

SUN RANCH OWNERS' ASSOCIATION

Resolution of the Board of Directors — Road Maintenance Policy and Procedure

RESOLUTION NO. 2026-11

Adopted: _____, 2026

WHEREAS, Bylaws Article II, Section 2(f) empowers the Association “to maintain, rebuild, repair, beautify and otherwise care for all streets within the Subdivision not subject to maintenance by governmental authority,” and Section 2(p) empowers the Association to contract and pay for maintenance services; and

WHEREAS, the Association's unpaved (native gravel) roads require ongoing maintenance — including grading, gravel resurfacing, drainage and ditch maintenance, culvert care, pothole repair, and emergency storm repair — and the Board finds it necessary to adopt a written policy establishing how that maintenance is inspected for, contracted, authorized, and paid for; and

WHEREAS, this Policy is intended to work alongside the Association's Purchasing and Competitive Bid Policy (Resolution No. 2026-05) and Bid Solicitation Policy and Procedure (Resolution No. 2026-06); where this Policy sets a more specific requirement for road maintenance services, this Policy's terms control for road maintenance contracts; and

WHEREAS, this Policy ties authorization of individual road maintenance work orders to the single- and dual-signature disbursement thresholds already established in the Financial Oversight Policy and Procedure (Resolution No. 2026-07); and

WHEREAS, the Board has formed a Roads/Easements Committee to assist with inspection of the Association's road network and to bring recommendations to the Board, and the Board wishes to make clear that the Committee's role is advisory — authority to commit Association funds for road maintenance work remains with the Board's authorized officers;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Sun Ranch Owners' Association hereby adopts the Road Maintenance Policy and Procedure attached hereto as Exhibit A, effective as of the date of adoption below; and

BE IT FURTHER RESOLVED, that this Resolution and the attached Policy and Procedure may be amended from time to time by subsequent resolution of the Board.

ADOPTED by the Board of Directors of Sun Ranch Owners' Association on the date first written above.

President, Sun Ranch Owners' Association — Date: _____

Secretary, Sun Ranch Owners' Association (Attest) — Date: _____