

Retreat Landowners Association, Inc.

Board Meeting Agenda

January 15, 2005

9:30 a.m., Fowler residence, 2102 Miller Fork Road

- 9:30 a.m. Call to order
Adopt agenda
Approval of November meeting minutes
Landowner comments
Board Member comments
- 10:00 a.m. Reports
- a. Treasurer
 - b. Assistant Treasurer/Corresponding Secretary
 - c. Architectural Control Committee
 - d. Roads Committee, including Pole Barn
 - e. Environmental
 - f. Nominating Committee
 - g. Newsletter editor
 - h. Dunraven Glade Committee
 - i. Good Neighbor Committee
- 10:30 a.m. Old Business
- a. Cross exemption request (Lot 87, Filing 1)
 - b. Report on Board officer limits and liability on volunteers
- 10:45 a.m. New Business
- a. Lease with GHAVFD for fire house
 - b. 1000 hr. Service for the Grader-\$1860
 - c.
- 11:25 a.m. Miscellaneous Business
- 11:30 a.m. Adjournment

RLA BOARD MEETING

January 15, 2005

The meeting was held at the Fowler residence

Board members present were Ralph Brethauer, Bruce Brown, Graham Fowler, Ann Martin, Kent Mills and Gordon Nuttall. Also, Florentine Belz, Dennis Bicknell, Peggy and Vernon Burch, Jan Ricker and landowner Duke Sumonia.

The meeting was called to order by president Bruce Brown. He presented the meeting agenda and stated he would follow the standing rules that landowners may make brief comments at the beginning and end of the meeting as provided in the agenda but may not participate in the discussions unless they had requested action by the board at the beginning of the meeting. The agenda was amended to include under unfinished business the Neighborhood Watch, and the leasing of surplus water. Kent Mills moved the agenda be approved as amended, seconded by Gordon Nuttall, motion carried.

Approval of November board meeting minutes: Kent moved the minutes be approved as mailed, seconded by Bruce, motion carried.

Landowner comments: None

Board member comments: Gordon reported on a meeting change for the Glen Haven Historical Society. Retreat Board members are encouraged to be a part of this organization.

REPORTS

Treasurer: Lila Conrad submitted a written report. As of December 31, 2004, receipts totaled \$63,358 consisting of landowners' assessments and transfer fees of \$62,915 and interest and other income \$443. Disbursements totaled \$116,311 consisting of \$43,554 for purchase of the Road Grader, \$11,100 for the Glen Haven Volunteer Fire Department, \$23,012 for the 2004 Road Project, \$11,526 expenses toward the purchase of the Pole Barn, \$4,169 for Water Certificates and Fees, \$10,944 for Road Maintenance, \$5,212 for Commercial, Truck, and Workers' Comp. insurance, \$1,292 for Newsletter expenses, \$956 for Annual Meeting and Social Events, and other administrative expenses totaling \$4,496. The excess of cash disbursements over cash receipts at December 31, 2004 is \$52,954.

A refund in the amount of \$6,000 from Sutherland Lumber for deposit on the pole barn was received in December and will be reflected on the financial statements in 2005.

Assets owned by the Association at December 31, 2004 consisted of checking and savings accounts totaling \$13,333 and equipment with a depreciated value of \$45,554, \$43,554 for the purchase of the road grader and \$2,000 depreciated value of the GMC truck.

Gordon stated there is a dispute over a \$1,700 billing from Sun State for the use of a roller that was not picked up when they were notified to do so. Kent commented the budget should be closely watched to avoid unnecessary over-expenditures. About \$12,000 is expected to be recovered from the sale of the used road grader. Ralph Brethauer moved that the treasurer's report be approved as submitted, seconded by Gordon; motion carried. Report attached.

Assistant treasurer/corresponding secretary: Jan Ricker reported one property had been sold since the last report. Erika Ziegler sold lot 2, filing 4 to Ed Sullivan. The number of landowners increased to 221. Jan also had a request from a real estate office to provide them with landowner

association information pertinent to a property for sale in the Retreat. Request granted. Report attached.

Architectural control committee: Dennis Bicknell reported a variance had been granted to the Squires, lot 6, filing 4, for a distance setback for building a garage which was also approved. An application is pending for a log home to be built on lot 2, filing 4.

The location for a new pole barn to be built in the area of the fire station has been selected and application for construction has been submitted to the ACC. Report attached.

Roads committee, including pole barn: Gordon presented a written report of the activities of the roads committee. There was a discussion if sufficient funds are available to proceed with the construction of the pole barn. Gordon moved "we proceed with the contract on the pole barn which will make a payment of \$500 today, \$10,652 on February 1st and another \$10,652 on March 1st and that unless the road grader has not sold by March 1st, we will move \$8,634 from the re-surfacing project to pay for the pole barn with the intention that when the road grader does sell the funds will be put back in the re-surfacing fund". Motion seconded by Ralph; it was amended by Kent to eliminate the March 1st date for the final payment and change it to "upon completion". Ralph seconded the amendment, motion carried.

Gordon reported Ralph and Al Cunningham are currently alternating the snow plowing duties on a monthly basis. Operators should submit a statement for hours worked to Gordon who will then turn them into the treasurer for payment. Report attached.

Environmental: Peggy Burch presented her report. As of now it is too late to apply for funds from the Larimer County Open Lands Small Grant program to combat the weed problem in the Retreat especially along Dunraven Glade Road. There are a number of requirements and now the goal is to apply for the grant to be awarded in 2006. Peggy will continue to work with the program and solicit participation from other groups such as Cheley Camp, the Forest Service and the Estes Valley Weed Control District to inventory invasive weeds. Report attached.

Nominating committee: No report.

Newsletter editor: Graham asked for articles for the next issue.

Dunraven Glade Committee: No report.

Good Neighbor Committee: Gordon reported the committee has met twice to bring together all the rules and standards having to do with the covenants into a single document titled "Covenant Rules and Standards." He also reviewed new information received from the attorney regarding the separation of the Architectural Control Committee from the Board which has operated independently from the Board in making decisions but the Board has been responsible for enforcement. Other areas addressed are the granting of variances and amending the covenants. It was the consensus of the Board that any changes to be made to the covenants or by-laws, at the recommendation of the attorney, would be voted upon at the annual meeting in July. There was some discussion of assessing fines for covenant violations and collection. Further policies need to be established and refined before enforcement.

OLD BUSINESS

Cross exemption request (Lot 87, filing 1): The lot in question is owned by Mr. and Mrs. Keith Cross who have requested to be excluded from the Retreat since they use County Road 43 as

access to their property. This request has also been made by previous owners and has been denied. A letter from Dennis Bicknell referred to previous correspondence and discouraged any such action. A motion was made by Graham not to allow the secession of the Cross property, Lot 87, filing 1, from the Retreat; seconded by Gordon; motion carried. Bruce will write them a letter informing them of the board's decision.

Report on Board officer limits and liability on volunteers: Bruce discussed the insurance coverage now in effect for board officers but there is no insurance for volunteers. A premium savings may be possible if additional insurance is not required for volunteers but it was the opinion of the board that some type of waiver should be in place for volunteers everytime they perform a volunteer service for the Retreat. Bruce will explore more options for insurance.

Neighborhood Watch: A possible presentation at the annual meeting on the benefits of a Neighborhood Watch program was discussed. Graham stated the county sheriff's office would put up signs (for a small fee) letting the public know that the subdivision is protected by a Watch program to detour vandalism etc. More information will be provided.

Leasing of surplus water: Kent stated that the Maitlands had inquired about leasing any surplus water not used by the Retreat under the provisions of the water augmentation certificates which now belong to the Retreat. Kent said this could be a source of revenue for the Retreat if done on a year to year basis. He will make inquiries with several ditch company boards as to the feasibility of this practice.

NEW BUSINESS

Lease with GHVFD for fire house: Gordon reported the attorney is drawing up the appropriate new lease document.

Service for the grader: Ralph mentioned that the new grader may be due for its 1000 hour service check but it can be postponed until spring; tabled for later discussion. The cost could be approximately \$1,860.

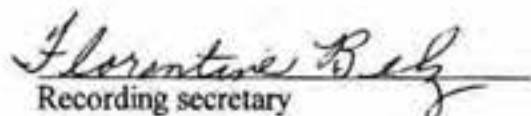
MISCELLANEOUS

Annual meeting date: It has been set for July 23rd for the year 2005. Arrangements should be confirmed for the meeting place at the Holiday Inn at Estes Park.

Membership in CAI: Taken under advisement until the next board meeting.

Assistant treasurer salary: Dennis questioned whether the current assistant treasurer was being compensated for the position she fills. It appears no payments have been made for several years. Previous assistant treasurers had been paid for performing this duty.

The meeting was adjourned at 11:25a.m.


Recording secretary

Retreat Landowners Association, Inc.

Treasurer's Report

As of December 31, 2004 (Preliminary)

As of December 31, 2004, receipts totaled \$63,358 consisting of landowners' assessments and transfer fees of \$62,915 and interest and other income \$443. Disbursements totaled \$116,311 consisting of \$43,554 for purchase of the Road Grader, \$11,100 for the Glen Haven Volunteer Fire Department, \$23,012 for the 2004 Road Project, \$11,526 for expenses toward the purchase of the Pole Barn, \$4,169 for Water Certificates and Fees, \$10,944 for Road Maintenance, \$5,212 for Commercial, Truck, and Workers' Comp. Insurance, \$1,292 for Newsletter expenses, \$956 for Annual Meeting and Social Events, and Other Administrative expenses totaling \$4,496. The excess of cash disbursements over cash receipts at December 31, 2004 is \$52,954.

A refund in the amount of \$6,000 from Sutherland Lumber for deposit on the pole barn was received in December and will be reflected on the financial statements in 2005.

Assets owned by the Association at December 31, 2004 consisted of checking and savings accounts totaling \$13,333 and equipment with a depreciated value of \$45,554. \$43,554 for purchase of the road grader and \$2,000 depreciated value of the GMC truck.

Lila Conrad
Treasurer

RETREAT LANDOWNERS ASSOCIATION, INC.
STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
AND CHANGES IN CASH BALANCES
January 1 to December 31, 2004 (Preliminary)

| | ACTUAL | BUDGET | VARIANCE |
|--|-----------------|---------------|-------------------|
| CASH RECEIPTS: | | | |
| Landowners' assessments | \$61,315 | \$60,775 | \$540 |
| Transfer fees | 1,600 | 1,000 | 600 |
| Interest income | 415 | 1,000 | (585) |
| Other income including late fees | 28 | 0 | 28 |
| Total Cash Receipts | <u>63,358</u> | <u>62,775</u> | <u>583</u> |
| CASH DISBURSEMENTS: | | | |
| Accounting | 320 | 0 | (320) |
| Administration: | | | |
| Office Supplies | 657 | 350 | (307) |
| Postage | 588 | 300 | (288) |
| Secretarial | 240 | 200 | (40) |
| Miscellaneous | 313 | 400 | 87 |
| Newsletter Postage & Copying | 992 | 750 | (242) |
| Newsletter Editor Expenses | 300 | 400 | 100 |
| Membership Directories | 238 | 300 | 62 |
| Social Events & Annual Meeting | 956 | 1,000 | 44 |
| Donations - Fire Department | 11,100 | 11,100 | 0 |
| Environmental | 0 | 500 | 500 |
| Insurance | 5,212 | 4,000 | (1,212) |
| Legal fees | 1,228 | 2,500 | 1,272 |
| Streamside Entry Survey | 338 | 2,500 | 2,163 |
| Tree Chip & Haul | 625 | 0 | (625) |
| <u>Pole Barn Project</u> | | | |
| Deposit (Refund 1/05) | 8,000 | 0 | (8,000) |
| Site Prep. Mat'ls. | 5,526 | 0 | (5,526) |
| | <u>11,526</u> | | |
| Water Certificates | 3,819 | 0 | (3,819) |
| Water Assessment - Annual | 350 | 300 | (50) |
| <u>2004 Road Resurfacing Project</u> | | 27,225 | 27,225 |
| Labor | 2,363 | 0 | (2,363) |
| Materials | 18,945 | 0 | (18,945) |
| Roller | 1,705 | 0 | (1,705) |
| | <u>23,012</u> | <u>27,225</u> | <u>4,213</u> |
| <u>Road Maintenance</u> | | | |
| Payroll, Payroll Taxes / | (123) | 2,000 | 2,123 |
| Snow/Grader/Backhoe | 485 | 1,200 | 735 |
| Dust Treatment | 0 | 1,500 | 1,500 |
| Culvert Upgrade | 3,905 | 500 | (3,405) |
| Equipment Purchase | 43,554 | 0 | (43,554) |
| Equipment Rental | 0 | 1,000 | 1,000 |
| Signs/Mirrors | 261 | 250 | (11) |
| Equip. Repairs & Maint | 4,827 | 2,500 | (2,327) |
| Equipment Fuel | 1,608 | 2,000 | 392 |
| | <u>64,498</u> | <u>10,950</u> | <u>(43,548)</u> |
| Total Cash Disbursements | <u>116,311</u> | <u>62,775</u> | <u>(53,536)</u> |
| Excess Cash Receipts over Cash Disbursements | <u>(52,954)</u> | <u>50</u> | <u>(\$52,954)</u> |
| Cash balances January 1, 2004 | <u>66,286</u> | | |
| Cash balances December 31, 2004 | <u>\$13,333</u> | | |

RETREAT LANDOWNERS ASSOCIATION, INC.
 BALANCE SHEET (CASH BASIS)
 December 31, 2004

ASSETS

| | | |
|------------------|--------------------------------|-----------------|
| CASH | | |
| | Checking | (\$131) |
| | Savings | 13,463 |
| | Total Cash | <u>13,333</u> |
| | | |
| EQUIPMENT | | |
| | Old Equipment | 7,000 |
| | GMC (purchased 2003) | 2,500 |
| | Road Grader (purchased 2004) | 43,664 |
| | Road Grader (purchased 1992) | 11,325 |
| | | <u>64,379</u> |
| | Less: Accumulated Depreciation | <u>(18,825)</u> |
| | | <u>45,554</u> |
| | | |
| | Total Assets: | <u>\$58,887</u> |

LIABILITIES

| | | |
|--------------------|-----------------------|-----------|
| LIABILITIES | | |
| | Payroll Taxes Payable | <u>90</u> |

NET ASSETS

| | | |
|--|--------------------------------|-----------------|
| | | <u>58,887</u> |
| | Total Liabilities & Net Assets | <u>\$58,887</u> |

Net Assets Consist of:

| | | |
|--|-------------------------------|-----------------|
| | Bulwark Ridge | 2,932 |
| | Dunraven Escrow | 3,721 |
| | Pole Barn | 6,680 |
| | Contingency | 0 |
| | <i>Total Cash Funds</i> | <u>13,333</u> |
| | | |
| | Depreciated Cost of Equipment | 45,554 |
| | <i>Total Net Assets</i> | <u>\$58,887</u> |

Retreat Landowners Association
Statement of Changes in Cash Funds
2004

| | Total Cash | Current Operating | Contingency | Bulwark Ridge | New Grader | Pole Barn | Dunraven Escrow | Open Space |
|-----------------------------------|-----------------|----------------------|-------------------|------------------|-----------------|----------------|--------------------|---------------|
| BALANCES Jan 1, 2004 | \$66,286 | \$0 | \$25,810 | \$2,927 | \$0 | \$0 | \$0 | \$37,549 |
| 2004 Net Cash Receipts | (52,954) | 0 | (53,130) | 5 | | | | 172 |
| 2004 Transfers To/From | | 0 | 0 | | 12,000 | 5,526 | | (17,526) |
| | | | | | 16,474 | | 3,721 | (3,721) |
| | | | | | | | | (16,474) |
| Balances December 31, 2004 | \$13,333 | \$0 | (\$27,320) | \$2,932 | \$28,474 | \$5,526 | \$3,721 | (\$0) |

ASSISTANT TREASURER REPORT

March 19, 2004

Board of Directors Meeting
Retreat Landowners Association

Property Sales

One property has sold since the last report. The number of landowners increased by one to 221.

Ed Sullivan bought 4:[02] from Erika Ziegler. He is a new landowner. She still owns five other lots.

Other

I received documentation for the files from the ACC for a variance on the Squires' garage placement and an application for construction of the pole barn on the common area shared with the GHAVFD.

Jan Ricker
Assistant Treasurer/Corresponding Secretary

ARCHITECTURAL CONTROL COMMITTEE
THE RETREAT LANDOWNERS ASSOCIATION INC
POST OFFICE BOX 172
GLEN HAVEN CO 80532

January 14, 2005

TO: The Retreat Landowners
Association Board of Directors

The Architectural Control Committee wishes to advise the RLA Board of its activities since the last written report of November 2004.

Rob and ^{KATHY}~~Julie~~ Squires, Lot 6 Filing 4, 1407 Miller Fork Road, submitted an application to build a two car garage. They also requested a variance from the setback distance between the garage and Miller Fork Road. The RLA Board asked the ACC to review the variance request; this was done and a written recommendation for approval was made to the RLA Board. The ACC approved the garage application.

The RLA Board had submitted an application to build a pole barn for equipment storage on the common area where the Glen Haven Area Volunteer Fire Department Station No 2 . A final location has been selected and this information submitted to the ACC. The ACC has approved the information submitted.

The ACC has taken part in several meetings with the RLA Board/Good Neighbor Committee concerning covenant enforcement and policies.

The ACC has met with new landowner Ed Sullivan, Lot 2 Filing 4, Bulwark Ridge Drive who is planning to build a log cabin on his land. An application is being prepared.

For The ACC

Dennis R. Bicknell

RLA Roads Report

Gordon Nuttall

January 15, 2005

Equipment pole barn

We are prepared to sign a contract with JP Construction for the pole barn for \$21,314. The RLA budget has just \$19,333 in cash, \$12,680 allocated for the pole barn, having spent \$43,554 for the grader. We request that RLA transfer money from the 2005 resurfacing to start the pole barn. The contract calls for \$500 on Jan 15, \$10,652 on start of construction (Feb 1), and \$10,652 on completion (March 1). We would reduce the length of resurfacing this year by about 1/2 until the grader sells. If the grader sells for at least \$8,634 before August when we start resurfacing there will be no impact.

Equipment

We purchased a new road grader in November and are selling the old one on consignment at an asking price of \$10,000.

Snow removal

We now alternate monthly snow plow operators between Ralph Brethauer and Al Cunningham.

There has been discussion about the policy adopted this year to pay an addition \$5.00/hr for the primary operator to have a "spotter" ride along when conditions are deemed to be unsafe for the operator to be alone. This "spotter" is most likely the spouse since it is infeasible for a volunteer to drive at the early morning hours over unplowed roads to the operator's house. We suggest that this policy be continued since it contributes to the safety of our operators at a minimal cost.

Road repair from snow removal of first storm of the year

Normally, our policy is to use only the rubber-edged snowplow on the truck to avoid digging into the recycled asphalt. However, we used the grader the first snow of the season and created mounds along the edges of certain roads. Repair will have to wait in the spring when these mounds thaw. It is also our policy to have flat edges along the downhill sides of the roads so that water can drain off without creating rivulets in the road which cause erosion and unsafe driving. The mounds are unsightly and we'll get them repaired as soon as weather permits.

Sunstate bill for roller rental

The second bill for \$1700 is in a dispute process. They charged us an entire 4 week rental rather than just a second pickup/delivery charge when we shut down 2 weeks for the grader repair. Last year we were just billed the second pickup/delivery for the same situation.

Right-of-Use for the GHAVFD firehouse

The attorney is drafting a Right-of-Use for the GHAVFD's Firehouse on the common lot where we are building the pole barn. The previous 25-year lease expired this month.

Ownership of trailer

Steve Childs has not responded back with regards to ownership of the white pickup bed trailer that we used for slash removal this summer.

Mountain Lion

Recent mountain lion activities in The Retreat remind us that we all need to be aware of our surroundings at all times.

Lions are most active dusk to dawn. But they will travel and hunt in daylight. The Retreat is prime mountain lion habitat: ponderosa pine, juniper and brush with an abundance of deer.

Take precautions. Make lots of noise when you are outside during dawn to dusk hours. Have outside lighting that can be turned on when you go outside at night. Supervise children closely when they are playing outside. Remove vegetation around your house where a lion might be able to hide.

Plant native shrubs and plants. Deer often prefer to eat non-native plants. The planting of non-natives encourages deer to come onto your property to eat, followed by the predator animals. Keep your pets in control and don't feed pets outside. Pet food can attract prey species, which will attract the predators. If you feed birds, bring the feeders inside at night. Many prey species, including deer, eat fallen seed around bird feeders.

The Colorado Division of Wildlife article "Living with Wildlife in Lion Country" is available on the Internet at www.wildlife.state.co.us. Click on education and then on co-existing with wildlife.

Update on Serenade Park

The owner of the property is still pursuing this project, which started out as a 5,000 person outdoor amphitheater. The project, as submitted to County planning, is an amphitheater for 9,000 people with parking for 4,500 cars..

In April, the County Planners replied to Landmark Engineering/applicant enumerating problems and issues raised by involved entities. County Planners indicated that unless additional actions by the applicant addressed these problems and issues, the Planning Department would be unable to consider anything but denial of the project.

In August, the County had not received any additional material from the applicant or Landmark Engineering. The Planning Department wrote to the applicant asking if she was still intending to go ahead with the project. Although additional information can be submitted until February 2005, the Planners wanted to get an idea when they might

expect to receive materials. If they were to receive nothing by February 2005, the Serenade Park file would become inactive and the applicant would have to start over.

Landmark Engineering replied for the applicant. They have indicated that they are going to rethink the project and will start over from the beginning. They requested an extension which was granted. The submission might be anytime from December to February or March. Materials can only be submitted to the County Planning Department on the second Monday of each month.

(Nothing was submitted so far in January)

Environmental Report - January 2005

Larimer County Open Lands Small Grant Program

I received the information from Graham Fowler the day after Thanksgiving. After looking it over and getting additional information from the Larimer County website, I decided that it would be impossible to get an application in by December 16th for the 2005 grants.

I called Joanne Persichette and discussed the situation with her. She agreed that there were some items necessary for the application that would take some time.

I called Ann Montoya of Larimer County Open Lands and Parks for additional information.

Applications will be accepted June/July 2005 until December 2005. The grant money for 2006 will be awarded in March of 2006.

We will have almost a year to put together the necessary items for the application.

Project Name

Budget Summary and timeline of project

Name of organization

Primary contact person and two additional contacts

Brief description of project: need, purpose and scope of project

Photos, maps or scale drawing of area

How project will benefit the community in general

Letters of support (not required, but helpful)

Indication as to how this project and grant supports the Open Lands mission criteria

List of affected property owners and letters of consent of all landowners (mandatory)

Identification of long-term management

Indication of what maintenance will be required

Who will maintain and how often will maintenance be done

Source of money for maintenance

If volunteers will be required, who will organize them.

Budget worksheet to be completed that will indicate: supplies and labor that will be needed to complete the project and estimated in-kind values (time, money, supplies, labor etc. to come from the Project Organization or donations from outside the group)

Ann Montoya said that a grant could be given to an organization that did none of the work themselves, but indicated that the grant would be more likely when the involved community took part in the project. An application for a similar weed project in which the community contributed in-kind with work would take precedence.

We need to keep in mind that this project cannot be accomplished with a one-time effort. The management of non-native invasive weeds is ongoing. We will need to inventory the types of weeds to determine the best method(s) of managing them. Most of these exotic weeds will require cultural, mechanical, chemical and possibly biological treatment at several times during the growing season. Each specific type of weeds has a specific type of treatment. We will also need the input of the Estes Valley Weed Control District to determine the best way to handle the wetland areas.

Good Neighbor Committee Report

Ralph Brethauer / Gordon Nuttall

January 15, 2005

The GNC has held two joint meetings with ACC and board members to work on the processes and criteria for covenants. There have been multiple iterations of the document, and what we have now is a single document titled "Covenant Rules and Standard" and is in its fourth draft.

Here is a brief outline of the document

- Steps to Covenant enforcement (fines)
- Appeals
- Roles and responsibilities
- Meetings and Leadership
- Variances
- Protective Covenants Standards
- Road Access
- Animal Control
- Water Usage

We have currently stepped through line-by-line about ½ way through the Protective Covenant Standards and have another meeting scheduled for February 11 at Ralph's house.

The attorney is reviewing several areas for us. The separation of the ACC from the Board is the most pressing. In the past, the ACC has operated independently from the Board, providing reports to the Board but the decisions were not approved by the Board. The new roles and responsibilities establishes the ACC as an "agent" committee of the Board, just like the other committees such as the GNC, the Open Space Committee, and others.

Other areas being reviewed by the attorney are

- the ability to regulate roads separate from the County
- the breadth of landowners who need to be notified of a variance request
- who designates the head of a committee
- in what areas this new document can supersede previous documents, votes, and decisions.

The GNC requests that the Board decide how administrative costs such as mailing the fines notices and maintaining account balances are to be paid. This would be beyond the scope of a volunteer job. Our suggestion is to make this a paid position - the salary would be partially offset by the income from fines.

The GNC also requests that the Board decide whether Neighborhood Watch be included in our charter.

The GNC would like to reserve a section of each newsletter, starting with the winter 2005 edition. This first time we should do a broad-stroke introduction ourselves, our purpose, and upcoming plans, emphasizing that we are there to assist the landowners.

Retreat Landowners Association, Inc.

Board Meeting Agenda

March 19, 2005

9:30 a.m., Brown residence, 244 Copper Hill Rd.

- 9:30 a.m. Call to order
 Adopt agenda
 Approval of January meeting minutes
 Landowner comments
 Board Member comments

Reports

- a. Treasurer
- b. Assistant Treasurer/Corresponding Secretary
- c. Architectural Control Committee
- d. Roads Committee, including Pole Barn
- e. Environmental-including status of grant proposal
- f. Nominating Committee
- g. Newsletter editor
- h. Dunraven Glade Committee
- i. Good Neighbor Committee

Old Business

- a. Water leases-Mills
- b. Report on Board officer limits and liability on volunteers, D&O vs. errors and omissions-Brown and Nutall
- c. Lease with GHAVFD for fire house and trailer lease-Nutall
- d. Welcome letter for new landowners-Nutall

New Business

- a. Officer compensation
- b. CAI- Fowler

Miscellaneous Business

- 11:30 a.m. Adjournment

RLA BOARD MEETING

March 19, 2005

The meeting was held at the Brown residence

Board members present were Ralph Brethauer, Bruce Brown, Graham Fowler, Ann Martin and Kent Mills. Also, Florentine Belz, Dennis Bicknell, Lila Conrad, and Jan Ricker and landowners Steve Anderson, Jay Bedford, Tim Mayhew, Duke Sumonia and Ernie Conrad.

The meeting was called to order by president Bruce Brown. He presented the agenda which was amended to include the resignation of treasurer Lila Conrad soon, moved by Ann Martin and seconded by Ralph Brethauer that the agenda be adopted as amended, motion carried.

Approval of January meeting minutes: Kent Mills moved the minutes be approved as mailed, seconded by Ralph; motion carried.

Landowner comments: None

Board member comments: None

REPORTS

Treasurer: Lila Conrad reported as of March 6, 2005, receipts totaled \$50,286 consisting of landowners' assessments and transfer fees. Disbursements totaled a net credit of \$189 due to the refund of \$6,000 received from Sutherland Lumber. Expenses included \$2,084 for equipment repairs and maintenance, \$916 for legal fees, \$655 for wages and payroll taxes, \$190 for Newsletter postage and copying, and the remainder in small misc. expenses. The excess of cash receipts over cash disbursements at March 6, 2005 is \$50,475.

A refund in the amount of \$6,000 from Sutherland Lumber for deposit on the pole barn was received and is reflected.

Assets owned by the Association at March 5, 2005 consisted of checking and savings accounts totaling \$63,809 and equipment with a depreciated value of \$45,554.

Additional assessments of \$9,063 were deposited on 3/14/05.

After reviewing the report and the funds budgeted and spent for the year the board concluded that some of the road projects may need to be delayed until the old grader is sold.

Lila announced that she was resigning as treasurer as soon as someone else can be found to fill the position. She also stated that a conference room at the Holiday Inn in Estes Park has been reserved for the Retreat's annual meeting on July 23, 2005. Report attached.

Landowner comments: Time was allocated for several landowners to make comments who arrived after the meeting started. They were interested in serving on the Good Neighbor Committee which is being formulated to make better relationships between landowners when problems arise and to make the covenants more consistent and definable but not less effective. They were invited to attend the next meeting of the Good Neighbor Committee.

Assistant treasurer/corresponding secretary: Jan Ricker reported three properties have sold since the last report. The number of landowners is now 220. She announced that seven landowners have not paid their yearly assessment; reminders will be sent to them. She was advised to bill two landowners for interest since their payment arrived after the deadline. Report attached.

Architectural control committee: Dennis Bicknell reported a road damage deposit had been collected for Lot 6, filing 4 on Miller Fork Road. There are five cabins either under construction or being reviewed along Bulwark Ridge Road this spring. The roads departments was advised to observe the area for possible damage because of anticipated extra traffic. The problem with well drilling cuttings was discussed when it is allowed to run down the borrow pits and clog culverts. It was suggested that the landowner be advised not to allow the slag to run into the ditches and harden and they should either haul it away or contain it. This type of damage to the roads will be included and deducted from the road damage deposit if it occurs. Landowners and well drillers should be made aware that this practice is not acceptable. Report attached.

Roads committee, including Pole barn: Gordon Nuttall submitted a written report. Ralph Brethauer spoke for the roads committee. JP construction has started on the pole barn with a completion time of about four weeks. Ralph gave them a check for \$10,957 which is half of the estimated cost. The remainder will be paid when the building is completely finished.

The transmission was replaced on the snowplow truck at a cost of \$1,902.

A volunteer work day is scheduled for May 14th. The attorney has prepared a new liability waiver form which needs to be signed by each volunteer participating every time.

In regard to road resurfacing, Graham Fowler moved that this project be put on hold (unless it is emergency repairs) until more funds are available; seconded by Kent Mills, motion carried.

It was recommended that Ron Ellis, a landowner on Solitude Court, sign the liability waiver when he provides snow plowing and road grading with his personal equipment on Solitude Court.

The plan to replace reflector poles during the summer will be delayed but bids can be solicited to determine the number needed and costs involved.

Maintenance on the grader will also be delayed. Report attached.

Environmental: No report from Peggy Burch.

Nominating committee: Ann Martin reported that Gordon Nuttall will run again for the board; Jim Broomfield is uncertain and Rob Squire is a possible candidate. Steve Anderson may also be interesting in serving on the board.

Newsletter editor: Graham Fowler reported that the costs for copying and mailing the Newsletter have been greatly reduced by having Hobert Offices Services of Estes Park handle that part of it. He will prepare the next issue for late April with information on the work day, board openings, equipment up-date and progress of the roads project.

Dunraven Glade Committee: Ralph Brethauer reported Joanne Persichetti, a Dunraven resident, had spoken with Dave Miller of the county road dept. and he advised her Dunraven Glade Road would probably be graveled the latter part of this year. Joanne also reported that the county would not do anything about eradicating the noxious weeds along Dunraven Glade Road.

Good Neighbor committee: Ann Martin announced the next meeting will be April 15th at her residence. They would like for more landowners to be involved with the committee. Gordon was not present to give a report.

OLD BUSINESS

Water leases-Mills: Kent is still trying to contact the proper authorities on the water lease issue.

Board officer liability insurance: Bruce will continue to get more definitive information on the types of liability insurance available for board officers and the costs involved.

GHAVFD fire house and trailer lease: The new lease has been drafted by the RLA attorney. It will be reviewed with the GHAVFD at their March meeting. Ralph has worked out a trade with the GHAVFD to exchange the Retreat's small brown shed on the property for their old trailer that the Retreat can use for hauling tree trimmings etc. All agreed.

NEW BUSINESS

Officer compensation: Compensations for the treasurer and assistant treasurer/corresponding secretary have not been paid for the past several years. Kent Mills moved they be re-instated at a yearly salary of \$250.00, seconded by Ann Martin; the motion was amended by Kent to include the same annual compensation of \$250.00 (an increase of \$10.00) for the recording secretary, amendment seconded by Ann; motion carried. The payment will be made at the end of the fiscal year.

CAI-Fowler: Graham Fowler explained the advantages of belonging to the "Community Associates Institute" an organization for homeowners associations that provides information on dealing with issues within the organization. Monthly publications are mailed and other correspondence is available on line. Graham moved the RLA join for one year, seconded by Ann; motion carried. Contact persons will be Graham Fowler, Ann Martin and Gordon Nuttall.

MISCELLANEOUS

New treasurer: It was suggested that Jim Broomfield be contacted to replace Lila Conrad as treasurer. His term on the board expires this year. Lila gave a brief job description of the treasurer's position.

Annual meeting: Jan Ricker asked if the parliamentarian should attend the annual meeting. Jan was advised to ask the previous parliamentarian if she would be available that date. A decision will be made at the May meeting if covenant issues will be discussed and voted upon.

Landowner comments: Ernie Conrad spoke about covenant changes in that they are attached to the land for owners who have already purchased their property and probably not subject to change. He also discussed reducing the contribution the Retreat makes to the GHAVF Dept. He stated there are government grants available to fire departments for equipment and expenses.

The new location for the slash collecton will be near the new pole barn on clean-up day May 14th.

Moved by Kent and seconded by Ralph the meeting be adjourned at 11:15a.m.


Recording secretary

Retreat Landowners Association, Inc.

Treasurer's Report

As of March 6, 2005

As of March 6, 2005, receipts totaled \$50,286 consisting of landowners' assessments and transfer fees. Disbursements totaled a net credit of \$189 due to the refund of \$6000 received from Sutherland Lumber. Expenses included \$2,084 for Equipment Repairs & Maintenance, \$916 for Legal Fees, \$655 for wages and payroll taxes, \$190 for Newsletter Postage and Copying, and the remainder in small misc. expenses. The excess of cash receipts over cash disbursements at March 6, 2005 is \$50,475.

A refund in the amount of \$6,000 from Sutherland Lumber for deposit on the pole barn was received and is reflected.

Assets owned by the Association at March 5, 2005 consisted of checking and savings accounts totaling \$63,809 and equipment with a depreciated value of \$45,554.

Lila Conrad
Treasurer

RETREAT LANDOWNERS ASSOCIATION, INC.
STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
AND CHANGES IN CASH BALANCES
January 1 to March 6, 2005

| | ACTUAL | BUDGET | VARIANCE |
|--|-----------------|----------------|-----------------|
| CASH RECEIPTS: | | | |
| Landowners' assessments | \$50,185 | \$60,775 | (\$10,590) |
| Transfer fees | 100 | 1,000 | (900) |
| Interest income | 1 | 500 | (499) |
| Other income including late fees | 0 | 0 | 0 |
| Total Cash Receipts | <u>50,286</u> | <u>62,275</u> | <u>(11,989)</u> |
| CASH DISBURSEMENTS: | | | |
| Accounting | 96 | 0 | (96) |
| Administration: | | | |
| Office Supplies | 16 | 350 | 334 |
| Postage | 88 | 450 | 362 |
| Secretarial | 80 | 240 | 160 |
| Miscellaneous | 123 | 300 | 177 |
| Newsletter Postage & Copying | 190 | 700 | 510 |
| Newsletter Editor Expenses | 0 | 300 | 300 |
| Membership Directories | 0 | 250 | 250 |
| Membership | 25 | 0 | (25) |
| Social Events & Annual Meeting | 0 | 1,000 | 1,000 |
| Donations - Fire Department | 0 | 11,050 | 11,050 |
| Environmental | 19 | 250 | 231 |
| Insurance | 0 | 3,000 | 3,000 |
| Legal fees | 910 | 2,000 | 1,090 |
| Streamside Entry Survey | 0 | 0 | 0 |
| Tree Chip & Haul | 0 | 750 | 750 |
| <u>Pole Barn Project</u> | | | |
| Deposit (Refund 1/05) | (6,000) | 0 | 6,000 |
| Site Prep. Mat'ls. | 500 | 0 | (500) |
| | <u>(5,500)</u> | <u>0</u> | <u>5,500</u> |
| Water Certificates | 0 | 0 | 0 |
| Water Assessment - Annual | 0 | 350 | 350 |
| <u>2005 Road Resurfacing Project</u> | | 25,000 | 25,000 |
| Labor | 0 | 0 | 0 |
| Materials | 0 | 0 | 0 |
| Roller Expense 2004 | 916 | 0 | (916) |
| | <u>916</u> | <u>25,000</u> | <u>24,084</u> |
| <u>Road Maintenance</u> | | | |
| Payroll, Payroll Taxes & Ins. | 655 | 500 | (155) |
| Snow/Grader/Backhoe - Labor | 0 | 1,000 | 1,000 |
| Dust Treatment | 0 | 1,500 | 1,500 |
| Culvert Upgrade | 0 | 4,000 | 4,000 |
| Equipment Purchase | 0 | 0 | 0 |
| Equipment Rental | 0 | 0 | 0 |
| Signs/Mirrors | 0 | 1,500 | 1,500 |
| Equip. Repairs & Maint. | 2,084 | 3,000 | 916 |
| Equipment Fuel | 108 | 1,000 | 892 |
| | <u>2,848</u> | <u>12,500</u> | <u>9,654</u> |
| Total Cash Disbursements | <u>(189)</u> | <u>58,490</u> | <u>58,679</u> |
| Excess Cash Receipts over Cash Disbursements | <u>50,475</u> | <u>\$3,785</u> | <u>\$46,690</u> |
| Cash balances January 1, 2004 | <u>13,334</u> | | |
| Cash balances March 6, 2005 | <u>\$63,809</u> | | |

RETREAT LANDOWNERS ASSOCIATION, INC.
BALANCE SHEET (CASH BASIS)
March 6, 2005

ASSETS

CASH

| | |
|-------------------|---------------|
| Checking | \$56,359 |
| Savings | 7,450 |
| Total Cash | <u>63,809</u> |

EQUIPMENT

| | |
|--------------------------------|---------------|
| Old Equipment | 7,000 |
| GMC (purchased 2003) | 2,500 |
| Road Grader (purchased 2004) | 43,554 |
| Road Grader (purchased 1992) | 11,325 |
| | <u>64,379</u> |
| Less: Accumulated Depreciation | (18,825) |
| | <u>45,554</u> |

Total Assets \$109,363

LIABILITIES

LIABILITIES

Payroll Taxes Payable \$0

NET ASSETS

109,363

Total Liabilities & Net Assets \$109,363

Net Assets Consist of:

| | |
|-------------------------------|------------------|
| Bulwark Ridge | 2,941 |
| Dunraven Escrow | 3,785 |
| Pole Barn | 21,500 |
| 2005 Road Resurfacing Project | 3,000 |
| 2005 Operating Funds | 32,583 |
| <i>Total Cash Funds</i> | <u>63,809</u> |
| Depreciated Cost of Equipment | 45,554 |
| <i>Total Net Assets</i> | <u>\$109,363</u> |

Note: Budget for 2005 includes \$33,490 for Operating Expenses excluding projects.
 Additional assessments of \$9,063 were deposited on 3/14/05.

Register Report
1/1'5 Through 3/6'5

3/17'5
BIRLAFIN-KeyBankChecking

Page 1

| Date | Num | Description | Memo | Category | Clr | Amount |
|---------------------|------|-------------------|------------------|------------------|-----|------------------|
| BALANCE 12/31'4 | | | | | | -130.52 |
| 1/15'5 | 1151 | JP Construction | ? | Pole Barn | x | -500.00 |
| 1/15'5 | 1152 | Flo Belz | Secretary | Administratio... | x | -40.00 |
| 1/2'5 | 1218 | Ralph Brethauer | wages/part/paint | --Split-- | x | -217.19 |
| 1/2'5 | 1219 | Roberta Breth... | Wages | --Split-- | x | -11.53 |
| 1/2'5 | 1220 | Dennis Bicknell | Wages | --Split-- | x | -16.15 |
| 1/8'5 | 1222 | U.S. Treasury | SS/Medicare | --Split-- | x | -418.84 |
| 1/8'5 | 1223 | Colorado State... | Colo U.C. Tax | Payroll:Comp ... | x | -10.95 |
| 1/8'5 | 1224 | U.S. Treasury | Fed. U.C. Tax | --Split-- | x | -22.62 |
| 1/9'5 | 1225 | Janice Ricker | Postage | --Split-- | x | -21.60 |
| 1/9'5 | 1226 | Old West Petro... | Fuel | Road Maint.:Fuel | x | -107.60 |
| 1/9'5 | 1227 | Postmaster | PO Box Rent | Administratio... | x | -66.00 |
| 2/16'5 | 1228 | Flo Belz | Secretary | Administratio... | | -40.00 |
| 2/16'5 | 1229 | EVIA | Membership dues | Membership | | -25.00 |
| 2/16'5 | 1230 | Sunstate Equip... | Rental-Roller | 2004 Road Pro... | | -916.03 |
| 2/17'5 | 1231 | Hobert Office ... | Annual Fee No... | --Split-- | | -96.38 |
| 2/17'5 | 1232 | A-1 Parts | Parts | Road Maint.:R... | | -194.81 |
| 2/17'5 | 1233 | Janice Ricker | Copies | --Split-- | | -2.06 |
| 3/5'5 | 1234 | A-1 Parts | Parts | Road Maint.:R... | | -4.90 |
| 2/24'5 | 1236 | Ralph Brethauer | Auto Transmis... | --Split-- | | -1,902.87 |
| 3/5'5 | 1237 | Witwer,Oldenbu... | Review HOA Do... | Legal Fees | | -910.00 |
| 3/5'5 | 1238 | Lila Conrad | Copies/Printe... | --Split-- | | -34.85 |
| 3/5'5 | 1239 | Hobert Office ... | Postage/Newsl... | --Split-- | | -203.67 |
| 3/5'5 | 1240 | Janice Ricker | Copies/Cartridge | --Split-- | | -86.14 |
| 1/5'5 | | Transfer to Ke... | | [MM]-Continge... | x | 6,000.00 |
| 1/6'5 | DEP | Key Bank | Sutherland Re... | --Split-- | x | 6,000.00 |
| 2/9'5 | DEP | Key Bank | 2005 Assessme... | --Split-- | | 12,257.16 |
| 2/25'5 | DEP | Key Bank | 2005 Assessments | --Split-- | | 7,660.00 |
| 1/18'5 | DEP | Key Bank | 2005 Assessments | --Split-- | x | 13,100.00 |
| 1/11'5 | DEP | Key Bank | 2005 Assessments | --Split-- | x | 17,325.00 |
| 1/31'5 | TXFR | Key Bank | Service Charg... | --Split-- | x | -3.25 |
| TOTAL 1/1'5 - 3/6'5 | | | | | | 56,489.72 |
| BALANCE 3/6'5 | | | | | | 56,359.20 |
| TOTAL INFLOWS | | | | | | 62,342.16 |
| TOTAL OUTFLOWS | | | | | | -5,852.44 |
| NET TOTAL | | | | | | <u>56,489.72</u> |

ASSISTANT TREASURER REPORT

March 19, 2005

Board of Directors Meeting
Retreat Landowners Association

Property Sales

Three properties have sold since the last report. The number of landowners has decreased by one, to 220.

Kirby and Victoria Taylor bought 2:[61] from Kilpatricks; they also own Bulwark 04.

Erik Grabowski bought 2:[32] from Susan Stout; he is a new landowner.

Michael & Teresa Toal and Andrew & Kim Klosak bought 1:[44] from David and Susan Jasper; they are new landowners.

2005 Assessments

To date, 215 landowners have paid their 2005 assessment in full; 7 landowners have not yet paid: Bruce Asbury, Carl Friis, Michael Harris, Bruce Johnson, Al Matlock, Tory Jon Nelson and Noah VanButsel.

With the Board's approval, I will send an additional reminder to these landowners. (A reminder was also sent out the last week in February.)

Also, two landowners paid the full amount, but their payment was postmarked after Feb. 28. They did not include \$12.39 in interest. Would the Board like me to pursue the interest due from these landowners?

Other

I received \$1,000 deposits (via Dennis Bicknell) from Squires prior to their garage construction and Olsons prior to their cabin construction, and put these deposits in our safe deposit box.

Jan Ricker
Assistant Treasurer/Corresponding Secretary

ARCHITECTURAL CONTROL COMMITTEE
THE RETREAT LANDOWNERS ASSOCIATION INC
POST OFFICE BOX 172
GLEN HAVEN CO 80532

March 10, 2005

TO: The Retreat Board of Directors

FROM: The ACC

The Architectural Control Committee wishes to advise the RLA Board of Directors of its activities since the last written report.

The ACC representative and committee members have taken part in a number of meetings with the GNC/ RLA Board concerning the proposed Covenant Rules and Architectural Standards. Considerable effort is being devoted to this work.

In conjunction with the RLA Road Committee, the roads in the vicinity of the Squire's garage, Lot 6, Filing 4, Miller Fork Road, was observed and a road damage deposit obtained.

Mr. Ed Sullivan, the new owner of Lot 2, Filing 4, Bulwark Ridge Road is preparing to submit plans for approval to build a log cabin on his land. The existing driveway has been graded and a well pad prepared. The ACC review is pending.

Terry and Lynn Olson, Lot 28 Filing 4, Bulwark Ridge Road have submitted some plans for a log cabin to be built on their land. The driveway is in and the water well drilled. The ACC review is pending.

Cabin construction work continues at the Stalker site, Lots 28-29 Filing 3 on Bulwark Ridge Road.

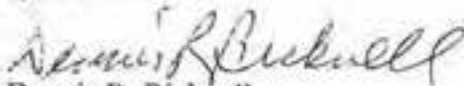
Work will resume on the Peterson cabin, Lot 5 Filing 4, Bulwark Ridge Road with warmer weather.

It is anticipated that another cabin will be started on Bulwark Drive in late April, 2005.

The RLA Board may wish to note that the above five sites are all on the same road within a short distance apart. Due to the anticipated extra traffic, extra attention might need to be given to maintaining road conditions this spring to avoid extra road damage.

It is anticipated that one more driveway/building application will be received in the next two weeks for a site off Saddle Court .

For the ACC



Dennis R. Bicknell

ACCBDMR5

Roads report for March 2005 board meeting
Gordon Nuttall, Ralph Brethauer
March 20, 2005

Equipment barn

Larimer County needed additional documentation in order to get the barn's construction permit. They needed some confirmation that the Fire House had a permit when it was built 26 years ago, and also required a notarized letter indicating the intended use for the barn.

Jesse Peight of JP Construction is now ready to start building the pole barn. Some material has been delivered. A check for about \$11,000 will be needed at the start, and the remaining \$11,000 when finished in about 4 weeks. Ralph Brethauer will oversee the day-to-day progress.

Equipment

We replaced the transmission in the pickup truck (with snowplow) when its reverse gear went out in January. This cost \$1600.

We will delay the routine maintenance on the new grader until next year to stay as close as possible to our maintenance budget for 2005.

As an outcome of our decision to replace the road grader rather than the backhoe with the money that was reallocated from the open-space fund, we will replace all the remaining old cracked and frayed hoses on the backhoe to reduce the possibility of it breaking down when we need it. This is likely to cost \$500-\$750.

Spring volunteer day

This year's spring volunteer day is scheduled for May 14. We will meet at 9:00 a.m. at the intersection of Black Creek and Streamside and do the usual culvert maintenance and aesthetics clean-up with a group lunch at Gordon's site. Please put this notice in the next newsletter.

We will use the new liability form from our attorney this year.

Operators/volunteers

Now that Al Cunningham's health is better, our equipment operator's roles are :

Ralph Brethauer

- oversee pole barn construction
- primary operator for back hoe
- backup operator for grader

Al Cunningham

- primary operator for grader
- backup operator for back hoe

Jim Boyd

- possible alternate

Road resurfacing

Our 2005 plan calls for finishing Miller Fork to Copper Hill, about 2/3 mile, the area around the pole barn, and as much of ElkRidge as our budget allows. Depending on Kitchen Excavation's availability, this project is targeted to start the last week of June with a 10 day duration.

Gravel was put along Solitude Court to provide some strength to several large mud holes. This is a stop-gap measure until we can get provide drainage in these areas before resurfacing it in 2006.

Reflector pole replacement

The plan is to replace the reflector poles along the roads this summer. Currently, these are an ugly mixture of metal, plastic, and wood with different heights and have been positioned somewhat ad-hoc over the years. The current thinking is to use 6" treated wooden posts with a blue round reflector on each side placed at each stream crossing, curves greater than 60 degrees, where the road width decreases to 10 feet, or blinds spots where the visibility is less than 20 feet. The first step is to determine the number that will be needed, determine a per-post material cost, and to obtain several bids to drill the holes and install them with concrete.

Policy clarification

Ron Ellis, a landowner on Solitude Court, has graciously been providing snow plowing and road grading on that road with his personal equipment over the years. We've appreciated that. However, due to liability implications, and from now on the RLA will take that responsibility.

To document this policy clarification, please make a motion to the effect that landowners are not to perform road maintenance unless it's part of a RLA-sponsored and supervised project.

GHAVFD

The new lease has been drafted by the RLA attorney. It will be reviewed with the GHAVFD at their March planning meeting.

An audit of the financials of the GHAVFD was performed with Mike Keefe from the fire department on February 11. This audit from RLA and Glen Haven Homeowners Association helps the GHAVFD obtain grants and provides RLA landowners an assurance that the \$50 we each contribute to the GHAVFD is being well administered.

Mike Keefe is searching the GHAVFD files to determine who owns the pickup-bed trailer

Personal

Gordon and Karen Nuttall married on February 20 in the meadow along Miller Fork trail about ½ mile north of Gordon's site. Karen teaches K-6 music at Timnath Elementary. Her daughter Natalie is a senior at Rocky Mountain High School and will be attending UT at Tyler, Texas next year. Her son Nate is a sophomore drama major at Nebraska Wesleyan in Lincoln, NE. Gordon's daughter Jennifer is a senior at CSU with a dual major in Biology and Chemistry. She intends to go on to a Medical Technician degree in Denver. Gordon's newly-released camera is the HP Photosmart R717. (6MP, 3x optical zoom, \$325, available in April).

Good Neighbor Committee report
Gordon Nuttall/Ralph Brethauer
March 19, 2005

CRS review

The GNC has met with representatives from the board and ACC three times since the January board meeting. The Covenant Rules and Standards (CRS) document has been reviewed line-by-line, and one more meeting will be needed to complete it.

Legal

Jeff Bedingfield, the RLA lawyer, has reviewed the areas needed in the bylaws and covenants necessary to grant variances. He has provided guidance on how to grant variances despite the lack of authority to do so in the current covenants.

Refer to the email from Jeff Bedingfield for his complete report. This will be reviewed in detail with the lawyer and discussed at the May 21 board meeting.

Communications plan

The timeline and roll-out plan for the information for the landowners to make an informed vote at the July annual meeting is proposed as follows.

April 15 – Final joint GNC/ACC/board meeting. Complete CRS and review Powerpoint presentation prepared by Gordon

May 21 - Board sign-off of CRS and PowerPoint presentation

June 3 – first “town-hall” meeting for landowners at Glen Haven community building

June 11 – second “town hall” meeting at GH community building

June 20 – send out information for annual meeting

July 23 – annual meeting. Vote on covenant changes

Current covenant violations

Letters will be sent in April to landowners with the current violations asking them to take corrective actions. Refer to the violations spreadsheet for that list. The fining structure will not be invoked until after the July meeting.

Administrative

We have not decided who will provide admin support for the fining. Current thinking is that we pay the new RLA secretary to provide this service.

Retreat Landowners Association, Inc.
Board Meeting Agenda
June 4, 2005
9:30 Am., Ann Martin's residence

9:30 a.m. Call to order

Adopt agenda
Approval of March meeting minutes
Landowner comments
Board Member comments

9:45 Reports

- a. Treasurer
- b. Treasurer/Corresponding Secretary
- c. Architectural Control Committee
- d. Roads Committee, including Pole Barn
- e. Environmental - including status of grant proposal
- f. Nominating Committee
- g. Newsletter editor
- h. Dunraven Glade Committee
- i. Good Neighbor Committee

10:15 Old Business

- a. Water leases - Mills
- b. Report on Board officer limits and liability on volunteers, D&O vs. errors and omissions, equipment barn - Brown and Nuttall
- c. Lease with GHAVFD for firehouse - Nuttall

11:00 New Business

- a. Treasurer replacement
- b. 2006 Assessments
- c. Contribution to GHAVFD - Mike Keefe
- d. Preparations for annual meeting
- e. Call for volunteers

Miscellaneous Business

11:30 a.m. Adjournment

RLA BOARD MEETING

June 4, 2005

The meeting was held at the Martin residence

The May meeting was postponed until June 4th. Board members present were Jim Broomfield, Graham Fowler, Kent Mills, Gordon Nuttall and Ann Martin. Also, Florentine Belz, Lila Conrad, Dennis Bicknell, and Jan Ricker and landowners Steve and Cathy Anderson, Jay Bedford, Ernie Conrad, Joe Barraclough, Dave and Kristine Musick, Joanne Persichetti, and Duke Sumonia. Representing the Glen Haven Volunteer Fire Dept. were Phil Hooper and Mike Keefe.

The meeting was called to order by vice-president Gordon Nuttall in the absence of Bruce Brown. Introductions were made by board members, landowners and visitors.

Gordon presented the agenda; Kent Mills moved that it be accepted as presented, seconded by Graham Fowler, motion carried.

Approval of March meeting minutes: Kent Mills moved the minutes be approved as mailed, seconded by Graham Fowler, motion carried.

Landowner comments: Steve Anderson stated that he was opposed to any changes in the covenants as a result of recent discussions within the Good Neighbor committee. Joanne Persichetti also wants the covenants to be left as they are and they agreed to them when they purchased their lots. Jay Bedford stated he likes the covenants and thinks the board should interrupt them on a case by case basis for violations. Cathy Anderson felt there should be improvement in communications regarding cancellation of meetings by the GNC. Dave Musick referred to motions drafted by Gordon Nuttall and felt that they should be voted upon by the entire membership of the Retreat by mail ballot and not just the board.

Board member comments: Graham Fowler asked why the road equipment was not being stored in the new pole barn that was built for that purpose. Also, he commented on the change of meeting dates and that board members plan ahead to attend meetings on the scheduled dates. That is their obligation when accepting an office.

Kent Mills stated a positive aspect of the GNC is communication between residents and the board and he feels any action by the GNC should be tabled until there is more direction. He stated that setting up a web site would be helpful to communicate between the board, committees and landowners.

REPORTS

Treasurer: Lila Conrad reported as of May 31, 2005, receipts totaled \$61,107 consisting of landowners' assessments and transfer fees. Disbursements totaled \$29,184. Disbursements included \$20,860 for the new Pole Barn, \$2,442 for Equipment repairs and Maintenance, \$1,523 for legal fees, \$655 for wages and payroll taxes, \$433 for Newsletter expenses, \$430 for Water Certificates, and \$2,841 misc. expenses. The excess of cash receipts over cash disbursements at May 31, 2005 is \$31,923.

A refund in the amount of \$6,000 from Sutherland Lumber for deposit on the pole barn was received and is reflected.

Assets owned by the Association at May 31, 2005 consisted of checking and savings accounts totaling \$45,256 and equipment with a depreciated value of \$45,554.

Attached are copies of the Statement of Cash receipts and Disbursements and an analysis of 2004-2005 Cash Flow.

The road grader is still on consignment and funds received from its sale would be added to the 2005 Operating Funds available. Suggestions were made to lower the price (now \$10,000) or to find another consignment outlet. Jay Bedford volunteered to help move it to another location and find a buyer. Kent moved to accept the treasurer's report, seconded by Graham, carried. Report attached.

There was discussion on the use of funds available for road improvements, repairs to the water truck and the road re-surfacing program. Gordon, as head of the roads committee, moved that \$10,000 be spent of this years remaining allocated budget for road resurfacing to finish the distance that can be done with that amount of money, the amount to be spent first on Miller Fork Road to complete that and the remaining on the most critical sections of the roads and that the distance be increased upon the sale of the road grader. Graham seconded the motion for purposes of discussion. Graham felt the reserves should be built up before spending more money on the roads; motion failed.

Corresponding secretary: Jan Ricker reported there had been no properties sold since the last report. The number of landowners remains at 220.

Two landowners have unpaid balances on their annual assessment. Graham moved that the board instruct the attorney to file a lien on the Carl Friis property if the dues are not paid by July 1st. Seconded by Kent; motion carried. The matter will first be referred to the president, Bruce Brown, to make personal contact if there are extenuating circumstances why they remain unpaid. He should also contact the Phillips' about their unpaid interest. The comment was made that perhaps the Retreat could file liens itself when needed rather than the attorney to save on the legal expense. Report attached.

BICKWELL

Architectural Control committee: Dennis ~~Bicket~~ submitted his report of applications and approvals for new construction for homes to be built. An application was also received for lot 82, filing 1, from Nolans to build. Graham asked about the water tank on lot 60, filing 2, if it were to be covered and not be so unsightly. The home is occupied by a tenant. Dennis will follow up. Report attached.

Roads committee: Gordon submitted a report on the progress of the equipment building and condition of the roads along with other pertinent information related to the operation and maintenance of the assets. See attached list. Kent stated a volunteer is needed to check on the pole barn and take care of problems that may arise. A broader base of volunteers is needed so all the responsibility does not fall on the roads crew. Steve Anderson and Jay Bedford volunteered to be point persons to look after the pole barn periodically and report to the board.

The lease for the Glen Haven Volunteer Fire Dept. building has been signed with an annual fee of \$10.00 payable to the Retreat. A motion was made by Graham and seconded by Kent that this be effective now (since it had not been paid) and submitted a bill to the fire dept. Motion carried. Lease to be kept in a secure place.

A release of liability form needs to be signed by each person each time work is performed. A release form for the use of the white trailer to haul slash within the Retreat should be signed by user and a contact person appointed. Forms will be made available. A copy will be included in the Newsletter or annual packet. Road report and volunteer list attached.

Environmental: Peggy Burch reported on conditions in the Retreat and the progress on the grant money application. This would involve controlling the weeds along Dunraven Glade Road and there are a number of requirements which include the community being involved. The deadline for submitting the application is December of 2005 to be eligible for funds in March of

2006. A sub committee of the Dunraven Glade Committee could help with organizing the project.

Nominating committee: Ann Martin, chairman, reported there are two opening on the board of directors. Presently there are four nominees who have submitted bios and pictures for the annual election packet; they include Rob Squire, David Musick, Steve Anderson and Gordon Nuttall.

Newsletter: Graham Fowler had nothing to report. Ernie Conrad suggested the names of board members and committee chairman along with their phone or E-mail address again be included in the Newsletter. There is a separate sheet with this information available once a year.

Dunraven Glade Committee: Joanne Persichetti reported on a conversation with Dale Miller of the County Road Dept. regarding the type of material to be used when re-surfacing is done on Dunraven Glade in the fall. Options are recycled asphalt and gravel to be treated later with dust retardant. Letter attached.

Good Neighbor Committee: Kent made a motion that all effort by the GNC be tabled until there is a consensus or direction the board wants to take; seconded by Ann. Jim Broomfield spoke to the motion that the board be involved and support Gordon in his efforts to establish such a committee. The focus of the committee has become misconstrued in its direction but has gotten residents to discuss issues relating to the covenants, persistent violations and enforcement. A document prepared by Gordon "Covenant Standards and Regulations" addressed some of the issues but needs more work. Graham reported he had received numerous phone calls from landowners who took issue with some of the content. Gordon wants more input from landowners to make recommendations and continue making progress on important issues that affect all landowners but there is not a time line. Jim suggested the document is somewhat confusing and rules and regulations should be separated, include the covenants and be condensed. There is not enough time before the annual meeting to prepare a new draft of the CSR. Kent re-phrased his motion "that the GNC focus on a document that would define covenant violations and how to only handle those; this to be done between now and the July board meeting."

Graham moved that the meeting be extended 30 minutes, seconded by Kent, motion carried. Ann commented that she was in favor of a one page form, approved by the attorney, that would state the violation and fine assessed to send to the violator. Jim seconded Kent's re-phrased motion; carried.

The agenda was modified to accommodate two members of the GHVFD to make a presentation.

NEW BUSINESS

Mike O'Keefe presented information on the future needs of the dept. A larger facility would be helpful for training firefighters. They also need to update equipment as the community grows. Phil Hooper is researching grants available to provide training for medical calls and to be able to provide early response to fires. They are looking to the Retreat for more financial assistance. There are two years left on the \$50.00 per Retreat landowner voted by the membership last year as their annual donation to the GHVFD.

Kent moved that there be an amendment to the by-laws at the annual meeting to increase the limit to \$100.00 per landowner donation to the GHVFD for 2006; to be voted upon by the membership. Seconded by Jim, motion carried. Information will be in the annual meeting packet. Graham moved to extend the meeting to 12:30p.m. Seconded by Jim, motion carried.

Gordon stated that the maximum yearly Retreat assessment per landowner is currently limited to

\$250.00 per year. Kent moved that the limit be increased to \$400.00 by a by-law change and vote of the membership. The budget process would determine the actual increase. Motion seconded by Graham, motion carried.

Kent introduced a request by landowner Joe Barraclough for a bylaw change for a voting procedure for the election of Directors under Article V. Section 2. Copy attached. It would eliminate a secret written ballot if the number of candidates equal the number of vacancies and then voting may be by voice or show of hands. This request is for consideration at the annual meeting. A brief discussion followed and it allowed that this change is permissible under Roberts Rules of Order. The request was introduced as a motion by Kent, seconded by Graham, motion carried.

Treasurer replacement: Jim Broomfield agreed to serve as treasurer and replace Lila Conrad who is resigning but Lila will fill in when Jim is away four months during the winter.

OLD BUSINESS

Board officer insurance and liability: Gordon reported that the current insurance is okay on the pole barn. He stated that Error and Omissions coverage is not appropriate so the board will continue to be covered by a Directors and Officers policy.

MISCELLANEOUS BUSINESS

Annual Meeting: Information for the annual meeting packets needs to be received by Bruce Brown by June 10th in preparation for the annual meeting July 23rd at 1:00p.m. at the Holiday Inn in Estes Park. The July board meeting will be at ~~9:30~~^{9:00}a.m. at Jim Broomfield's residence preceding the annual meeting.

A Friday evening social gathering will be held at 6:00p.m. at the Glen Haven Community Building. Volunteers are needed to help with refreshments; Gordon will bring cheese and members may bring their beverage of choice. A hike was discussed for Sunday.

There was no further business and the meeting was adjourned at 12:30p.m.


Recording Secretary

Retreat Landowner's Association, Inc.

Treasurer's Report

As of May 31, 2005

As of May 31, 2005, receipts totaled \$61,107 consisting of landowners' assessments and transfer fees. Disbursements totaled \$29,184. Disbursements included \$20,860 for the new Pole Barn, \$2,442 for Equipment Repairs & Maintenance, \$1,523 for Legal Fees, \$655 for wages and payroll taxes, \$433 for Newsletter expenses, \$430 for Water Certificates, and \$2,841 misc. expenses. The excess of cash receipts over cash disbursements at May 31, 2005 is \$31,923.

A refund in the amount of \$6,000 from Sutherland Lumber for deposit on the pole barn was received and is reflected.

Assets owned by the Association at May 31, 2005 consisted of checking and savings accounts totaling \$45,256 and equipment with a depreciated value of \$45,554.

Attached are copies of the Statement of Cash Receipts and Disbursements and an analysis of 2004-2005 Cash Flow.

Lila Conrad
Treasurer

RETREAT LANDOWNERS ASSOCIATION, INC
STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
AND CHANGES IN CASH BALANCES
January 1 to May 31, 2005

| | ACTUAL | BUDGET | VARIANCE |
|--|-----------------|----------------|-----------------|
| CASH RECEIPTS: | | | |
| Landowners' assessments | \$60,635 | \$60,775 | (\$140) |
| Transfer fees | 300 | 1,000 | (700) |
| Interest income | 6 | 500 | (494) |
| Other income including late fees | 166 | 0 | 166 |
| Total Cash Receipts | <u>61,107</u> | <u>62,275</u> | <u>(1,168)</u> |
| CASH DISBURSEMENTS: | | | |
| Accounting | 125 | 0 | (125) |
| Administration: | | | |
| Office Supplies | 249 | 350 | 101 |
| Postage | 318 | 450 | 132 |
| Secretarial | 330 | 240 | (90) |
| Miscellaneous | 161 | 300 | 139 |
| Newsletter Postage & Copying | 333 | 700 | 367 |
| Newsletter Editor Expenses | 100 | 300 | 200 |
| Membership Directories | 0 | 250 | 250 |
| Membership | 275 | 0 | (275) |
| Social Events & Annual Meeting | 38 | 1,000 | 962 |
| Donations - Fire Department | 0 | 11,050 | 11,050 |
| Environmental | 0 | 250 | 250 |
| Insurance | 152 | 3,000 | 2,848 |
| Legal fees | 1,523 | 2,000 | 478 |
| Streamside Entry Survey | 0 | 0 | 0 |
| Tree Chip & Haul | 0 | 750 | 750 |
| <u>2004-2005 Pole Barn Project</u> | | | |
| 2005 Pole Barn | 20,654 | 0 | (20,654) |
| 2005 Site Prep. Mat'ls. | 206 | 0 | (206) |
| | <u>20,860</u> | <u>0</u> | <u>(20,860)</u> |
| Water Certificates | 430 | 0 | (430) |
| Water Assessment - Annual | 0 | 350 | 350 |
| <u>2005 Road Resurfacing Project</u> | | 25,000 | 25,000 |
| Labor | 0 | 0 | 0 |
| Materials | 0 | 0 | 0 |
| Roller Expense 2004 | 916 | 0 | (916) |
| | <u>916</u> | <u>25,000</u> | <u>24,084</u> |
| <u>Road Maintenance</u> | | | |
| Payroll, Payroll Taxes & Ins. | 452 | 500 | 48 |
| Snow/Grader/Backhoe - Labor | 203 | 1,000 | 798 |
| Dust Treatment | 0 | 1,500 | 1,500 |
| Culvert Upgrade | 0 | 4,000 | 4,000 |
| Equipment Purchase | 0 | 0 | 0 |
| Equipment Rental | 0 | 0 | 0 |
| Signs/Mirrors | 92 | 1,500 | 1,408 |
| Equip. Repairs & Maint. | 2,442 | 3,000 | 558 |
| Equipment Fuel | 185 | 1,000 | 815 |
| | <u>3,374</u> | <u>12,500</u> | <u>9,126</u> |
| Total Cash Disbursements | <u>29,184</u> | <u>58,490</u> | <u>29,306</u> |
| Excess Cash Receipts over Cash Disbursements | <u>31,923</u> | <u>\$3,785</u> | <u>\$28,138</u> |
| Cash balances January 1, 200 4 ⁵ | <u>13,334</u> | | |
| Cash balances May 31, 2005 | <u>\$45,256</u> | | |

RETREAT LANDOWNERS ASSOCIATION, INC.
BALANCE SHEET (CASH BASIS)
May 31, 2005

ASSETS

CASH

| | |
|------------|---------------|
| Checking | \$6,771 |
| Savings | 38,485 |
| Total Cash | <u>45,256</u> |

EQUIPMENT

| | |
|--------------------------------|-----------------|
| Old Equipment | 7,000 |
| GMC (purchased 2003) | 2,500 |
| Road Grader (purchased 2004) | 43,554 |
| Road Grader (purchased 1992) | 11,325 |
| | <u>64,379</u> |
| Less: Accumulated Depreciation | <u>(18,825)</u> |
| | <u>45,554</u> |

Total Assets \$90,810

LIABILITIES

LIABILITIES

Payroll Taxes Payable \$0

NET ASSETS

90,810

Total Liabilities & Net Assets \$90,810

Net Assets Consist of:

| | |
|--------------------------------|-----------------|
| Bulwark Ridge | 2,941 |
| Dunraven Escrow | 3,700 |
| 2004 Contingency Fund | 6,693 |
| 2009 Budgeted Donation GHVFD | 11,050 |
| 2005 Operating Funds Available | 20,873 |
| <i>Total Cash Funds</i> | <u>45,256</u> |
| Depreciated Cost of Equipment | 45,554 |
| <i>Total Net Assets</i> | <u>\$90,810</u> |

**RETREAT LANDOWNER'S ASSOCIATION
ANALYSIS OF 2004-2005 CASH FLOW**

| | |
|------------------------------------|------------------------|
| 6/30/2004 Total Cash Funds On Hand | \$118,442 |
| Less Expenditures: | |
| Pole Barn | 11,526 |
| Road Grader | 43,554 |
| 2004 Road Project | 23,012 |
| Set Up Dunraven Reserve | 3,700 |
| 2004 GHVFD | 11,100 |
| Operating Expenses 7/04-12/04 | 12,216 |
| | <u>105,108</u> |
| 12/31/2004 Total Cash Funds | <u>\$13,334</u> |

| | |
|--|-------------------------|
| 2004 Contingency Fund | \$ 6,693 |
| Bulwark Ridge Fund | 2,941 |
| Dunraven Escrow | <u>3,700</u> |
| 1/1/2005 Total Cash Funds On Hand | <u>\$ 13,334</u> |

| | |
|---|-------------------------|
| 2005 Cash Receipts | \$ 61,107 |
| Less Expenditures: | |
| 2005 Road Project (2004 Roller) | \$ 916 |
| 2005 Pole Barn | 20,860 |
| 1/05-5/05 Expenses | <u>7,408</u> |
| | \$ 29,184 |
| 5/31/2005 Total Cash Funds On Hand | <u>\$ 45,257</u> |

| | |
|---|-------------------------|
| Budgeted GHVFD Donation Pending Payment | \$ 11,050 |
| 2004 Contingency Fund | 6,693 |
| Bulwark Ridge Fund | 2,941 |
| Dunraven Escrow | 3,700 |
| 5/31/2005 Operating Funds Remaining | <u>20,873</u> |
| 5/31/2005 Total Cash Funds On Hand | <u>\$ 45,257</u> |

Prepared By Lila Conrad 5/31/05

RLA Check Register

1/1'5 Through 5/31'5

6/1'5

Page 1

B1RLAFIN-KeyBankChecking

| Date | Num | Description | Memo | Clr | Amount |
|---------------------------------------|------|--------------|-------------|-----|------------|
| <u>KeyBankChecking</u> | | | | | |
| 1/15'5 | 1151 | JP Constr... | | x | -500.00 |
| 1/15'5 | 1152 | Flo Belz | Secretary | x | -40.00 |
| *** Missing Check(s) 1153 to 1217 *** | | | | | |
| 1/2'5 | 1218 | Ralph Bre... | Sign Paint | x | -19.37 |
| | | | | x | -38.53 |
| | | | | x | -172.50 |
| 1/2'5 | 1219 | Roberta ... | | x | -12.50 |
| 1/2'5 | 1220 | Dennis Bi... | | x | -17.50 |
| *** Missing Check(s) 1221 *** | | | | | |
| 1/8'5 | 1222 | U.S. Trea... | expense | x | -339.45 |
| | | | expense | x | -79.39 |
| | | | W/H | x | 0.00 |
| | | | W/H | x | 0.00 |
| 1/8'5 | 1223 | Colorado ... | Colo U.... | x | -10.95 |
| 1/8'5 | 1224 | U.S. Trea... | | x | -22.62 |
| | | | expense | x | 0.00 |
| | | | expense | x | 0.00 |
| 1/9'5 | 1225 | Janice Ri... | | x | 0.00 |
| | | | | x | -21.60 |
| 1/9'5 | 1226 | Old West ... | Fuel | x | -107.60 |
| 1/9'5 | 1227 | Postmaster | PO Box Rent | x | -66.00 |
| 2/16'5 | 1228 | Flo Belz | Secretary | x | -40.00 |
| 2/16'5 | 1229 | EVIA | Members... | x | -25.00 |
| 2/16'5 | 1230 | Sunstate ... | Rental-... | x | -916.03 |
| 2/17'5 | 1231 | Hobert Of... | | x | -96.38 |
| | | | | x | 0.00 |
| | | | | x | 0.00 |
| | | | | x | 0.00 |
| 2/17'5 | 1232 | A-1 Parts | Parts | x | -194.81 |
| 2/17'5 | 1233 | Janice Ri... | | x | -2.06 |
| | | | | x | 0.00 |
| 3/5'5 | 1234 | A-1 Parts | Parts | x | -4.90 |
| *** Missing Check(s) 1235 *** | | | | | |
| 2/24'5 | 1236 | Ralph Bre... | 5.5 hr ... | x | 0.00 |
| | | | | x | -1,902.87 |
| 3/5'5 | 1237 | Witwer,Ol... | Review ... | x | -910.00 |
| 3/5'5 | 1238 | Lila Conrad | Printer... | x | -2.84 |
| | | | copies | x | -32.01 |
| 3/5'5 | 1239 | Hobert Of... | | x | -84.05 |
| | | | | x | -66.34 |
| | | | | x | 0.00 |
| | | | | x | -39.96 |
| | | | | x | -13.32 |
| 3/5'5 | 1240 | Janice Ri... | | x | 0.00 |
| | | | | x | -86.14 |
| | | | | x | 0.00 |
| 3/17'5 | 1241 | JP Constr... | 1st. pm... | x | -10,957.00 |
| 3/19'5 | 1242 | Ralph Br... | Signs | x | -72.32 |
| | | | Grader | x | -24.14 |
| 3/19'5 | 1243 | Dennis Bi... | Supplie... | x | -62.48 |
| 3/19'5 | 1244 | Janice Ri... | Copies | x | -8.61 |
| | | | | x | -22.20 |
| 3/19'5 | 1245 | Julie Fowler | | x | -50.00 |
| | | | | x | 0.00 |
| 3/19'5 | 1246 | Witwer,Ol... | Lease A... | x | -612.50 |
| 3/19'5 | 1247 | Janice Ri... | | x | -14.60 |
| | | | | x | 0.00 |
| 3/19'5 | 1248 | Kitchen &... | Washed Rock | x | -205.92 |

ASSISTANT TREASURER REPORT

June 4, 2005

Board of Directors Meeting
Retreat Landowners Association

Property Sales

No properties have sold since the last report. The number of landowners remains at 220.

Assessments

Only two landowners have unpaid balances. Carl Friis has not made any payment at all. Ed and Dianne Phillips still owe \$12.39 in interest.

Jan Ricker
Assistant Treasurer/Corresponding Secretary

RLA Check Register

1/1'5 Through 5/31'5

6/1'5

Page 2

BIRLAFIN-KeyBankChecking

| Date | Num | Description | Memo | Cir | Amount |
|-----------------------|------|-------------------------------|------------|-----|------------|
| 3/19'5 | 1249 | Ernie Con... | Copies | x | -3.24 |
| 3/31'5 | 1250 | C.A.I. | Annual ... | x | -250.00 |
| 4/6'5 | 1251 | Bob's Towing | Truck R... | x | -334.29 |
| 4/18'5 | 1252 | Mandy Dit... | Water C... | x | -430.00 |
| 4/19'5 | 1253 | JP Constr... | 2nd. pm... | x | -10,359.75 |
| 4/27'5 | 1254 | Van Horn ... | Pole Ba... | | -214.75 |
| 4/27'5 | 1255 | Janice Ri... | | | 0.00 |
| | | | Secreta... | | -250.00 |
| 4/27'5 | 1256 | Lila Conrad | Treasur... | | -125.00 |
| 4/27'5 | 1257 | G.H.A.V.F.D. | Electri... | | -77.47 |
| | | *** Missing Check(s) 1258 *** | | | |
| 4/27'5 | 1259 | U.S. Trea... | expense | | 0.00 |
| | | | expense | | 0.00 |
| 5/10'5 | 1260 | Bruce Brown | | | -371.00 |
| 5/25'5 | 1261 | State Par... | Auto-19... | | -182.31 |
| 5/25'5 | 1262 | Kitchen &... | Re-cycl... | | -1,503.83 |
| 5/25'5 | 1263 | Gordon Nu... | Pole Ba... | | -37.85 |
| | | | Bobcat ... | | -285.94 |
| | | | Good Ne... | | -46.00 |
| 5/25'5 | 1264 | Eggers El... | Electric | | -2,462.00 |
| 5/25'5 | 1265 | St. Paul ... | Com'l I... | | -170.00 |
| 5/25'5 | 1266 | Hobert Of... | Printing | | -142.50 |
| | | | Postage... | | -118.48 |
| | | | | | 0.00 |
| 5/25'5 | 1267 | Janice Ri... | Stamps | | -29.60 |
| | | | Copies | | -25.47 |
| | | | Labels/... | | -39.57 |
| 5/25'5 | 1268 | Lila Conrad | Printer... | | -34.06 |
| 5/30'5 | 1269 | Julie Fowler | | | -50.00 |
| 1/31'5 | TXFR | Key Bank | | x | 0.00 |
| | | | | x | 0.00 |
| | | | | x | 0.00 |
| | | | | x | 0.00 |
| | | | | x | -3.25 |
| Total KeyBankChecking | | | | | -35,440.85 |

ARCHITECTURAL CONTROL COMMITTEE
THE RETREAT LANDOWNERS ASSOCIATION INC
POST OFFICE BOX 172
GLEN HAVEN CO 80532

June 1, 2005

TO: The Retreat Board of Directors
FROM: The ACC

The ACC wishes to advise the RLA Board of Directors of its activities since the last written report of March 10, 2005.

Approval was granted to Mr. Ed Sullivan, Lot 2, Filing 4, Bulwark Ridge Road to construct a log cabin on this lot. A road damage deposit has been made. Work is underway.

Approval was granted to Terry and Lynn Olson, Lot 28 Filing 4, Bulwark Ridge Road to construct a log cabin on their land. A road damage deposit has been made. The driveway and pad are prepared.

Approval was granted to Black Creek Construction to build a home for Tommy & Nancy Dunavan, Lot 14, Filing 4, 1292 Miller Fork Road. A road damage deposit has been made. The drive is existing, and a water well developed. Work is underway.

All applicants/contractors are being advised to drive with caution in this area due to the large number of vehicles that are associated with this work.

The road damage deposit posted by Rob and Kathy Squire is being released upon completion of their garage and inspection of 1407 Miller Fork Road..

Michael Barlow, 24 Black Creek Drive, Lot 8 Filing 2, submitted information concerning construction of a dog fence at her home.

Submitted for the ACC



Dennis R. Bicknell
File

RLA Roads Report

Gordon Nuttall June 4, 2005

Equipment pole barn

The equipment barn has been completed, and the open house was held on May 7. The doors should be painted to match the other exterior siding. They are now a bright white and do not conform to the approval given by the ACC. Recycled asphalt was applied to the driveway and interior of the barn. Construction cost was \$24,700 including electric. Ground prep was \$5,450.

Control measures are needed to mitigate erosion off the steep banks and the runoff from the roof, which doesn't have gutters. Electrical approval will be pulled by Estes Park utilities on June 13 if boulders aren't placed on the corner with meter. Graham is working with AI to get that done.

Insurance

The equipment barn has insurance coverage. The annual rate is \$250.

Slash collection

This year's site for slash collection is south of the new equipment barn on Elkridge. Some limbs are already there. Need someone to coordinate with the county this year.

Equipment

The new road grader is great, although it takes some relearning. The old grader has not sold yet and we need someone to push its sale. Ebay or auctions have been suggested.

Recovery from wet winter

The roads took a heavier beating this year than recent memory due to the heavy snow and rains. We could use additional help running the road grader.

Lease for the GHAVFD firehouse

The year-to-year lease has been signed with the GHAVFD.

Volunteer Release-of-Liability

Completed, but didn't get it to the volunteers on May 7.

May 7 Volunteer day

The sink hole on Miller Fork was filled and two large rocks removed from ditches. The Miller Fork directional sign and speed limit signs were set up, and the equipment barn was prepared for the open house. Graham led the group that met at Black Creek while Gordon got tables and chairs for the open house. The area around the barn was raked and made ready for the open house.

Two more volunteer days are probably needed this summer.

Yearly road resurfacing

This project is on hold until grader is sold. We will then determine how much distance we can afford to resurface. Some (about \$1500) of the road resurfacing funds have already been spent on the driveway and inside of the equipment barn.

Volunteers needed

The next page lists the things that need to be done. I need volunteers to sign up.

Roads To-do list 6-3-05

| | yearly estimated hrs (participation plus prework) | person | Contact info |
|---|--|--------|--------------|
| Organize slash collection and chipping (with County) | 4 | | |
| Organize yearly road resurfacing project | 40 | | |
| Back up Al on operating grader and back hoe | as needed | | |
| Snow removal | as needed | | |
| Get maintenance done on water truck | 2 | | |
| Finish painting road signs | 10 | | |
| Paint doors on equipment barn | | | |
| Organize two more road volunteer days | 10 | | |
| Rebuild culvert at Elkrige and Dunraven | 10 | | |
| Erosion control around equipment barn | 4 | | |
| Weeds on Dunraven parking area (with County and Forest Service) | 10 | | |
| Coordinate with County on Dunraven Road | 1 | | |
| Push sale of grader | 1 | | |

Environmental Report - June 4, 2005

Trees

After a somewhat dry and warm winter, we are now experiencing a wet spring. However the drought has already weakened many trees that are now very susceptible to infestation of mountain pine beetle and ips beetle. The warm winter allowed above average numbers of these pests to overwinter. Many of the ponderosa pines along roadways that are showing signs of dying are suffering the effects of deicing chemicals along with drought.

Tiger moths are very noticeable right now. The larvae build silken nests in the tops of evergreen trees, primarily ponderosa pines. Some Douglas fir have also been attacked this spring. There is usually only one nest per tree and the larvae cause local defoliation but the health of the tree is not affected. If the nests can be easily reached, the caterpillars can be destroyed. This is a cyclical pest. The last large infestation was in 1997.

There has been a large migration of painted lady butterflies this spring. They come from the desert areas of Mexico and California and search out the host plants for their larvae. Thistles of all kinds are favored. The larvae destroy many thistle plants by completely defoliating them. While cutting the thistle stimulates new growth, defoliation starves the plant. These butterflies were noticed all over the Estes valley a few weeks ago.

Wildfire

Wildfire specialists are warning us to be vigilant this year. The wet weather this spring will bring succulent undergrowth that dries out in the summer. Since, many wildfires start and spread in this dry undergrowth, it is necessary to keep it away from our homes.

Weeds/Grant

Status of grant – pending

This is a project that must start with the Dunraven Glade folks. The grant application requires quite a bit of work and necessitates involvement of the community.

The grant money for 2006 will be awarded in March of 2006.

We have until December to put together the necessary items for the application.

Application items:

- Project Name
- Budget Summary and timeline of project
- Name of organization
- Primary contact person and two additional contacts
- Brief description of project: need, purpose and scope of project
- Photos, maps or scale drawing of area
- How project will benefit the community in general
- Letters of support (not required, but helpful)
- Indication as to how this project and grant supports criteria of the Open Lands mission criteria

- List of affected property owners and letters of consent of all landowners (mandatory)
- Indication of what maintenance will be required
- Who will maintain and how often will maintenance be done
- Source of money for maintenance
- If volunteers will be required, who will organize them.
- Budget worksheet to be completed that will indicate: supplies and labor that will be needed to complete the project and estimated in-kind values (time, money, supplies, labor etc. to come from the Project Organization or donations from outside the group)

Ann Montoya, Larimer County Open Lands and Parks, said that a grant could be given to an organization that did none of the work themselves, but indicated that the grant would be more likely when the involved community took part in the project. An application for a similar weed project in which the community contributed in-kind with work would take precedence.

We need to keep in mind that this project cannot be accomplished with a one-time effort. The management of non-native invasive weeds is ongoing. We will need to inventory the types of weeds to determine the best method(s) of managing them. Most of these exotic weeds will require cultural, mechanical, chemical and possibly biological treatment at several times during the growing season. Each specific type of weeds has a specific type of treatment. We will also need the input of the Estes Valley Weed Control District to determine the best way to handle the wetland areas.

The Estes Valley Improvement Association is presenting a program on invasive weeds on Thursday, June 9th. The free event is at 7:00 p.m. in the Hondius room at the library.

Larimer County Weed District will help individual homeowners with on-site inspections and consultations. They have native seed and herbicide for sale and sprayers and GPS units for loan. Call 498-5779 for information.

It is almost impossible to eliminate all of the noxious weeds. Sometimes, the only course of action is to just not let them get any worse by removing and destroying the flowers and keeping new infestations from starting.

P. O. Box 15
Glen Haven, CO 80532
June 1, 2005

The Board of Directors
Retreat Landowners Association

I called Dale Miller of the Larimer County Road and Bridge Department Wednesday, June 1st regarding his statement in May that the county would be putting gravel on Dunraven Glade in July. He amended that statement to say that it would more likely be after Labor Day. Because of the heavier traffic to the Cheley Camp and the forest service parking area, this is probably a better option.

I questioned him about what product would be used – gravel, crushed aggregate road base or crushed recycled asphalt. He asked what the association was using and I mentioned the crushed recycled asphalt. He said he had to get bids for the various products and probably would be using gravel and treating it a short time later with the dust retardant. He said the dust retardant is a binding agent.

If crushed recycled asphalt is used they treat it with a petroleum product and this is more expensive. He stated that there will still be dust and rocks flying with the gravel, but that it would cut down on the winter time mud situation. The county recently did the road from Masonville to Horse Tooth Reservoir with gravel and dust retardant if anyone would like to see the results.

Regarding the thistle, we have not seen many starting to grow on our lots, but it may be early yet.

Sincerely,



Joanne Pesichetti
Chairman, Dunraven Glade
Road Committee

RLA BOARD MEETING

July 23, 2005

The meeting was held at the Broomfield residence

The July meeting was called to order by vice-president Gordon Nuttall in the absence of Bruce Brown. Board members present were Ralph Brethauer, Jim Broomfield, Graham Fowler, Ann Martin, Kent Mills, and Gordon Nuttall. Also, Florentine Belz, Dennis Bicknell, Peggy Burch, Lila Conrad, and Jan Ricker. Landowners present were Jay and Marilyn Bedford, David and Kristine Musick, Steve Anderson, Richard Boggs, Julie Brauns, Charlotte Besson, Victoria McCoy, Joe Lavaux, Joanne Persichetti, Danny Perugini, Rock Tallman, Liz and Bill Walters and Duke Sumonia.

Gordon presented the meeting agenda; the date was corrected to July 23, 2005 instead of June 4, 2005. He also added an item relating to Senate Bill 100. Graham moved the agenda be adopted as amended, seconded by Kent; motion carried.

Approval of June meeting minutes: Corrections were made under Annual Meeting paragraph 2, Gordon was corrected to Graham. Under New Business bottom of page three, that there be an "amendment to the by-laws" to increase the limit to \$100.00 per landowner donation was corrected to by a "motion" at the annual meeting. Kent moved the minutes be approved as corrected, seconded by Jim; motion carried.

Landowner comments: Joanne Persichetti asked a question about voting proxies on an amendment she intended to introduce at the annual meeting regarding a motion to limit the annual assessment to the Glen Haven Volunteer Fire Dept. Gordon stated it was his understanding that proxy votes could not be voted on an amendment to the printed motion. Further discussion followed with various opinions.

Two landowners asked that the Good Neighbors documents be tabled. Kent stated that until Senate Bill 100 is resolved as it affects covenants for Homeowners Associations no action should be taken.

Vicki McCoy brought along a document prepared by the board's attorney in the year 2000 where covenant actions were spelled out from numbers 1 to 17 in detail. Present board members had not been aware of this attached document.

Graham explained all landowners received copies of the covenants and agreed to abide by them when they purchased their property, all landowners are expected to follow them and it's the obligation of the board to see that they are enforced for the benefit of all in the Retreat.

Board member comments: Kent stated that during the years that he has been on the board visits have worked about 80 percent of the time to correct violations but not all the time and he feels money spent for attorneys could be better spent on other things.

REPORTS

Treasurer: Lila Conrad reported as of July 19, 2005, receipts totaled \$61,533 consisting of landowners' assessments and transfer fees. Disbursements totaled \$29,918. Disbursements

included \$21,016 for the new Pole Barn, \$2,503 for Equipment Repairs & Maintenance, \$1,523 for Legal Fees, \$656 for wages and payroll taxes, \$433 for Newsletter expenses, \$430 for Water Certificates, and \$3,358 misc. expenses. The excess of cash receipts over cash disbursements at July 19, 2005 is \$31,614.

Assets owned by the Association at July 19, 2005 consisted of checking and savings accounts totaling \$44,947 and equipment with a depreciated value of \$45,554.

Gordon moved that the annual donation to the Glen Haven Volunteer Fire Department be made at this time, seconded by Jim, motion carried. Report attached.

Other committee reports: Reports are included in the annual meeting packet for landowners review. Specific issues addressed were erosion by the corner of the pole barn. Gordon moved to authorize Steve Anderson to consult an engineer and make a recommendation to the board as to the cost and proper method to control the erosion, seconded by Kent, motion carried.

Good Neighbor committee: Jim Broomfield reported the GNC met and discussed three documents pertaining to the enforcement of the covenants. He commented that in light of the new Senate Bill 100 the board should adopt a document that would be in compliance with the new statutes. Kent made a motion that these documents be tabled until the board understands how it is affected by the new senate bill and what it requires and that one new document be drafted that would be fair and equitable, seconded by Ann Martin. Motion carried. Kent also made a motion that the Good Neighbor Committee be disbanded, seconded by Graham, motion carried. It was suggested that any new committee serve by appointment and that it include an ACC member, a board member and landowners who are both full time residents and non-residents and represent a geographic cross section of the Retreat. Kent made another motion that the board implement the 17 point June 14, 2000 special meeting response to covenant violations on an interim basis until Senate Bill 100 is evaluated and it be effective immediately with the exception that the Larimer County Sheriff's Dept. would handle violations dealing with barking dogs and firearms under No. 8, Nuisances; seconded by Gordon, motion carried. Copy attached.

Nominating committee: Ann Martin, this year's chairman, asked that a chairman be appointed for next year's nominating committee. Ralph Brethauer volunteered to serve in that position.

OLD BUSINESS

Preparation for annual meeting: Some committees will set up display tables at the annual meeting at the Holiday Inn including environmental and those wanting to volunteer for specific maintenance jobs within the Retreat.

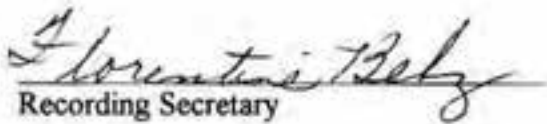
NEW BUSINESS

Report on SB 100: Gordon passed out an information sheet on requirements of the new SB100. It was the consensus of the board that an independent attorney or law firm review our covenants and make changes to comply with the new laws. Gordon moved that the board hire

Ortman and Hinman to do the seven required procedure and policies for the approximate fee of \$1,000, seconded by Ralph. Graham proposed a friendly amendment that they make suggestions as to the other recommended changes so that some members of the board can review it with them; amendment seconded by Ralph, motion carried. The bill is available on the internet. Information sheet attached.

Web site: A web site has been set up for the Retreat. The address is <http://Retreat.mesanetwork>
Gordon may do the Newsletter along with maintaining the web site.
Ann is updating the book of resolutions.

There was no further business and the meeting was adjourned at 11:00a.m.


Recording Secretary

Retreat Landowner's Association, Inc.

Treasurer's Report

As of July 19, 2005

As of July 19, 2005, receipts totaled \$61,533 consisting of landowners' assessments and transfer fees. Disbursements totaled \$29,918. Disbursements included \$21,016 for the new Pole Barn, \$2,503 for Equipment Repairs & Maintenance, \$1,523 for Legal Fees, \$655 for wages and payroll taxes, \$433 for Newsletter expenses, \$430 for Water Certificates, and \$3,358 misc. expenses. The excess of cash receipts over cash disbursements at July 19, 2005 is \$31,614.

Assets owned by the Association at July 19, 2005 consisted of checking and savings accounts totaling \$44,947 and equipment with a depreciated value of \$45,554.

Attached is a copy of checks issued since last reported on May 31, 2005

Lila Conrad
Treasurer

RETREAT LANDOWNERS ASSOCIATION, INC
STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
January 1 to July 19, 2005

| | ACTUAL | BUDGET | VARIANCE |
|--|-----------------|----------------|-----------------|
| CASH RECEIPTS: | | | |
| Landowners' assessments | \$60,910 | \$60,775 | \$135 |
| Transfer fees | 400 | 1,000 | (600) |
| Interest income | 20 | 500 | (480) |
| Other income including late fees | 203 | 0 | 203 |
| Total Cash Receipts | <u>61,533</u> | <u>62,275</u> | <u>(742)</u> |
| CASH DISBURSEMENTS: | | | |
| Accounting | 125 | 0 | (125) |
| Administration: | | | |
| Office Supplies | 249 | 350 | 101 |
| Postage | 318 | 450 | 132 |
| Secretarial | 375 | 240 | (135) |
| Miscellaneous | 177 | 300 | 123 |
| Newsletter Postage & Copying | 333 | 700 | 367 |
| Newsletter Editor Expenses | 100 | 300 | 200 |
| Membership Directories | 0 | 250 | 250 |
| Membership | 275 | 0 | (275) |
| Social Events & Annual Meeting | 336 | 1,000 | 664 |
| Donations - Fire Department | 0 | 11,050 | 11,050 |
| Environmental | 0 | 250 | 250 |
| Insurance | 310 | 3,000 | 2,690 |
| Legal fees | 1,523 | 2,000 | 478 |
| Streamside Entry Survey | 0 | 0 | 0 |
| Tree Chip & Haul | 0 | 750 | 750 |
| <u>2004-2005 Pole Barn Project</u> | | | |
| 2005 Pole Barn | 20,810 | 0 | (20,810) |
| 2005 Site Prep. Mat'ls. | 206 | 0 | (206) |
| | <u>21,016</u> | <u>0</u> | <u>(21,016)</u> |
| Water Certificates | 430 | 0 | (430) |
| Water Assessment - Annual | 0 | 350 | 350 |
| <u>2005 Road Resurfacing Project</u> | | 25,000 | 25,000 |
| Labor | 0 | 0 | 0 |
| Materials | 0 | 0 | 0 |
| Roller Expense 2004 | 916 | 0 | (916) |
| | <u>916</u> | <u>25,000</u> | <u>24,084</u> |
| <u>Road Maintenance</u> | | | |
| Payroll, Payroll Taxes - | 452 | 500 | 48 |
| Snow/Grader/Backhoe | 203 | 1,000 | 798 |
| Dust Treatment | 0 | 1,500 | 1,500 |
| Culvert Upgrade | 0 | 4,000 | 4,000 |
| Equipment Purchase | 0 | 0 | 0 |
| Equipment Rental | 0 | 0 | 0 |
| Signs/Mirrors | 92 | 1,500 | 1,408 |
| Equip. Repairs & Main | 2,503 | 3,000 | 497 |
| Equipment Fuel | 185 | 1,000 | 815 |
| | <u>3,435</u> | <u>12,500</u> | <u>9,065</u> |
| Total Cash Disbursements | <u>29,918</u> | <u>58,490</u> | <u>28,572</u> |
| Excess Cash Receipts over Cash Disbursements | <u>31,614</u> | <u>\$3,785</u> | <u>\$27,829</u> |
| Cash balances January 1, 2005 | 13,334 | | |
| Cash balances July 17, 2005 | <u>\$44,947</u> | | |

RETREAT LANDOWNERS ASSOCIATION, INC.
BALANCE SHEET (CASH BASIS)
As Of July 19, 2005

ASSETS

CASH

| | |
|------------|---------------|
| Checking | \$6,449 |
| Savings | 38,499 |
| Total Cash | <u>44,947</u> |

EQUIPMENT

| | |
|--------------------------------|-----------------|
| Old Equipment | 7,000 |
| GMC (purchased 2003) | 2,500 |
| Road Grader (purchased 2004) | 43,554 |
| Road Grader (purchased 1992) | 11,325 |
| | <u>64,379</u> |
| Less: Accumulated Depreciation | <u>(18,825)</u> |
| | 45,554 |

Total Assets \$90,501

LIABILITIES

LIABILITIES

Payroll Taxes Payable \$0

NET ASSETS

90,501

Total Liabilities & Net Assets \$90,501

Net Assets Consist of:

| | |
|--------------------------------|-----------------|
| Bulwark Ridge | 2,941 |
| Dunraven Escrow | 3,700 |
| 2004 Contingency Fund | 6,693 |
| 2005 Budgeted Donation GHVFD | 11,050 |
| 2005 Operating Funds Available | 20,564 |
| Total Cash Funds | <u>44,947</u> |
| Depreciated Cost of Equipment | <u>45,554</u> |
| Total Net Assets | <u>\$90,501</u> |

RLA Check Register

5/31'5 Through 7/19'5

7/20'5

Page 1

BIRLAFIN-KeyBankChecking

| <u>Date</u> | <u>Num</u> | <u>Description</u> | <u>Memo</u> | <u>Clr</u> | <u>Amount</u> |
|------------------------|------------|--------------------|--------------|------------|----------------|
| <u>KeyBankChecking</u> | | | | | |
| 6/4'5 | 1270 | Flo Belz | Secretary | x | -45.00 |
| 6/27'5 | 1271 | Larimer C... | Registrat... | | -60.92 |
| 6/27'5 | 1272 | Carl Friis | Refund Fr... | | -100.22 |
| 6/27'5 | 1273 | State Far... | 1992 GMC | | -157.92 |
| 7/15'5 | 1274 | Town of E... | Electric ... | | -155.90 |
| 7/15'5 | 1275 | Janice Ri... | postage a... | | -151.20 |
| | | | copies of... | | -16.51 |
| 7/15'5 | 1276 | Gordon Nu... | printing ... | | -147.12 |
| Total KeyBankChecking | | | | | <u>-834.79</u> |

ARCHITECTURAL CONTROL COMMITTEE
THE RETREAT LANDOWNERS ASSOCIATION INC
POST OFFICE BOX 172
GLEN HAVEN CO 80532

June 18, 2005

TO: The Retreat Board of Directors
FROM: The Architectural Control Committee

The ACC wishes to advise the RLA Board of Directors of its activities since the last written report of June 1, 2005

Approval was granted to John and Mary Nolan, Lot 82, Filing 1, 898 Elk Ridge Drive to construct a cabin on their land. A road damage deposit has been made. Work is underway.

The Lorenz's 537 Dunraven Glade Road advised of the plan to install some shielding fences

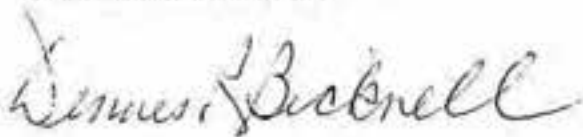
The water tank at Whyard's, Lot 60 Filing 2 has been enclosed and the exterior finished.

As of this date, there are seven homes under construction in the Retreat. This is probably the largest number at one time in recent Retreat history.

For information purposes, the following summary is offered:

| FILING | LOTS | HOMES | UNDER CONSTRUCTION |
|--------|-----------|-------|--------------------|
| 1 | 96 | 62 | 2 |
| 2 | 61 | 34 | - |
| 3 | 45 | 22 | 1 |
| 4 | 34 | 13 | 4 |
| 5 | 23 | 11 | - |
| | TOTAL 259 | 142 | 7 |

Cabins under construction are not included in homes.
Submitted for the ACC



Dennis R. Bicknell
File

Summary of Discussion Between RLA Board and Attorney Guiducci at June 14, 2000, Special Meeting

The following is from notes of the meeting taken by Board President Marcille Trahan:

Covenant Violation Steps

1. Informal contact by a Board member with the landowner.
2. Formal letter from the Board indicating the belief the landowner will comply with the Covenant.
3. Legal action by the RLA attorney.

Discussion, by Individual Covenant

1. Dwelling Size: The Covenant is clear regarding size of main structure. County regulations also apply.

2. Architectural Control

- 30-day deadline for ACC response to written request should be adhered to strictly. ACC should keep written records of phone calls, conversations and visits with applicants. If the 30 days is almost up, consider using certified mail.

- Approval applies only to submitted plans; any changed plans must be resubmitted.

- Completion of structure is defined as completion of exterior.

- No permit from either Larimer County or the ACC is required for excavation. Excavation can be considered as the start of the construction phase.

- If the site still looks like a construction zone after one year, action should be taken.

- The Board should review, modify or rescind ACC guidelines periodically.

- The ACC guidelines could be construed as additional restrictive covenants. There is no obligation for different Boards to be consistent with past policies; they can interpret the guidelines differently.

- The Board enforces ACC guidelines, first by contacting the landowner informally, followed by a legal letter from the attorney, if necessary.

3. Building Location:

- Metes and Bounds as described on the property deed determine the boundary, which can vary by lot.

- The ACC should look at the legal description. It is "reasonable" for the ACC to require the owner to have a survey, if necessary.

- Members should be informed that *both* Larimer County regulations and RLA Covenants apply, and that *both* must be complied with.

- Individual landowners can communicate with the County regarding County restrictions, but the Board should exercise care in doing so.

4. Exceptions to Setback Restrictions: No notes.

5. Temporary Residences:

- Construction phase of permanent dwelling is defined as one year. See bullet 4 under Covenant 2.

- "Short periods of camping and vacation use, not to exceed 60 days in any calendar year" is interpreted to mean that the landowner is present and actively using the temporary residence and that it is not being stored on the property. "Presence, not storage."

- If it is believed a temporary residence is on a property beyond 60 days, the owner should be notified. If necessary, a

letter should be sent to their attorney requesting removal. Other possible actions: 1) File a covenant-enforcement action; 2) small-claims court.

6. Time of Construction:

- Covenant clearly states one year from initiation.

- The Board "may" grant a time extension if it is not a nuisance to neighbors.

- The landowner must apply for an extension from the ACC and the Board.

7. Easements: Covenant clearly states easements are as defined on the recorded plat.

8. Nuisances:

- Determined on a case-by-case basis. Usually by the time an issue comes to the Board, the landowner has exhausted other remedies.

- The Board has the legal right to deal with barking dogs, discharge of firearms, etc.

- Issues to consider when dealing with a nuisance report: How visible is it? How annoying is it? How does it affect neighbors? Number of neighbor complaints? Document with pictures where applicable.

- "Professional persons" is interpreted as CPAs, lawyers, etc., whose occupations do not affect the neighborhood in terms of traffic, noise, etc.

- Check if Larimer County or the Sheriff's Department has a mediation service for neighbor conflicts.

- Follow general procedures listed at beginning.

9. Refuse and Rubbish:

- The Covenant is clear.

- Landowner complaint not required for the Board to act.

10. Clearing of Trees:

- Approval must be obtained from the ACC by the landowner.

- The Board can act only if it has advance warning of planned tree cutting.

11. Enforcement: Covenant clearly states that any laxness of covenant enforcement in the past does not affect or invalidate current or future enforcement of that covenant.

12. Resubdivision: No further subdivision of a property is allowed without ACC approval. County minimum is 10 acres, State minimum is 65 acres.

13. Water: Larimer County enforces this Covenant.

14. Private Automobiles: "Inoperative" is defined as any vehicle that is not licensed by the state of Colorado.

15. Roads: No notes.

16. Driveways and Access Roads:

- Application for installation of culvert(s) should be made to the ACC.

- Level of water flow needs to be considered in determining if a culvert is needed.

17. Animals and Livestock:

- Metes and Bounds on legal plat determine the boundary line of the lot. No fence or restraint may be located closer than 50 feet from that boundary.

- A fence is considered different from a corral.

- The two-horse maximum per acre may be overridden or further restricted by the state water-usage restrictions that apply to given filings.

Governor Owens Signs SB 100 Into Law

On June 6, 2005, Governor Owens signed SB 100 into law. Applicable to all mandatory associations in Colorado, this law will affect all aspects of the governance and operation of associations.

SB 100 also requires associations to make certain changes to how they operate. The RLA Board of Directors will be adopting new policies and procedures to reflect these changes in the law and its new requirements. For example, the RLA must adopt at least seven policies and procedures as well as use of secret ballots for all board member elections. All changes for SB100 must be made by January 1, 2006. Changes to bylaws and covenants are likely.

There are 7 required and 8 recommended policies and procedures, with a total of 25 sections. They apply to landowners in the Bulwark Ridge area equally. This is our current estimate on the impact on the RLA.

- action is required on 19 of the 25 sections. The other 6 sections either do not apply, or the RLA board is already acting in accordance with them.
- 11 additional policies to the CSR are required.
- 5 changes/clarifications to existing CSR sections are required.

All policies and procedures must be written and made available to landowners. The Policies and Procedures document(s) are estimated to total around 20 pages, of which about 12 would come from pre-existing work by the GNC.

Other actions required are:

- update the Book of Resolutions with this past year's board resolutions
- assemble a seller's package that contains the governing documents plus the P&P
- Web site (in order to avoid high duplication costs)
- Audit by CPA every two years. Need to budget for it and change bylaws.

SB 100 is a complex and technical bill, and the Board will be working diligently for the upcoming months to ensure our association is in compliance. As always, we will be keeping you aware of all changes to the association's policies and procedures as they become available. Please contact any board member if you have interest in volunteering for this work.

We are confident that we will make the changes necessary to comply with SB 100 and our Retreat will continue to be a great place to live!

Retreat Landowners Association, Inc.
Board Meeting Agenda
Sept. 24, 2005
9:30 Am., Ralph Brethauer's residence

9:30 a.m. Call to order

Adopt agenda
Approval of July meeting minutes
Landowner comments
Board Member comments

New Business Board officer election

Reports

- a. Treasurer
- b. Treasurer/Corresponding Secretary
- c. Architectural Control Committee
- d. Roads Committee
- e. Environmental
- f. Nominating Committee
- g. Newsletter editor
- h. Dunraven Glade Committee

Old Business

- a. Water leases-Brethauer
- b. SB 100 compliance-Fowler

New Business

- a. Parking on Retreat roads
- b. Location for future RLA Board meetings –dates were set at 1/28, 3/25, 5/27, 7/29, but 5/27 is Memorial Day weekend.
- c. Report on Board member training-Fowler and Musick
- d. GH Fire Dept. Board-Brown

Miscellaneous Business

11:30 a.m. Adjournment

RLA BOARD MEETING

September 24, 2005

The meeting was held at the Brethauer residence

The September board meeting was called to order by president Bruce Brown. Board members present were Steve Anderson, Ralph Brethauer, Bruce Brown, Graham Fowler, Ann Martin, Kent Mills and David Musick. Also, Florentine Belz, Dennis Bicknell, Jim Broomfield, Gordon Nuttall, Jan Ricker and landowners Jay Bedford and Duke Sumonia. Bruce welcomed the two new board members, Steve and David. He also thanked Jim Broomfield and Gordon Nuttall for their past years of serving on the board. Jim will share the office of treasurer with Lila Conrad.

Bruce presented the meeting agenda; he made two additions, the November meeting date and scheduling of a budget meeting. Kent moved to approve the agenda as amended, seconded by Ralph, motion carried.

Approval of July meeting minutes: Ann moved the July board minutes be approved as mailed, seconded by Kent, motion carried.

Landowner comments: David stated that under the new state law SB 100 for landowner associations, any landowner is permitted to make comments during the business meeting and there is no longer a need for a "landowners comments" item on the agenda.

Board member comments: Ann suggested that at the election at next year's annual meeting there be four people appointed to count ballots and that they be counted away from the meeting area to cut down on the noise level by others visiting during the process. Suggestions were also made to speed up registration and that landowners know their lot and filing number in advance. Graham mentioned that under the new SB 100 there needs to be some accountability from individual board members who chair committees so that landowners know whom to contact for a specific problem and be responsible for seeing it through.

NEW BUSINESS

Board officer election: Kent Mills nominated Graham Fowler for president, seconded by David Musick; motion carried. Graham took over as president and presided at the meeting. David nominated Ann Martin for vice-president, seconded by Bruce Brown; motion carried. Kent nominated David for secretary, seconded by Graham Fowler; motion carried. Graham mentioned that a revised edition of Robert's Rules of Order was recommended by the CAI (Community Associates Institute) for organizations in which there are twelve or fewer board members present. It suggests less formal rules for a board to function more efficiently and lists six basic rules.

1. The president can make motions and vote on all matters.
2. The president can speak on any matter before the board.
3. No motion needs to be seconded.
4. There can be informal discussion of a subject without a motion being made.

5. If a proposal is perfectly clear, a vote can be taken without any motion being introduced.
6. After a general discussion has been held without a motion, action can be agreed upon by unanimous consent without taking a vote at all.

David quoted from Robert's Rules of Order, Newly Revised, copyright 2000 page 470. David moved that the board adopt the Simplified Procedures (copy attached) as our basic way of doing business at board meetings, seconded by Kent; motion carried.

REPORTS

Treasurer: Jim Broomfield reported as of September 20, 2005 receipts totaled \$62,048 consisting of \$900 in transfer fees and other miscellaneous income. Disbursements totaled \$42,829 and included \$11,050 to the Glen Haven Fire Dept. The excess of cash receipts over cash disbursements at September 20, 2005 is \$19,219. Report attached. The budget meeting was set for November 5th at 9:30a.m. at Ann Martin's residence. It was suggested that the treasurer also be present and Lila Conrad should be contacted. The next regular board meeting will be held on November 19th. The treasurer's report was approved by unanimous consent.

Assistant treasurer/corresponding secretary: Jan Ricker reported there have been six property sales since the last report. The number of landowners is now 222, a correction from the written report. All 2005 assessments have been paid in full. Report attached.

Architectural control committee: Dennis Bicknell reported there are five structures undergoing construction at this time. There are no new applications. Report attached.

Roads Committee: David Musick volunteered to be the roads coordinator with help from Ralph who will train others who might be available to operate the road equipment. Snowplow operators and graders are needed. A notice should be posted in the next Newsletter for interested parties who will be compensated at \$15.00 per hour. Immediate needs are for maintenance service to the road grader, backhoe and snowplow. The board allocated \$2,000 for maintenance to the road grader immediately with the understanding that it be done by a reputable mechanic and several estimates obtained. Every effort will be made to facilitate the sale of the "old" road grader. David agreed to research the feasibility of an equipment contingency fund for future equipment replacement. The board also authorized the expenditure of \$200 to rent a steam cleaner for the equipment. Steve Anderson agreed to get bids for gutter work on the pole barn to eliminate the drainage problem. The slash pile by the pole barn should be chipped and hauled away.

Environmental: There was no report but beetle killed trees should be cut down.

Nominating committee: Ralph had no report.

Newsletter: Gordon will take over the Newsletter and the next issue will be sent early in October and by e-mail to those who wish to submit their address. Hobarts in Estes Park will continue the printing and mailing. It will also contain several new features.

Dunraven Glade committee: No report.

OLD BUSINESS

Water leases: Kent reported the water attorney is checking the possibility of leasing the water from the shares owned by the Retreat. A yearly report needs to be filed.

SB 100 compliance: Gordon reported he has turned the Retreat's documents over to a new attorney, David Graf, with Winzenburg, Leff, Pervis, and Paine, who specializes in Homeowner Associations to determine if The Retreat is in compliance. There are seven basic elements that need to be included with regard to (1) a policy for collection of unpaid assessments, (2) statement of conflicts of interest among board members, (3) a statement about conduct of meetings, (4) enforcement of covenants, rules, scheduling of hearings and fines, (5) the association records need to be open for inspection at reasonable times and available to new members, (6) some provision of how reserve funds are invested, (7) a procedure for adopting and amending procedures. There will be a cost involved depending on the amount of work to bring the Retreat's documents into compliance. The board gave permission, based on his recommendation, that Gordon authorize Mr. Graf to review our documents in the interest of avoiding future conflicts.

The meeting was extended until 12:00 noon.

NEW BUSINESS

Parking on Retreat roads: The board recommended that owners or renters not park on the Retreat roads especially overnight as not to interfere with roads or fire dept. vehicles.

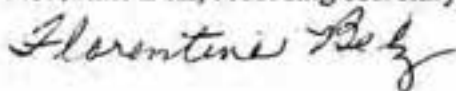
Future RLA board meetings: Board meeting dates and hosts for the coming year will be as follows: November 19, Bruce Brown; January 28, 2006, Steve Anderson; March 25, Kent Mills; May 20, David Musick; July 29, Graham Fowler.

Report on Board member training CAI: Graham Fowler and David Musick attended the CAI training session and asked for re-imbusement of their expenses of \$45.00 each for registration and a manual for \$20.00. It was suggested that additional manuals be purchased so that each board member has one for their personal use while in office. Graham related points expressed at the session to make the landowners organization a more positive group and be consistent and reasonable in handling problems.

Glen Haven Fire Dept. Board: Bruce , who is a member of the fire department board asked that more Retreat residents take an active part as representatives of the Retreat and attend the GHVFD meetings. Kent suggested a report from them be an agenda item.

Florentine Belz resigned as recording secretary. The meeting was adjourned at noon.

Florentine Belz, recording secretary



Simplified Procedures Allowed by Robert's Rules for Board Meetings

By Thomas J. Hindman, Orten & Hindman, P.C.

In 1863, Henry Robert, an engineering officer in the United States Army, was asked to preside over a large meeting. Captain Robert did not know how to preside, but trusting that the assembly would behave itself, he plunged right in. With that plunge came the quick determination that he would never preside over another meeting until he knew more about parliamentary law. After researching the voluminous and conflicting procedures used by the English Parliament and the United States Congress, he began drafting what is considered to be the definitive manual on parliamentary procedure, *Robert's Rules of Order*. Over the last 100 years numerous editions of *Robert's Rules of Orders* have been published.

In most situations, the application of Robert's Rules enables assemblies of any size to reach resolution on a number of matters of varying complexity in a minimal amount of time. This is often true regardless of the climate of the meeting, whether it be a harmonious group or an impassioned and divided one.

The application of Robert's Rules can make a large meeting run briskly and smoothly.

However, in some circumstances, the formality of Robert's Rules can actually hinder business. One such situation relevant to community associations is the application of Robert's Rules at board meetings.

Most board members and managers are not aware that Robert's Rules recognizes the problem of applying formal parliamentary rules to board meetings. Robert's Rules specifically provides that in a board meeting where there are not more than about a dozen board members present,

some of the formality that is necessary in a large assembly can be relaxed.

The rules governing such meetings are different in the following respects:

1. The president can make motions and vote on all matters.
2. The president can speak on any matter before the board.
3. No motion needs to be seconded.
4. There can be informal discussion of a subject without a motion being made.
5. If a proposal is perfectly clear, a vote can be taken without any motion having been introduced.
6. After a general discussion has been held without a motion, action can be agreed upon by unanimous consent without taking a vote at all.

A board always has the option to follow the regular, more cumbersome parliamentary procedures if the board works better in a more formal setting. However, most boards seem to function more efficiently with a simplified process. Of course, on important or very complex matters, a clearly stated motion can be helpful to ensure that everyone understands what is being voted upon. Other matters, however, can be handled without making a formal motion. For example, where the board has thoroughly discussed three bids for landscaping without a motion, and where it was obvious that one bid is much better than the others, the president can bring the matter to a simple conclusion by stating:

"If there is no further discussion and no objection, let the minutes reflect that the board voted unanimously to approve the proposal form ABC Landscaping Company and the president is authorized to execute the proposed contract after it is reviewed by the association's attorney."

The key to the above scenario is that the matter is unanimous. If it were not unanimous, the president could state as follows:

"If there is no further discussion, I move that we accept the proposal of ABC Landscaping Company and that the president is authorized to execute the proposed contract after it is reviewed by the association's attorney. All in favor, say 'aye.' All opposed? (The minutes then reflect the actual vote.)"

If desired, the board can revert to any of the more detailed requirements of Robert's Rules by a simple majority vote of the board.

Many association boards have operated with short form procedures by custom without realizing that simplified procedures are specifically provided in Robert's Rules of Order. However, many boards assume that Robert's Rules more complex and detailed procedures are required. Section 48 of Robert's Rules should put to rest any objection anyone may have to the use of simplified procedures in association board meetings.

This column is prepared by attorneys and paralegals to represent issues and topics to CAI members. This month's column was written by Thomas J. Hindman, managing partner with the law firm of Orten & Hindman, P.C. Attorneys and paralegals are encouraged to submit articles for publication.

RETREAT LANDOWNERS ASSOCIATION, INC.
 STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
 FOR THE PERIOD JANUARY 1 THROUGH SEPTEMBER 20, 2005

| | YTD ACTUAL | ANNUAL BUDGET | YTD VARIANCE |
|---|-----------------|------------------|-----------------|
| CASH RECEIPTS: | | | |
| Landowners' assessments | \$60,910 | \$60,775 | \$135 |
| Transfer fees | 900 | 1,000 | (100) |
| Interest income | 35 | 500 | (465) |
| Contingency Fund transfer | | | |
| Other income including late fees | 203 | 0 | 203 |
| Total Cash Receipts | 62,048 | 62,275 | (227) |
| CASH DISBURSEMENTS: | | | |
| Accounting | 125 | 0 | (125) |
| Administration: | | | |
| Office Supplies | 249 | 350 | 101 |
| Postage | 385 | 450 | 65 |
| Secretarial | 415 | 240 | (175) |
| Copies | 34 | | (34) |
| Miscellaneous | 224 | 300 | 76 |
| Newsletter Postage & Copying | 333 | 700 | 367 |
| Newsletter Editor Expenses | 239 | 300 | 61 |
| Membership Directories | 312 | 250 | (62) |
| Membership | 275 | 0 | (275) |
| Social Events & Annual Meeting | 743 | 1,000 | 257 |
| Donations - Fire Department | 11,050 | 11,050 | 0 |
| Environmental | | 250 | 250 |
| Insurance | 897 | 3,000 | 2,103 |
| Legal fees | 1,523 | 2,000 | 478 |
| Streamside Entry Survey | 0 | 0 | 0 |
| Tree Chip & Haul | 0 | 750 | 750 |
| <u>2004-2005 Pole Barn Project</u> | | | |
| 2005 Pole Barn | 20,916 | 0 | (20,916) |
| 2005 Site Prep. Mat'ls. | 206 | 0 | (206) |
| | <u>21,122</u> | <u>0</u> | <u>(21,122)</u> |
| Utilities | 8 | | (8) |
| Water Certificates | 430 | 0 | (430) |
| Water Assessment - Annual | 0 | 350 | 350 |
| <u>2005 Road Resurfacing Project</u> | | 25,000 | 25,000 |
| Labor | 0 | 0 | 0 |
| Materials | 0 | 0 | 0 |
| Roller Expense 2004 | 916 | 0 | (916) |
| | <u>916</u> | <u>25,000</u> | <u>24,084</u> |
| <u>Road Maintenance</u> | | | |
| Payroll, Payroll Taxes & Ins. | 452 | 500 | 48 |
| Snow/Grader/Backhoe - Labor | 203 | 1,000 | 798 |
| Dust Treatment | 0 | 1,500 | 1,500 |
| Culvert Upgrade | 0 | 4,000 | 4,000 |
| Equipment Purchase | 0 | 0 | 0 |
| Equipment Rental | 0 | 0 | 0 |
| Signs/Mirrors | 92 | 1,500 | 1,408 |
| Equip. Repairs & Maint. | 2,626 | 3,000 | 374 |
| Equipment Fuel | 185 | 1,000 | 815 |
| | <u>3,557</u> | <u>12,500</u> | <u>8,943</u> |
| Total Cash Disbursements | 42,829 | 58,490 | 15,661 |
| Excess Cash Receipts over Cash Disbursements | 19,219 | \$3,785 | \$15,434 |
| Cash balances Beginning of period | 13,334 | | |
| Cash balances End of period | <u>\$32,552</u> | | |

RETREAT LANDOWNERS ASSOCIATION, INC.
 STATEMENT OF ASSETS AND LIABILITIES
 AS OF SEPTEMBER 20, 2005

ASSETS

| | | |
|-------------|--|---------------|
| CASH | | |
| Checking | | \$6,056 |
| Savings | | 26,496 |
| Total Cash | | <u>32,552</u> |

| | | |
|-----------------------------------|--|---------------|
| EQUIPMENT (Original Cost): | | |
| Old Equipment | | 7,000 |
| GMC (purchased 2003) | | 2,500 |
| Road Grader (purchased 2004) | | 43,554 |
| Road Grader (purchased 1992) | | 11,325 |
| | | <u>64,379</u> |
| Less: Accumulated Depreciation | | (18,825) |
| | | <u>45,554</u> |

Total Assets \$78,106

NET ASSETS CONSIST OF:

| | | |
|--------------------------------|----|---------------|
| Bulwark Ridge | \$ | 2,941 |
| Dunraven Escrow | | 3,700 |
| 2004 Contingency Fund | | 6,693 |
| 2005 Operating Funds Available | | 19,219 |
| Total Cash Funds | | <u>32,552</u> |

| | | |
|-------------------------------|--|-----------------|
| Depreciated Cost of Equipment | | 45,554 |
| Total Net Assets | | <u>\$78,106</u> |

ASSISTANT TREASURER REPORT

Sept , 2005

Property Sales

There have been six property sales since the last report. The number of landowners decreased by 1, to 219.

Ray and Sara Browning of Leawood, KS bought 5:[13] on Copper Hill from Niles. They are new landowners.

Anne Marie Chenoweth of Ft. Collins (as Opal Land & Cattle LLC) bought Bulwark 11 (and the Maitland Ranch) from Maitland/Rubin. She is a new landowner.

Rodney and Donna Hubbard of Greeley bought 2:[37] on Saddle Court from Lofquist. They are new landowners.

Ronald Wall of Greeley bought 4:[13] on Miller Fork from Holland. He is a new landowner.

Anita Meis of Greeley bought 4:[35] on Bulwark Ridge Drive from Schulz. She also owns 4:[34].

Peter and Alice Reuman of Ohio bought 4:[36] on Bulwark Ridge Drive from Ziegler. They are new landowners.

Assessments

All 2005 assessments have been paid in full.

Jan Ricker
Assistant Treasurer/Corresponding Secretary

ARCHITECTURAL CONTROL COMMITTEE
THE RETREAT LANDOWNERS ASSOCIATION
POST OFFICE BOX 172
GLEN HAVEN CO 80532

September 17, 2005

TO: The RLA Board of Directors

FROM: The ACC

The ACC wishes to advise to RLA Board of its activities since the last written report of July 2005. There are five structures undergoing construction at this time. Four of them are log cabins which are interesting to observe.

No applications to construct have been received since the last report.

One application to construct a driveway on Lot 37 Filing 2 off of Saddle Court has been received from Rod and Donna Hubbard. A letter reviewing potential problems has been sent to them.

Members have advised the ACC concerning small changes, fences, and similar projects during this time period.

Submitted;



Dennis R. Bicknell
For The ACC

ACBDSE

Retreat Landowner's Association, Inc.

Board Meeting Agenda

November 19, 2005

9:30 A.M., Brown residence, 244 Copper Hill Road

- 9:30 A.M. Call to order
 Adopt agenda
 Approval of September meeting minutes
 Landowner comments
 Board member comments
- 10:00 Reports
- a. Treasurer
 - b. Assistant treasurer/Corresponding Secretary
 - c. Architectural Control committee
 - d. Roads committee
 - e. Environmental
 - f. Nominating committee
 - g. Newsletter editor
 - h. Dunraven Glade committee
- 10:30 Unfinished Business
- a. SB 100
 - b. Lear
- 11:00 New Business
- a. Approve bylaw revisions
 - b. Glen Haven Association meeting issue
- 11:30 Adjourn

Notes and action items from RLA board meeting on 11/19/2005

Board member attendees: Bruce Brown, Graham Fowler, Ann Martin, Kent Mills, David Musick
Also attending: Dennis Bicknel, Vernon and Peggy Burch, Al Cunningham, Gordon Nuttall, Jan Ricker, Duke Sumonia

September board notes

- replace "Gordon" with "Graham" under section on SB100 compliance (two instances)
- the notes were adopted as amended

Landowner comments

- Duke requested that the board include the fines document from last summer with those being submitted for SB100. Two changes are suggested - classifying violations and having limits
- Al suggested that we use the water shares for roads instead of renting from Loveland.
- Duke recommended the board develop a Bulwark Ridge summary. Gordon's communications report has a section on the research into the governing documents going back to 1978

Board member comments

- Ann identified three motions that were passed last year that needed to be added into the Book of Resolutions. Gordon will type up a corrections page and add them to the master copy
- Graham led a discussion on the chemistry of the board, the time commitment each person is making and the desire to make this time more enjoyable, with less conflict and more respect for each other and the past decisions.
- Graham distributed the CAI Board Members Toolkit document to each board member
- David expressed his concern that there should be board oversight over the newsletter and website. Tabled for discussion at a future meeting.
- Gordon requested that if anyone has corrections to send them via email to him.

Treasurer/Budget

- Add line item for "repair and maintenance" at \$15,000. Subtract \$4,000 from contingency, \$4000 from equipment replacement, and \$7,000 from grader sale
- The GHAVFD transfer will be termed a "donation" on the 2006 assessment notice
- keep Bulwark Ridge contingency fund separate for potential future use for projects unique to that area
- add \$7000 from road grader sale into this year
- Budget was adopted as amended
- Lila or Jim to update spreadsheet and distribute it
- Bruce will research options for an accountant, maybe hiring one or a property management service.

Road damage deposit

- replace the current \$1000 road damage deposit with an application fee of \$1000, of which \$200 is non-refundable
- This \$200 is to be applied to the equipment reserve.
- The \$1000 application fee from the landowner is to be deposited into the RLA account. RLA will write a check to the landowner upon completion of construction for \$800 less any road damage that the RLA had to repair.
- become effective with new applications after January 1, 2006
- this fee will be applied only once to a particular construction project - either the driveway or structure application - whichever is submitted first
- David to work with Dennis to see this change gets made in the ACC documents

Corresponding secretary

- see written report

ACC

- see written report.

Roads

- see written report
- approval to purchase compressor from this year's budget
- approval to give \$100 gift certificate to Lindsay's for taking some of the mulch, reducing our hauling costs

Environmental

- see written report
- Peggy to work with Gordon to get beetle article into newsletter

Dunraven Glade committee

- no representative or report
- Larimer County is in the midst of extensive resurfacing and culvert work of Dunraven Glade.

Newsletter/communications

- see written report
- articles for winter newsletter due to Gordon by Nov 28. Composition finished Dec 2. Mailed Dec 5.
- Gordon to work with Al on article on snow clearing policy, Peggy on article on beetle kill, Bruce on accountant volunteer, Duke on GHHS holiday potluck
- Gordon add Steve Anderson, Jay Bedford, Al Cunningham, Ralph Brethauer, and Dennis Bicknell to roads committee members list
- Gordon remove Ardene Boyd from GHVFD board
- Gordon to include updated board member's contact list to this newsletter since it got placed on the last page of the annual meeting notes and was not noticed by most members

SB100

- the legal firm is progressing with our work even though the lawyer we initially were using has left the company
- all 7 "required" documents are being prepared

GHAVFD

- no report
- Gordon to include newsletter article for the GHAVFD ornaments fundraiser

Lear covenant compliance

- Have received no further response from the Lears
- Graham make contact one more time before proceeding to sending certified letter written by lawyer.

New business

- The attending board members signed the bylaws revisions signatures page, with Vernon Burch as notary.
- Gordon will give a \$200 Kohl's gift certificate and certificate of recognition to Flo

Belz

- Ann will write a letter to the Glen Haven Association regarding the condition of the town hall following the wine-and-cheese. Develop a better check-out process next year.

RETREAT LANDOWNERS ASSOCIATION, INC.
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 FOR THE PERIOD JANUARY 1 THROUGH SEPTEMBER 30, 2005

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| Accounting | 125 | 0 | (125) |
| Administration: | | | |
| Office Supplies | 249 | 350 | 101 |
| Postage | 385 | 450 | 65 |
| Secretarial | 415 | 240 | (175) |
| Copies | 34 | | (34) |
| Miscellaneous | 224 | 300 | 76 |
| Newsletter Postage & Copying | 333 | 700 | 367 |
| Newsletter Editor Expenses | 239 | 300 | 61 |
| Membership Directories | 312 | 250 | (62) |
| Membership | 275 | 0 | (275) |
| Social Events & Annual Meeting | 743 | 1,000 | 257 |
| Donations - Fire Department | 11,050 | 11,050 | 0 |
| Environmental | | 250 | 250 |
| Insurance | 897 | 3,000 | 2,103 |
| Legal fees | 1,523 | 2,000 | 478 |
| Streamside Entry Survey | 0 | 0 | 0 |
| Tree Chip & Haul | 0 | 750 | 750 |
| <u>2004-2005 Pole Barn Project</u> | | | |
| 2005 Pole Barn | 20,916 | 0 | (20,916) |
| 2005 Site Prep. Mat'ls. | 206 | 0 | (206) |
| | <u>21,122</u> | <u>0</u> | <u>(21,122)</u> |
| Utilities | 8 | | (8) |
| Water Certificates | 430 | 0 | (430) |
| Water Assessment - Annual | 0 | 350 | 350 |
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| Labor | 0 | 0 | 0 |
| Materials | 0 | 0 | 0 |
| Roller Expense 2004 | 916 | 0 | (916) |
| | <u>916</u> | <u>25,000</u> | <u>24,084</u> |
| <u>Road Maintenance</u> | | | |
| Payroll, Payroll Taxes & Ins. | 452 | 500 | 48 |
| Snow/Grader/Backhoe - Labor | 203 | 1,000 | 798 |
| Dust Treatment | 0 | 1,500 | 1,500 |
| Culvert Upgrade | 0 | 4,000 | 4,000 |
| Equipment Purchase | 0 | 0 | 0 |
| Equipment Rental | 0 | 0 | 0 |
| Signs/Mirrors | 92 | 1,500 | 1,408 |
| Equip. Repairs & Maint. | 2,626 | 3,000 | 374 |
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| Cash balances Beginning of period | <u>13,334</u> | | |
| Cash balances End of period | <u>\$32,552</u> | | |

RETREAT LANDOWNERS ASSOCIATION, INC.
 STATEMENT OF ASSETS AND LIABILITIES
 AS OF SEPTEMBER 20, 2006

ASSETS

| | | |
|-----------------------------------|--|-----------------|
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| GMC (purchased 2003) | | 2,500 |
| Road Grader (purchased 2004) | | 43,554 |
| Road Grader (purchased 1992) | | <u>11,325</u> |
| | | 64,379 |
| Less: Accumulated Depreciation | | <u>(18,825)</u> |
| | | <u>45,554</u> |
| Total Assets | | <u>\$78,106</u> |

NET ASSETS CONSIST OF:

| | | |
|--------------------------------|----|-----------------|
| Bulwark Ridge | \$ | 2,941 |
| Dunraven Escrow | | 3,700 |
| 2004 Contingency Fund | | 6,693 |
| 2005 Operating Funds Available | | <u>19,219</u> |
| Total Cash Funds | | <u>32,552</u> |
| Depreciated Cost of Equipment | | <u>45,554</u> |
| Total Net Assets | | <u>\$78,106</u> |

ASSISTANT TREASURER REPORT

November 19, 2005

Property Sales

There has been one property sales since the last report. The number of landowners remains at 222.

Peter and Stephanie Sinnott of Michigan City, Indiana, bought 2:[34, 35, 36] from Little. They are new landowners. No word on whether they are astronomers.

Assessments

The 2006 assessment notices are at the printer's. I'll mail them on December 27.

Jan Ricker
Assistant Treasurer/Corresponding Secretary

ARCHITECTURAL CONTROL COMMITTEE
THE RETREAT LANDOWNERS ASSOCIATION
POST OFFICE BOX 172
GLEN HAVEN CO 80532

TO: The RLA Board of Directors

The Architectural Control Committee (ACC) wishes to advise the RLA Board of Directors of its activities since the last written report of September, 2005

Vernon & Peggy Burch, Lot 30 Filing 3, 575 Bulwark Ridge Road, submitted an application for a driveway extension and home to be built. The application is under review and approval should be granted next week.

Ron Alexander, Lot 32, Filing 4, 500 Bulwark Ridge, submitted an application to build an extension on the side of the existing A-Frame. The application is under review and approval is anticipated.

Ron Wall, Lot 13, Filing 4, 1338 Miller Fork, submitted an application for a cabin to be built. This lot has a steep slope and considerable effort will be needed to prepare a site. The home is a manufactured building; the intention is to bring the building sections up Bulwark Ridge from Dunraven Glade, then down to Miller Fork Road. Rehabilitation efforts will be addressed in approval which is anticipated soon.

It is noted that construction is still underway at a number of sites within the Retreat. Many are into the finishing stages which brings increased traffic. The board's policy of obtaining a road damage deposit is being adhered to with no complaints from the owners. However there is a growing problem of determining what is excessive damage done by the construction and what damage results from normal traffic and what damage results from lack of road maintenance. Note that the above three applications are all using the roads where construction was all ready in progress.

Ron and Judy Spurlin, Lot 17, Filing 4, 320 Fisherman's Lane have an existing cabin. They wish to build a small addition between the cabin and Miller Fork stream. They have applied to Larimer County for a variance. Upon a new survey of their lot, it was found the existing building is located at less than required setback distances. A variance is requested to address this. In addition there is the concern about the area being in the path of Miller Fork Stream. According to the Larimer County Engineer's office, Miller Fork is not a FEMA designated flood plain. A hearing before the County Planning Commission is scheduled for November 23. This variance is furnished to the board for information purposes: no action needs to be taken at this time.

John & Mary Nolan, Lot 82, Filing 1, 896 Elk Ridge, responded to the ACC inquiry concerning the road setback distance of their cabin construction. Larimer County actually moved the site farther away from the lot line. The original submission showed a 60 foot setback from the centerline of the road.

W. Burch, *Ron Alexander*

REPORT
Roads Committee
11/19/2005

Old Road Grader

The old road grader has been sold. We received a check for \$7,000 from Lon Sulley. The check has been deposited into the RLA account.

New Road Grader

The 1,000 hour servicing of our new road grader is completed. A new gasoline gauge has been installed in the new grader. Kerry Donahue reports that our new road grader is in excellent mechanical condition. The tires are showing significant wear. Depending upon amount of use, we will probably need to replace all six tires in approximately two years.

Water Truck

Repair - Authorized repairs on the water truck have begun. Kerry Donahue was able to successfully remove the cracked driver's side exhaust manifold. He is searching for a used replacement manifold.

Water Distribution System - The water distribution system (at the rear of truck) is primitive and dangerous. It requires operators to stand directly behind the loaded truck in order to initiate water flow. As the water begins to flow, operators are soaked, at least from the waist down. David Musick is researching replacement water distribution systems. A new water distribution system might give RLA the capacity to spray its own roads (instead of hiring a vendor) with a non-toxic organic dust control agent, like DURASOIL.

Slash Pile

The slash pile is almost completely chipped and hauled. There is a remaining small pile of tree and bush matter too small to chip. After the Thanksgiving holiday, Mike (Mike's Tree Service), with the assistance of Al Cunningham, will haul the remaining small pile away. Because Bob Lindsey, gave Mike permission to dump our chips on his property, the cost of chipping and hauling was lowered considerably. The Board should consider doing something to show Mr. & Mrs. Lindsey how grateful we are (a gift certificate?).

Because the 2005 application for matching funds from Larimer County was not submitted in June, 2005, there will be no Larimer County matching funds for slash pile chipping and hauling this year.

Equipment Barn

Rain Gutters/Snow Guards - Rain gutters and snow guards have been installed on the Equipment barn.

Air Compressor - David Musick has been researching the purchase of a high capacity air compressor, to be installed in the equipment barn. He located a new 7 H.P, 60 gallon, 110-135 PSI, 240 volt Porter Cable air compressor. The cost (including shipping) is \$557.00.

Road Materials

Al Cunningham and David Musick recently drove the RLA roads together, in order to estimate road material (crushed asphalt or crushed concrete) needs for 2006. They estimate that a minimal job of road maintenance and repair can be done with 50 tandem truckloads of material (estimated cost \$10,000). A much better job of maintenance and repair can be done with 75 tandem truckloads of material (estimated cost \$15,000).

Environmental Report – November 19, 2005

Bark Beetles

MOUNTAIN PINE BEETLE

Mountain pine beetle is a big problem in our forested areas in The Retreat. It is a pest of ponderosa pine, lodgepole pine and limber pine. When trees are stressed by drought and disease, they are more susceptible to mountain pine beetle. These beetles have a one-year life cycle. The beetles leave dying trees in July to September (mostly in August) and fly to nearby trees. If the insects successfully bore into the tree, the tree is doomed even though it may not show it right away.

If you identify a tree that has been successfully attacked, the tree must be cut down and the dead wood treated to destroy the beetles. This can be done anytime during the spring as long as the cutting is completed by June.

Although we would like to save all of our trees, it is impractical to spray all of them. Important trees may be sprayed with an appropriate insecticide before the beetles start flying in July.



Pitch tubes help to identify trees that have been attacked.

Some trees can be identified in winter, by presence of pitch tubes.



Ponderosa pines "fading" about 9 months after successful attack by beetles. These trees will die.

Photos by William Ciesla
Colorado Master Gardener,
Larimer County

IPS BEETLES

Ips beetles are another bark beetle that may damage our pine and spruce trees. Ips beetles breed in freshly cut wood and attacks of these beetles are usually confined to logs, logging residues or firewood. When populations of these beetles become very large, the beetles may attack living trees. Many severely drought-stressed trees and an abundance of freshly cut wood have caused a large population of these beetles. When the ips beetle larvae tunnel into a tree, parts of the tree "fade" (discolor) and die. Ips beetles have many generations per year and repeated attacks on the same tree can result in death of the tree. It is important to remove downed trees, slash and firewood from the vicinity of living trees.



Top of ponderosa killed by ips beetle.



Spruce trees with die-back from ips beetle attacks.

Photos by William Ciesla
Colorado Master Gardener,
Larimer County

Please contact me if you have any questions about these beetles.

Peggy Burch

RLA Communications/Newsletter report

Gordon Nuttall
November 19, 2005

Each committee head is asked to send their board meeting report via email to communications@retreatoutlook.com for inclusion in the newsletter and web site.

Newsletter

- The fall newsletter was mailed on October 6. The process with Hobert in Estes Park was fast, efficient, and produced a high-quality newsletter.
- The holiday newsletter is planned to be mailed Nov 30. Please submit articles via email no later than Sept 28. It's planned to include the following:
 - budget narrative
 - November meeting notes
 - invitation to Glen Haven holiday potluck
 - more hiking and photos
 - snow removal policy
 - removal of dead trees (republish Graham's article on removal of dead trees)
 - upcoming meetings
 - if space allows, board member contact list
- It will be printed on recyclable paper

Web site

The Retreat Web site is <http://retreat.mountainstates.org>.

- Added this quarter were
 - summary notes and committee reports from last board meeting
 - more historical info about the developers of the Retreat and Ann's article on Retreat history
 - 2 recipes
 - hiking articles, including those from Howard Pomranka and links to CR43 hikes
 - information from Jan's new members packet
 - demographics pie chart
- Local wildlife articles were the most popular
- Did research on Bulwark Ridge merger, with status of covenants and road maintenance
- I believe most RLA "governing documents" are now available from the Web site
- Planning to add this quarter
 - a bio that introduces at least one of the new members
 - services/want ads
- currently have 219 "hits"
- Decided to not add page restricted to board members (password required). Server doesn't currently support it and email seems to be getting the job done.

Board members toolkit

An updated contact list and simplified meeting rules was prepared for the spiral-bound board-members packet.

Email distribution list

The Retreat Outlook contact list now has 74 email addresses. The newsletter will be sent via email to those people as well as printed copies via postal mail as a trial this quarter. 38 have

indicated they are able, and would be willing to, receive the newsletter via email only. This email list is for Retreat business only and will be used bcc to protect against spam.

Bulwark Ridge research

Please review the following summary of research regarding Bulwark Ridge. It potentially affects the RLA budget and SB100.

"The properties to the north and west of filings 4 and 5 are called the Bulwark Ridge. They initially formed their own association, the BROA, and made a legal agreement in August 1978 with the RLA that both may use each other's roads while maintaining their own. Each Bulwark owner has always been a full member of the RLA and paid RLA annual assessments but had their own bylaws, covenants, and assessments. The BROA merged with the RLA in August of 2002, which united the 6 properties with those of the Retreat into one administrative unit. [Click here to view the merger agreement](#), [click here to view the Bulwark Ridge covenants](#), and [click here to view the Articles of the Merger](#)."

"Maintenance of Bulwark roads was not specified in these agreements. This topic was discussed at the November 2002 board meeting but was not completed, nor has there been further discussion since then. Since there is nothing that supersedes the 1978 agreement, the current status is that RLA will maintain and snowplow Miller Fork Road to the boundary of filing 5 (the Gilmore property) where there is a turn-around point. Snowplowing, maintenance, and improvements to the Bulwark Ridge roads are to be funded from the money transferred to the RLA from the merger in 2002. Improvements beyond what's in that fund are to be paid for by the Bulwark owners."

"The Bulwark owners have their own covenants. Article IV states that the BROA (which is now the RLA) is one of the parties that is authorized to enforce them. The Bulwark covenants do not establish an ACC or prior-to-construction approval process, and [a supplemental agreement in October 1978](#) clarifies that the RLA covenants and ACC jurisdiction do not extend to Bulwark properties. Voluntarily participating with the ACC prior to construction is in the interests of both parties."

My suggestion from this research is

- 1) the budget should retain/include a line item for the BROA transfer escrow, to be used only for Bulwark roads maintenance.
- 2) SB100 documents must include the Bulwark covenants and agreements
- 3) adopt a motion clarifying that there will not be (or will be?) an additional assessment for Bulwark properties for maintenance of those roads.
- 4) for clarity, a separate line item in the roads budget for Bulwark roads maintenance and snowplowing. The board could decide it to be \$0