

3rd
Proposal

PROPOSED SEPARATION OF DUTIES

LPRI

POA/HOA

***NEW** Nominates and Votes Its Own Board of Directors
Retains Current Charter and By-Laws
Retains Corporate Checking Account 2000 015 747
Publishes Annual Financial Reports

***NEW** Nominates and Votes Its Own POA/HOA Officers
***NEW** If incorporating POA/HOA, Files Corporate Annual Reports
***NEW** Creates, Amends, Publishes POA/HOA By-Laws & Rules & Regs
***NEW** Oversees Daily Operations of Park and Amenities

AGENT Marketing & Sales of Remaining LPRI Properties
-Survey Lots for Sale
-Title Search at Closing (Attorney)
-Remits Sales Tax at Closing

P (DISK) Maintains Up-to-Date Membership Records & Contact Info
P (FILES) Mails Statements & Collects Annual Membership Dues
P (KEYS) Assumes Ownership and Financial Responsibility for PO Box 3824

Approves and Funds Large Park Projects
Enters Into Contracts/Agreements for Large Park Projects

***NEW** Opens and Maintains POA/HOA Checking Account
P (FILES) Maintains & Publishes Annual Financial Records of Deposits and Divestitures

Remits Property Tax/Sales Tax to Assayer
Schedules/Remits Dam Inspections

Negotiates Rates/Terms for Vendor(s) Services
Enters Into Contracts/Agreements for Small Park Projects
Schedules/Remits All Vendor Billing
***NEW** Provides Board of Directors with Work Orders for Large Projects

***NEW** Establish New Corporate PO Box

P (DISK) Communicates with Membership via Quarterly Newsletters
P (FILES) Schedules and Promotes Membership Meetings
P (FILES) Schedules and Promotes Voting/Business Meetings
P (FILES) Schedules and Promotes POA/HOA Officers Meetings

***NEW** Maintains Corporate Website

P (PW) Manages POA/HOA Facebook Page
P (DISK) Manages Neighborhood Watch Program
P (DISK) Maintains a Record of All Complaints/Incidents

***NEW** Creates/Maintains/Repairs Roads & Easements
Erects Street Signs As Needed

P (DISK) Work Day Committees Management:
-Clear Dam Debris & Overflow for Inspection
-Maintains Signage
-Installs & Maintains Landscape/Hardscape Features

FINAL Once Sold, Negotiates Dissolution of Charter

KEY:

P=Provided:

(DISK)= On Thumb Drive

(KEY)= Keys

(PW)= Password

*NEW= New Item

AGENT= Real Estate Broker

FINAL= Dissolution of Charter