

SUN EAGLE BAY OWNERS ASSOCIATION

550 County Road 1977, A-1

Yantis, Texas 75497

2/2/20
Approved

BOARD POLICY
COMMON AREA RESTROOM SUPPLY & MAINTENANCE POLICY

STATE OF TEXAS §

COUNTY OF WOOD §

I. PURPOSE

This Policy is adopted by the Board of Directors of SunEagle Bay Owners Association ("Association") to establish uniform standards for the maintenance, sanitation, and supply of all restroom facilities owned and maintained by the Association.

The purpose of this Policy is to maintain sanitary conditions, protect the health and safety of Members and their guests, reduce potential liability exposure, and establish clear operational standards for restroom maintenance.

II. AUTHORITY

This Policy is adopted pursuant to the Association's governing documents and the Board's authority and fiduciary duty to manage and maintain common areas in a safe and sanitary condition.

This Policy applies to all restroom facilities owned and maintained by the Association, including but not limited to pool and park restroom facilities.

III. REQUIRED SUPPLIES

The Association shall provide and maintain the following minimum supplies in each operational restroom:

1. Toilet paper;
2. Hand soap;
3. Paper towels or an operational hand-drying device; and
4. Trash receptacles with liners.

Supplies shall be reasonably stocked and replenished as necessary based on usage. The Board reserves the right to adjust supply quantities and stocking frequency based on budget and seasonal use.

IV. SANITATION & MAINTENANCE STANDARDS

All restroom facilities shall be maintained in a clean and sanitary condition, including functional plumbing fixtures, working toilets and faucets, proper waste disposal, routine cleaning, and timely repair of maintenance issues.

Any restroom that cannot be maintained in sanitary condition may be temporarily closed until corrective measures are completed.

V. INSPECTION & MONITORING

A designated Board Member, volunteer, or authorized contractor may conduct periodic inspections. Maintenance or inspection logs may be maintained for documentation purposes. Members are encouraged to report supply shortages or maintenance concerns to the Board.

VI. MEMBER RESPONSIBILITY

Members and their guests are expected to use restroom facilities responsibly and refrain from removing bulk supplies. Vandalism or intentional misuse may result in enforcement action consistent with the Association's governing documents.

VII. BUDGET & COST CONTROL

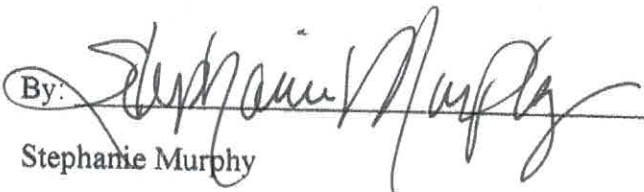
The Board shall allocate reasonable funds within the annual operating budget for restroom supplies and maintenance. To promote fiscal responsibility, the Board may purchase supplies in bulk, utilize controlled-dispensing systems, adjust stocking schedules, or close facilities during off-season periods when appropriate.

VIII. EFFECTIVE DATE

This Policy shall become effective upon approval by majority vote of the Board of Directors at a duly called meeting and shall remain in effect until amended or rescinded by Board action.

APPROVED this 21st day of February 2026.

SUN EAGLE BAY OWNERS ASSOCIATION, INC.

By: 

Stephanie Murphy

President/Treasurer