



RETREAT LANDOWNERS ASSOCIATION, INC.

Post Office Box 160
Glen Haven, Colorado 80532

THE BOARD OF DIRECTORS MEETING JANUARY 27, 1996

PRESENT: Ken Gwynn, President; Marlan McMahan, Vice President; Mar Gee, Assistant Treasurer & Corresponding Secretary; Bill Widmaier, Treasurer; Board Members, Rich Stolte, Dale Alps, Wilf Howarth; and Sandy Stolte, Recording Secretary. Committee Chairmen: Jim Boyd, Road Maintenance, John Manchester, Environmental, Jack Heidebrech, Fair Board Liaison, Landowner, Duke Sumonia.

VICE PRESIDENT'S REPORT: Marlan made a correction in the last minutes stating that he hopes to send 75 letters, but he is in the process of obtaining addresses. Marlan gave information to Marv for the newsletter regarding the Pot Luck, February 24th from 5 - 9 pm at the Community Church at Estes Park. Marlan checked on the roads which are county and which are private. The county will send a letter and a map, Black Creek and part of Streamside is County. And he is also checking with the Forest Service. Marlan checked with Retreat Attorney Ed Guiducci about the status of Bulwark Ridge and he is gathering all the information on Bulwark. He also asked about the Geldes. Mr. Guiducci said that they are in the process of setting a date for pre-trial hearing.

TREASURERS REPORT: In November Bill closed out the Money Market account to a Business High Balance Savings. The 1996 Budget was discussed. Marlan made a motion to accept the budget, 2nd by Wilf - passed. Total Cash receipts year ending December 31, 1995, \$49,704.29 and Cash disbursements \$30,637.42. Rich mad a motion to approved the business expenses, 2nd by Marlan - passed. Rich made a motion that the excess of cast receipts over cash disbursements of \$19,066.95 of that \$500 to building fund, 12 thousand to open space reserve, and \$6,566.95 to the General Reserves. 2nd by Wilf - passed. Bill has paid the insurance for the year but would like to get bids for next year.

OLD BUSINESS: Dale is checking with the county regarding the signs for the other entrance. He will have more information next board meeting. It was reported that Marcy is working with Mr. Guiducci, gathering information and records and hopes to complete it soon regarding Bulwark Ridge.

NEW BUSINESS: Ken received a phone call regarding plowing of the roads when it snows. The roads were plowed by Jim at 7:00 pm, after the snow stopped. Jim had Dunraven plowed before the county. More discussion on a back up for Jim Boya on the snow plowing. Several cars/trucks are parked on the roads making it almost impossible to safely plow this area. Ken will talk or write letters to the homeowners to remove their vehicles.

FIRE BOARD REPORT: Jack Heidebrecht, Liaison for the Fire Board reported that the Retreat had four calls in 1994 and seven calls in 1995. All their equipment is operable and the \$50.00 from the Retreat members is helping for purchase of equipment. The cooperation of the Retreat board will be solicited to develop water sources in the Retreat for fighting fires. As more homes are being constructed in the Retreat, the capacity of the fire department to fight fires becomes more urgent. As adequate, available water supply is our great need. A water sources committee has been formed by the GHAVFD board to make recommendations for the provision of water storage for fire fighting and ISO rating projects. The next priority is to secure water storage in the Retreat. Officials are convinced that Miller Fork and Black Creek will not provide sufficient, year-round water for fire fighting. A committee selected three locations in the Retreat because of their locations, adequate space, accessibility and workable terrain the following three sites appear to be the best choices: (1) Lot 23, Filing 5 between Copper Hill Road and Copper Hill Court; (2) The common area north of Copper Hill Road, near Fisherman's Lane and adjacent to U.S. Forest Service land; (3) Forest Service land adjacent to Miller Fork Road. The committee will request that the GHAVFD board of directors communicate formally with the Retreat board concerning this project. It's cost will depend upon the amount of donated material, equipment and labor received. After the GHAVFD board meeting, hopefully the service area boundaries will be finalized. After this has been done the tax base can be determined and an estimate for individuals' taxes can be made. Another print-out of property valuations after the service area boundaries have been established and the Retreat will be billed for the print-out.

ROAD REPORT: Jim Boyd asked the board to set up a policy for plowing the roads. He said since 1986, his understanding was to plow roads when there is six inches or more snow or the decision of the operator if there is four inches and drifted. Or when the snow stops. Jim plows two lanes. He will continue to plow Dunraven. He will continue to plow all roads on streamside as he has been doing. A motion was made by Marlan to accept this policy, Bill second and passed. Jim has two barrels to replace that were damaged. He will continue to look for someone to help out when needed. Jim will said

He would have dialog with the county regarding the sign for streamside and their intentions for Dunraven Glade. He suggested that the Retreat Roads Committee have dialog and work with the county. Motion by Marlin to have the budget taken to Fort Collins by Dale to be up graded with the amount not to exceed 45 hundred dollars. Second by Rick. Motion carried. Dale will be paid for gas. Also Jim would like to have homeowners to call him for road concerns.

ENVIRONMENTAL: The committee meeting is planned for February and a report will be presented next board meeting.

ARCHITECTURAL CONTROL: A written report was submitted from Dennis in his absences because of the passing of his father. ACC had approved Rodney and Pat Guy to have a cabin built, Lot 16, Filing 3; approval to Janice Ricker, Lot 1, Filing 4 to have a cabin constructed; approval to Paul and Elaine Jenkins, Lot3, Filing 1 to have an entryway added; exterior construction continues at Friedricksons Lot 10, Filing 3; Dengler Lot 58, Filing 2, and Asbury Lot 4, Filing 2. Improvement of appearance of cabin, Lot 4, filing 4 of Paul Howarth.

ASSISTANT TREASURER & CORRESPONDING SECRETARY: Marv Gee reported five properties have transferred since the last meeting - Feldman/Corica to Voudrie, 3:39; Schoeberlein to DeLitta, 1:35; Linden to Phillips, 1:27; Spencer to McCoy, 2:50; Quinn to Boehme/Howlett, 1:30. Liens on the property of Mrs. Ruth Maitland. Our legal counsel has a new address and telephone number: Guiducci & Guiducci, P.C.; Attorney at Law; 1623 Race Street; Denver, CO 80206-1111; 303-355-3463. The Rocky Mountain Chapter, Community Associations Institute, conference, March 2nd at the Marriott Denver Tech Center.

As of Wednesday of this week, we had received assessment payments from 95 landowners for 1996. No newsletter was published in December. The next newsletter will be produced during the week of February 5th.

LANDOWNER COMMENTS: Duke stated the minutes is an official documentation of the Board. He wants landowner comments to be put in the minutes. He asked for the secretary to check the boundary setback. Mr. Ed Guiducci stated, "It is my opinion we have a legal and forcible covenant measuring from the property line." Dunraven, (he wants to work more positive with the homeowners). Duke asked about the budget, why we waited until February to pass it and the assessments were due in January. (The assesments were set at the annual meeting for three years.) Duke will write a mirror statement and send it to Ken. They will work on it for next meeting.

Mar stated there is a blind corner at the Turpens corner. We should proceed working on a shelter for the road equipment.

Wilf commented on the assessments.

Next meeting will be at Bill Widmaier's home, 684 Miller Fork Road, March 30th.

Board retired to an executive meeting.

Sandy Stotte, Recording Secretary

RETREAT LANDOWNERS ASSOCIATION, INC.

**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
AND CHANGES IN CASH BALANCES
For the Year Ending December 31, 1995**

	12 MONTHS ACTUAL	1995 BUDGET
CASH RECEIPTS:		
Landowners' assessments	\$46,080.00	\$46,440.00
Transfer fees	1,800.00	1,500.00
Interest income	1,799.61	950.00
Other income	24.68	10.00
	<hr/>	<hr/>
Total Cash Receipts	49,704.29	48,900.00
	<hr/>	<hr/>
CASH DISBURSEMENTS		
Accounting	280.00	300.00
Administration:		
Office supplies	1,879.31	1,750.00
Postage	185.00	600.00
Secretarial	140.00	200.00
Telephone	190.09	400.00
Travel	105.60	150.00
Miscellaneous	200.99	225.00
Annual Meeting	487.07	650.00
Donations - fire department	10,000.00	10,000.00
Donations - fire department legal	0.00	1,243.00
Donations - other	750.00	
Environmental	276.84	1,550.00
Insurance	2,665.00	3,300.00
Legal fees	3,118.72	1,400.00
Membership	260.00	330.00
Payroll	508.75	3,100.00
Payroll taxes and insurance	618.67	352.00
Property taxes	123.88	140.00
Road maintenance	8,847.42	7,000.00
	<hr/>	<hr/>
Total Cash Disbursements	30,637.34	32,690.00
	<hr/>	<hr/>
Excess of Cash Receipts over Cash Disbursements	19,066.95	\$16,210.00
		=====
Cash balances January 1, 1995	25,395.12	
	<hr/>	
Cash balances December 31, 1995	\$44,462.07	
	<hr/>	

NOTE

The budgeted excess of cash receipts over disbursements is to be allocated to:

General Reserves	\$3,710.00
Building Fund	500.00
Open Space Reserve	12,000.00
Total	<u>\$16,210.00</u>

RETREAT LANDOWNERS ASSOCIATION, INC.

BALANCE SHEET
December 31, 1995

ASSETS

CASH ON HAND AND IN BANK

Petty Cash	\$100.00
Checking	343.39
Money Market Deposit Account	<u>44,018.68</u>
Total	<u>44,462.07</u>

EQUIPMENT

Old Equipment	7,000.00
Road Grader (purchased 1992)	<u>11,325.00</u>
	18,325.00
Less: Accumulated Depreciation	<u>(14,787.00)</u>
Total	<u>3,538.00</u>

Total Assets \$48,000.07

LIABILITIES AND EQUITY

LIABILITIES

Accrued Payroll Taxes \$27.21

EQUITY

47,972.86

Total Liabilities and Equity \$48,000.07

NOTES

The Money Market Deposit Account has been appropriated as follows:

Operations	\$10,987.42
General Reserve	6,000.00
Equipment Reserve	2,000.00
Open Space Reserve	<u>25,031.26</u>
Total	<u>\$44,018.68</u>

In accordance with generally accepted accounting principles, assets are recorded at cost less accumulated depreciation. Assets owned by the Association include roads and common areas which have no cost basis but have estimated replacement values as follows:

Common Areas	\$41,800.00
Roads	<u>1,200,000.00</u>
Total	<u>\$1,241,800.00</u>

**RETREAT LANDOWNERS ASSOCIATION
1996 BUDGET**

	1996 BUDGET
INCOME	
ASSESSMENTS - 212 X \$215	\$45,580
INTEREST INCOME	1,200
OTHER INCOME	
TRANSFER FEES	
TOTAL INCOME	<u>46,780</u>
EXPENSES	
ACCOUNTING	300
ADMINISTRATION	
MISCELLANEOUS	225
OFFICE SUPPLIES	1,800
POSTAGE	500
SECRETARIAL	200
TELEPHONE	250
TRAVEL	150
ANNUAL MEETING	650
DONATIONS - FIRE DEPT	10,000
ENVIRONMENTAL	1,550
INSURANCE	2,800
LEGAL FEES	3,000
MEMBERSHIP	330
PAYROLL	3,100
PAYROLL TAXES & INSURANCE	650
PROPERTY TAXES	140
ROAD MAINTENANCE	5,000
EQUIPMENT REPAIRS	<u>3,000</u>
TOTAL EXPENSES	<u>33,645</u>
EXCESS OF RECEIPTS OVER EXPENSES	<u>\$13,135</u>
 ALLOCATION OF EXCESS TO RESERVES:	
OPEN SPACE	\$12,000
BUILDING	0
GENERAL	<u>1,135</u>
	<u>\$13,135</u>

RLA Income Statement

1/1/96 Through 1/31/96

1/23/96

Page 1

RLA-Selected Accounts

Category Description	1/1/96 Actual	- Budget	1/31/96 Diff
INCOME/EXPENSE			
INCOME			
Assessments	15,435.57	45,579.00	-30,143.43
Interest Income	0.00	1,200.00	-1,200.00
Transfer Fees	300.00	1.00	299.00
TOTAL INCOME	15,735.57	46,780.00	-31,044.43
EXPENSES			
Accounting	0.00	300.00	300.00
Administration:			
Miscellaneous	0.00	225.00	225.00
Office Supplies	71.75	1,800.00	1,728.25
Postage	24.00	500.00	476.00
Secretarial	0.00	200.00	200.00
Telephone	0.00	250.00	250.00
Travel	0.00	150.00	150.00
Total Administration	95.75	3,125.00	3,029.25
Annual Meeting	0.00	650.00	650.00
Donations	0.00	10,000.00	10,000.00
Environmental	0.00	1,550.00	1,550.00
Insurance	2,792.00	2,800.00	8.00
Legal Fees	33.00	3,000.00	2,967.00
Membership	0.00	330.00	330.00
Payroll:			
Gross	0.00	3,100.00	3,100.00
Payroll - Other	0.00	650.00	650.00
Total Payroll	0.00	3,750.00	3,750.00
Property Taxes	0.00	140.00	140.00
REPAIRS -EQUIP	0.00	3,000.00	3,000.00
Road Maint	0.00	5,000.00	5,000.00
Transfer Open S	0.00	12,000.00	12,000.00
TOTAL EXPENSES	2,920.75	45,645.00	42,724.25
TOTAL INCOME/EXPENSE	12,814.82	1,135.00	11,679.82

RLA Check Register

11/18/95 Through 1/24/96

1/24/96

Page 1

RLA-Checking

Date	Num	Description	Memo	Category	Clr	Amount
<u>Checking</u>						
11/18/95	3219	Sandra Stolte	Secretary	Administratio...	x	-20.00
11/20/95	3220	Marvin Gee	office	Administratio...	x	-95.41
11/20/95	3221	Guiducci & Gu...		Legal Fees	x	-66.24
11/19/95	3222	James P. Boyd	Pay Period Th...	--Split--	x	-116.83
12/12/95	3223	USDA FOREST S...	PRIVATE ROAD ...	Membership	x	-45.00
12/16/95	3224	Guiducci & Gu...		Legal Fees		-286.00
12/26/95	3225	AT&T		Administratio...		-14.18
12/27/95	3226	GLEN HAVEN AS...	ANNUAL MEETING	Annual Meeting		-90.00
12/31/95	3227	CHIPS & SPLIN...	SIGNS FOR TRAIL	Environmental		-160.00
1/12/96	3228	US Postal Ser...		Administratio...		-24.00
1/15/96	3229	Estes Park Bank	Box Rent	Administratio...		-50.00
1/15/96	3230	RIEDMAN CORP	INSURANCE	Insurance		-2,792.00
1/15/96	3231	Internal Reve...		--Split--		-19.36
1/15/96	3232	Internal Reve...		--Split--		-4.07
1/15/96	3233	Colorado Stat...		--Split--		-3.67
1/15/96	3234	HOBART OFFICE...		Administratio...		-21.75
1/19/96	3235	TRANSFER TO H...		[MM2 - Gen Res]		-12,000.00
1/24/96	3236	Guiducci & Gu...		Legal Fees		-33.00
1/12/96	<i>DC p 21-72</i>	Landowners		--Split--		630.00
12/30/95		Service Charge		Administratio...	x	-7.50
1/15/96		Landowners		--Split--		315.00
1/17/96		Landowners		--Split--		14,790.57
12/12/95		TRANSAMERICA ...	CORCIA/FELDMAN	Transfer Fees	x	100.00
11/30/95		Bank One		BANK CHARGES	x	-7.50
Total Checking						<u>-20.94</u>



RETREAT LANDOWNERS ASSOCIATION, INC.

Post Office Box 160
Glen Haven, Colorado 80532

THE BOARD OF DIRECTORS MEETING MARCH 30, 1996

PRESENT: Ken Gwynn, President; Marlan McMahan, Vice President; Mav Gee, Assistant Treasurer & Corresponding Secretary; Bill Widmaier, Treasurer; Board Members, Rich Stolte, Dale Alps, Wilf Howarth, Marcy Trahan; and Sandy Stolte, Recording Secretary. Committee Chairmen: Graham Fowler, Open Space; Jim Boyd, Road Maintenance; Jack Heidebrech, Fire Board; Dennis Bicknell, ACC. Landowners: Duke Sumonia

Ken called the meeting to order.

The minutes of the meeting of January 27, 1996, approved as printed.

VICE PRESIDENT'S REPORT: Marlin is waiting for a written response from the Forest Service and Larimer County for which roads are county and which are private. Marlin said the pot luck was very successful. Thanks to Marv and Char Gee for all the effort, arraigning for it and helping set-up. Thanks to Duke Sumonia for sharing the history of the Retreat, Marv for telling about the board map and Graham's comments on the issue before us. Marlin sent the Fultons and Littles a copy of the video tape of the evening.

Marlin would like for the Board to work on the consistency of the covenant violations they are responsible for, such as propane tanks. Remember, when we send out mailings to the membership, to keep to the facts without "put downs etc", Keep it positive.

TREASURER'S REPORT: Cash on hand and in bank \$84,956.83, Equipment \$3,538.00, Cash receipts, \$44,919.08 and Cash Disbursements \$4,424.32 Bill reported that we paid Estes Park Association \$25.00 last year. Marlin moved we pay \$25.00 again this year, Rich second, Motion passed. Motion by Rich that the disbursements be accepted, 2nd by Marlin and passed.

OLD BUSINESS: Geldes fence issue, Tom has taken down the old fence between them and next to the Zigler property. They are applying to the ACC for a variance for the fence close to Dunraven Road and also will build a barn or pole barn. His court date has been put on hold.

Ken reported actions taken since last meeting - discussion with Tom Geldes and talked to the board about a special meeting on March 30, 1996 to discuss the "40 acres".

Question was asked if any word from the County on Matlock's situation. No word back from the County.

Duke copied and made notebooks for each board member with ACC notes from 1991. Thanks Duke for all the work you put into the notebooks for the board members.

Dale did get in-touch with the County regarding the lower entrance at Stream side for a sign (blind corner or dangerous intersection). A gentleman will come and look into the problem and will take care of it.

NEW BUSINESS: Dale is on the nominating committee and asked if the board members, whose term will expire in July, if they want to run again for the board. Marlin and Bills' terms will expire this year. Dale also suggested that the board look into buying a copy machine. Marv said the Retreat does own an old copier but it is expensive to operate because it is out dated. We will keep this in mind for the future.

COMMITTEE REPORTS: Jim Boyd, Road Maintenance, reported that he plowed Miller Fork and Dunraven roads at 9 pm on Saturday and plowed all on Sunday. HE had 14" of snow at his home. He got new blades for the grader. Dick Weinmeister was taken to the hospital last night in Estes Park. He may get out of the hospital today.

Graham Fowler, Open Space, attended the Forest Service open house in Boulder on the Forest Plan revision. He said to send in your comments (address in last newsletter) because the Forest Service will look at each one. He reminded everyone not to feed the deer.

Marv Gee, correspondent secretary, reported no property transactions since last board meeting. There are six landowners who have not paid their 1996 assessments. Interest will be charged for members who pay late. Marv suggests the six landowners who have made no payment be considered not in good standing for the purpose of the meeting today. The newsletter should be published in late April. Marv receives \$400.00 per year for the use of his computer for writing the newsletter and correspondence. Discussion was held. Rich moved the action be taken on the six landowners that have not paid their 1996 assessments. Marlin second, motion passed. The status of the correspondent secretary and the assistant treasurer position will be discussed.

Jack Heidebrecht, fire board liaison, reported the total calls through March 26th were: 4-Retreat, 2-Glen Haven, 2-County Road #43, 1-Estes Park. Equipment - tanker #2 needs some transmission work, the Forest Service will replace one of the trucks leased by GHAVFD with a newer model. 1,000 feet of tested hose has been donated by Loveland Rural FD, and three more pagers have been purchased. March 23rd, extrication training was conducted with the jaws of life and May 1st the helicopter medical evacuation procedures will be practice. The GHAVFD service area boundaries have been established. East boundary where Loveland Rural Fire District signs are located along Road #43; west at top of switchbacks, included the Retreat, Glen Haven and many of the properties adjacent to County Road #43. Water tanks to be installed on the common ground above Fisherman's Lane. They want to use the backhoe. Marlin moved to provide volunteer Fire Department support and equipment with the Retreat operator. Marcy 2nd, passed. Dennis Bicknell, said he and Dick Weinmeister looked at the radiators on the backhoe and thinks they can clean them, week after next.

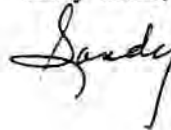
Dennis Bicknell, ACC, stated a number of applications have come in to the ACC. Berry application for cabin, Gee application for some remodeling on existing cabin, Logemans application to paint their existing cabin another color. Squires drilled a well and it was unsuccessful. An amended site application to drill a well in the road right-a-way but will off the road proper. The well head should never interfere with road grading. The ACC recommends that they be given a variance to relocate the well. Dale moved that the board grant the Squires a variance. 2nd by Bill, motion passed.

Special Meeting Issues: Explanation and some discussion was held on each item. 1:00 - call to order; Quorum certification; introduction of parliamentarian; standing rules; appoint ballot counting committee; introduction of issues; questions session; discussion with a limit of two minutes each.

The board voted to remain neutral. Ken appointed Marcy on the committee (from the board) to count ballots and will ask for two volunteers from the membership in attendance. Duke asked if both issues required 2/3 vote? The parliamentarian has said yes.

Graham thanked Marv and Ken for all the help, and especially Bill for all his work and sacrifice he has made financially. Rich moved the board meeting be adjourned. Marv 2nd.

Respectfully submitted,
Sandy Stolte, Recording Secretary



RETREAT LANDOWNERS ASSOCIATION, INC.

**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
AND CHANGES IN CASH BALANCES
January 1, 1996 through March 25, 1996**

	ACTUAL	BUDGET
CASH RECEIPTS:		
Landowners' assessments	\$44,060.07	\$45,580.00
Transfer fees	400.00	0.00
Interest income	459.01	1,200.00
Other income	<u>0.00</u>	<u>0.00</u>
Total Cash Receipts	<u>44,919.08</u>	<u>46,780.00</u>
CASH DISBURSEMENTS		
Accounting	0.00	300.00
Administration:		
Office supplies	417.90	1,800.00
Postage	103.13	500.00
Secretarial	20.00	200.00
Telephone	43.93	250.00
Travel	35.20	150.00
Miscellaneous	38.29	225.00
Annual Meeting	0.00	650.00
Donations - fire department	0.00	10,000.00
Donations - fire department legal	0.00	0.00
Donations - other	0.00	
Environmental	0.00	1,550.00
Insurance	2,792.00	2,800.00
Legal fees	352.00	3,000.00
Membership	0.00	330.00
Payroll	162.25	3,100.00
Payroll taxes and insurance	14.69	650.00
Property taxes	120.10	140.00
Road maintenance	232.99	5,000.00
Equipment repairs	<u>91.84</u>	<u>3,000.00</u>
Total Cash Disbursements	<u>4,424.32</u>	<u>33,645.00</u>
Excess of Cash Receipts over Cash Disbursements	40,494.76	\$13,135.00
		=====
Cash balances January 1, 1996	<u>44,462.07</u>	
Cash balances March 25, 1996	<u>\$84,956.83</u>	
	=====	

NOTE

The budgeted excess of cash receipts over disbursements is to be allocated to:

General Reserves	\$1,135.00
Building Fund	0.00
Open Space Reserve	<u>12,000.00</u>
Total	<u>\$13,135.00</u>

RETREAT LANDOWNERS ASSOCIATION, INC.

BALANCE SHEET
March 25, 1996

ASSETS

CASH ON HAND AND IN BANK

Petty Cash	\$100.00
Checking	885.58
Money Market Deposit Account	<u>83,971.25</u>
Total	<u>84,956.83</u>

EQUIPMENT

Old Equipment	7,000.00
Road Grader (purchased 1992)	<u>11,325.00</u>
	18,325.00
Less: Accumulated Depreciation	<u>(14,787.00)</u>
Total	<u>3,538.00</u>

Total Assets \$88,494.83

LIABILITIES AND EQUITY

LIABILITIES

Accrued Payroll Taxes \$0.00

EQUITY

88,494.83

Total Liabilities and Equity \$88,494.83

NOTES

The Money Market Deposit Account has been appropriated as follows:

Current Year Budget	\$27,246.43
General Reserve	16,930.81
Building Fund (from 1995)	500.00
Equipment Reserve (from 1994)	2,000.00
Open Space Reserve	<u>37,294.01</u>
Total	<u>\$83,971.25</u>

In accordance with generally accepted accounting principles, assets are recorded at cost less accumulated depreciation.

Assets owned by the Association include roads and common areas which have no cost basis but have estimated replacement values as follows:

Common Areas	\$41,800.00
Roads	<u>1,200,000.00</u>
Total	<u>\$1,241,800.00</u>

RLA Check Register

1/1/96 Through 3/25/96

3/25/96

Page 1

RLA-Checking

Date	Num	Description	Memo	Category	Clr	Amount
<u>Checking</u>						
1/12/96	3228	US Postal Ser...		Administratio...	x	-24.00
1/15/96	3229	Estes Park Bank	Box Rent	Administratio...	x	-50.00
1/15/96	3230	RIEDMAN CORP	INSURANCE	Insurance	x	-2,792.00
1/15/96	3231	Internal Reve...		--Split--	x	-19.36
1/15/96	3232	Internal Reve...		--Split--	x	-4.07
1/15/96	3233	Colorado Stat...		--Split--	x	-3.67
1/15/96	3234	HOBART OFFICE...		Administratio...	x	-21.75
1/19/96	3235	TRANSFER TO H...		[MM1 - Unapprop]	x	-12,000.00
1/24/96	3236	Guiducci & Gu...		Legal Fees	x	-33.00
1/27/96	3237	Marvin Gee	office	Administratio...	x	-102.50
1/27/96	3238	Sandra Stolte	Secretary	Administratio...	x	-20.00
1/27/96	3239	James P. Boyd		--Split--	x	-149.84
1/28/96	3240	AT&T		Administratio...	x	-7.27
2/10/96	3241	A-1 PARTS	REPAIRS	REPAIRS -EQUIP	x	-71.60
2/10/96	3242	Marlan McMahan	1/27 BOARD MTG	Administratio...	x	-35.20
2/10/96	3243	Bank One		[MM1 - Unapprop]	x	-10,000.00
2/21/96	3244	ODELL PETROLEUM	FUEL	Road Maint	x	-232.99
2/21/96	3245	Larimer Count...	property taxes	Property Taxes	x	-120.10
2/23/96	3246	Bank One		[MM1 - Unapprop]	x	-6,000.00
2/23/96	3247	Guiducci & Gu...		Legal Fees	x	-319.00
2/26/96	3248	Marlan McMahan	POT LUCK EXPE...	Administratio...	x	-22.33
2/26/96	3249	DUKE SUMONIA		Administratio...	x	-31.61
3/4/96	3250	AT&T		Administratio...	x	-36.66
3/4/96	3251	Bank One		[MM1 - Unapprop]	x	-7,500.00
3/11/96	3252	Marvin Gee	office	Administratio...	x	-212.04
3/11/96	3253	A-1 PARTS	REPAIRS	REPAIRS -EQUIP	x	-20.24
3/11/96	3254	US Postal Ser...		Administratio...	x	-32.00
3/11/96	3255	DENNIS BICKNELL		Administratio...	x	-47.13
3/21/96	3256	Bank One		[MM1 - Unapprop]	x	-4,000.00
2/21/96		Landowners		--Split--	x	1,505.00
2/21/96		Landowners		--Split--	x	3,862.50
2/6/96		Landowners		--Split--	x	860.00
3/1/96		Landowners		--Split--	x	4,300.00
3/1/96		Landowners		--Split--	x	3,655.00
2/6/96		Landowners		--Split--	x	2,365.00
2/6/96		Landowners		--Split--	x	4,192.00
1/30/96		Service Charge		Administratio...	x	-15.96
1/24/96		Landowners		--Split--	x	3,655.00
1/17/96		Landowners		--Split--	x	14,790.57
1/15/96		Landowners		--Split--	x	315.00
3/11/96		Landowners		--Split--	x	2,798.22
3/18/96		Landowners		--Split--	x	1,538.22
1/12/96		Landowners		--Split--	x	630.00
Total Checking						542.19

DISBURSEMENTS 427 - 3/21

289-051

TRANSFERS < 3-327.22 >

EXPENSES 146-51

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

March 11, 1996

Gary & Wanda Lundeen
Post Office Box 158
Glen Haven, Colorado

Dear Retreat friends,

We have noticed that a structure is being built near your existing cabin on Lot 16, Filing 1 of the Retreat. To the best of our knowledge, no application for construction/land use-change has been received by the Architectural Control Committee as required by the Protective Covenants of the Retreat. Enclosed is a form for your use; your attention is drawn to Covenants 3 and 4.

Should you have any questions or desire any assistance, please feel free to contact me.

Sincerely,

Dennis R. Bicknell
For The ACC

ACCL16F1
File
Board



RETREAT LANDOWNERS ASSOCIATION, INC.

Post Office Box 160
Glen Haven, Colorado 80532

THE BOARD OF DIRECTORS MEETING

June 1, 1996

PRESENT: Ken Gwynn, President; Marlan McMahan, Vice President; Mav Gee, Assistant Treasurer & Corresponding Secretary; Board Members, Rich Stolte, Dale Alps, Wilf Howarth, Marcy Trahan; and Sandy Stolte, Recording Secretary. Committee Chairmen: Jim Boyd, Road Maintenance, and John Manchester, Environmental Concerns; Landowners: Duke Sumonia, Char Gee

Ken called the meeting to order at the home of Rich Stolte.
The minutes of the meeting of March 30, 1996, approved as printed.

PRESIDENT COMMENTS: Things to have closure on today; settle Jorends issue, Mr. McCoy has a question on the 2nd ballot issue at the Special Meeting, does it required 2/3 majority vote? Ken checked with the parlinartarian and will give McCoys the answer, had an issue and letter from Duke Sumonia regarding Graham Fowlers letter in the May 1996 newsletter. Ken stated he had been very busy and had not written an item for the newsletter. Marv Gee told Ken he received a letter from Graham and Ken and Marv talked about the letter. Ken felt it was a decent letter and felt it should be put in the newsletter. The focus should be on the last half that asked us to work as an organization to making it a place that is fun. Another item of discussion today is the annual meeting.

VICE PRESIDENT: Marlan has been unable to get in touch with the lady at Larimire Co. regarding the roads. Marv is there quite often and he will check with her. Regarding the annual meeting, 25th Anniversary celebration, he has had only one response from a landowner More discussion later. Marlin said he was very disappointed about the negative things were said at the Special Meeting.

TREASURER REPORT: Cash on hand and in the bank \$83,523.34, Equipment Account 3,538.00, Cash receipts, \$46,611.01, Cash Disbursements \$7,560.84. Rich moved the disbursements be accepted, 2nd by Marcy and passed. Bill's term for the board will expire this year. The by-laws states the Treasurer does not have to be on the board. He will be willing to continue as treasurer. Action will be taken after the annual meeting. Glen Haven Fire Department is in need of money to work on the tanker. Motion by Dale to disburse the money that is in the budget to the GHVFD at this time. 2nd by Wilf and passed. Regarding the 40 acres, Bill suggested that the RLA purchase the property for the purpose of resale and attach our covenants. It was briefly discussed, no action taken. Wilf volunteered to act as liaison between the Retreat and the Carpenters. Marlin suggested we check different options and he will check with the attorney. Ken stated the board is looking at all options, but not going out to purchases the 40 acres. Ken asked Wilf to keep records on the discussions he has with the Carpenters since this is Board business conducted outside a meeting. The notes will need to be entered into the minutes of the next meeting. Ken will let the board know what information Wilf and Marlin receive. Marcy moved the treasurer report be accepted, Marlin 2nd and passed

ROAD REPORT: Jim Boyd told the Board about the Fire Department obtaining a new tanker through the State Forest Service. It is a compressed air/foam, 1000 gal tanker. The FD is in need of a diesel fuel tank. Jim asked if there was the possibility of the Retreat loaning the GHVFD the use of the 100 gal side of the full tank we have. We would keep the 200 gal side. Discussion held. Rich moved we donate the use of the 100 gal side of the tank and the remaining fuel that is in it to the GHVFD. 2nd by Wilf, motion passed. Dale will be taking the backhoe to Colorado Machinery in Fort Collins. Dice, Dick and Dennis rented a high pressure sprayer and cleaned the radiators. Jim will be flushing the radiators on the road grader and the backhoe. Jim will be getting road base in June. He is still checking with the phone company about the concerns of the road base and culverts. Rock Tallman agreeded to fill in for him, if needed.

ENVIRONMENTAL CONCERNS: John attended an Estes Valley meeting and received lots of information about weeds. A person from CSU had done a study in the area and could tell what kind of seed to use to re-seed areas in the Retreat. Steve Belz (Flos son) has done a study on the streams in Colorado. He would like to put out a report on things people could do and shouldn't do with their streams in the Retreat. He would work with the Retreat landowners. John will check with Graham Fowler regarding stocking fish.

OLD BUSINESS: Ken sent Tom Geldes a letter to inform him he needs to submit a letter to the RLA Board requesting a variance. This needs to be done before we can complete the litigation. Ken requested an answer by May 25th. As of this date, he has not heard from Tom. With the circumstances surrounding Mrs. Geldes illness, Ken suggested we table this issue until later. Marlin will check with the lawyer. Dale moved the RLA Board grant a variance to Joe Jorend for the existing fence along the road as long as the other parts don't encroach on the neighbors property. 2nd by Rich, Passed. Ken will inform Mr. Jorend.

Mr. McCoy has a question about item B. He questioned whether the second Ballot issue required 2/3 majority vote. The parliminataran states when you change something which was already approved by the membership it required a 2/3 vote to change it. Ken will consult the lawyer.

Discussion about the replacement of Assistant Treasurer and find someone before the next meeting. Annual meeting, Dale will take the letter to Ron Hill to request having the annual meeting at the Big Thompson Hall at Drake..

Board Candidate Nominating Report, Dale reported that The names of Don Hayden, Diane Lavauix and Nancy Asbury were submitted. They will send a resume to John Barlow and he will take the resumes to Marv for printing in the July Newsletter.

Marcy reported she has been in touch with Attorney Guiducci regarding a vote by the Bulwark Ridge Association to merge with the Retreat. Their Board will meet June 29th.

Dale talked to the County about a dangerous intersection sign at the lower entrance. It should be up in a couple of weeks.

NEW BUSINESS: Annual meeting - wine and chest party Friday night. Duke has been asked to present a historical program. Pot luck before the annual meeting (place announced later). Marlin will contact the Parliamentarian.

Sandy reported she will not be at the annual meeting to record the minutes. Discussion about a replacement. Wilf will contact Carol Fulton.

ACC REPORT: Squire's drilled the 2nd well and it was successful. The Robbs obtained a building permit to work on the log cabin. The McCoy's to build a garage and addition to the kitchen. Matlocks submitted an application to build a metal garage. Lundeens have been contacted about the shed that is being constructed.

Marv Gee's report: Motion made by Marlin to go ahead and file the leans on the four landowners that have not paid their assesments. 2nd by Marcy, Passed. Rich made a motion to pay Marv \$200.00 for the computer usage for the 1st half of the year. Marcy 2nd and passed.

A new Retreat member asked about a sign for the "East" entrance. Dale will check on a sign.

LANDOWNER COMMENTS: Duke said the Big Retreat sign at the main entrance is in need of repair. Wilf will check on the sign. Dale moved to extend the meeting for 10 minutes. 2nd by Rich, passed. Marlin commented about the Special Meeting and stated we should keep our comments on the positive side. The board all felt that Ken ran a great meeting. Dale suggested we contact landowners outside the Retreat at the East entrance regarding road maintance. Dale will contact the landowners about some payment for the road upkeep. Rich moved to extend the meeting 5 more minutes. 2nd by Marlin, passed.

Marv Gee commented on his position as the Retreat Newsletter Editor. More discussion at a latter meeting. Meeting adjourned.

Respectfully submitted,
Sandy Stolte, Recording Secretary

RETREAT LANDOWNERS ASSOCIATION
TREASURER'S REPORT
June 1, 1996

Cash balances at 5/31 are:	Checking	\$ 798.35
	"Hi-Balance" Acct.	\$82,613.89
	Petty Cash	\$100.00
	Total cash	\$83,512.24

As of May 31, 1996, \$44,900.07 in assessments have been received. Total assessments are budgeted at \$45,580.

Cash disbursements year to date May 31, 1996 total \$7,560.84. \$12,000 has been transferred to the Open Space Fund.

For the period January 1, 1996 through May 31, 1996 the excess of receipts over expenditures is \$39,050.17.

Attached is a schedule of checking account activity for the period March 30, 1996 to May 31, 1996 for the Board's approval.

My term as Board member expires on July 31, 1996, and I do not wish to run for re-election for the next three year term. However, as I read the By-laws, the Treasurer does not have to be a member of the Board. So I would be willing to serve as non-Board member Treasurer for another year. You may wish to discuss this.

I contacted Flood & Peterson Insurance Agency about getting a bid on our insurance. No reply has been received.

I was asked by Jack Heidebrecht for our donation to the Fire Dept. I told him I would prefer to have our Board approve the disbursement. We have adequate cash reserves.

Regarding the 40 acres, my suggestion is that the RLA purchase the property for the purpose of resale and attach our covenants. The property could be listed with an MLS realtor and priced for a reasonably fast sale.

Bill Widmaier
Treasurer

RETREAT LANDOWNERS ASSOCIATION, INC.

**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
AND CHANGES IN CASH BALANCES
January 1, 1996 through May 31, 1996**

	ACTUAL	BUDGET
CASH RECEIPTS:		
Landowners' assessments	\$44,900.07	\$45,580.00
Transfer fees	600.00	0.00
Interest income	1,110.94	1,200.00
Other income	<u>0.00</u>	<u>0.00</u>
Total Cash Receipts	<u>46,611.01</u>	<u>46,780.00</u>
 CASH DISBURSEMENTS		
Accounting	300.00	300.00
Administration:		
Office supplies	615.73	1,800.00
Postage	109.73	500.00
Secretarial	60.00	200.00
Telephone	202.48	250.00
Travel	35.20	150.00
Miscellaneous	291.76	225.00
Annual Meeting	0.00	650.00
Donations - fire department	0.00	10,000.00
Donations - fire department legal	0.00	0.00
Donations - other	0.00	
Environmental	0.00	1,550.00
Insurance	2,792.00	2,800.00
Legal fees	2,094.00	3,000.00
Membership	25.00	330.00
Payroll	274.28	3,100.00
Payroll taxes and insurance	80.86	650.00
Property taxes	120.10	140.00
Road maintenance	232.99	5,000.00
Equipment repairs	<u>326.71</u>	<u>3,000.00</u>
Total Cash Disbursements	<u>7,560.84</u>	<u>33,645.00</u>
 Excess of Cash Receipts over Cash Disbursements	39,050.17	\$13,135.00 =====
 Cash balances January 1, 1996	<u>44,462.07</u>	
 Cash balances March 25, 1996	<u>\$83,512.24</u> =====	

NOTE

The budgeted excess of cash receipts over disbursements is to be allocated to:

General Reserves	\$1,135.00
Building Fund	0.00
Open Space Reserve	<u>12,000.00</u>
Total	<u>\$13,135.00</u>

RETREAT LANDOWNERS ASSOCIATION, INC.

**BALANCE SHEET
May 31, 1996**

ASSETS

CASH ON HAND AND IN BANK		
Petty Cash		\$100.00
Checking		798.35
Money Market Deposit Account		<u>82,613.89</u>
	Total	<u>83,512.24</u>
EQUIPMENT		
Old Equipment		7,000.00
Road Grader (purchased 1992)		<u>11,325.00</u>
		18,325.00
Less: Accumulated Depreciation		<u>(14,787.00)</u>
	Total	<u>3,538.00</u>
Total Assets		<u>\$87,050.24</u> =====

LIABILITIES AND EQUITY

LIABILITIES		
Accrued Payroll Taxes		\$0.00
EQUITY		<u>87,050.24</u>
Total Liabilities and Equity		<u>\$87,050.24</u> =====

NOTES

The Money Market Deposit Account has been appropriated as follows:

Current Year Budget	\$25,601.98
General Reserve	16,930.81
Building Fund (from 1995)	500.00
Equipment Reserve (from 1994)	2,000.00
Open Space Reserve	<u>37,581.10</u>
Total	<u>\$82,613.89</u>

In accordance with generally accepted accounting principles, assets are recorded at cost less accumulated depreciation.

Assets owned by the Association include roads and common areas which have no cost basis but have estimated replacement values as follows:

Common Areas	\$41,800.00
Roads	<u>1,200,000.00</u>
Total	<u>\$1,241,800.00</u>

RETREAT LANDOWNERS ASSN., INC.

CHECKING ACCOUNT ACTIVITY

MARCH 30, 1996 THROUGH MAY 28, 1996

DATE	CHECK #	PAYEE/PAYOR	DESCRIPTION	AMOUNT
MARCH				
30	3257	SANDY STOLTE	SECRETARY	(\$40.00)
30	3258	ESTHER RUSSEL	PARLIAMENTARIAN	(120.00)
31	3259	ESTES VALLEY IMPR	MEMBERSHIP	(25.00)
31	3260	AT&T	PHONE	(72.15)
31	3261	GUIDUCCI	LEGAL	(935.00)
31	3262	JIM BOYD	GRADER PARTS	(31.51)
31	3263	WEAR PARTS & EQ	GRADER PARTS	(174.40)
31	3264	JIM BOYD	PAYROLL	(124.44)
APRIL				
1	3265	BILL WIDMAIER	JUICE & ROLLS	(7.97)
3		LANDOWNERS	ASSESSMENTS & INT	636.44
8	3266	CLAYPOOL	REFUND INTEREST	(7.15)
8		BANK ONE	HI BAL. SAVINGS	1,000.00
13	3267	C.A.I.	PUBLICATION	(11.50)
17	3268	IRS	PAYROLL TAXES	(45.44)
17	3269	COLO ST. TREAS	U.C. TAX	(8.32)
30		BANK ONE	BANK CHG	(7.50)
MAY				
1	3270	D. BICKNELL	EQUIP REPR.	(35.56)
1	3271	LEW DAKAN	PHOTOS	(106.50)
1	3272	AT&T	PHONE	(86.40)
1	3273	GUIDUCCI	LEGAL	(616.00)
1		BANK ONE	HI BAL. SAVINGS	1,000.00
7		LANDOWNERS	ASSMT & TRANSFR	420.00
13	3274	HOBERT OFFICE	OFFICE SUPPLIES	(197.83)
13	3275	ODSTRICIL & MEIS	ACCOUNTING	(300.00)
28	3276	GUIDUCCI	LEGAL	(191.00)
			NET ACTIVITY	(87.23)
			BALANCE 3/30	<u>885.58</u>
			BALANCE 5/31	<u>\$798.35</u>

THE BOARD OF DIRECTORS' MEETING
JULY 27, 1996

Present: Ken Gwynn, president
Marlan McMahan, vice-president
Bill Widmeier, treasurer
Marv Gee, Assistant treasurer and corresponding secretary
Board members: Dale Alps, Wilf Howarth, Marcy Trahan
Committee chairman: Jim Boyd, road maintenance
Dennis Bicknell, ACC
Graham Fowler, environmental concerns
Judy Petersen, recording secretary
Landowners: Jack and Verna Heidebrecht, Victoria and Guy McCoy, Marcella Bicknell, Duke Sumonia
Absent: Rich Stolte

Meeting called to order at 9:15 am.

PRESIDENT'S COMMENTS: Ken thanked Marlan and Marcy for their efforts with the successful wine and cheese 25th celebration held on Friday night. Marlan extended the thanks to all who helped.

VICE PRESIDENT: On the issue of private vs. public Retreat roads: Larimer County will send a map that will show what parts of Retreat roads are public and what are private.

Marlan expressed appreciation of the opportunity to serve on the board and the support given him as a board member. He encouraged the board to continue enforcing the covenants and offered his support.

TREASURER: Bill Widmaier presented cash receipts and disbursements for Jan. 1, 1996 to June 30, 1996.

Total Cash Receipts:	\$47,318.05
Total Cash Disbursements:	\$18,802.68
Excess of Cash Receipts over Cash Disbursements:	\$28,515.37
Cash Balances June 30, 1996:	\$72,977.44

As of 6/30/96:

\$100 in petty cash
\$161 in checking
\$72,715 in savings

Breakdown of money market accounts:	General reserve:	\$16,930.81
	Building fund:	\$500
	Equipment :	\$2000
	Open space:	\$37,581.10

Reviewed checks written since last board meeting.

Noted refunds: \$50 from the stock farm and \$92 from the insurance company.

- Marcy moved to accept the disbursements, Marlan seconded and the motion passed.

Bill's other comments:

He has copies of the CPA's annual report for members. It contains a small error: the donation to the Glen Haven Fire Dept. includes the \$750 donation to Glen Haven for road work after the flood.

The rate RLA pays for general liability insurance is comparable with what other insurance companies offer.

RLA should get a refund from Workman's Compensation, as the estimated salary was higher than the salary paid.

- Bill volunteered to work on a committee to develop a long range budget. Ken asked committee heads to be members of that committee.
- Marlan moved that Bill continue as treasurer in a non-board member capacity. Marcy seconded. Discussion: There is no by-law transgression in having a treasurer who is not a board member. Motion passed.

COMMITTEE HEADS

ROAD MAINTENANCE: JIM BOYD

After Jim resigns from duties at the YMCA, he plans to work on roads 2-3 days a week from Sept.-Nov. until the budget for salary is exhausted. As he is able to work more hours, there is no need to hire another person. Since traffic and the expectations for the quality of roads have both increased, he recommended more time and money be committed to road maintenance.

The backhoe had been repaired and both it and the road grader are in good shape.

He discussed getting the approximately one mile of Miller Fork Road beyond the Bulwark Ridge Association gate into average condition: ditching, crowning, and removing boulders. He would not install culverts or spread road base. He estimated it would take 80-100 hours at a cost to RLA of \$35-\$40/hour (cost includes operation, maintenance, and depreciation of equipment; salary, taxes, insurance, and workman's compensation) for a total cost of \$3500-\$4000.

Once this work was done, he would not upgrade that section for three years.

He advised getting the rest of the RLA roads back into shape before putting down more road base.

There is a sign missing at Dunraven Glade and Bulwark Ridge Road. Graham was given the board's authorization to replace the missing sign.

Both the backhoe and the road grader need a SME sticker to be used on public roads. It would cost \$200-\$250 for backhoe and \$300-\$350 for the grader. The fine is greater than the license. The alternative of paying yearly taxes (only possible if equipment stays on private roads) also costs more than the license. Need receipt of backhoe to license.

- Wilf moved to license the backhoe and road grader. Bill seconded and the motion carried.

ENVIRONMENTAL COMMITTEE: GRAHAM FOWLER

John Manchester resigned as head and Graham Fowler was appointed to the position.

Graham recommended combining the open space with the environmental committee. Wilf Howarth and Guy McCoy are interested on working with this committee.

Issues: over flights, bears, whirling disease in trout, wasting disease in deer and elk, pine bark beetle is making a comeback (possibly need the Forest Service to do an egg count), mistletoe infections, and noxious weeds.

He advised committee needs a budget for stocking stream, and possible aerial spraying of trees.

Wilf will attend county meetings on weeds and report to the committee.

Jim Boyd needs direction from the board: when he trims branches from trees is he responsible for removing them or is it up to the landowner?

Jim Boyd will remove the cottonwood tree on Fisherman's Lane that restricts the space needed for turning fire trucks around.

ACC: DENNIS BICKNELL

John Manchester submitted his resignation.

Heines is considering building in Bulwark; Dennis asked if the ACC will take an active role in Bulwark building. Dyer: tires were not in his plan and ACC will encourage covering the tires.

Duke S. expressed concern Al Matlock will use his shed for a business. Dale Alps said he believes Al has no such plans.

OLD BUSINESS

Marcy: Bulwark Ridge Association voted to merge with RLA. Their remaining funds of \$3,261.88 would be turned over to RLA with the request it be used for improving their roads.

Need a motion at the Annual Meeting to merge with Bulwark Ridge Association.

Wilf reported on latest conversation with Mr. Carpenter.

Marcy would like to publish the combination to the Bulwark Association locked gate in the next newsletter.

NEW BUSINESS

Standing rules will be used at the annual meeting.

CORRESPONDING SECRETARY: MARV GEE

There are 125 dwellings with 69 full time residents.

60% of Retreat members have dwellings on their land.

Liens have been filed against 4 members who have not paid their 1996 assessments.

There are 9 proxies and 19 absentee ballots in hand so far. The person with 4 proxies would need to designate another member to hold 2 of the proxies.

There are no proxy issues besides the nominees announced by the nomination committee.

A new directory is available.

The position of corresponding secretary needs a job description and the post appointed.

Ken Cooper volunteered to be the assistant treasurer.

- Bill moved to accept Ken Cooper as the assistant treasurer and seconded by Marlan.
If accepted, \$90-\$100 out of the administrative budget would be needed to purchase software for Mr. Cooper.
- Motion passed.

Marv asked permission to give the insert with the Bulwark Association gate's lock combination only to RLA members. Board agreed.

LANDOWNERS' COMMENTS

Graham Fowler: Reflectors on washouts are missing and some have bullet holes. Encouraged members to police their own. The lawyer will, when requested, write a letter saying a member is in violation against the nuisance law if guns are discharged within the Retreat.

Victoria McCoy expressed concern over motorcycles on the roads and trails. Motorized vehicles are not legal on trails and are discouraged on Retreat roads.

Duke Sumonia recommended the social dinners held monthly at the Big Thompson Community Center.

Guy McCoy questioned whether Motion #2 at the Special Meeting needed a 2/3 majority to pass. It was the Parliamentarian's ruling at that time.

Our insurance company paid for an oil pan damaged by a rock. RLA lawyer said it was not necessary that we pay for it. Dale will check into signs saying "proceed at your own risk."

- Marlan motioned to adjourn and Marcy seconded.

Meeting adjourned at 11 a.m.

RLA BOARD MEETING
July 27, 1996

Present: Board Members: Ken Gwynn, Marcy Trahan, Dale Alps, Marv Gee, and
Marcella Bicknell
Recording secretary: Judy Petersen

- Marcella Bicknell moved to postpone the election of officers until the Sept. meeting.
Motion seconded.
- Motion passed.

Next board meeting would be held Sept. 28, 10 a.m. at Marv Gee's house.

Members may meet for a tour of the Retreat Sept. 28, 9 a.m.. at Marv Gee's house.

Discussed holding more meetings.

Nov. 23 meeting will be at Gwynn's.

- Motion was made and seconded to adjourn meeting.
- Motion passed.

INFORMATION REGARDING MINUTES

MEMBERS: For the Board of Directors "members" refers to those elected directors. For Committees "members" refers to those appointed to the committee. For meetings of the entire membership "members" refers to landowners.

The minutes contain what was done at the meeting; not what was said by the members. (Robert's Rules of Order)

If a report is of great importance the assembly should order it to be "entered into the minutes" in which case the secretary copies it in full upon the record. (Robert's Rules of Order)

The minutes are the official history and legal record of the proposals, reports and decisions of the members. (The Standard Code of Parliamentary Procedure)

The minutes should be an official record of actions taken by the organization; not a transcript of what individuals say in a meeting. It is desirable to include in the minutes the major arguments for and against a motion, but these should not be identified with speakers proposing them since the privilege of discussing a motion freely is jeopardized when what is said becomes part of a public record. (Modern Parliamentary Procedure)

Any member has a right to examine the minutes of the society at a reasonable time and place, but this privilege must not be abused to the annoyance of the secretary. The same principle applies to the minutes of boards and committees, their records being accessible to members of the boards or committees but to no others. (Robert's Rules of Order)

PER VERBAL INSTRUCTION OF ESTHER C. RUSSELL, PROFESSIONAL PARLIAMENTARIAN

Annual Meeting Minutes: these are approved by the Board of Directors or an appointed committee before being sent to the membership and are stamped as approved when sent.

Corrections to Annual Meeting Minutes (in the case of the 1996 meeting) may go out in the next newsletter and be stamped as approved by the board. Note the corrections on the official copy of the minutes as well.

The Board of Directors' minutes are the record of board proceedings. Written or verbal material submitted to the board and labeled for inclusion in the minutes are kept in a separate file and do not become part of the minutes.

CORRECTIONS TO MINUTES OF RETREAT LANDOWNERS ASSOCIATION
ANNUAL MEETING, JULY 27, 1996

REGARDING THE FIRE DEPARTMENT REPORT by TOM HOUSEWRIGHT.
The fifth paragraph of the report is corrected to read: Glen Haven has an insurance rating of nine(9).

UNDER NEW BUSINESS and Discussion on page six (6). The second paragraph and first bullet under Discussion is corrected to read: Nancy Johnson-Asbury made a motion to postpone open space action until the full membership had an opportunity to be informed by setting a special meeting for discussion. Joe Lavaux seconded.

UNDER NEW BUSINESS and on page seven (7). The second paragraph and first bullet is corrected to reflect that this was not a friendly amendment, it was a consideration made by Dushan Sumonia.

UNDER NEW BUSINESS and on page seven (7) paragraph twelve 12, the sixth bullet is corrected as follows. Ken Cooper made the following motion; if we can get him (the lawyer) on the same kind of fiscal year as our Annual Meeting and if the board has not found need to utilize him in the eleven (11) months prior to our Annual Meeting that we then ask him (the lawyer) to come because it is a freebie for us.

Submitted to the RLA Board of Directors for approval.

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

TO: The Retreat Landowners Board of Directors

FROM: The Architectural Control Committee

DATE: July 24, 1996

The ACC wishes to report on the following activities since the last report in May 1996.

An application has been received and approved for the storage shed built by Gary Lundeen, Lot 16, Filing a.

The application of Al Matlock to construct a metal shed on Lot 39 Filing 1 has been approved with the provisions that the ends of the building are constructed of wood and painted, and that the sides of the building will be painted with one year of erection.

An application to construct a deck extension was approved for Bob and Susie Clarke on Lot 23, Filing 5; work is underway.

Linda Lemke advised that the propane tank on Lot 38 Filing 3 has been enclosed with a wooden fence. Lemkes have listed their home for sale.

Clifford Dyer has been contacted concerning the work being done on the driveway on Lot 5 Filing 2, particularly the exposed tires. Mr. Dyer has an approved application to extend the old existing driveway, but it contained no mention of the use of tires as shoring.

John Manchester submitted his resignation from the ACC mentioning that it was appropriate for others to have a turn at committee work. We extended our thanks to John for his efforts on the committee for a number of years.

At present there are several cabins nearing completion. Several members have asked for applications, but none have been received.

Mr. Jeff Hein, a Bulwark owner, is considering building and I will be meeting with him this week.

For the ACC,


Dennis R. Bicknell

ACCBDJUL

RETREAT LANDOWNERS ASSOCIATION, INC.

**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
AND CHANGES IN CASH BALANCES
January 1, 1996 through June 30, 1996**

	ACTUAL	1996 BUDGET
CASH RECEIPTS:		
Landowners' assessments	\$44,905.07	\$45,580.00
Transfer fees	700.00	0.00
Interest income	1,712.98	1,200.00
Other income	<u>0.00</u>	<u>0.00</u>
Total Cash Receipts	<u>47,318.05</u>	<u>46,780.00</u>
CASH DISBURSEMENTS		
Accounting	300.00	300.00
Administration:		
Office supplies	1,048.77	1,800.00
Postage	109.73	500.00
Secretarial	80.00	200.00
Telephone	262.51	250.00
Travel	35.20	150.00
Miscellaneous	306.26	225.00
Annual Meeting	100.00	650.00
Donations - fire department	10,000.00	10,000.00
Donations - fire department legal	0.00	0.00
Donations - other	0.00	
Environmental	0.00	1,550.00
Insurance	2,792.00	2,800.00
Legal fees	2,600.00	3,000.00
Membership	25.00	330.00
Payroll	297.00	3,100.00
Payroll taxes and insurance	58.14	650.00
Property taxes	120.10	140.00
Road maintenance	232.99	5,000.00
Equipment repairs	<u>434.98</u>	<u>3,000.00</u>
Total Cash Disbursements	<u>18,802.68</u>	<u>33,645.00</u>
 Excess of Cash Receipts over Cash Disbursements	 28,515.37	 \$13,135.00 =====
Cash balances January 1, 1996	<u>44,462.07</u>	
Cash balances June 30, 1996	<u>\$72,977.44</u> =====	

NOTE

The budgeted excess of cash receipts over disbursements is to be allocated to:

General Reserves	\$1,135.00
Building Fund	0.00
Open Space Reserve	<u>12,000.00</u>
Total	<u>\$13,135.00</u>

RETREAT LANDOWNERS ASSOCIATION, INC.

BALANCE SHEET

June 30, 1996

ASSETS

CASH ON HAND AND IN BANK

Petty Cash	\$100.00	
Checking	161.51	
Savings	<u>72,715.93</u>	
Total		<u>72,977.44</u>

EQUIPMENT

Old Equipment	7,000.00	
Road Grader (purchased 1992)	<u>11,325.00</u>	
	18,325.00	
Less: Accumulated Depreciation	<u>(15,798.00)</u>	
Total		<u>2,527.00</u>

Total Assets	<u>\$75,504.44</u>
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LIABILITIES AND EQUITY

LIABILITIES

Accrued Payroll Taxes	\$0.00
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EQUITY

75,504.44

Total Liabilities and Equity	<u>\$75,504.44</u>
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NOTES

The Savings Account has been appropriated as follows:

Current Year Budget	\$15,704.02
General Reserve	16,930.81
Building Fund (from 1995)	500.00
Equipment Reserve (from 1994)	2,000.00
Open Space Reserve	<u>37,581.10</u>
Total	<u>\$72,715.93</u>

In accordance with generally accepted accounting principles, assets are recorded at cost less accumulated depreciation.

Assets owned by the Association include roads and common areas which have no cost basis but have estimated replacement values as follows:

Common Areas	\$41,800.00
Roads	<u>1,200,000.00</u>
Total	<u>\$1,241,800.00</u>

RLA Board of Directors Meeting
Sept. 28, 1996

Present:

Board members: Ken Gwynn, Marcy Trahan, Dale Alps, Wilf Howarth,
Marcella Bicknell, Rich Stolte, Marv Gee
Committee heads: Graham Fowler, Jack Heidebrecht, Jim Boyd, Dennis
Bicknell
Treasurer: Bill Widmeier
Assistant treasurer: Ken and Marcia Cooper
Recording Secretary: Judy Petersen
Landowners: Stan and Millie Wassman, Victoria McCoy, Mr.
Cunningham, Duke Sumonia, Deb Howlett

Meeting called to order at 10:05 a.m.

Election of Officers

Marv G. nominated Ken Gwynn for President, nomination seconded.

Board members are willing to help with the load for Mr. Gwynn.

Vote taken: nomination passed.

Marv G. nominated Marcella Bicknell for vice-president. Wilf H. seconded and the nomination passed unanimously.

Marcella Bicknell nominated Marcy Trahan for secretary, Rich S. seconded and the nomination passed unanimously.

Treasurer's Report: Bill Widmeier.

Bill W. presented cash balances and disbursements for year to date as of 9/25/96. See attached Treasurer's report.

Bill W. presented the expenditures. Rich Stolte moved to approve the expenditures, Marcy T. seconded, and unanimous approval was given.

Bill suggested, since he is not a board members, to get written approval from the Secretary before he pays a bill. If there is a time problem, Dale Alps suggested phone approval would suffice, followed by written approval. Board agreed to both suggestions.

Committee heads should present budgets to Bill W. by Nov. 1.

Jim Boyd, Road Committee Chairman

Jim listed additional repairs to equipment: Back hoe had an overheating problem from main control valves and the blade of the road grader was torn from snagging a boulder.

Jim thanked Mr. Cunningham and Jack Heidebrecht for helping to work on the roads.

Jim needs direction for road easements and right of ways, and where RLA has a right to widen the road. Specifically from lower entrance to Retreat boundary: RLA has an easement, but the owner doesn't want any improvements done without his approval.

Pending approval of RLA Board

Jim feels he needs to be educated about road easements so he can be consistent with land owners.

Plans to continue with road maintenance until the roads freeze and will bring in some road base.

Work Day is planned for Oct. 26. Tree limbs need to be trimmed for snow plowing. Needs direction: does Jim take limbs to the dump or is it the landowners' responsibility?

Jim presented a preliminary budget for the roads: he feels with the increasing use of roads and the expectations for better roads, the road maintenance budget will need to be raised.

He will work on a long range plan for the roads with the general goals of widening roads to a comfortable, small 2 lane road with 4" road base.

Jim will continue working with the county about Dunraven Road.

ACC Committee Chairman

Dennis Bicknell submitted a written report of ACC considerations and actions; see attached.

Dennis B. is working with Estes Park Electricity about previous agreements between Estes Park and the Retreat concerning installations of transformers on Retreat lots. He will prepare a map with the number of transformers and their locations for Estes Park and hopes to clear up confusion about responsibility for transformers.

Request for variance from Lavaux' for a storage shed. ACC recommends the variance. Marv moved to approve the variance with the provision the shed will be approved by the ACC. Motion seconded and passed. Secretary instructed to write Mr.Lavaux.

Environmental Committee Chairman

Graham suggested pine beetle may be coming back and new budget would include spraying costs.

Graham has purchased the 3 new signs he was asked to buy. Whether to place a no hunting sign at back entrance will be left to Graham's judgment.

Jack Heidebrecht, Fire Protection Committee

Fire Protection Board is one member short.

The water engineering study has determined there is adequate water supply in the Glen Haven area to satisfy the water requirement to reduce the ISO rating from 9 to 8.

Considering the installation of a tank near Fisherman's Lane and Copper Hill Road.

Old Business

Marcella Bicknell discussed the proxy issues from the annual meeting.

Marcella Bicknell moved to establish a committee to review the voting procedures which includes proxies and absentee ballots and to assure at the next annual meeting the procedure is clear and everyone has the opportunity to vote within the by-laws and the membership is informed of the

Pending approval of RLA Board

results.

Wilf seconded. Motion passed unanimously. Ken appointed Marcella head of the committee. Marv G. moved to instruct our attorney to contact Tom Geldes' attorney to resolve the issue of his fence violations. Seconded by Marcy T.

Dale Alps offered a friendly amendment to have board members Marcella B. and Wilf H. talk with the Geldes about resolving the issue before attorneys are contacted. Friendly amendment accepted.

Motion passed.

Corresponding secretary position: Marv suggests this position may be combined with recording secretary position.

Land Acquisition Committee: Contact has been made with Mr. Carpenter. Committee investigated procedure to set up conservation easement with the Estes Park Land Trust.

Jim B. will talk with county about dangerous intersection signs at lower entrance.

Meeting times established:

Nov. 16	Gwynn
Jan. 25	Bicknell
Mar. 22	Stolte
May 24	Howarth
July 26	Big Thompson Community Center

New Business

Marv moved all funds received from Bulwark be accounted for separately to be used on Bulwark Roads. Wilf seconded. Motion carried.

Marv made a motion Jim Boyd is welcome to call on a board member to go with him for any meeting he attends to discuss RLA road issues. Motion seconded and carried.

Marv moved to add to the budgeted road base amount two anticipated receipts: 1. Money owed to the Retreat when the sale of Mrs. Maitland's land goes through. 2. Refund money from overpayment of taxes paid to Larimer County as a non-profit Homeowner's Association.

Marcy T. seconded.

Dale Alps offered a friendly amendment: if the treasurer does not need the money to cover extra expenditures then it would be used for road base.

Marcella moved to table the discussion until the money comes in. Marv G. seconded. Motion passed.

Marv moved the Retreat entrance sign, which needs to be fixed, have the following words added to it: "A covenant controlled community." Motion dies for lack of second.

Marv moved to ask Vicky McCoy to serve as the newsletter editor. Marcella seconded, motion passed.

Pending approval of RLA Board

Marcy T. moved to commend editor Marv G. for producing well designed newsletters that are visually attractive and easy to read. Marcella B. seconded. Motion passed.

Marcella asked board members to be prepared at the next meeting to talk about :

1. Increased and improved relationship and interaction with landowners.
2. Ways to deal with landowners whose criticism, opposition and personal attacks interfere with the association management process.

Corresponding Secretary

Three properties changes ownership since the last board meeting.

Three liens are currently in force.

RLA may relieve real property tax refund.

Marv moved Marcella sign the signature card for the safe deposit box. Wilf seconded. Motion carried.

Landowners' Comments

Nominating committee needs to be named.

Graham Fowler informed Board , he and Jim Boyd worked on a plugged culvert so diverted water would not erode his property.

He expressed concern of dirt piled on RLA common land from construction site on Fisherman's Lane. Dale Alps will take the backfill. Questioned whether the land will need to be reseeded when the dirt is removed.

Graham and Jack H. will cut trees down on Fisherman's Lane for clearance for fire trucks.

Jim would like to be notified when putting in culverts and working on driveways.

Concern expressed about the tires used to shore up the driveway on Streamside.

Vicky McCoy asked whether the board would consider a master road plan for improvements. Jim Boyd was willing to work with her on that. She asked the board to consider a convex mirror on Miller Fork Road at a sharp curve between Gwynn's and Turpin's. Jim B. concerned with placing a mirror. Ken suggested Jim and Vicky list areas that present a similar problem and come up with options for the Nov. meeting.

Marv moves to extend the meeting 5 minutes, motion seconded and passed.

Duke raised the question about not needing a 15 day notice for meeting of the board.

Duke raised the issue of letters to the editor in newsletter.

Duke questioned status of submission he made for inclusion in the July board meeting minutes.

Duke presented some corrections to the annual meeting minutes.

Graham suggested landowner comments be scheduled at the beginning and at the end of meetings. Rich S. moved to extend meeting 5 minutes, motion seconded and passed.

Further discussion of scheduling landowners' comments during meetings.

Pending approval of RLA Board

Marv moved to adjourn the meeting. Motion seconded and passed.

FULL MEMBERSHIP MEETING VOTING PROCEDURE

According to the RLA By-Laws Article III, Section 6. At all meetings of Members, each Member in good standing may vote in person or by proxy. All proxies must be in writing, be revocable, be meeting and issue specific, and be filed with the corresponding secretary.

The by-laws do not address absentee ballots.

I spoke with the Parliamentarian, Esther Russell, who attends our Annual Meetings. She stated that the best procedure is to use either proxies or absentee ballots not both as it causes confusion and increases the chance for mistakes to occur. Since our by-laws specifically call for the use of proxies, Esther recommends that we use proxies and discontinue the use of absentee ballots.

Please consider the following procedure for voting at the Annual Meetings.

Use Proxies for absentee voting. The proxies are sent to the landowners with the notice of meeting. The proxies are printed on an individual form or card with the address of the corresponding secretary on the back of the form or card in such a manner to permit mailing directly to the RLA or sent with an addressed envelope. Upon receipt of proxies by the Corr.Sec. a copy of the proxy is provided to the assignee (mailed if time permits or given at the meeting). In the event the proxy arrives on the day of the meeting not allowing time or opportunity to provide a photocopy, the Corr.Sec. will inform the assignee during Distribution of Proxies. The copy sent is clearly marked copy and has the date received and the initials of the Corr.Sec.

The proxies are issue specific and this information is communicated to the landowners.

At the meeting and under the agenda item "Distribution of Proxies" the corresponding secretary asks for any additional proxies held by those in attendance. Then all the proxies are filed by the Corr. Sec. The Corr.Sec determines if any one person holds more than 20% of the proxies and assures all proxies are from members in good standing. The Corr.Sec. then gives an accounting of all the proxies filed to the membership and provides a list of proxy assignors and assignees to the board members for review. In the event more than 20% of the proxies are held by one person, the person holding the excess distributes the excess proxies to other members in good standing. The Chair then asks for a motion to approve the distributed proxies and the membership votes on the motion.

The proxies are then given to the respective assignees and the Corr. Sec. holds the approved list.

When issue specific issues come before the membership for voting purposes, the Chair first calls for the vote of those present. After this vote is counted, the Chair calls for the proxy vote. The Corr. Sec. assures the proxy vote is accurate, according to the proxy list.

Ballots for the election of directors are available at the meeting only. Ballots will be marked "ballot at meeting" and "proxy ballot".

The "ballots at meeting" are distributed at registration, one to each landowner unit. At the time of Election of Directors, the landowners are asked to mark their ballots. The marked ballots are collected by the Counting Committee Members.

After the "ballots at meeting" are collected, the proxy ballots are distributed to the proxy assignee(s) according to the proxy list. The assignee(s) are asked to mark the ballots. The marked proxy ballots are collected by the Counting Committee Members.

The Counting Committee then counts the votes and gives its report to the Chair of the meeting.

THE COUNTING COMMITTEE

The counting committee is appointed by the Board of Directors prior to the day of the Annual Meeting. The committee members are instructed in this procedure.

The Counting Committee consists of two (2) groups of three (3) landowners. The collected ballots are split between the two (2) groups. One (1) person in each group calls out the vote from each ballot and two (2) people in each group record the vote. This process is repeated a second time with a different Counting Committee Member being the caller. After all votes are counted the written lists are compared, in the event of discrepancies the ballots are re-counted until the count is reconciled. A board member is present for the counting process.

Upon completion of the meeting and before adjournment, the original proxies are collected from the assignee(s). The proxies and ballots are put into a sealed envelope and kept in the safe deposit box for a period of one (1) year.

REFERENCES USED IN PREPARATION OF THIS PROCEDURE

ROBERT'S RULES OF ORDER Newly revised, 1990 Edition 9th Edition.
Scott Foresman and Company.

THE STANDARD CODE OF PARLIAMENTARY PROCEDURE, Third Edition, New
and Revised by the American Institute of Parliamentarians.
Alice Sturgis.

MODERN PARLIAMENTARY PROCEDURE, Ray E. Keeseey, American
Psychological Association, Washington, DC.

ESTHER C. RUSSELL, PROFESSIONAL PARLIAMENTARIAN, 9900 E. Ohio
Avenue, Denver Colorado 80231.

memo:

RLA Board of Directors

September 28, 1996

Marv Gee, assistant treasurer (pro tem) & corresponding secretary

1. Membership update: three properties changed ownership since the last meeting of the board: Wendy Ireland & William Monks, 1:93, from Wasman; Stan Wasman, 4:15, from Davis/DeWitt; Christa Harris & K. Scott, 1:43, from Scott. Sale is pending on Mrs. Maitland, 3:13; the RLA lien on the property totals \$1,233.38 which should be received at closing.
2. Three liens are currently in force (Geldes, Maitland, and Matlock). Boreks lien was released; \$280.05 was collected. In a review of the records I discovered a mistake was made in the Geldes account; they had paid one-half their 1996 assessment but a lien was filed for the full amount. We have had no communication from them.
3. As noted in my previous report, the 1996 Colorado Legislature passed House Bill 96-1290 which allows some homeowner associations to seek refunds on real property taxes paid on common areas since 1985. All paper-work has now been completed; Larimer County Assessor's office is processing our request to determine if the Retreat qualifies for such a refund. We have documented the fact that our Articles of Incorporation make clear that the Association is a non-profit organization.
4. Correspondence: Dennis Bicknell/Lavaux request (mailed to you with the minutes); McCoy letter distributed this morning.
5. The position of corresponding secretary [and registered agent] still needs to be clarified.
6. Our safe deposit box, which contains all RLA meeting minutes, is at Estes Park Bank. A second signature is needed since only mine is there.

RETREAT LANDOWNERS ASSOCIATION, INC.

**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
AND CHANGES IN CASH BALANCES**

January 1, 1996 through September 25, 1996

	ACTUAL	1996 BUDGET
CASH RECEIPTS:		
Landowners' assessments	\$45,403.99	\$45,580.00
Transfer fees	1,200.00	0.00
Interest income	2,294.13	1,200.00
Other income	<u>0.00</u>	<u>0.00</u>
Total Cash Receipts	<u>48,898.12</u>	<u>46,780.00</u>
 CASH DISBURSEMENTS		
Accounting	300.00	300.00
Administration:		
Office supplies	1,626.22	1,800.00
Postage	109.73	500.00
Secretarial	120.00	200.00
Telephone	324.56	250.00
Travel	70.40	150.00
Miscellaneous	635.76	225.00
Annual Meeting	283.03	650.00
Donations - fire department	10,000.00	10,000.00
Donations - fire department legal	0.00	0.00
Donations - other	0.00	
Environmental	943.50	1,550.00
Insurance	2,700.00	2,800.00
Legal fees	4,139.35	3,000.00
Membership	25.00	330.00
Payroll	709.50	3,100.00
Payroll taxes and insurance	26.58	650.00
Property taxes	120.10	140.00
Road maintenance	375.58	5,000.00
Equipment repairs	<u>4,413.05</u>	<u>3,000.00</u>
Total Cash Disbursements	<u>26,922.36</u>	<u>33,645.00</u>
 Excess of Cash Receipts over Cash Disbursements	21,975.76	\$13,135.00 =====
 Cash balances January 1, 1996	<u>44,462.07</u>	
 Cash balances September 25, 1996	<u>\$66,437.83</u> =====	

NOTE

The budgeted excess of cash receipts over disbursements is to be allocated to:

General Reserves	\$1,135.00
Building Fund	0.00
Open Space Reserve	<u>12,000.00</u>
Total	<u>\$13,135.00</u>

RETREAT LANDOWNERS ASSOCIATION, INC.

BALANCE SHEET
September 25, 1996

ASSETS

CASH ON HAND AND IN BANK

Petty Cash	\$100.00	
Checking	1,060.10	
Savings	<u>65,277.73</u>	
Total		<u>66,437.83</u>

EQUIPMENT

Old Equipment	7,000.00	
Road Grader (purchased 1992)	<u>11,325.00</u>	
	18,325.00	
Less: Accumulated Depreciation	<u>(15,798.00)</u>	
Total		<u>2,527.00</u>

Total Assets	<u>\$68,964.83</u>
	=====

LIABILITIES AND EQUITY

LIABILITIES

Accrued Payroll Taxes	\$0.00
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EQUITY

68,964.83

Total Liabilities and Equity	<u>\$68,964.83</u>
	=====

NOTES

The Savings Account has been appropriated as follows:

Current Year Budget	\$7,656.62
General Reserve	16,930.81
Building Fund (from 1995)	500.00
Equipment Reserve (from 1994)	2,000.00
Open Space Reserve	<u>38,190.30</u>
Total	<u>\$65,277.73</u>

In accordance with generally accepted accounting principles, assets are recorded at cost less accumulated depreciation. Assets owned by the Association include roads and common areas which have no cost basis but have estimated replacement values as follows:

Common Areas	\$41,800.00
Roads	<u>1,200,000.00</u>
Total	<u>\$1,241,800.00</u>

RLA Check Register

7/26/96 Through 9/25/96

9/25/96

Page 1

RLA-Checking

<u>Date</u>	<u>Num</u>	<u>Description</u>	<u>Memo</u>	<u>Category</u>	<u>Clr</u>	<u>Amount</u>
<u>Checking</u>						
7/27/96	3296	JUDITH PETERSON	SECRETARIAL	Administratio...	x	-40.00
7/27/96	3297	AT&T	PHONE	Administratio...	x	-13.80
7/27/96	3298	ESTHER RUSSELL	PARL FEE100 M...	Administratio...	x	-137.50
8/5/96	3299	Marlan McMahan	ANNUAL MEETIN...	--Split--	x	-125.80
8/5/96	3300	MARCY TRAHAN	ANNUAL MEETING	Annual Meeting	x	-92.43
8/5/96	3301	BILL WIDMAIER	COPIES - MEETING	Administratio...	x	-17.14
8/7/96	3302	ODELL PETROLEUM	FUEL	Road Maint	x	-142.59
8/19/96	3303	HOBART OFFICE...	COPIES & SUPP...	Administratio...	x	-145.39
8/28/96	3304	AT&T	PHONE	Administratio...		-48.25
8/28/96	3305	Colorado MACH...	LOADER REPAIR	REPAIRS -EQUIP		-3,571.59
8/28/96	3306	Guiducci & Gu...	LEGAL FEES	Legal Fees		-1,037.65
9/4/96	3307	DENNIS BICKNELL	ACC EXPENSES	Administratio...		-40.28
9/21/96	3308	CHIPS & SPLIN...	REPLACEMENT S...	Environmental		-117.50
9/21/96	3309	Marvin Gee	PETTY CASH REIMB	Administratio...		-102.45
9/21/96	3310	Guiducci & Gu...	LEGAL FEES	Legal Fees		-287.90
8/31/96		Service Charge	BANK CHG	Administratio...	x	-7.00
9/3/96		Landowners	ASSESSMENT & ...	--Split--		280.70
8/29/96		Bank One	TRANSFR FROM ...	[MM1 - Unapprop]		4,500.00
9/19/96		Landowners	ASSESSMENT	--Split--		280.05
8/6/96		Bank One	TRANSFR FROM ...	[MM1 - Unapprop]	x	500.00
8/5/96		DICE MCKNIGHT	REIMB. - FISH	Environmental	x	50.00
7/31/96		Bank One	SERV. CHG	Administratio...	x	-7.00
Total Checking						-323.52

**RLA Board of Directors Meeting
November 16, 1996**

Present:

Board Members: Dale Alps, Marcella Bicknell, Marvin Gee, Wilf Howarth, Rich Stolte, Marcy Trahan
Committee Heads: Dennis Bicknell, Jim Boyd, Jack Heidebrecht
Treasurer: William Widmaier
Assistant Treasurer: Ken and Marcia Cooper
Recording Secretary: Victoria McCoy
Landowners: Merlin and Sondra Friedrichsen, Guy McCoy, Duke Sumonia, Ron and Janice Tate

Meeting called to order at 10:18 a.m. by Marcella Bicknell, Vice President

Mrs. Bicknell showed a plaque and letter of appreciation presented to The Retreat by the Glen Haven Area Volunteer Fire Dept. (GHAVFD); it will be displayed at the 1997 Annual Meeting.

Mrs. Bicknell read excerpts from Roberts Rules of Order concerning the proper contents of meeting minutes and ordered corrections to the 1996 Annual Meeting minutes be entered into the record and included in the next Newsletter. Mr. Stolte moved that henceforth the Annual Meeting minutes be approved by the Board before being published in the Newsletter; Mrs. Trahan seconded. Motion passed unanimously. Corrections attached.

Mrs. Bicknell stated that legal issues had been discussed in executive session prior to the open meeting.

First Landowners' Comments Session: Mr. McCoy stated he believed all minutes of all meetings should be open to all RLA members, at their expense; that, in this case, Robert's Rules of Order should be disregarded; and that he believed even executive-session minutes should be open by Colorado law. The Board will take it under consideration.

Treasurer's Report: Mr. Widmaier presented the Balance Sheet and his 1997 Preliminary Budget; the final budget should be ready by January 1997. There was discussion about Workers' Comp. Mrs. Bicknell suggested the Board have a special meeting to review the budget, the time to be established at the end of the regular meeting. Mr. Alps moved the Treasurer's Report be approved as submitted, Mr. Howarth seconded. Motion passed unanimously. Mr. Widmaier suggested the authority to sign checks be changed from Graham Fowler and Irene Little to Kenneth Gwynn and Marcy Trahan, which was approved; Mr. Widmaier retains this authority. Reports attached.

Assistant Treasurer's Report: Mr. Cooper said he would like a landowner other than himself to assist Jack Stewart on the Treasurer's Audit Committee. Ms. Edwards was suggested as a replacement; Mrs. Bicknell will ask if she's agreeable. Memo attached.

Architectural Control Committee Report: Mr. Bicknell stated, in addition to his written report (attached), that the previous day (11/15/96) he had received an application from the GHAVFD to build a storage shed behind Fire Station 2 in The Retreat. Mr. Gee asked if Roger Koenig had applied for approval to build. Mr. Bicknell said he had not yet.

Environmental Committee Report: Mrs. Bicknell gave the report as Committee Head Graham Fowler could not be present. The aerial spraying done 3-4 years ago for pine bark beetle has worn off. Mr. Fowler will make a tour of The Retreat with the new head forester in the spring and the information obtained will be prepared for the Newsletter. Mr. Fowler suggests the forester be asked to speak at the 1997 Annual Meeting, and this was approved.

GHAVFD Report: Mr. Heidebrecht's report is attached. Mrs. Trahan asked Mr. Heidebrecht to tell the fire department that Bulwark Ridge is now part of The Retreat, because Bulwark Ridge property owners received direct-mail solicitations for donations to the GHAVFD. Mr. Gee said he would send letters to Bulwark Ridge owners apologizing about this.

Road Committee Report: Mr. Boyd's report and 1997 Road Maintenance Budget Request are attached. Mr. Boyd would like to run the branches that are cut down to clear the roadsides for the grader through a chipper and make a mulch pile for the use of all RLA members at the turnaround at the end of Fisherman's Lane. Mr. Alps said that the recommendation of Bill Heiden, Director of Larimer County Road & Bridge Dept. (cited in attached report) to grade roads 5%-6% from the centerline is not workable in The Retreat because the roads are too narrow. He recommends a 2%-3% grade.

Land Acquisition Report: Mr. Gee stated this report had been given in executive session.

OLD BUSINESS

- Proxy Report. Mr. Gee moved to table the subject till the January meeting; Mrs. Trahan seconded. Motion passed unanimously.
- Tom Geldes fence issue. Covered in executive session. The Board continues to work on it.

PENDING APPROVAL OF THE BOARD

- Newsletter. Mrs. McCoy passed out suggestion sheet. (Copy attached.) The Board agreed to six Newsletters a year; agreed Postmaster Bob Clarke should be asked to address the January meeting about postage options (Mrs. McCoy will do this); and decided to defer decision on letters-to-editor issue. Mrs. Trahan suggested landowners whose letters didn't get printed might be offended. Mr. Howarth suggested the names of all letter writers and the subjects of their letters could be listed as acknowledgment.

- Nominating Committee Chairperson. Mrs. Bicknell nominated Mrs. Trahan, who accepted. Mrs. Trahan suggested volunteer landowners be requested in Newsletter.

- Maitland and Tax Money. Mr. Gee moved that full amount of fees received from Mrs. Maitland and tax refund be applied toward purchase of road-base material. Mr. Stolte seconded the motion. In ensuing discussion, Mr. Alps suggested tax refund not be allocated until it is received. Also, there is no recycled asphalt available till next spring, so this money should go into an interest-bearing account until it can be used. He also suggested this money could be used to offset the unexpectedly high cost of equipment repair. Mr. Gee withdrew the motion.

Mr. Gee moved the meeting be extended by 15 minutes. Seconded and passed.

- Improving Relations with Landowners. Mrs. Bicknell cited suggestions in *Common Ground* magazine, including being open and responsive to all comments and complaints; responding to comments in a timely manner; and maintaining sense of humor. She also suggested the Board form a Welcoming Committee to visit and inform new residents. Mrs. Trahan suggested a welcome packet should include information on the environment, wildlife and the fire department; Mr. Boyd said he'd like to put something in the packet about roads. Mr. Gee suggested the Retreat handbook, which was used till about 1986, might be resurrected; he will bring the current information packet to the January Board meeting for the Board's review. He suggested asking in the next Newsletter for volunteers for this committee.

- Mr. Gee presented the signature card to add Mrs. Bicknell as signatory for RLA safe-deposit box.

NEW BUSINESS

Mr. Gee stated that Mr. Koenig's trailer had been on his property more than 60 days, in violation of the Covenants. Mr. Alps said Mr. Koenig has plans for his house, realizes his trailer is in violation of the Covenants and would like to get a variance to leave it there till construction starts in spring 1997. If the Board insists on the trailer being moved, Mr. Alps will tow it to his own house till he starts construction. Mr. Gee moved to ask Mr. Koenig to move his trailer until the ACC approves his building plans. Mrs. Trahan seconded the motion. Motion passed with one abstention.

Motion to extend the meeting by five minutes was seconded and passed.

Corresponding Secretary: Mr. Gee stated he had nothing to report.

Mr. Alps asked if there were any plans for the February pot luck. Mr. Gee suggested the Board address the issue in its January meeting for reporting in the February Newsletter; the pot luck could be in March rather than February.

Second Landowners' Comments Session: Mr. Heidebrecht said not everyone views a compost heap the same way, and he is concerned that one at the end of Fisherman's Lane might turn into a trash heap. Also, there has been discussion about clearing and replanting the center of the turnaround to make it more attractive.

Mrs. Tate said the Board was doing a great job. She believes the most important issues are Covenant violations and roads; money could be taken from the Reserve Fund for the roads; the Board should be tougher on Covenant violations. The Welcoming Committee issue was raised at a previous Annual Meeting and the members voted it down. Having letters to the editor in the Newsletter would open a can of worms. Volunteers should be used to work on the roads to keep costs down.

Mr. McCoy requested the Board have a formal environmental-impact report completed before any spraying is done. He also asked if the Board had explored the possibility of establishing a Metropolitan Road District and briefly described Title 38, the Colorado law governing road districts. Mr. Alps suggested that might make The Retreat roads public.

Mr. Tate asked how much was in the Reserve Fund (\$16,931.80).

Mr. Cooper suggested that, in preparation for Bob Clarke's presentation at the January Board meeting, Mr. Widmaier figure out all the annual postage requirements.

Mr. Gee moved to adjourn, Mrs. Trahan seconded; motion passed unanimously. Meeting adjourned at 12:41 p.m.

PENDING APPROVAL OF THE BOARD

ARCHITECTURAL CONTROL COMMITTEE
RETREAT LANDOWNERS ASSOCIATION
POST OFFICE BOX 172
GLEN HAVEN, COLORADO

November 11, 1996

TO: RLA Board of Directors

FROM: Architectural Control Committee

The ACC wishes to report to the RLA Board of Directors on its activities since the last report at the end of September, 1996.

A application for Laurene Nicholl & Joe Barraclaough to build an addition to their existing cabin at 33 Elkridge Court was approved and work has begun.

Notification of an intention to repaint the exterior of the existing cabins was received from Jane Lovejoy, 180 Solitude Court, and Doris Hall, 43 Gladeview Court.

Tony Besson, 804 Elkridge Drive, submitted an approved fence plan to creat an area for his dogs.

No applications have been filed for new construction for this time period.

Estes Park Light & Power has been contacted in writing concerning electric service within the Retreat. They have been furnished a map showing all transformers and services within the Retreat, as well as copies of unmarked maps. Mike Mangelson, assistant director, has responded to our letter by telephone. He is to set up an appointment in the near future, and will be contacted if he forgets. The intention is to have an understanding of the current policies and rules and advise the membership, and to insure uniformity in the future.

RLABDNOV

Dennis R. Bicknell
FOR the ACC

MEMO

DATE: November 16, 1996

TO: RLA Board of Directors

FROM: Ken Cooper, Assistant Treasurer

1. Membership update: three properties changed ownership since the last meeting of the board: James and Danielle Eldridge, 2:54 & 56, from Axtel and Schumacher; Kenneth & Patricia James, 3:13, from Maitland; Melinda Thomas, 2:32, from Burch.
2. One lien is currently in force (Geldes). Maitland lien was released with the collection of \$1,333.38 covering transfer fee, four years' assessments, interest and fees. Matlock lien was released with the collection of \$282.20 for one year's assessment plus interest and fees (the actual payment was \$360.00 with the \$77.80 excess to be applied to 1997's assessment per Jo at Commonwealth Land Title where Matlock refinanced his property.)
3. Due to my assumption of the Assistant Treasurer duties from Marv Gee, it would be inappropriate for me to continue as a member of the Treasurer's Audit Committee. I therefore recommend that the board seek another landowner to assist Jack Stewart in that endeavor.

RETREAT LANDOWNERS ASSOCIATION, INC.

**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
AND CHANGES IN CASH BALANCES
January 1, 1996 through November 15, 1996**

	ACTUAL	1996 BUDGET
CASH RECEIPTS:		
Landowners' assessments	\$46,334.95	\$45,580.00
Transfer fees	1,500.00	0.00
Interest income	3,064.57	1,200.00
Bulwark Ridge Assn. transfer	3,261.88	0.00
Other income	<u>133.00</u>	<u>0.00</u>
Total Cash Receipts	<u>54,294.40</u>	<u>46,780.00</u>
CASH DISBURSEMENTS		
Accounting	300.00	300.00
Administration:		
Office supplies	1,816.59	1,800.00
Postage	240.13	500.00
Secretarial	140.00	200.00
Telephone	350.72	250.00
Travel	70.40	150.00
Miscellaneous	459.76	225.00
Annual Meeting	283.03	650.00
Donations - fire department	10,000.00	10,000.00
Donations - fire department legal	0.00	0.00
Donations - other	0.00	
Environmental	943.50	1,550.00
Insurance	2,700.00	2,800.00
Legal fees	3,925.20	3,000.00
Membership	215.00	330.00
Payroll	1,905.75	3,100.00
Payroll taxes and insurance	608.86	650.00
Property taxes	120.10	140.00
Road maintenance	590.75	5,000.00
Equipment repairs	<u>8,095.91</u>	<u>3,000.00</u>
Total Cash Disbursements	<u>32,765.70</u>	<u>33,645.00</u>
Excess of Cash Receipts over Cash Disbursements	21,528.70	\$13,135.00 =====
Cash balances January 1, 1996	<u>44,462.07</u>	
Cash balances November 15, 1996	<u>\$65,990.77</u> =====	

NOTE

The budgeted excess of cash receipts over disbursements is to be allocated to:

General Reserves	\$1,135.00
Building Fund	0.00
Open Space Reserve	<u>12,000.00</u>
Total	<u>\$13,135.00</u>

RETREAT LANDOWNERS ASSOCIATION, INC.

BALANCE SHEET
November 15, 1996

ASSETS

CASH ON HAND AND IN BANK

Petty Cash	\$100.00	
Checking	1,035.87	
Savings	<u>64,854.90</u>	
Total		<u>65,990.77</u>

EQUIPMENT

Old Equipment	7,000.00	
Road Grader (purchased 1992)	<u>11,325.00</u>	
	18,325.00	
Less: Accumulated Depreciation	<u>(15,798.00)</u>	
Total		<u>2,527.00</u>

Total Assets	<u>\$68,517.77</u>	=====
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LIABILITIES AND EQUITY

LIABILITIES

Accrued Payroll Taxes	\$0.00
-----------------------	--------

EQUITY

68,517.77

Total Liabilities and Equity	<u>\$68,517.77</u>	=====
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NOTES

The Savings Account has been appropriated as follows:

Current Year Budget	\$3,663.32
General Reserve	16,930.81
Building Fund (from 1995)	500.00
Equipment Reserve (from 1994)	2,000.00
Bulwark Ridge	3,261.88
Open Space Reserve	<u>38,498.89</u>
Total	<u>\$64,854.90</u>

In accordance with generally accepted accounting principles, assets are recorded at cost less accumulated depreciation.

Assets owned by the Association include roads and common areas which have no cost basis but have estimated replacement values as follows:

Common Areas	\$41,800.00
Roads	<u>1,200,000.00</u>
Total	<u>\$1,241,800.00</u>

RLA Check Register

9/25/96 Through 11/13/96

11/13/96

Page 1

RLA-Checking

Date	Num	Description	Memo	Category	Clr	Amount
<u>Checking</u>						
9/28/96	3311	JUDITH PETERSON	SECRETARIAL	Administratio...	x	-20.00
9/28/96	3312	James P. Boyd	PAYROLL	--Split--	x	-606.97
10/15/96	3313	HOBART OFFICE...	COPIES & SUPP...	Administratio...	x	-134.58
10/15/96	3314	AT&T	PHONE	Administratio...	x	-1.51
10/15/96	3315	Colorado Comp...	WORKERS COMP	Payroll:Comp ...	x	-562.00
10/15/96	3316	ODELL PETROLEUM	FUEL	Road Maint	x	-187.50
10/28/96	3317	Marvin Gee	PETTY CASH REIMB	Administratio...	x	-95.56
10/28/96	3318	AT&T	PHONE	Administratio...		-24.65
10/28/96	3319	Guiducci & Gu...	LEGAL FEES	Legal Fees		-34.25
10/30/96	3320	Internal Reve...		--Split--		-163.67
10/30/96	3321	Colorado Stat...		Payroll:Comp ...		-29.95
11/4/96	3322	A-1 PARTS	REPAIRS - EQUIP	REPAIRS -EQUIP		-97.69
11/12/96	3323	ODELL PETROLEUM	FUEL	Road Maint		-27.67
11/12/96	3324	Colorado MACH...	LOADER REPAIR	REPAIRS -EQUIP		-2,603.33
11/12/96	3325	STEVES WELDING	GRADER REPAIR	REPAIRS -EQUIP		-981.84
11/12/96	3326	HOBART OFFICE...	COPIES & SUPP...	Administratio...		-44.79
11/12/96	3327	MARCELLA BICK...	POSTAGE & SUP...	--Split--		-45.84
11/12/96	3328	JIM BOYD		--Split--		-497.77
10/31/96		Service Charge		Administratio...	x	-7.00
10/31/96		Service Charge		Administratio...	x	0.00
10/22/96		Landowners	ASSESSMENT	--Split--	x	360.00
10/22/96		Landowners	ASSESSMENT	--Split--	x	1,333.38
10/22/96		Landowners	ASSESSMENT	--Split--	x	155.96
10/15/96		Bank One	TRANSFR FROM ...	[MM1 - Unapprop]	x	1,000.00
9/30/96		Service Charge		Administratio...	x	-7.00
9/30/96		Bank One	TRANSFR FROM ...	[MM1 - Unapprop]	x	1,000.00
11/13/96		Bank One	TRANSFR FROM ...	[MM1 - Unapprop]		2,200.00
9/28/96		Landowners	ASSESSMENT	--Split--	x	100.00
Total Checking						-24.23

**P. O. Box 29
Glen Haven, CO 80532-0029
(970) 577-0015**

November 16, 1996

To the Members of the RLA Board of Directors:

As the new editor of the Newsletter, I would like to address the following subjects:

1. Will you authorize six issues a year, five of them to be four pages and one to be larger to accommodate the minutes of the annual meeting (plus any additional inserts as required by committee chairmen)? The schedule of February, April, June, August, October and December would allow us to report news from the bi-monthly Board meetings, advise of the upcoming Annual Meeting, and report on the Annual Meeting. Is this acceptable? ✓

2. We would be able to save postage by acquiring non-profit status, but the application requires considerable paperwork and filing of IRS forms and exemptions and, due to stringent regulations, might not be granted; Bob Clarke is doubtful we'd qualify. However, it might be worth the effort, as the per-piece cost would be 11.4¢ (versus 32¢). Bob has offered to come to the next Board meeting to present postage options, if you wish him to. ✓

3. I understand a fairly recent ruling abolished letters to the editor. I believe this is an infringement of the First Amendment rights of the members of The Retreat and respectfully request that you consider rescinding it, based upon adherence to the following guidelines:

With no exceptions, letters would have to:

- be signed and contain a telephone number
- refrain from personal attacks
- if critical, also contain at least one constructive suggestion
- be short and to the point
- be courteous
- be from RLA members in good standing
- be subject to editing for understandability and space requirements
- if on a controversial subject, be approved by at least two members of the Board of Directors.

Respectfully submitted,



Victoria D. McCoy

ARCHITECTURAL CONTROL COMMITTEE
RETREAT LANDOWNERS ASSOCIATION
POST OFFICE BOX 172
GLEN HAVEN, COLORADO

November 11, 1996

TO: RLA Board of Directors

FROM: Architectural Control Committee

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Tony Besson, 204 Elkridge Drive, submitted an approved fence plan to create an area for his dogs.

No applications have been filed for new construction for this time period.

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RLABDNOV

Dennis R. Bicknell
FDR the ACC

FIRE BOARD REPORT 11-16-96 (Jack L. Heidebrecht, Liaison)

State of the Board

Elections were held during the GHAVFD annual meeting October 26, 1996. The following are the current Board of Directors: Jim Kadlecek (president), John Manchester (vice president) Carol Ball (secretary/treasurer), Lee Lasson, Tom Connell, Bob Clarke, Bob Kilbourn, Marcella Bicknell, Tom Housewright. *There are three vacancies*

Fire Chief's Report

Total calls through November 13: 42; last year on this date: 38.

Type of Call	No.	
Motor Vehicle Accident	3	
Medical emergency	16	
Structure fire	1	Mutual aid with EPVFD
Wildfire	1	Mutual aid with LRVFD
Smoke report	3	
Search and Rescue	2	
Miscellaneous fire	9	Power line down, propane leak, 2 smoke in house, car wreck (not found), bonfire (not found)
Other Miscellaneous calls	7	

Seven (7) of the events, 6 medical emergencies and 1 smoke report, occurred in the Retreat.

PERSONNEL: There are a total of 28 volunteers: ^(2000 last report) seventeen (17) active, seven (7) reserves, four (4) in training. Eight (8) are first responders, three (3) are emergency medical technicians.

During the GHAVFD annual meeting October 26, the following were elected or reelected: Tom Housewright - Fire Chief, Gilbert Matthijetz - Assistant Chief, Chris Edwards - Secretary/Treasurer, Rick Whitlock - Water Sources Officer, Steve Childs - Medical Officer, Billie Warm - Maintenance, Frank Crone - Safety Officer, Jim Kadlecek - Buildings and Grounds, Joe Ball - Training.

FIRE FIGHTING AND EMERGENCY MEDICAL EQUIPMENT: (1) All equipment is operable. (2) Plans are being formulated for a small extension to fire station #2, located in the Retreat. (3) Sandbags have been placed in the main draft point on the North Fork between Glen Haven and the Retreat.

TRAINING: (1) More drivers and engineers (operators of fire fighting equipment) are being trained. (2) This year there has been increased training in extrication and emergency medical procedures, wildfire fighting and use of foam. Fire fighters are becoming more proficient with use of the foam truck. Foam is a

commercially manufactured, bio-degradable substance that is very effective and [REDACTED] increases the fire fighting capability of the department.

Various volunteers have received certifications in dive rescue, ice rescue, wildfire fighting and emergency medical procedures. Chief Housewright has become a nationally certified emergency vehicle operator.

Water Sources

No report.

Fire Protection District Committee Report

No report.

RLA ROADS COMMITTEE REPORT

11/16/96 Board Meeting

- I. I had a very good initial meeting, on October 30th, with Bill Heiden, Director of Larimer county Road & Bridge Dept., Fort Collins. He has been in his current position for a little more than 8 years. Mr. Heiden lives in a large rural subdivision near Red Feather Lakes and is a consultant to their road crew. He also teaches courses through CSU for COTIP (Colorado Transportation Information Program).
- A. Snow Plowing on Dunraven Glade (County road 51 B)
- a) Possibly begin next year, '97/'98 season, not this year
 - b) Write-up contract, county will pay us for our services
 - c) May be able to trade services for services
 - (1) County could assist with culvert improvements at Miller Fork/Dunraven and at Elkridge/Dunraven
 - (2) County could assist with asphalt paving of Dunraven Glade from county road 43 to Elkridge road
 - d) I will still plow snow off of Dunraven Glade this winter "by accident" if the county plows don't get to it before I do.
- B. County's "template" is a 3% to 5% grade on roads
1. Depends on the incline/elevation gain of the road
 2. 1% grade = a 1' rise/fall within 100'
 3. Culverts at intersections of driveways or roads should be installed in such a manner that the established grade continues to the end of the road right of way, i.e. the top of the culvert should be below the level of the primary road and should allow for the grade to continue at the same % without disruption.
 4. Mr. Heiden recommends that we use a 5% to 6% grade on our roads.
 5. Run-off should be dispersed evenly all along the roadway. Remove all windrows along both sides of roads.
 6. I've ordered a slope meter (~\$110.00) to be mounted inside our road grader cab.
 7. Drainage ditches should never carry run-off more than 500 feet before the water is diverted through a culvert (the steeper the road, the shorter the distance).
- C. Road materials
1. The county's threshold for applying new road base is 2" or less.
 2. When the county puts down road base they do so at a depth of 6".
 3. After the base is put down and graded to specifications, it is watered-down and compacted.

4. They use both Magnesium Chloride and Lignam (sp?) Sulfate as dust suppresser, moisture retainer and compaction facilitator. Both are by-products of wood pulp which attract and retain moisture. ~~EnviroTech~~
5. Dennis Hoshiko (new owner of 2nd house in the Retreat on the North side of Streamside Drive) contracted with EnviroTech, out of Greeley, to apply Lignam (sp?) Sulfate for dust control on the stretch of Streamside drive which borders his property.
 - a) Magnesium Chloride lasts longer and is a little more effective but, has a tendency to kill trees in the right-of-way. May upset some people.
6. Both products lose a significant percentage of effectiveness if the treated roads are graded while dry. However, if grading is done while the roads are significantly wet, the effectiveness is retained.

D. General Recommendations from Mr. Heiden

1. Purchase a newer Motor Grader as soon as possible
 - a) Articulating
 - b) All hydraulic controls
 - c) More reliable
 - d) Spend less money on repair and maintenance, more money for materials.
2. Have road maintenance workers attend several COTIP workshops and equipment operator certification courses.
3. Purchase a Slope Meter, install it and learn to use it religiously.
4. Get roads graded to a template of 5% to 6%. Provide better drainage, add culverts where indicated. Apply a minimum of 4" - 6" of road material to roadways which are well groomed. If possible, wet and compact new road base when it is applied.

II. I've nearly exhausted budgeted moneys for 1996.

- A. Money earmarked for road base was spent on equipment repair.
- B. Does the board want to divert any of the additional/unspecified income which was received in 1996 for a small amount of road material?

III. Road Base - We should be applying ~ 2 miles of base per year just to maintain our roads.

A. Costing/coverage

1. One mile = 5,280 feet
2. One ton of material covers ~ 10' wide by 10' long by 2" deep or 10' wide by 5' long by 4" deep
3. Recycled Asphalt costs ~ \$5.20 per ton
4. Hauling charges = \$42.50/hour
5. Average hauling time to/from Ft. Collins is ~ 3 hours
6. Average truck load is ~ 14 tons
7. 14 tons (one truck load) will cover ~ 70 feet of road 4" deep
8. It takes ~ 75 truck loads to cover one mile of road at a depth of 4"

9. 75 loads @ 14 tons/load = 1050 tons X \$5.20/ton = \$5,460
10. 75 trucks X 3 hours hauling charge = 225 hours X \$42.50/hour = \$9,562.50
11. Total approximate cost for one mile of road base delivered = \$15,023 or roughly \$200 per truck load.
12. Road base applied at a depth of 6" should last approximately 10 years if compacted and maintained properly

IV. 1997 Budget request.

- A. Reality check for everyone who wants our roads maintained and improved.
- B. Consider the survey results from several years ago.
- C. Perhaps we should solicit input on a new survey
- D. I'm requesting a new line item in the roads budget for education and training via COTIP: Colorado Transportation Information Program in conjunction with CSU. This is per Mr. Heiden's recommendation. I'm requesting \$340.00 for 1997.

V. This winter I will outline a long-range plan (5 year plan) for road maintenance and capitol projects. I'll define the major jobs and indicate their approximate costs.

VI. I want to get input from our insurance carrier

- A. Operator safety
- B. Liability
- C. Protocols
- D. Road engineering for safety

VII. Easements/Right of ways for county roads and RLA roads

- A. I spent a couple hours at the Larimer county courthouse in Ft. Collins researching easements on Streamside. I had very little success.
- B. I need to spend a day or two in order to get to the legal descriptions of all sections in question.
- C. I met with Mr. Bob Miller reference the "destruction to his property" (County road 43 @ the lower entrance) and I was able to satisfy his concerns with minimal work.

VIII. I will be contacting Bill Gleisforst of Larimer County Road and Bridge about additional caution signs ("hazardous intersection") for county road 43, immediately above and below the lower RLA entrance

IX. Thanks to volunteers during September and October for all of their hard work:

- A. Tom & Ethel Crandell
- B. Al & Frances Cunningham
- C. Jack Heidebrecht
- D. Charles Heidebrecht

X. Our workday was canceled due to cold and windy weather. I will try to schedule two or three weekend workdays next summer.

XI. Sand Barrels - Example at Dunraven Glade and Miller Fork. I have plans to install approximately 20 new and replacement barrels throughout the subdivision.

1. .

- XII. I want to trim limbs and run them through a chipper thereby removing unsightly piles of brush along the roads, reducing fire hazards and creating a mulch supply for landowners. I'd like to stock pile the mulch at the end of Fisherman's lane in the middle of the turn-around.
- XIII. We are still much better-off financially (and, so far, reliability-wise) providing our own road maintenance than we would be if we tried to contract the work with a third party.

1997 RLA Road Maintenance Budget Request

Expense Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	96 Budget	Variance
Equipment Repair, Maintenance, Fuel, Oil, etc.	200.00	-	-		1,200.00	1,000.00	200.00		200.00	-	-	200.00	\$ 3,000.00	\$ 4,500.00	\$ (1,500.00)
Employee Compensation, Taxes & Insurance	100.00	100.00	100.00	200.00	800.00	800.00	800.00	800.00	800.00	800.00	200.00	100.00	\$ 5,600.00	\$ 3,750.00	\$ 1,850.00
Administrative & Employee Education/Training	20.00	60.00	20.00	320.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	\$ 580.00	\$ -	\$ 580.00
Designated funds for improvements to former Bulwark Ass'n. Road *							1,500.00	1,700.00					\$ 3,200.00	\$ 3,000.00	\$ 200.00
Road Base & Supplies (culverts, reflectors, etc.)	-	-	-	-	-	10,000.00	-	-	3,500.00	-	-	-	\$ 13,500.00	\$ 5,000.00	\$ 8,500.00
Capital Expense Reserve (Equipment)	-	-	5,000.00	-	-	-	-	-	-	-	-	-	\$ 5,000.00	\$ 2,000.00	\$ 3,000.00
Totals	320.00	160.00	5,120.00	520.00	2,020.00	11,820.00	2,520.00	2,520.00	4,520.00	820.00	220.00	320.00	\$ 30,880.00	\$ 18,250.00	\$ 12,630.00
Cross-check													30,880.00		
* Bulwark Association gave RLA \$3,261.00 to be used exclusively for the improvement of the one mile stretch of road from the gate on Miller Fork to the end of the road. I expect to spend approximately \$60 to \$100 of that money before the year ends.															