

**Lost Park Ranch Owners Association  
2010 Annual Membership Meeting  
August 14, 2010  
Jefferson Community Hall, Jefferson, CO  
Minutes**

**1. Call to Order**

The meeting was called to order by LPROA President Cliff Pugh at 10:10 am. LPROA Board Members present were Cliff Pugh, President; Randy Connett, Vice President; Gary Jasper and Judy Disch-Jasper, Treasurer; Jim Hoffmeyer, Secretary; and Jeannie Mellinger and Elaine Tardy, Board Members at Large.

**2. Guest Speakers**

**a. Pine Beetle and Defensible Space**

Hat Hrack of the Colorado State Forest Office in Woodland Park spoke. Staff members from his office are available for consultation with private landowner regarding health of trees (including pine beetle damage) and advice on fire protection. His office can be contacted at (719) 687-2921. The fee for this service is \$50.

- Key points regarding pine bark beetles include:
  - Pine bark beetles are present in Lost Park Ranch
  - Pine bark beetles attack a different tree in the fall; this is in when they migrate.
  - A good time to inspect the trees on your property is late September/early October.
  - Migration can be up to one mile.
  - Beetles attack older/weaker trees.
  - Generally the beetles attack larger trees, i.e., 8 inch diameter or larger.
  - The Forest Service does not recommend spraying because it kills good bugs as well as bad.
  
- Key points regarding fire defense space and health of the forest:
  - “Creating Wildfire-Defensible Zones,” Brochure No. 6.302 from Colorado State University Cooperative Extension [www.ext.colostate.edu](http://www.ext.colostate.edu))
  - Recommend 30-foot clearance between the structure and any trees.
  - Tall dead trees can add to the fire danger because it allows fire to jump from one tree to another more readily.
  - Trees need space to be healthy.
  - Diversity of tree species is desirable.
  - The Forest Service has a seedling program.
  
- The following brochures are available from the Colorado State University Cooperative Extension ([www.ext.colostate.edu](http://www.ext.colostate.edu)):
  - Creating Wildfire-Defensible Zones, Brochure No. 6.302
  - Mountain Pine Beetle, Brochure No. 5.528

**b. Department of Wildlife Bear Aware Program**

Scott Harvey spoke about the Colorado Department of Wildlife (DOW) Bear Aware Program. Mr. Harvey left a number of brochures regarding bears. It is very important to not leave garbage in a place that bears can reach it. Bird feeders are also problematic because they attract bears.

### **3. Minutes of the 2009 Annual Meeting**

A copy of the Draft Minutes of the LPROA 2009 Annual Meeting was made available prior to all participants. At the request of President Pugh, a motion was made and seconded to approve the minutes of the 2009 LPROA Annual Meeting. The motion carried unanimously.

### **4. Treasurer's Report**

See Attachment A.

The Treasurer noted that the LPROA has received \$1036.00 from the TFC because the LPROA paid \$4.00 per lot more for TFC dues than SOA lot owners paid. Consequently, the LPROA will pay \$4.00 per lot less than SOA lot owners for the 2011 TFC dues.

### **5. President's Report**

President Pugh reported on the following:

- **Ponds:** As noted in the LPROA Newsletter, the ponds within LPR are the water augmentation ponds for the Stagesop Owners Association and the pond in the SOA Subdivision is the water augmentation pond for LPR. The SOA has drained both of the ponds located within the LPROA because repairs are needed. The LPROA Newsletter provides additional details.
- **Dues Collection:** The President reported on the efforts of the LPROA Board, particularly the LPROA President and LPROA Treasurer, in the collection of delinquent LPROA dues. Some of the lot owners have not paid dues for a number of years. This is an ongoing effort, but it has been very successful; most of the delinquent dues have been paid but there are still a few that remain delinquent.
- **Web Site ([www.lproa.org](http://www.lproa.org)):** The President mentioned that the LPROA web site provides useful information and recognized Theresa Pugh for her work in creating and maintaining the website.
- **Horses:** Recently an LPROA lot owner asked the LPROA President if horses are permitted within LPR. The answer is that horses are permitted if the acreage is large enough. However, the owner is not permitted to provide water to the horses from the wells, either household or domestic, in the development without being in violation of our water augmentation plan. An owner can, however, haul water in for them.
- **Maintenance around the Pond:** The President recognized Duane Mellinger for the work that he had done around the LPROA water augmentation pond.
- **Work Volunteers:** The President noted that there is a need for people to sign up as volunteers for work within LPR that is needed from time to time.

### **6. Architecture Control Committee (ACC) Update**

Bill Van Gundy spoke about architecture approval that is needed per the LPROA Covenants. He noted that there currently are two new dwellings under construction within LPR that have been approved by the ACC. He noted, however, that there were some other projects that are underway in which the lot owner has not submitted the ACC Form for approval.

Bill also noted that having campers and RV's on a lot that does not have a dwelling is in violation of both the LPROA Covenants and the Park Count Land Usage Regulations (LUR). He noted that Park County now has a full-time LUR/zoning person on the county staff. Anyone can call Park County if they note any violation of Park County LUR.

## **7. Tarryall Fishing Club (TFC) Update**

### **a. Bill Van Gundy**

Bill Van Gundy gave an update on the TFC. As a result of an all day mediation meeting between the LPROA, SOA, and TFC Boards, an agreement has been reached between the three organizations. The agreement was documented in a Memorandum of Understanding (MOU) that was signed by the Presidents of all three Boards.

More information may be found on the TFC web site <http://tarryallfishingclub.net>. The MOU between TFC, SOA and the LPROA is provided as Attachment B.

### **b. LPROA Bylaws Update**

The MOU signed by all three Boards requires changes in the bylaws of all three organizations. The SOA and TFC had already approved changes in their bylaws prior to August 14<sup>th</sup>. The LPROA President presented the proposed changes to the LPROA bylaws needed as a result of the MOU. A motion was made and seconded to change the LPROA bylaws. The motion passed unanimously. The revised bylaws will be posted on the LPROA web site.

## **8. Web Page**

The LPROA web page was discussed under Agenda Item 5.

## **9. LPROA Board Member Elections**<sup>1</sup>

As a result of the resignation of Elaine Tardy, a vacancy on the LPROA Board had developed. In addition, the terms of the President, Cliff Pugh, and Treasurer, Gary Jasper, had expired. Jim Sylvester indicated that he was willing to serve on the LPROA Board. A motion was made and seconded to approve the renewal of Cliff Pugh and Gary Jasper for service on the LPROA Board and to approve Jim Sylvester for LPROA Board Membership. The motion was approved unanimously.

## **10. Work Day Volunteers**

A signup list for LPROA Work Day was circulated. It is being coordinated by Jeannie Mellinger.

## **11. Wood Chipping**

It was mentioned that the annual wood chipping was to be held on September 11<sup>th</sup>. Misi Ballard provided information and again is coordinating this annual undertaking.

## **12. Change in Fiscal Year**

The LPROA Treasurer summarized the LPROA Board desire to change the fiscal year to be from August 1 through July 31 for future years. The LPROA Treasure noted that there are several advantages in doing so. A motion was made and seconded to make this change. During the discussion period there was some opposition to making this change. After the discussion period was concluded, a formal vote was taken. There was one negative vote; all other votes were in favor. The motion for change of the fiscal year carried. This will require a filing with the Colorado Secretary of State and IRS; this is relatively easy to accomplish.

## **13. Membership Comments**

One member commented on the washing of sand down the ditch along Derbishire Road. While it is the responsibility of each lot owner to keep their culvert clear to allow drainage, it was noted that some of the road

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<sup>1</sup> After the LPROA Annual Meeting, it was discovered that an election error had occurred. Gary Jasper's term had not expired – therefore there was not need to re-elect him at the 2010 LPROA Annual Meeting. Jeannie Mellinger's term had expired – an election should have been held at the 2010 Annual Meeting to re-elect Jeannie Mellinger. The LPROA Association Board decided during the September 19<sup>th</sup> Meeting of the Board to appoint Jeannie for one year and to hold the re-election for Jeannie during the 2011 Annual Meeting.

maintenance along Derbishire may have caused the widespread closure of the ditch along Derbishire by sand and gravel. Residents can contact the county to discuss the solution.

Another member mentioned the problems associated with the use of fishing permits. Some members are not fully informing their guests who use guest fishing permits about the TFC Rules. Lot owners are encouraged to be informed of these rules and to ensure that their guests are also knowledgeable.

**14. Adjourn**

A motion was made and seconded to adjourn. The motion passed unanimously. The meeting adjourned at 12:15.

## Attachment A

### LPROA Treasurer Report - August 14, 2010

<u>Last Year</u>		<u>Current Year</u>	<u>Difference</u>
\$3,227.97	LPROA Checking Account	\$3,272.00	\$44.03
\$2,537.36	Emergency Escrow Account	\$4,241.91	\$1,704.55
\$18,033.38	Special Assess Legal Fund	\$10,114.23	(\$7,919.15)
\$98,640.71	Pond Liner Fund	\$106,043.57	\$7,402.86
<b>\$122,439.42</b>	<b>Total</b>	<b>\$123,671.71</b>	<b>(\$1,232.29)</b>

#### Special Assessment Legal Fund

Loan for Back Dues Attorney	\$5,070.32
Refund from TFC	\$1,036.00

#### Back Dues Collections

Attorney Fees	\$9,729.22
Collections	\$9,906.74
Difference	\$177.52
Estimated bill Lot 068	\$2,730.00
Difference	-\$2,552.48

Treasurer

Gary Jasper

## Attachment B: MoU Between LPROA, SOA and TFC

Tarryall Fishing Club, Inc.  
Attorney: Tracie Hulbert

Stagestop Home Owners Association, Inc.  
Attorney: Richard Toussaint

Lost Park Home Owners Association, Inc.  
Attorney: Mark Payne

Date: Monday, April 12, 2010 Version 3. Amended on May 14, 2010

### MEMORANDUM OF UNDERSTANDING

This *Memorandum of Understanding (MOU)* documents the agreements made by the Board members of the Tarryall Fishing Club (TFC), Stagestop Owners Association (SOA), and Lost Park Ranch Owners Association (LPROA) who attended the mediation conducted at the Riverside Inn in Fairplay, Colorado on Monday, April 12, 2010. Also present at the mediation were attorneys Tracie Hulbert, Richard Toussaint, and Mark Payne. The mediation was conducted by Hugh Young (a member of *The Mediation Practice of Hugh Young, LLC*).

- 1. Purpose and Intent:** Each party has agreed that the purpose of the agreements documented in this MOU is to resolve the disagreements that have arisen between the TFC, SOA and LPROA regarding the method in which the TFC can raise its assessments. It is each party's intention that the agreements documented in this MOU shall provide the TFC with a perspicuous procedure for raising the amount of its assessments without conflicting with the covenants, bylaws and operating procedures of the SOA and LPROA. The duties and obligations imposed by the agreements documented in this MOU shall be limited to those necessary to implement the procedures for the TFC to raise its assessments and shall not otherwise impose duties and obligations on each organization in relation to other matters.
  - 2. Voluntary Agreement to Be Bound:** Each party has voluntarily agreed to be bound by the agreements documented in this MOU, has entered into these agreements without coercion, duress, or undue influence, and has represented that he or she has the authority and is competent to execute these agreements.
  - 3. Requirement for Approval.** Each party understands that implementation of the agreements documented in this MOU will require the approval of the general membership of each organization at its annual meeting pursuant to each organization's bylaws. Each party shall place approval of the agreements documented in this MOU, including all necessary amendments to each organization's bylaws, on the agenda of its 2010 annual meeting. Failure to receive approval by any one of the organizations shall result in the voiding of this MOU.
  - 4. Definition of Assessment.** Each party has agreed that the term *assessment* shall be used in this MOU to refer to any obligatory payment, annual or special, made by a member to the TFC, and shall include all TFC revenue sources referred to within the bylaws and
- Memorandum of Understanding: TFC, SOA & LPROA

covenants as dues, fees, assessments or special assessments. A *special assessment* is a one-time assessment levied for a specific purpose.

- 5. Clarification of What is Meant by a “Free” Membership in the TFC.** Each party has agreed that the language “free membership in the Tarryall Fishing Club” contained in section 15 of the SOA and LPROA covenants means that there is no *initial* cost for the obligatory membership in the TFC above the cost of purchasing a lot. Purchasing one or more lots provides the purchaser with all of the rights, benefits and obligations that are concomitant with being a member of the TFC, including the obligation to pay assessments at the rate established under the TFC bylaws.
- 6. Procedure for the TFC to Raise Assessments.** Each party has agreed that the TFC shall amend its bylaws and operating procedures to utilize the following procedures for raising assessments:
  - 6.1. To raise the TFC assessments over the amount levied in the previous fiscal year shall require an affirmative majority vote of all ballots received by 5:00 PM on the specified due date in a mail-in election called by the Board of Directors of the TFC.
  - 6.2. The cost of conducting a mail-in election to raise the TFC assessment shall be paid solely by the TFC, with the exception of a possible election in 2010 (see section 8).
  - 6.3. Any proposal by TFC to increase its annual assessment or to levy a special assessment shall be presented to the SOA and LPROA at least 15 days before their respective annual meetings of members. TFC shall be entitled to attend the SOA and LPROA annual meetings to present to their respective memberships the TFC budget and the rationale for a proposed increase in the annual assessment or need for a special assessment.
  - 6.4. Following a formal decision by the TFC board to hold an election to increase the assessment, the TFC board shall notify the SOA and LPROA Boards of TFC’s intent to call an election and the Board of Directors from each entity shall each appoint two members to an Election Committee (total of six members) within thirty days. The Election Committee shall be responsible for facilitating the mail-in election, including, preparing and mailing the ballots, receiving and counting the mail-in ballots and preparing a statement of the election results. The Election Committee shall hold the authority to conduct the election in a manner which conforms to the TFC bylaws and assures fairness, openness and transparency.
  - 6.5. TFC assessments shall be increased if the majority of ballots received by 5:00 PM on the specified closing date approve of the increase. If equal numbers of ballots vote for and against the proposed increase (tie vote), then the increase shall not be approved. The results of an election to increase the TFC assessments shall be made available to the TFC membership and the boards of the SOA and LPROA on the date following the counting of the ballots by posting on the TFC web site. The statement of election results prepared by the Election Committee shall be included in the SOA and LPROA’s annual assessment notice.

- 6.6. Ballots for a mail-in election to raise the TFC assessment shall be prepared and mailed by the election committee to the last known address of all TFC members on record as of June 1 in the year of the election. The envelope containing the ballot, and any return envelope, shall list the Election Committee as the return addressee and may also be printed with additional information to increase election participation.
  - 6.7. Ballots for a mail-in election to raise the assessment for the following year shall not be mailed prior to September 1 and the due date for return of the ballots shall not be less than 30 days following the date of mailing.
  - 6.8. The Board of Directors of the TFC, SOA and LPROA shall each be able to include within the ballot envelope a statement of up to 500 words regarding its position on the requested increase in the TFC assessment.
  - 6.9. The language contained in the ballot for an increase in an assessment shall be made available to the Boards of the SOA and LPROA by the election committee prior to their annual meetings.
  - 6.10. The mail-in ballots for an increase in the annual assessment shall contain the following language: "Shall the annual assessment of the Tarryall Fishing Club be raised by \$ (requested annual increase) to a total annual assessment of \$ (requested total amount of the annual assessment) per paying lot per year, beginning on January 1, (year) and continuing until modified pursuant to the Tarryall Fishing Club bylaws? If approved, the proposed increase would result in a (percent increase)% increase over the previous year's assessment."
  - 6.11. The mail-in ballots for a special assessment shall contain the following language: "Shall the the Tarryall Fishing Club collect a one-time special assessment of \$ (requested amount of special assessment) per paying lot for the purpose of (neutral description of the purpose of the special assessment)?"
  - 6.12. Each member shall receive one vote for each lot for which a member pays an assessment.
  - 6.13. If the increase is approved, the SOA and LPROA shall collect and remit to the TFC the total amount of the assessment, including the increase, without further need for the approval of the members of the SOA or LPROA. If the proposal to increase the assessment is not approved, the annual assessment shall not change and the SOA and LPROA shall collect and remit to the TFC the same annual assessment amount as that set for the previous year.
7. **Amendment of the TFC, SOA and LPROA Bylaws.** Each party has agreed that the TFC, SOA and LPROA shall amend their bylaws to allow the seamless implementation of the agreements documented in this MOU, and will include language that allows the SOA and LPROA to raise their assessments to collect an approved TFC assessment increase without requiring any additional approval of the members of the SOA or LPROA. The SOA and LPROA further agree that their respective Protective Covenants shall not be amended in any manner that would effectively circumvent this MOU.

- 8. Allocation of Costs for a Possible 2010 Election.** Each party has agreed that should the TFC Board call an election to increase assessments for the 2010-2011 fiscal year, the costs of the election shall be shared by the SOA and LPROA, with the SOA paying up to \$1,000 of the actual costs and the LPROA paying up to \$500 of the actual costs. Any additional costs shall be paid by the TFC.
- 9. The Amount of the TFC Assessment for the 2009-2010 Fiscal Year.** Each party has agreed that the assessment payable to the TFC for the 2009-2010 fiscal year shall remain at \$21.00 per paying lot per year. All assessments that have been collected and retained to date by the SOA or LPROA shall be paid to the TFC within ten days of the signing of this MOU. All payments of the TFC assessment collected by the LPROA above \$21.00 per paying lot shall either be refunded by the TFC or credited toward the 2011 assessments of LPROA members, at the sole discretion of the LPROA Board.
- 10. Annual Report of Current Lot Owners.** Each party has agreed that no later than 45 days before the date of the TFC annual meeting each year, the Board of Directors of the SOA and LPROA shall each provide the TFC with a current list of all lot owners of record as of March 1, including name, contact information and current status with regards to the payment of TFC assessments.
- 11. Annual Financial Reporting by the TFC.** Each party has agreed that the TFC shall provide the SOA and LPROA Boards with an annual financial report, including a balance sheet listing the TFC's assets and liabilities, an income statement listing revenue and expenditures, and a budget for the upcoming year. For the 2010 annual TFC meeting, the annual financial report shall be provided on or before the date of the annual meeting. Beginning with the 2011 annual TFC meeting, the annual financial report shall be emailed to the SOA and LPROA Boards no later than fifteen days prior to the date of the TFC annual meeting each year.
- 12. General Understanding:** Each party has agreed that this MOU provides an accurate expression of the agreements made through the process of mediation. Each party understands that the mediator is not an attorney and has written this MOU for the purpose of documenting the agreements made through the process of mediation.

Agreed:

Title:

Representing the Tarryall Fishing Club

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Date

Approved:

Attorney: Tracie Hulbert

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Date

Agreed:

Title:

Representing the Stagesop Owners Association

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Date

Approved:

Attorney: Richard Toussaint

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Date

Agreed:

Title: \_

Representing the Lost Park Ranch Owners Association

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Date

Approved:

Attorney: Mark Payne

Date \_\_\_\_\_  
Agreed: \_\_\_\_\_ Title: \_\_\_\_\_  
Representing the Tarryall Fishing Club

\_\_\_\_\_   
Date

Approved: \_\_\_\_\_  
Attorney: Tracie Hulbert

\_\_\_\_\_   
Date

Agreed: \_\_\_\_\_ Title: \_\_\_\_\_  
Representing the Stage op Owners Association

\_\_\_\_\_   
Date

Approved: \_\_\_\_\_  
Attorney: Richard Toussaint

\_\_\_\_\_   
Date

Agreed: Clifford G. Pugh Title: President, LPR  
Representing the Lost Par. Ranch Owners Association

2 cv c.) \_\_\_\_\_   
Date

Approved: Mark Payne  
Attorney: Mark Payne

5/18/10 \_\_\_\_\_   
Date

Agreed: \_\_\_\_\_ Title: \_\_\_\_\_  
Representing the Tarryall Fishing Club  
Date \_\_\_\_\_

Approved: \_\_\_\_\_  
Attorney: Tracie Hulbert  
Date \_\_\_\_\_

Agreed: Virginia Kifta Title: President  
Representing the Stagesop Owners Association

5-18-10  
Date \_\_\_\_\_

Approved: [Signature]  
Attorney: Richard Toussaint

5/19/10  
Date \_\_\_\_\_

Agreed: \_\_\_\_\_ Title: \_\_\_\_\_  
Representing the Lost Park Ranch Owners Association

Date \_\_\_\_\_

Approved: \_\_\_\_\_  
Attorney: Mark Payne

Date \_\_\_\_\_