract award to the RWA Board of Directors.

Committee Authorization Resolution Follows

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