



RIO ESCONDIDO PROPERTY OWNERS ASSOCIATION

ROAD MAINTENANCE COMMITTEE CHARTER

The Rio Escondido Road Maintenance Committee (RMC) exists to provide an objective and transparent representation for all Rio Escondido owners on all issues regarding the private roads in Rio Escondido. The Road Maintenance Committee shall provide recommendations for both timely and strategic road maintenance tasks to the REPOA Board of Directors. The Road Maintenance Committee will work with contractors, and REPOA members to make owner safety on the Rio Escondido private roads a priority, while considering the whole community.

The Road Maintenance Committee is established under Article VI, Section 6 of the REPOA Bylaws, dated 24 June 2020.

Membership

Any member of the Rio Escondido Property Owners Association can be a member of the Road Maintenance Committee. The Road Maintenance Committee shall strive for membership that reflects a broad cross-section of landowners within Rio Escondido.

Appointments and Elections

The Board shall appoint the Chairperson of the RMC. Members of the RMC may make recommendations to the Board of Directors for the appointment of a Chairperson. Other officers of the Committee may be elected by the Committee membership as deemed appropriate. The RMC Chairperson, or his or her designee, shall be responsible for chairing meetings of the Committee. The Road Maintenance Committee shall have a minimum of three members at all times. There is no limit to the number of members who can be appointed. The members of this Committee can be appointed and removed by the Board or Chairperson of the Road Maintenance Committee at any time, with or without cause.

Term

The RMC Chairperson serves a one-year term, based on first meeting after an Annual meeting. They can be re-appointed for an unlimited number of terms. Their term ends if they cease to be a member of the Rio Escondido Property Owners Association or resign. The Board may appoint additional members at any time during the year.

Authority

The Chairperson shall have authority to request proposals and information from contractors or potential contractors, vendors, and relevant emergency management services professionals with regard to road maintenance and road safety. The Road Maintenance Committee shall have the authority to setup maintenance schedules, work parties, and service level agreements (SLAs). The Road Maintenance Committee shall from time to time be granted additional authorities by the Board in order to be able to satisfy its responsibilities.

Responsibilities

The Road Maintenance Committee shall be responsible for:

- Securing an independent expert assessment of road construction. This may be included in a community reserve study to be commissioned by the Board.
- Seeking bids and providing recommendations to the Board for a road maintenance contract.
- Seek bids for mowing of road ROWs for all phases
- Documenting the process for requesting road maintenance service.
- Determining a list of activities for Community Self-Service and the procedures for those activities
- As deemed appropriate, establishing and scheduling work parties and other self-service options
- Mitigating liability concerns via Release or Waiver for self-service activities
- Working with the Communication and Social Committee to
 - Communicate known road issues
 - Routinely share details regarding policies, procedures, and general road information
- Evaluating and making recommendations regarding the adoption of contractor fees for road damage, heavy machinery usage and other road impacting situations.
- Reporting to the Board of Directors

Reporting

In the interest of ensuring strong communications between the Board of Directors and the Committee, it is expected that the Committee Chairperson or his or her designee will attend each regularly scheduled business meeting of the Board of Directors or, in lieu thereof, to submit a written report to the Board at least 3 days prior to Board of Directors meeting.

Meetings

The Road Maintenance Committee shall meet a minimum of 1 time a month, but may meet more often as decided by the Committee Chair. At least one member shall attend Board meetings to provide an update.

Budget

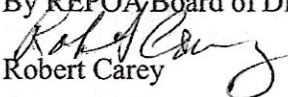
The Road Maintenance Committee is responsible for making road funding recommendations to the REPOA Board of Directors. The Road Maintenance Committee shall not have a budget, nor is it allowed to expend REPOA funds.

Other

The Road Maintenance Committee shall strive to ensure all recommendations for road work will take into account private property boundaries and ensure that work does not violate property boundaries. The Road Maintenance Committee shall strive to recruit and nominate members as it has need.

Adopted on June 27, 2023

By REPOA Board of Directors


Robert Carey

President REPOA