

**BOARD RESOLUTION NO. 011
SERIES OF 2023**

SUBJECT: Creating the Committee on Maintenance and Landscape

WHEREAS, it is in the interest of the 2023--2025 SFTMHOAI Board of Directors to promote the proper maintenance and sustainable development of the public areas and physical assets of the Tokyo Mansions enclave;

WHEREAS, cleanliness, waste management, recycling, aesthetics, beautification of common areas are recognized by the 2023-2025 SFTMHOAI Board of Directors as vital in improving the quality of human life and the real estate value in the Tokyo Mansions enclave;

WHEREAS, maintaining cleanliness, managing waste, maintaining/developing common areas, and maintaining physical assets are necessary in developing and maintaining a healthful community and an improved quality of life;

WHEREAS, the visual appeal and livability of the Tokyo Mansions enclave is important and necessary;

WHEREAS, a properly maintained Tokyo Mansions enclave may boost/raise property values; Now, therefore, the 2023-2025 SFTMHOA Board of Directors do hereby resolve the following:

1. That the Committee on Maintenance and Landscape is hereby created;
2. That the Committee on Maintenance and Landscape shall have the following duties and responsibilities:
 - 2.a. Review all existing maintenance contracts and make the necessary recommendations to the SFTMHOAI Board of Directors;
 - 2.b. Make recommendations aimed at improving effectiveness, efficiency and wise use of physical assets and financial resources for approval of the SFTMHOAI Board of Directors;
 - 2.c. Plan, develop and propose an annual maintenance, cleanliness, beautification, and any other programs/activities for the effective maintenance, improvement/beautification of Tokyo Mansions common areas and physical assets;
 - 2.d. Manage, supervise and oversee all maintenance works, activities of contracted maintenance works, contracted maintenance workers inside the Tokyo Mansions enclave;
 - 2.e. Identify/draft and recommend amendments and/or new rules and regulations related to the effective and efficient management of open areas and physical assets;
 - 2.f. Implement all approved SFTMHOAI board resolutions pertaining to maintenance, cleanliness, recycling and waste management, beautification, common areas development, and physical assets inside the Tokyo Mansions enclave;
 - 2.g. Coordinate with the Committee on Ways and Means all activities concerning fund sourcing, fund-raising, donations, solicitations, sponsorships, and any other activities involving finance and/or exchange deals that will be used in the programs and activities of the Committee on Maintenance and Maintenance;
 - 2.h. Coordinate with the Committee on Finance in the preparation of its annual maintenance and landscape plans and programs;
 - 2.h. Where necessary and available, establish working relations with concerned officials/offices of Barangay Inchican tasked with beautification, clean and green, waste management, health and sanitation, etc. within Barangay Inchican;
 - 2.i. Strictly enforce, and where possible, in close coordination with the Tokyo Mansions Committee on Security, Peace and Order and the concerned officers of Barangay Inchican, Section 48 (Chapter VI) of Republic Act 9003; Sections 1 and 3 (Part V, Rule XVIII) of DENR Administrative Order No. 2001 - 34 Series of 2001 (Implementing Rules and Regulations of Republic Act 9003);
 - 2.j. Undertake other activities that may be assigned by the 2023-2025 SFTMHOAI Board of Directors;
3. That the Committee on Maintenance and Landscape shall be composed of a Chairperson and at least two (2) members and a maximum of four (4) members;
4. That the Committee Chairperson and members shall come from any of the SFTMHOAI Board of Directors and/or any homeowners of good standing;
5. That the SFTMHOAI Board of Directors shall approve all the appointments of the Chairperson and his/her committee members.