

## RLA BOARD MEETING

January 10, 2004

The meeting was held at the Fowler residence

Board members present were Bruce Brown, Graham Fowler, Ann Martin, Kent Mills and Gordon Nuttall. Also, Florentine Belz, Peggy Burch, Lila Conrad, Jan Ricker and landowners Ken Cooper and Duke Sumonia.

The meeting was called to order by president Kent Mills. Bruce Brown moved to adopt the agenda as presented, seconded by Graham Fowler. Motion carried.

**Approval of November meeting minutes:** Graham moved the minutes be approved as mailed; seconded by Ann Martin, motion carried.

**Landowner comments:** Duke Sumonia spoke about the by-laws and if they needed to be reviewed. He offered to serve on a committee that would address elections, budget items, the ACC guidelines and other issues. It was the consensus of the board that committees need to be reviewed periodically, the ACC being one, and its guidelines up-dated as they apply to new building permit applications. It was emphasized that the ACC committee chairman should be present at all board meetings. Also, it was suggested a representative from the Dunraven Glade committee attend. Jan Ricker brought to the board's attention a letter from Marvin Gee with questions concerning the road budget for Miller Fork and the time frame for the proposed improvements. His concerns were addressed by the board and Kent stated there were funds available for the project. Jan will report back to him.

Landowner Ken Cooper thanked the board for its efforts in resolving the bear variance issue and the time spent researching the request and was pleased with the board's decision. He commented that the barking dogs of this neighbor are still a problem.

## REPORTS

**Treasurer:** Treasurer Lila Conrad reported for the twelve months ending Dec. 31, 2003, receipts totaled \$53,816 consisting of landowner's assessments and transfer fees of \$51,080 and interest and other income \$2,736. Disbursements totaled \$77,140 consisting of \$35,705 for the 2003 Road Resurfacing Project, contributions to the Glen Haven Volunteer Fire Dept. \$11,150, road maintenance and snow removal \$11,212, Streamside Drive entry survey & paving \$8,394, purchase of GMC \$2,500 and other administrative expenses including newsletter and directories \$8,179. The excess of cash disbursements over cash receipts at Dec. 31, 2003 was \$23,324. \$18,000 was transferred from the contingency fund to pay for the road resurfacing project and an additional \$6,325 was transferred from the contingency fund for operating expenses. Assets owned by the RLA at Dec. 31, 2003 consisted of checking and savings accounts totaling \$66,260. The board made the decision not to budget for an annual audit for 2004 of the treasurer's books. After discussion it was decided Lila will ask Bill Widmaier to look over the books for 2003. The issue of an annual audit should be reviewed if bylaw changes are implemented. Graham moved the report be accepted, seconded by Gordon Nuttall, motion carried. Report attached.

**Corresponding secretary:** Jan Ricker reported two property transfers since the November board meeting. The number of landowners increased to 221. Annual assessment notices were mailed December 26, 2003. Report attached.

**Architectural control committee:** Dennis Bicknell submitted a written report and landowner comment from himself to the board regarding homes within the Retreat that are rented out for long or short periods of time. He suggested the renters be included on the Newsletter mailing list and they be given information regarding speed limits, guest policies, fire safety etc. It was the consensus of the board that it is the landowners duty to inform renters of their responsibilities as residents of the Retreat. It was suggested a newsletter article inform the landowners to supply the name of the renters to the board so they can be sent a renters packet with a copy of the covenants and regulations but it is still the landowners responsibility for any violation caused by their tenant. Jan Ricker will try to secure names of renters now known in the Retreat so they can receive a renters packet, newsletters and vehicle identification decals.

The ACC report stated there were no pending applications for new construction. Report attached.

**Roads committee:** Gordon Nuttall submitted a written report outlining recent work done on the roads and planned projects. The snowplow is working well and necessary improvements were made to it. A road crew planning meeting is scheduled for March 13th. A deposit for damages that may occur to the roads by contractors hauling in material was discussed and tabled to the March meeting. Gordon stated improvements to upper Miller Fork Road depend on the hired contractor and affected landowners working out the financing arrangements. Currently \$13,300 has been committed, which includes approximately \$2900 from the RLA. A possible use for the culvert owned by the RLA and presently stored along Black Creek would be to use it lengthwise to widen Black Creek Road above Corner Court where the road is quite narrow.

**Environmental:** Peggy Burch stated the Forest Service is considering thinning (logging) trees in the Red Feather Lakes area and the RLA should give its input on this process as it might affect the Retreat later on. She also mentioned there is grant money available for fire protection districts within the county and she will do more research for the next meeting. The proposed amphitheater west of Loveland in the foothills is still a concern to residents in the area using Hwy 34.

**Open space committee:** Graham Fowler reported on their meeting and suggested proposals for consideration by the board. They allocated a percentage of the unused funds for various projects including moving the newspaper boxes further up the roads, putting up pole fences along the right-of-way to make the entrances more attractive, building a pole barn to store the road equipment, purchasing a back-hoe, providing appraisal fee assistance to landowners with multiple lots considering a land trust and setting up an escrow for future Dunraven improvements. They reasoned that the amount of money in the Open Space Fund was not adequate to purchase "open space" and should be used for improvements within the Retreat. Kent stated the full board should be present to discuss these proposals and tabled the item to a later meeting when ideas can be developed and then presented to the landowners for their consideration at the annual meeting in July. Cost values for these projects should be firmed up beforehand. Graham commented the committee's aim was to allocate the funds to carry out the intended purpose of securing open space for the benefit of all landowners. Another option would be a refund to the landowners.

**Nominating committee:** No report.

**Newsletter editor:** Graham asked permission to purchase a publishing program for the newsletter. Request granted. Gordon asked for pictures of the Retreat before it was developed.

**Dunraven Glade committee:** No report.

**Covenant issues:** A second notice was sent to a landowner on Streamside Drive about their unshielded propane tank. A renter will be contacted about an inoperable car with flat tires on Copper Hill Road and problems still exist with the Matlock property. Kent will make contact.

### **UNFINISHED BUSINESS**

**Water augmentation certificates:** There has been no change in efforts to secure the water certificates from the Maitlands. They continue to stall the process.

**Annual meeting information:** A new location is being sought for the annual meeting. Lila Conrad will check on a facility in Estes Park. The need for a parliamentarian will be discussed at the May board meeting.

### **NEW BUSINESS**

**Standing Rules rewrite:** Kent handed out copies with stated rules that govern how the board meetings are to be conducted.

**Book of Resolutions:** Gordon volunteered to update the Book of Resolutions with the help of Jan Ricker. The last entries were made in 2000 and each board member should have a copy. This book also contains the bylaws which need to be reviewed. Duke Sumonia volunteered to chair this committee and look for inconsistencies and other issues that need to be addressed. Other members who offered to assist were Ann, Gordon, and Graham.

**LANDOWNER COMMENTS:** Duke asked for support from the Retreat for the Big Thompson Canyon Association, a social organization for people living in the Big Thompson area. He also noted that the 100th anniversary of Glen Haven will be celebrated in early July. Information will be in the Newsletter for residents to attend and participate.

There being no further business the meeting was adjourned at 11:30a.m. by the president.

  
Recording Secretary

**Retreat Landowners Association, Inc.**

**Treasurer's Report (Preliminary Year-End)**

**December 31, 2003**

For the twelve months ending December 31, 2003, receipts totaled \$53,816 consisting of landowner's assessments and transfer fees of \$51,080 and interest and other income \$2,736. Disbursements totaled \$77,140 consisting of -\$35,705 for the 2003 Road Resurfacing Project, contribution to the Glen Haven Volunteer Fire Department -\$11,150, road maintenance and snow removal - \$11,212, streamside entry survey & paving- \$8,394, purchase of 1992 GMC- \$2,500, and other administrative expenses including newsletter and directories - \$8,179. The excess of cash disbursements over cash receipts at December 31, 2003 was \$23,324. \$18,000 was transferred from the contingency fund to pay for the road resurfacing project and an additional \$6,325 was transferred from the contingency fund for operating expenses.

Assets owned by the Association at December 31, 2003 consisted of checking and savings accounts totaling \$66,260 and equipment with a depreciated value of \$2,000.

Included in the Treasurer's report is a Statement of Changes in Cash Funds for the period January 1 through December 31, 2003.

Lila Conrad  
Treasurer

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**  
**AND CHANGES IN CASH BALANCES**  
**January 1 to December 31, 2003 (Preliminary Year End)**

	ACTUAL	BUDGET	VARIANCE
<b>CASH RECEIPTS:</b>			
Landowners' assessments	\$49,680	\$48,840	\$840
Transfer fees	1,400	1,500	(100)
Interest income	1,147	1,500	(353)
Other income including late fees	1,589	0	1,589
Total Cash Receipts	<u>53,816</u>	<u>51,840</u>	<u>1,976</u>
<b>CASH DISBURSEMENTS:</b>			
Accounting	445	350	(95)
Administration:			
Office Supplies	321	500	179
Postage	297	300	3
Secretarial	225	250	25
Long Distance Telephone	31	200	169
Travel	0	100	100
Miscellaneous	584	400	(184)
Newsletter Postage & Copying	677	1,000	323
Newsletter Editor Expenses	300	700	400
Membership Directories	276	300	25
Social Events & Annual Meeting	854	1,000	146
Donations - Fire Department	11,150	11,100	(50)
Donations - Memorial	500		(500)
Environmental	498	1,000	502
Insurance	1,633	4,000	2,367
Legal fees	1,011	2,500	1,489
Bank fees	48		(46)
Streamside Entry Survey and Paving	8,394	2,500	(5,894)
Water Certificates	332	3,500	3,169
Water Assessment - Annual	150	300	150
<u>2003 Road Resurfacing Project</u>		35,000	35,000
Labor	2,355		(2,355)
Materials	30,798		(30,798)
Roller	2,553		(2,553)
	<u>35,705</u>	<u>35,000</u>	<u>(705)</u>
<u>Road Maintenance</u>			
Payroll, Payroll Taxes & Ins	1,299	4,000	2,701
Snow Removal - Labor	812	1,500	688
Dust Treatment	1,500		(1,500)
Chip & Haul	1,200		(1,200)
Culvert Upgrade	382	1,000	618
Road Base & Supplies	480		(480)
Signs/Mirrors	433		
Equipment - 1992 GMC	3,276		(3,276)
Equip. Repairs & Maint.	2,544	2,500	(44)
Equipment Fuel	1,786	1,000	(786)
	<u>13,712</u>	<u>10,000</u>	<u>(3,278)</u>
Total Cash Disbursements	<u>77,140</u>	<u>75,000</u>	<u>(2,140)</u>
Excess Cash Disbursements over Cash Receipts	<u>(23,324)</u>	<u>(\$23,160)</u>	<u>(\$164)</u>
Cash balances January 1, 2003	<u>89,584</u>		
Cash balances December 31, 2003	<u>\$66,260</u>		

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**BALANCE SHEET (CASH BASIS)**  
**December 31, 2003 (Preliminary)**

**ASSETS**

**CASH**

Checking	\$6,089
Savings	60,171
	<u>66,260</u>

**EQUIPMENT**

Old Equipment	7,000
GMC (purchased 2003)	2,500
Road Grader (purchased 1992)	11,325
Ford Bronco (purchased 2001)	0
	<u>20,825</u>
Less: Accumulated Depreciation	(18,825)
	<u>2,000</u>

Total Assets \$68,260

**LIABILITIES**

**LIABILITIES**

Payroll Taxes Payable \$0

**NET ASSETS**

68,260

Total Liabilities & Net Assets \$68,260

*Net Assets consist of:*

Current Operating Funds	\$0
Contingency Fund	25,802
Butwark Ridge Fund	2,925
Open Space Fund	37,533
<i>Total Cash Funds</i>	<u>66,260</u>
Depreciated Cost of Equipment	2,000
<i>Total Net Assets</i>	<u>\$68,260</u>

**Retreat Landowners Association**  
**Statement of Changes in Cash Funds**  
**2003**

	Total Cash	Current Operating	Contingency	Bulwark Ridge	Open Space
BALANCES Jan 1, 2003	\$89,584	\$0	\$49,566	\$2,894	\$37,124
2003 Net Cash Receipts	(23,324)	(24,325)	561	31	409
2003 Transfer from Contingency		24,325	(24,325)		
<b>Balances December 31, 2003</b>	<b>\$66,260</b>	<b>\$0</b>	<b>\$25,802</b>	<b>\$2,925</b>	<b>\$37,533</b>

# RLA Check Register

1/1'3 Through 12/31'3

1/8'4

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BIRLAFIN-KeyBankChecking

Date	Num	Description	Category	Clr	Amount
KeyBankChecking					
2/3'3	1001	Odstrcil & ...	Accounting	x	-445.00
2/3'3	1002	AT&T	Administrat...	x	-8.87
2/16'3	1003	A-1 Parts	Road Maint....	x	-33.66
3/15'3	1004	Maynard Avey	Assessments	x	-6.00
3/15'3	1005	AT&T	Administrat...	x	-8.71
3/15'3	1006	Dennis Bick...	Administrat...	x	-24.20
			Administrat...	x	-51.12
3/19'3	1007	Bob's Towing	Road Maint....	x	-240.63
4/6'3	1008	Hensel Phelps	Road Maint....	x	-2,500.00
4/6'3	1009	Van Horn En...	Environmental	x	-2,797.50
4/6'3	1010	A-1 Parts	Road Maint....	x	-71.64
4/6'3	1011	Old West Pe...	Road Maint....	x	-715.20
4/6'3	1012	A T & T	Administrat...	x	-2.10
4/6'3	1013	Jim Boyd	Comp MCARE	x	3.37
			Payroll:Gro...	x	-232.50
			Comp FICA	x	14.42
			Road Maint....	x	0.00
4/6'3	1014	Janice Ricker	Administrat...	x	-31.30
			Bank Charges	x	-25.00
			Administrat...	x	-62.10
4/6'3	1015	Timothy Buc...	Legal Fees	x	-165.15
4/20'3	1016	Julie Fowler	Newsletter ...	x	-21.00
			Newsletter ...	x	-98.95
			Newsletter ...	x	-89.61
			Newsitr Editor	x	-100.00
4/20'3	1017	Ralph Breth...	Comp MCARE	x	5.51
			Payroll:Gro...	x	-380.00
			Comp FICA	x	23.56
			Road Maint....	x	-8.21
4/20'3	1018	Roberta Bre...	Comp FICA	x	6.82
			Payroll:Gro...	x	-110.00
			Comp MCARE	x	1.59
4/20'3	1019	Susan Jasper	Assessments	x	-20.10
5/17'3	1020	Janice Ricker	Administrat...	x	-31.98
			Administrat...	x	-1.25
5/17'3	1021	Flo Belz	Administrat...	x	-40.00
5/21'3	1022	G.H.A.V.F.D.	Contrib. GH...	x	-11,100.00
5/21'3	1023	Colorado Ma...	Road Maint....	x	-14.52
5/21'3	1024	State Farm ...	Insurance	x	-149.60
5/21'3	1025	A T & T	Administrat...	x	-2.42
5/21'3	1026	Art Center ...	Donations	x	-500.00
5/21'3	1027	Allan/Mary ...	Assessments	x	-13.50
5/21'3	1028	Van Horn En...	Environmental	x	-196.25
5/21'3	1029	Guiducci & ...	Legal Fees	x	-66.00
6/5'3	1030	Big Thompo...	Annual Meeting	x	-200.00
6/9'3	1031	AT&T	Administrat...	x	-6.94
6/9'3	1032	A-1 Parts	Road Maint....	x	-178.52
6/9'3	1033	Ralph Breth...	Comp MCARE	x	5.62
			Payroll:Gro...	x	-387.50
			Comp FICA	x	24.03
			Road Maint....	x	-34.44
6/9'3	1034	Roberta Bre...	Comp FICA	x	0.93
			Payroll:Gro...	x	-15.00
			Comp MCARE	x	0.22
6/25'3	1035	Larimer Cou...	Road Maint....	x	-102.00
6/25'3	1036	City of Lov...	Water Assessmt	x	-150.00
6/25'3	1037	Guiducci & ...	Legal Fees	x	-221.40
6/25'3	1038	Handy Ditch Co	Environmental	x	-331.50
7/11'3	1039	State Farm ...	Insurance	x	-132.02
7/14'3	1040	U.S. Treasury	Comp MCARE	x	-16.30
			Comp FICA	x	-69.76
			Comp MCARE	x	-16.31
			Comp FICA	x	-69.76
			Payroll:Fed...	x	0.00
7/14'3	1041	Colorado St...	Payroll:Com...	x	-30.38



# RLA Check Register

1/1'3 Through 12/31'3

1/8'4

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BIRLAFIN-KeyBankChecking

Date	Num	Description	Category	Clr	Amount
7/14'3	1042	Mountain Pr...	Directories	x	-275.50
7/14'3	1043	Cline Trout...	Environmental	x	-600.00
7/22'3	1044	Larimer Cou...	Road Maint....	x	-62.00
7/25'3	1045	Julie Fowler	Newsletter ...	x	-32.14
			Newsletter ...	x	-47.86
			Newsletter ...	x	-90.18
			Newsltr Editor	x	-100.00
7/25'3	1046	Guiducci & ...	Legal Fees	x	-244.37
7/25'3	1047	Janice Ricker	Administrat...	x	-0.24
			Administrat...	x	-43.75
			Administrat...	x	0.00
			Annual Meeting	x	-226.90
7/25'3	1048	Lila Conrad	Administrat...	x	-11.46
7/26'3	1049	Esther Russell	Annual Meeting	x	-145.00
7/26'3	1050	John Craig	Road Maint....	x	-20.00
8/1'3	1051	Flo Belz	Administrat...	x	-40.00
8/2'3	1052	Ron Sparlin	Road Maint....	x	-308.82
8/2'3	1053	Laurene Nic...	Administrat...	x	-24.54
8/2'3	1054	Joe Barracl...	Annual Meeting	x	-208.93
8/13'3	1055	Guiducci & ...	Legal Fees	x	-111.60
8/13'3	1056	Colorado Se...	Administrat...	x	-25.00
8/13'3	1057	Old West Pe...	Road Maint....	x	-122.20
8/18'3	1058	Sunstate Eq...	2003 Road P...	x	-2,552.53
8/21'3	1059	Al Cunningham	Comp FICA	x	153.45
			2003 Road P...	x	-2,355.00
			Payroll:Gro...	x	-120.00
			Comp MCARE	x	35.89
9/4'3	1060	Gordon Nuttall	Road Maint....	x	-238.73
9/4'3	1061	Colorado Ma...	Road Maint....	x	-1,112.15
9/9'3	1062	Joan Van Horn	Annual Meeting	x	-100.00
9/9'3	1063	A-1 Parts	Road Maint....	x	-144.93
9/9'3	1064	Pinnacol As...	Payroll:Pay...	x	-494.00
9/9'3	1065	State Farm ...	Insurance	x	-26.73
9/9'3	1066	Gordon Nuttall	Road Maint....	x	-142.89
9/9'3	1067	Mike's Tree...	Road Maint....	x	-1,200.00
		*** Missing Check(s) 1068 ***			
9/9'3	1069	N.E. Kitche...	2003 Road P...	x	-30,797.56
9/12'3	1070	N.E. Kitche...	Road Maint....	x	-480.22
9/12'3	1071	Rod's Roads...	Road Maint....	x	-1,500.00
9/20'3	1072	Janice Ricker	Administrat...	x	-105.63
			Administrat...	x	-26.50
			Administrat...	x	-0.42
9/24'3	1073	Janice Ricker	Administrat...	x	-2.19
			Administrat...	x	-3.59
			Administrat...	x	-8.07
9/24'3	1074	Gordon Nuttall	Road Maint....	x	-304.10
9/24'3	1075	Dennis Bick...	Administrat...	x	-30.92
9/26'3	1076	Al Cunningham	Road Maint....	x	-137.25
10/3'3	1077	Lila Conrad	Administrat...	x	-29.99
			Administrat...	x	-7.35
10/5'3	1078	Old West Pe...	Road Maint....	x	-928.13
10/5'3	1079	U.S.D.A.For...	Administrat...	x	-375.00
		*** Missing Check(s) 1080 ***			
10/23'3	1081	Flo Belz	Administrat...	x	-40.00
10/29'3	1082	Julie Fowler	Newsltr Editor	x	-100.00
			Newsletter ...	x	-131.00
			Newsletter ...	x	-140.49
			Newsletter ...	x	-25.81
			Annual Meeting	x	12.00
10/29'3	1083	Guiducci & ...	Legal Fees	x	-155.54
10/29'3	1084	State Farm ...	Insurance	x	-152.60
10/29'3	1085	Janice Ricker	Administrat...	x	-32.16
			Administrat...	x	-22.42
			Administrat...	x	-0.18

RLA Check Register

1/1'3 Through 12/31'3

1/8'4

BIRLAFIN-KeyBankChecking

Date	Num	Description	Category	Cir	Amount
10/29'3	1086	Colorado St...	Payroll:Com...	x	-66.83
10/29'3	1087	U.S. Treasury	Payroll:Fed...	x	0.00
			Comp FICA	x	-153.45
			Comp MCARE	x	-35.89
			Comp FICA	x	-153.45
			Comp MCARE	x	-35.89
			Other Income	x	0.01
10/30'3	1088	Postmaster	Administrat...	x	-37.00
11/4'3	1089	Gordon Nuttall	Road Maint....	x	-129.23
11/12'3	1090	Goltz Aspha...	Road Maint....	x	-5,335.65
11/12'3	1091	First Natl ...	Administrat...	x	-75.00
11/13'3	1092	Ron Sparlin	Road Maint....	x	-85.85
11/29'3	1093	Gordon Nuttall	Road Maint....		-638.43
11/29'3	1094	Flo Belz	Administrat...		-40.00
11/29'3	1095	Gordon Nuttall	Administrat...		-58.26
11/29'3	1096	Janice Ricker	Administrat...		-11.95
			Administrat...		-22.72
			Administrat...		-0.20
11/29'3	1097	Ernie Conra...	Administrat...		-4.80
11/29'3	1098	Brown & Bro...	Insurance		-1,265.00
11/29'3	1099	Van Horn En...	Environmental		-65.00
11/29'3	1100	County Cler...	Road Maint....		-146.92
12/8'3	1101	Janice Ricker	Administrat...		0.00
			Administrat...		0.00
			Legal Fees		-47.00
1/29'3		Key Bank	Administrat... x		-50.00
		Total KeyBankChecking			-77,261.57

# Register Report

1/1'3 Through 6/30'3

7/23'3

BIRLAFIN-Bank 1 Checking

Date	Num	Description	Memo	Clr	Amount
1/10'3	4071	Bank One	Transfr to ...		-15,000.00
1/16'3	4072	Bill Widmaier	Copies		-6.72
1/18'3	4073	Janice Ricker	Postage		-11.28
1/18'3	4074	Ed Odell	Secretary		-40.00
1/18'3	4075	Key Bank	Annual Asse...		-12,500.00
1/31'3		Bank One	Service Charge		-6.00
2/14'3	4076	RLA	Transfer to...		-2,830.27
TOTAL 1/1'3 - 6/30'3					-30,394.27
TOTAL INFLOWS					0.00
TOTAL OUTFLOWS					-30,394.27
NET TOTAL					-30,394.27

## ***ASSISTANT TREASURER REPORT***

January 10, 2004

Board of Directors Meeting  
Retreat Landowners Association

There have been two property transfers since the November Board meeting.  
The number of landowners is increased by one, to 221.

Steven King bought McCoy's lot (not the house), 2:[51]; he's a new landowner.

Terry and Janet Larsen bought Flo Miles house and lot, 1:[21-22]; they are new landowners.

Annual assessment notices for 2004 were mailed out on December 26, 2003.  
Returns are flooding in.

Jan Ricker  
Assistant Treasurer/Corresponding Secretary

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

January 7, 2004

TO: The Retreat Board of Directors

FROM: The Architectural Control Committee

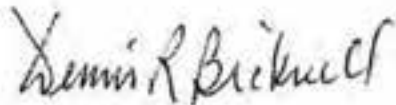
The ACC wishes to inform the Retreat Board of Directors of its activities since the last written report.

Richard and Elke Boggs, 532 Elkridge Drive, Lot 89, Filing 1 have been planning for some time a parking area or driveway on the lower portion of their lot. An revised application was submitted and the work done. The area is for sailboat storage.

There have been no other applications submitted, nor are there any pending applications.

The chair had a lengthy conversation with a potential buyer concerning fence setbacks, Covenant 17 and/or Covenant 4. A closing date has been set. The buyer wishes to install a chain link fence on the property line to keep three large dogs in. The buyer has NOT been furnished a copy of the covenants. According to the potential purchaser, the relator quoted some restrictions about fences where the relator lives.

For the ACC



Dennis R. Bicknell

File

## RLA road committee report

January 10, 2004

Gordon Nuttall

The yellow GMC pickup has worked very well removing snow, although there hasn't been a heavy snowfall yet. (*We are looking forward to a snowfall that will test the GMC's mettle. "Bring it on"*). The plow controls have been moved closer to the driver, providing a more comfortable reach and ability to make fine adjustments while driving. The rubberized blade has been installed to reduce wear on the road surface. It is equipped with tools, chains, charger, cables, and tool chest. Our goal is to not have to use the grader for snow removal even under the heaviest conditions like last March because of the damage it causes to the road surface.

Thank you to Ron Ellis for assisting Al Cunningham with this maintenance work, plus passing along his knowledge about the Retreat roads. Let's put a notice in the next newsletter thanking Ron.

An assessment of the private culverts has been completed. This gives us a head start on planning for the spring volunteer workday. One culvert extension/widening needs to be completed, and two others have been earmarked for extension/widening this spring.

The road crewmembers are in favor of building the pole barn this summer if open space funds are allocated to that. If the funds are approved, we will resume planning the site layout, start the earthmoving, and get written bids on the pole barn material. The power lines will need to be raised.

The annual road crew spring planning meeting is tentatively scheduled for March 13. A notice should be included in the next newsletter.

The ACC is willing to include a stipulation about a deposit for damage to roads if the board approves it. However, Dennis points out that this can grow to be a legal entanglement. A low-key alternative is to rely instead on a simple notice in the ACC approval form with discussion/phone call between the road committee lead and the contractor. This has risk but keeps the issue simple and cooperative. The risk is that, if we encounter an adversarial situation, the cost to RLA for repairing the road damage will be higher than the legal expenses and time wasted.

A letter has been sent to Dale Alps summarizing the RLA board's stipulations about improvements of upper Miller Fork Road beyond the gate as discussed at the November 2003 meeting. The next step is for Dale to meet with the affected landowners and either raise more money or do a scaled back plan that meets the \$13,300 amount currently committed, which includes \$2,800 from the RLA.

Jan Ricker

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**From:** <LMNJHB@aol.com>  
**To:** <kpr mills@comcast.net>  
**Cc:** <gordonn@mesanetworks.net>; <Jbroom2@cs.com>; <Gjniwot@aol.com>;  
 <brucebrown1@earthlink.net>; <sammi-dunraven@msn.com>; <ernieconradre@msn.com>;  
 <Berghaus2000@cs.com>; <jjr2291@mindspring.com>  
**Sent:** Saturday, December 20, 2003 1:28 PM  
**Subject:** Open Space Committee Report

The Open Space Committee met on December 13, 2003.

Since no suitable open space has been located and at current real estate prices, the funds at hand would not be enough to purchase even a lot in the Retreat, the committee discussed various options for the disbursement of the open space funds.

Options discussed:

1. Move existing newspaper boxes from County Road 43 at Streamside and Dunraven entrances to a more convenient and safer location and put up pole fences along right-of-way to make entrances more attractive.
2. Replace current backhoe/front loader.
3. Build pole barn to house RLA equipment.
4. Provide appraisal fee assistance to RLA landowners who put multiple lots in to the Land Trust.
5. Set up escrow account for future improvement to Dunraven Glade Road.
6. Return money to landowners in the form of credit towards their 2005 assessment.

After much discussion, the Committee voted to forward two options to the Board of Directors. They are:

Option 1

- a. Use 25% of Open Space fund for moving newspaper boxes and erect pole fences along right-of-way at Streamside and Dunraven entrances.
- b. Use 25% of Open Space fund for assisting RLA landowners with lot appraisals when putting vacant lots in to Land Trust. Recommend \$1,000 limit per landowner. Program to run for 5 years or until funds are exhausted.
- c. Use 50% of Open Space fund for replacing backhoe/front loader and building pole barn to house RLA equipment.

Option 2

Return Open Space fund to members as credit towards their 2005 assessment.

Respectfully Submitted,  
Open Space Committee

## RLA BOARD MEETING

March 20, 2004

The meeting was held at the Martin residence

Board members present were Bruce Brown, Graham Fowler, Ann Martin, Kent Mills, and Gordon Nuttall. Also, Florentine Belz, Peggy Burch, Dennis Bicknell, Lila Conrad, <sup>Jan Ricker</sup> and landowner Duke Sumonia.

The meeting was called to order by president Kent Mills. Ann Martin moved the agenda be adopted, seconded by Bruce Brown, motion carried.

**Approval of January meeting minutes:** Moved by Bruce Brown and seconded by Graham Fowler the minutes be approved as mailed. Motion carried.

**Landowner comments:** Ann Martin reported on a request from <sup>Joanne</sup> ~~Joan~~ Persichetti that more No Hunting signs be posted along Dunraven Glade Road this coming fall to discourage hunters from coming into the subdivision. The board will follow up on her request; there are funds available for signs. Ann also inquired about erroneous information sent out regarding the size of some culverts in the Retreat. Corrections will be made to the list of those in compliance. Bruce Brown inquired about the road being cut into the Carpenter property which is being subdivided along Miller Fork Road and if the board was aware this parcel is being accessed from the Retreat road. A culvert will be needed to this forty acre parcel, formerly Forest Service land. Gordon Fowler suggested the issue of renters be addressed again and a strongly worded notice be placed in the Newsletter that landowners are responsible for the actions of their renters regarding covenant violations, trash removal etc. Landowners should also notify the board if their property is rented out long term so the tenant can be placed on the Newsletter mailing list.

## REPORTS

**Treasurer:** Treasurer Lila Conrad reported for the two months ending February 29, 2004, receipts totaled \$43,554 consisting of landowner's assessments and transfer fees of \$43,500 and interest and other income \$54.00. Disbursements totaled \$3,228 consisting of \$1,503 for commercial and truck insurance, \$477 for equipment parts, \$338, Streamside entry survey, \$386 for newsletter expenses \$202 for postage including the annual assessment notices, \$112 for snow plowing, and other administrative expenses totaling \$210. The excess of cash receipts over cash disbursements at February 29, 2004 was \$40,326. Report attached.

**Corresponding secretary:** Jan Ricker reported five property transfers since the last board meeting. The number of landowners has been reduced by one to 220. Twelve landowners have not yet paid their annual assessment for 2004. Report attached.

**Architectural control committee:** Dennis Bicknell submitted a written report and briefly addressed the Carpenter dirt work initiated on their 40 acres. It is not known how the parcel will be divided or their intended use. Access has been negotiated with the owner of Lot 25, filing 4 bordering Miller Fork Road. A Road Protection Rule has been drafted by the Road committee and will become a part of the Driveway Application form and the Building Application form is also being revised. Applications are pending for two driveways and approval was given for a two car garage. Report attached. Mention was made of the need for extensive re-vegetation on Lot 32 Fil. 2; Kent will follow up since the property is for sale.



**Roads committee:** Gordon Nuttall submitted a written report on the annual planning meeting of the Roads Committee. He explained the need to extend the resurfacing project into a fourth year because of budgeting restraints. He addressed the various projects planned for this year. There is a need for a new backhoe and hopefully open space funds could be allocated for this purpose along with a pole barn for equipment storage. The committee decided against widening lower Streamside Drive because it could involve extensive and unknown construction costs. Report attached.

**Environmental:** Peggy Burch attended a wildfire forum and reported it would be three to seven years before any plans would be formulated for forest thinning in the Retreat area. The fire danger is high again this year and homeowners should take every precaution and create defensible space around their property. She also met with the Glen Haven fire chief who stated there are three curves where it is difficult to drive the fire truck and they must back up. These places are where Bulwark Ridge joins Miller Fork, another on Copper Hill Road and where Copper Hill joins Miller Fork; he asked that some road work be done to remedy these conditions. He also encouraged residents to have legible house numbers and an evacuation plan. There are grants available for fire prevention programs, videos and much information on the internet.

**Open space committee:** The open space fund will be discussed at the May meeting and proposals brought for the allocation of the fund to be presented to the landowners at the annual meeting for its future use or dispersment.

**Nominating committee:** There was no report. There will be two vacancies on the board of directors for the coming election in July.

**Newsletter editor:** Kent suggested items about fire prevention be included in each newsletter.

**Dunraven Glade committee:** No report. Earlier it was noted some of the newspaper boxes had been moved from Cty Rd. 43 to Dunraven Glade.

**Covenant issues:** Kent sent several letter on violations, dogs, propane tanks, culverts, and reseeding. Some have been resolved.

## **UNFINISHED BUSINESS**

**Water augmentation certificates:** Kent reported the paperwork has been completed and a closing date is to be set shortly.

**Annual meeting information:** It was the consensus of the board that a new facilities needs to be found for the annual meeting with air-conditioning. Lila Conrad has been checking in Estes Park. Most commercial facilities will not permit food for a potluck be brought in. It was decided to do away with the potluck and have a wine and cheese party the evening before or a picnic afterward. The meeting will be from 1:00pm to 4:00pm on July 31st. Location to be announced later.

**Track vehicle usage escrow:** Gordon Nuttall prepared a motion to address the possible problem of tracked vehicles damaging the Retreat roads when they are brought in by contractors. It was discussed and amended to eliminate "tracked" vehicles and have it apply to all heavy trucks or equipment that could cause damage to the roads and private driveways or when the roads were muddy. Gordon made a motion to include the following paragraph on road preservation to the

ACC approval form. "We further agree that if a vehicle (Cat, bulldozer, etc) is to be driven over Retreat roads or private driveways, excluding Dunraven Glade Road, there will be a pre-work meeting with a road committee person to verify the existing road condition and a check in the amount of \$1000 shall be supplied by the member or a contractor prior to approval of this application by the ACC. The RLA treasurer will hold the check until work is completed and the machinery has left the Retreat, and RLA inspection and approval has occurred. Any contractor repairs shall be completed within 15 days of exiting the Retreat. The RLA road chairperson will consult with core road crew members and give approval that the repair(s) meet RLA standards. If the repair is not satisfactory, the Retreat road crew will do the repair work at a rate of \$100 per hour plus material to be deducted from the \$1000 deposit." Motion seconded by Bruce Brown, motion carried. Gordon commented that the \$1000 amount was chosen to indicate to the contractor that this is a serious matter. This is the first year of the resurfacing project and it is not known to what extent damage may occur. Dennis Bicknell, ACC chairman suggested there be a signature line following this paragraph inserted in the form.

**Bylaw update, Covenant update and Book of Resolutions update:** Kent stated that Gordon had gone through these documents and updated them electronically. A committee is now in place to review the bylaws with Duke Sumonia acting as chairman. He read a statement on the purpose and limitations of this special committee to make changes or recommendations to the bylaws. He asked for several more members to serve on the committee. Legal council may be consulted if necessary. The report is due in May for changes to be presented at the July annual meeting.

## **NEW BUSINESS**

**Open space proposal:** Ideas or requests for the open space funds should be submitted at the May meeting after the full board has a chance to meet and determine the costs of some of the proposed projects.

**Annual meeting activities:** Gordon volunteered to organize some social activities in conjunction with the annual meeting.

**Winter potluck:** A spring potluck will be held April 16th at the Community Church of the Rockies in Estes Park starting at 6:30p.m. Details will be in the next Newsletter. Joe Barraclough is in charge of arrangements.

**Landowner comments:** Duke Sumonia announced a celebration to be held in July in observance of the 101st anniversary of the founding of Glen Haven. Retreat landowners are encouraged to attend and take part in learning the history of our community. Details later.

The meeting was adjourned at 11:30a.m.

  
Recording Secretary

## **Retreat Landowners Association, Inc.**

### **Treasurer's Report**

#### **As of February 29, 2004**

For the two months ending February 29, 2004, receipts totaled \$43,554 consisting of landowner's assessments and transfer fees of \$43,500 and interest and other income \$54. Disbursements totaled \$3,228 consisting of -\$1,503 for commercial and truck insurance, -\$477 for equipment parts, - \$338, streamside entry survey, -\$386 for newsletter expenses, -\$202 for postage including the annual assessment notices, -\$112 for snow plowing, and other administrative expenses totaling - \$210. The excess of cash receipts over cash disbursements at February 29, 2004 was \$40,326.

Assets owned by the Association at February 29, 2004 consisted of checking and savings accounts totaling \$106,612 and equipment with a depreciated value of \$2,000.

Included in the Treasurer's report is a Statement of Changes in Cash Funds for the period January 1 through February 29, 2004.

Lila Conrad  
Treasurer

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**  
**AND CHANGES IN CASH BALANCES**  
**January 1 to February 29, 2004**

	ACTUAL	BUDGET	VARIANCE
<b>CASH RECEIPTS:</b>			
Landowners' assessments	\$43,500	\$60,775	(\$17,275)
Transfer fees	0	1,000	(1,000)
Interest income	26	1,000	(974)
Other income including late fees	28	0	28
Total Cash Receipts	<u>43,554</u>	<u>62,775</u>	<u>(19,221)</u>
<b>CASH DISBURSEMENTS:</b>			
Accounting	0	0	0
Administration:			
Office Supplies	48	350	302
Postage	202	300	98
Secretarial	40	200	160
L D Telephone	0	0	0
Travel	0	0	0
Miscellaneous	111	400	289
Newsletter Postage & Copying	286	750	464
Newsletter Editor Expenses	100	400	300
Membership Directories	0	300	300
Social Events & Annual Meeting	0	1,000	1,000
Donations - Fire Department	0	11,100	11,100
Environmental	338	500	163
Insurance	1,503	4,000	2,497
Legal fees	0	2,500	2,500
Bank fees	11	0	(11)
Streamside Entry Survey and Paving	0	2,500	2,500
Water Certificates	0	0	0
Water Assessment - Annual	0	300	300
<u>2003 Road Resurfacing Project</u>		27,225	27,225
Labor	0	0	0
Materials	0	0	0
Roller	0	0	0
	<u>0</u>	<u>27,225</u>	<u>27,225</u>
<u>Road Maintenance</u>			
Payroll, Payroll Taxes & Ins.	22	2,000	1,978
Snow Removal - Labor	90	1,200	1,110
Dust Treatment	0	1,500	1,500
Culvert Upgrade	0	500	500
Equipment Rental	0	1,000	1,000
Signs/Mirrors	0	250	250
Equip. Repairs & Maint.	477	2,500	2,023
Equipment Fuel	0	2,000	2,000
	<u>589</u>	<u>10,950</u>	<u>10,361</u>
Total Cash Disbursements	<u>3,228</u>	<u>62,775</u>	<u>59,547</u>
Excess Cash Receipts over Cash Disbursements	<u>40,326</u>	<u>\$0</u>	<u>\$40,326</u>
Cash balances January 1, 2004	<u>66,286</u>		
Cash balances February 29, 2004	<u>\$106,612</u>		

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**BALANCE SHEET (CASH BASIS)**  
**February 29, 2004**

**ASSETS**

CASH

Checking	\$6,389
Savings	100,224
	106,612

EQUIPMENT

Old Equipment	7,000
GMC (purchased 2003)	2,500
Road Grader (purchased 1992)	11,325
Ford Bronco (purchased 2001)	0
	20,825
Less: Accumulated Depreciation	(18,825)
	2,000

Total Assets	\$108,612
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**LIABILITIES**

LIABILITIES

Payroll Taxes Payable	\$0
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**NET ASSETS**

108,612

Total Liabilities & Net Assets	\$108,612
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*Net Assets consist of:*

Current Operating Funds	\$40,300
Contingency Fund	25,836
Bulwark Ridge Fund	2,927
Open Space Fund	37,549
<i>Total Cash Funds</i>	106,612
Depreciated Cost of Equipment	2,000
<i>Total Net Assets</i>	\$108,612

RLA Check Register

1/1'4 Through 2/29'4

3/15'4

Page 1

B1RLAFIN-KeyBankChecking

Date	Num	Description	Memo	Category	Clr	Amount
<u>KeyBankChecking</u>						
2/14'4	118	Van Horn Engi...	Right of Way	Environmental		-98.75
*** Missing Check(s) 119 to 1101 ***						
1/4'4	1102	Travelers Ind...	Commercial In...	Insurance	x	-1,338.00
1/4'4	1103	Postmaster	PO Box Rent	Administratio...	x	-68.00
1/4'4	1104	State Farm In...	1992 GMC	Insurance	x	-164.54
1/4'4	1105	Mountain Prin...	Annual Fee No...	Administratio...	x	-48.47
1/4'4	1106	Van Horn Engi...	Right of Way	Environmental	x	-108.75
1/4'4	1107	Loveland Repo...	Advertising B...	Administratio...	x	-33.26
1/4'4	1108	Janice Ricker		Administratio...	x	0.00
				Administratio...	x	-87.33
1/10'4	1109	Janice Ricker		Administratio...	x	-7.32
				Administratio...	x	-43.89
1/10'4	1110	Julie Fowler		Newsletter Copy	x	-113.20
			Envelopes	Newsletter Supl	x	-67.49
				Newsltr Editor	x	-100.00
				Newsletter Post	x	-105.69
1/10'4	1111	Flo Belz	Secretary	Administratio...	x	-40.00
1/16'4	1112	U.S. Treasury	expense	Comp FICA	x	0.00
			expense	Comp MCARE	x	0.00
				Payroll:Fed. ...	x	0.00
			expense	Comp FUTA	x	-28.80
1/16'4	1113	A-1 Parts	Parts	Road Maint.:R...	x	-379.25
1/19'4	1114	Ernie Conrad ...	Copies	Administratio...	x	-6.48
2/2'4	1115	Van Horn Engi...	Right of Way	Environmental		-130.00
2/5'4	1116	A-1 Parts	Parts	Road Maint.:R...		-97.56
2/7'4	1117	Dennis Bicknell		Administratio...		-24.00
				Administratio...		-3.62
				Administratio...		-39.12
				Payroll:Gross...		-90.00
				Comp FICA		5.58
				Comp MCARE		1.30
1/31'4	Chg	Key Bank	Deposited It...	Bank Charges	x	-11.25
Total KeyBankChecking						<u>-3,227.89</u>

**Retreat Landowners Association**  
**Statement of Changes in Cash Funds**  
**2004**

	<b>Total Cash</b>	<b>Current Operating</b>	<b>Contingency</b>	<b>Bulwark Ridge</b>	<b>Open Space</b>
<b>BALANCES Jan 1, 2004</b>	<b>\$66,286</b>	<b>\$0</b>	<b>\$25,810</b>	<b>\$2,927</b>	<b>\$37,549</b>
2004 Net Cash Receipts	<b>40,326</b>	40,300	26	0	0
2004 Transfer from Contingency		0	0		
<b>Balances February 29, 2004</b>	<b>\$106,612</b>	<b>\$40,300</b>	<b>\$25,810</b>	<b>\$2,927</b>	<b>\$37,549</b>

## ***ASSISTANT TREASURER REPORT***

March 20, 2004

Board of Directors Meeting  
Retreat Landowners Association

There have been five property transfers since the last Board meeting. The number of landowners has decreased by one, to 220.

Gregg and Mary Ewert bought lot 1:[55] from Bachali. They are new landowners.

Rock and Becky Tallman bought lot 5:[14] from McMahan. They currently own lot 5:[15].

Brian and Theresa Kent bought 2:[18] from Stolz. They are new landowners.

Rachel Adolt bought 1:[43] from DiBrito. She's a new landowner.

Tory Jon and Berenice Nelson bought 3:[20] from Kelly. They are new landowners.

Number of annual assessments paid to date: 210. Thirteen overdue notices were sent out this week to those who have not paid. (One of those has since paid and is included in the 210.)

Jan Ricker  
Assistant Treasurer/Corresponding Secretary



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

March 19, 2004

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

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

An application was received from Dennis And Marcella Bicknell, Lot 2 Filing 1, 1473 Streamside Drive to build a detached two car garage. Approval has been given.

An Application to construct a driveway on Lot 20 Filing 3, 1688 Dunraven Glade has been received from Tory and Berenice (?) Nelson. The Nelsons closed on this lot on March 15, 2004. The intention is to install a modular home on the site. The application is under review by the ACC.

An application is pending for a driveway culvert installation at Lot 30 Filing 3, 575 Bulwark Ridge for Vernon and Peggy Burch.

The board may wish to note that Larry and Vi Carpenter initiated dirt work on the drive onto the "40" acre parcel on March 19. An agreement has been reached with landowner John Ventresca, Lot 25 Filing 4. This driveway is along Miller Fork Road.

The ACC is circulating among its members a revised building application form. A revised form may be more useful to both member and the committee if it addresses the changing nature of many applications received: deck extensions, painting, tree removal, etc.

Also included in the new form is ( DRAFT) information concerning the Road Protection Rule as furnished by the Road Committee. Both the President and Road Chair have been furnished draft copies for comment. It is planned to have the new form in use later this spring. Upon agreement of the Road Protection Rule, the Driveway Application Form will be revised to include it.

Dennis R. Bicknell  
For The ACC

From : Gordon Nuttall

To : RLA board members  
road crew core members

Subject: Road report for March 20, 2004 board meeting

### **Annual planning meeting**

The yearly planning meeting was held on March 13. Our projects for 2003 are:

- second year of four year resurfacing project. About 3/4 of Miller Fork Road will be done, along with a short section of Elkridge. Years 2005 and 2006 were planned to meet budget
- equipment priorities are to replace backhoe (12k\$) if we can get the funds from open space. Leasing was decided to not meet our needs. Other equipment needs are tires for water truck (\$400), spray boom for water truck (\$100), and fuel tank for pickup (\$200)
- increase the widths of 3 culverts (\$200)
- replace 1 buried culvert. Have contractor do it. Cost yet to be determined.
- apply 1 mile of dust guard along driveways of Copper Hill and along switchbacks of Miller Fork
- Saddle Court will be the site for slash pileup. Will chip and haul in August
- build pole barn for storage of equipment at estimated cost of 17k\$ from open space fund located by fire house. That site needs to be surveyed to find the corner pins.
- decided not to widen lower Streamside.
- there are no projects specifically for residents along Dunraven Glade Road. There was no representative at the meeting.
- decided against a water tank buried under the pole barn.
- work days are May 22 and August 21

### **Snow removal**

This has gone smoothly with the new pickup truck. The rubberized blade is wearing better than expected.

Sincerely,  
Gordon Nuttall

## RLA BOARD MEETING

May 15, 2004

The meeting was held at the Mills' residence

Board members present were Joe Barraclough, Jim Broomfield, Bruce Brown, Graham Fowler, Ann Martin, Kent Mills and Gordon Nuttall. Also, Florentine Belz, Peggy Burch, Jan Ricker and landowners Ralph Brethauer, Rob Squire, Duke Sumonia and Terry Tuttle.

The meeting was called to order by president Kent Mills. The agenda was modified to include, under new business, a location for the May board meeting and also some items were rearranged to accommodate several landowners. Moved by Graham Fowler the agenda be adopted as modified, seconded by Joe Barraclough, motion carried.

**Approval of March meeting minutes:** Moved by Graham and seconded by Bruce Brown the minutes be approved as mailed. Motion carried.

**Landowner comments:** Ralph Brethauer representing the Dunraven Glade Road committee presented a list of covenant violations existing along Dunraven Glade and asked the board to take some action to correct them (list attached). He stated some lots look like used car lots. Kent has been contacting some of the landowners and has a process for tracking violators but some are never resolved. Gordon made a motion that the board escalate legal action against the owner of lot 39, F1, because of numerous complaints and violations; seconded by Graham, motion carried. Gordon moved that it be the policy of the board whenever escalating a covenant violation to legal action there shall be a vote taken by the board, seconded by Graham; motion carried.

Duke Sumonia presented proposed recommendations for bylaw changes prepared by the bylaw committee. Discussion followed by the board members on the merits of each proposal. Kent requested an evaluation from each board member individually on the pros and cons of each proposal, numbers one thru six, and whether or not it should be included. These should be sent to Kent by May 28th and he will submit them to Duke and then the board will move forward with the package. Copy attached.

## REPORTS

**Treasurer:** Treasurer Lila Conrad submitted a written report. For the four months ending April 30, 2004, receipts totaled \$59,923 consisting of landowner's assessments and transfer fees of \$59,783 and interest and other income of \$140. Disbursements totaled \$4,217 consisting of \$1,655 for commercial and truck insurance, \$601 for road maintenance, \$338 for Streamside entry survey, \$702 for newsletter expenses, \$256 for postage including the annual assessment notices, \$311 for Handy Ditch water certificates,

and other administrative expenses totaling \$354. The excess of cash receipts over cash disbursements at April 30, 2004 was \$55,705.

Assets owned by the Association at April 30, 2004 consisted of checking and savings accounts totaling \$121,991 and equipment with a depreciated value of \$2,000.

Other items of note are the following: Information required to complete the tax return for 2003 have been forwarded to Anita Miles of Odstrcil & Miles. The tax return will be filed by the end of May. Bill Widmaier completed a review of the 2003 financial statements. Included in the treasurer's report is his letter to the Board of Directors stating his method and conclusion. Moved by Bruce the report be accepted as presented; seconded by Jim, motion carried. Report attached.

**Assistant Treasurer/Corresponding Secretary:** Jan Ricker reported five property transfers since the last board meeting. The number of landowners has been reduced by one to 220. The number of assessments paid to date is 217. Six assessments are not paid. The board recommended that those overdue be sent a notice that payment must be received by June 1st or a lien will be filed against their property. Also, one of the properties is for sale ( Geldes) and legal action should be started to file a lien. Report attached.

**Dunraven Glade committee:** Terry Tuttle stated the committee had met recently relative to issues of residents along Dunraven Glade Road. He reported the mail boxes had been moved off of Cty. Rd 43 to a safer location and the county was to install more speed limit signs. Current issues include thistle control and more signage for hunters. Kent asked that they submit a request for funds from the budget for these items and the board will work with them. Their greatest concern was the maintenance and improvement of Dunraven Glade by the county with help from the Retreat. Terry presented options and costs for improvements and a long range plan to improve the surface, drainage and safety with participation from the Retreat, Cheley Camp and the county and a commitment of "seed money" from the Retreat. Another meeting is planned with the county for more definite costs so a request can be submitted for next year's budget and to initiate a long range plan for funding a portion of the improvements by the Retreat. Report attached.

**Roads committee:** Gordon reported on estimates for a pole barn to be built next to the fire station to house the road equipment. Cost for the materials is estimated at \$12,500 and \$9,000 for construction. Building is contingent on landowner approval to use part of the open space fund for this project. Report attached.

**Environmental:** Peggy Burch reported ips beetles are now becoming a threat to the pines, spruces and firs and breed in freshly cut firewood which should be solarized. She will prepare a noxious weed display for the annual meeting.

**Open space:** Joe reported on a meeting of the committee where several options were discussed for the use of the accumulated open space fund. They included replacing the backhoe, building a pole barn, assistance to land trust applicants, returning a portion to

the landowners or using some for the improvement of Dunraven Glade. No consensus was reached. It was agreed the board should present a proposal to the membership at the annual meeting. Joe moved that the board ask the membership to use the money already collected for open space to build the pole barn - \$22,000, escrow funds for improvements to Dunraven Glade - \$3,000 and the balance for replacement of the backhoe. Seconded by Gordon, motion carried.

**Nominating committee:** Jim Broomfield reported there are three nominees for the two vacancies on the board. They are Ralph Brethauer, Rob Squire and Kent Mills who is running for a second term.

**Newsletter:** Graham had nothing to report except that they would like to relinquish the job of editor and that a new editor be found.

### **UNFINISHED BUSINESS**

**Water augmentation certificates:** Kent reported the paperwork is supposedly completed and the transfer will hopefully be made before the end of May.

**Annual meeting:** Kent requested that committee reports be submitted to him by June 15th for publication in the annual meeting packet. Since the annual meeting will be a business only meeting at the Holiday Inn in Estes Park a wine and cheese social gathering will be held on Friday evening at the Glen Haven community building from 7:00 to 9:00 pm. The Retreat will provide cheese, crackers, fruit and soft drinks. Adult guests are asked to bring their own beverage.

The July board meeting will be held at the Barraclough residence at 9:00a.m. Saturday morning, July 31st prior to the annual meeting at the Holiday Inn in the Trail Ridge room.

**Landowner comments:** Duke Sumonia announced there will be a celebration of Glen Haven's 100th anniversary on the weekend of July 24th.

There was no further business and the meeting was adjourned at 11:50a.m.

  
Recording Secretary

Retreat Landowners Association, Inc.  
Board of Directors

The Dunraven Glade Road Committee met recently and as landowners in the retreat area and having reviewed the covenants of the Retreat, we would like action taken by the Board on the following:

Covenants:

# 9 Refuse & Rubbish

No trash, litter or junk shall be permitted to remain exposed upon the premises and visible from public roads or adjoining or nearby premises.

#14 Private Automobiles

No inoperative private automobiles, machines, or rubbish shall be placed and remain on any lot for more than thirty (30) days unless stored or parked in a car-port.

Lots abusing above covenants are listed below:

Filing #1

Lot #39 Cars, boat trailer 9 total

Lot #50 Exposed propane tank

Lot #52 Material in yard covered but has been there for over 6 months

Lot #70 Cars 4 to 5 with 2 drivers in household

Filing #3

Lot # 4 Cars, boat, 7 total with 3 drivers in household

Lot #11 Trash and a downed dead tree

Lot #12 Exposed propane tank

Lot #14 Piles of lumber in yard covered but has been there many months

Lot #19 Downed and cut tree along roadway, there for over 4 months

Lot #23 Exposed propane tank

Forest Service Trailhead: Repair or remove pole fence – eyesore

## RECOMMENDED BYLAW REVISIONS

**Synopsis: Here a 7 I consider important. Others may be considered for next year.**

1. Art. III, Sec. 1 Change annual meeting date from last Saturday in July to "as determined by the board."
2. Art. III, Secs. 5 & 6. There is a conflict, Sec. 5 gives right to vote, Sec. 6 takes it away by allowing proxy vote for only prior notice issue specific issues. Motions from floor do not allow proxy.
3. Art. III, Sec. 5, Adds requirement that no motion may be raised without prior notice that commits any expenditure greater than \$500. Present practice allows any motion be proposed without prior notice and allows as little as 21 votes to commit all 220 members without limit. Example - 21 members can vote to erect covered bridge at Dunraven entrance at cost of \$25,000.
4. Art. IV, Sec 2, Election of Directors - Include absentee ballots. Gives rights to all members.
5. Art. VII, Sec. 2(g) Duties, (Gordon - note, (subsection ) letters incorrect most show (a)).  
Confusion about "audit requirement. Compare with Art. IX, Sec. 8, Treasurer. 1<sup>st</sup> requires an audit by a non-member. 2<sup>nd</sup> says board has option to require audit.  
Suggest an audit committee of members perform audit and prepare financial report. Saves present expense.
6. ART. XIV, AMENDMENTS. Allows bylaws to be amended by mail ballot, can be used between annual meetings.
7. Art. XV, ENFORCEMENT OF COVENANTS. Establishes Covenant Variance policy and process. None now exists. Patterned after county.

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### ACTUAL CHANGES/REVISIONS

Deletions are shown in **bold underlined in parenthesis**. Additions shown in ***bold italic***.

1. Re; 1 above. Art. III, Meeting of Members, Sec. 1, Annual Meeting.  
The annual meeting of Members shall be held (**the last Saturday of July**) each year at such *date and* time and location as designated by the Board of Directors of the Association.....

2. Re: 2 above. Art. III, MEETING OF MEMBERS, Sec. 5 Voting.

Members in good standing are entitled to vote on issues requiring a vote of the membership. Voting shall be by voice, show of hands, ballot, ***absentee ballot***, or proxy ballot.  
.....

3. Re: 2 above also. Art. III, Sec. 6, Proxies.

At all meetings of Members, each Member in good standing may vote in person, ***by absentee ballot***, or proxy. All proxies must be in writing, be revocable, be meeting (**and issue**) specific, and must be filed with the corresponding secretary.

4. Re: 3 above. Art. III, Sec. 5, Voting.

Add as last sentence.

*No motion may be raised from the floor, without prior notice, that commits any expenditure greater than \$500.*

Re; 4 above. Art. V, Sec. 2, Election.

Election to the Board of Directors shall be by secret written ballot including *absentee ballots*.

.....

Re: 5 above. Art. VII, Sec. 2(g), Duties, cause the books of the Association to be audited annually by **(an auditor who is not a member) a member committee**.

Re. 5 above, Art. IX, OFFICERS AND THEIR DUTIES, Sec. 8, Duties, Treasurer.....shall keep proper books of account; shall **(cause an annual financial report of the Association books to be made by a Certified Public Accountant) prepare and present a financial report** at the completion of each fiscal year **(or, at the option of the Board of Directors of the Association an annual review or audited financial statement may be required)**; and shall prepare an Annual budget to be presented to the Membership at its regular annual meeting, and deliver a copy of each to the members.

Re; 6 above. Art. XIV, AMENDMENTS.

Subject to other provisions in these Bylaws, these Bylaws may be amended at any regular or special Membership Meeting of the Association, *or by mail ballot*, provided previous notice has been given and a two-thirds affirmative vote is obtained.

Re 7 above. Add Sec. 8.

*Requests for a variance to the covenants shall be submitted in writing to the Board of Directors . It will be considered under the policy and process as established by the Board. All associated costs will be the responsibility of the requestor.*



## **Retreat Landowners Association, Inc.**

### **Treasurer's Report**

#### **As of April 30, 2004**

For the four months ending April 30, 2004, receipts totaled \$59,923 consisting of landowner's assessments and transfer fees of \$59,783 and interest and other income \$140. Disbursements totaled \$4,217 consisting of \$1,655 for commercial and truck insurance, \$601 for road maintenance, \$338 for streamside entry survey, \$702 for newsletter expenses, \$256 for postage including the annual assessment notices, \$311 for Handy Ditch water certificates, and other administrative expenses totaling \$354. The excess of cash receipts over cash disbursements at April 30, 2004 was \$55,705.

Assets owned by the Association at April 30, 2004 consisted of checking and savings accounts totaling \$121,991 and equipment with a depreciated value of \$2,000.

Other items of note are the following:

Information required to complete the tax return for 2003 have been forwarded to Anita Mies of Odstrcil & Mies. The tax return will be filed by the end of May.

Bill Widmaier completed a review of the 2003 financial statements. Included in the treasurer's report is his letter to the Board of Directors stating his method and conclusion.

Lila Conrad  
Treasurer

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**  
**AND CHANGES IN CASH BALANCES**  
**January 1 to April 30, 2004**

	ACTUAL	BUDGET	VARIANCE
<b>CASH RECEIPTS:</b>			
Landowners' assessments	\$59,283	\$60,775	(\$1,492)
Transfer fees	500	1,000	(500)
Interest income	112	1,000	(888)
Other income including late fees	28	0	28
Total Cash Receipts	<u>59,923</u>	<u>62,775</u>	<u>(2,852)</u>
<b>CASH DISBURSEMENTS:</b>			
Accounting	0	0	0
Administration:			
Office Supplies	60	350	290
Postage	256	300	44
Secretarial	80	200	120
L D Telephone	0	0	0
Travel	0	0	0
Miscellaneous	116	400	284
Newsletter Postage & Copying	502	750	248
Newsletter Editor Expenses	200	400	200
Membership Directories	0	300	300
Social Events & Annual Meeting	137	1,000	863
Donations - Fire Department	(50)	11,100	11,150
Environmental	649	500	(149)
Insurance	1,855	4,000	2,345
Legal fees	0	2,500	2,500
Bank fees	11	0	(11)
Streamside Entry Survey and Paving	0	2,500	2,500
Water Certificates	0	0	0
Water Assessment - Annual	0	300	300
<u>2003 Road Resurfacing Project</u>		27,225	27,225
Labor	0	0	0
Materials	0	0	0
Roller	0	0	0
	<u>0</u>	<u>27,225</u>	<u>27,225</u>
<u>Road Maintenance</u>			
Payroll, Payroll Taxes & Ins.	34	2,000	1,966
Snow Removal - Labor	90	1,200	1,110
Dust Treatment	0	1,500	1,500
Culvert Upgrade	0	500	500
Equipment Rental	0	1,000	1,000
Signs/Mirrors	0	250	250
Equip. Repairs & Maint.	477	2,500	2,023
Equipment Fuel	0	2,000	2,000
	<u>601</u>	<u>10,950</u>	<u>10,349</u>
Total Cash Disbursements	<u>4,217</u>	<u>62,775</u>	<u>58,558</u>
Excess Cash Receipts over Cash Disbursements	<u>55,705</u>	<u>\$0</u>	<u>\$55,705</u>
Cash balances January 1, 2004	<u>66,286</u>		
Cash balances April 30, 2004	<u>\$121,991</u>		

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**BALANCE SHEET (CASH BASIS)**  
 April 30, 2004

**ASSETS**

CASH

Checking	\$6,722
Savings	115,268
Total Cash	<u>121,991</u>

EQUIPMENT

Old Equipment	7,000
GMC (purchased 2003)	2,500
Road Grader (purchased 1992)	11,325
Ford Bronco (purchased 2001)	0
	<u>20,825</u>
Less: Accumulated Depreciation	<u>(18,825)</u>
	<u>2,000</u>

Total Assets	<u>\$123,991</u>
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**LIABILITIES**

LIABILITIES

Payroll Taxes Payable	<u>\$0</u>
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**NET ASSETS**

123,991

Total Liabilities & Net Assets	<u>\$123,991</u>
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*Net Assets Consist of:*

Current Operating Funds	\$55,705
Contingency Fund	25,809
Bulwark Ridge Fund	2,927
Open Space Fund	37,549
Total Cash Funds	<u>121,991</u>

Depreciated Cost of Equipment	2,000
Total Net Assets	<u>\$123,991</u>

RLA Check Register

1/1'4 Through 4/30'4

5/6'4

BIRLAFIN-KeyBankChecking

Date	Num	Description	Memo	Clr	Amount
KeyBankChecking					
1/4'4	1102	Travelers I...	Commercial ...	x	-1,338.00
1/4'4	1103	Postmaster	PO Box Rent	x	-68.00
1/4'4	1104	State Farm ...	1992 GMC	x	-164.54
1/4'4	1105	Mountain Pr...	Annual Fee ...	x	-48.47
1/4'4	1106	Van Horn En...	Right of Way	x	-108.75
1/4'4	1107	Loveland Re...	Advertising...	x	-33.26
1/4'4	1108	Janice Ricker		x	-87.33
				x	0.00
1/10'4	1109	Janice Ricker		x	-7.32
				x	-43.89
1/10'4	1110	Julie Fowler		x	-113.20
			Envelopes	x	-105.69
				x	-67.49
				x	-100.00
1/10'4	1111	Flo Belz	Secretary	x	-40.00
1/16'4	1112	U.S. Treasury	expense	x	-28.80
			expense	x	0.00
			expense	x	0.00
				x	0.00
1/16'4	1113	A-1 Parts	Parts	x	-379.25
1/19'4	1114	Ernie Conra...	Copies	x	-6.48
2/2'4	1115	Van Horn En...	Right of Way	x	-130.00
2/5'4	1116	A-1 Parts	Parts	x	-97.56
2/7'4	1117	Dennis Bick...		x	-39.12
				x	-24.00
				x	-3.62
				x	-90.00
2/14'4	1118	Van Horn En...	Right of Way	x	-98.75
3/25'4	1119	Flo Belz	Secretary	x	-40.00
3/28'4	1120	Handy Ditch Co	Water Certi...		-311.40
3/28'4	1121	Janice Ricker			-54.21
					-11.75
3/28'4	1122	Ernie Conra...	Copies		-4.32
3/31'4	1123	U.S. Treasury	expense		-5.58
			expense		0.00
					-1.31
*** Missing Check(s) 1124 ***					
4/16'4	1125	Community C...	Pot Luck Di...		-85.00
4/24'4	1126	Graham Fowler			-100.00
					-100.02
					-28.57
					-87.50
4/24'4	1127	State Farm ...	1978-Chev		-152.60
4/24'4	1128	Joe Barracl...	Pot Luck Di...		-51.72
1/31'4	Chg	Key Bank	Deposited I...	x	-11.25
3/29'4	TXFR	Key Bank		x	0.00
Total KeyBankChecking					-4,268.75

4547 W. 14<sup>th</sup> Street  
Greeley, CO 80634  
May 4, 2004

The Board of Directors  
Retreat Landowners Association  
C/O Kent Mills, President  
3922 21<sup>st</sup> St. Rd.  
Greeley, CO 80634

Dear R.L.A. Board:

Today I met with Lila Conrad, R.L.A. Treasurer, and she provided me the 2003 bank statements and the R.L.A. financial statements. As requested by you, I performed some tests to determine if the R.L.A. financial statements are fairly stated.

My tests consisted primarily of a "proof of cash" in which I totaled all of the cash receipts and disbursements according to the bank statements and compared the net decrease with the 2003 R.L.A. financial statements. I did not attempt to verify the income and expense account classifications because the Board controls these classifications by comparison with budgeted amounts.

I also compared the December 31, 2003 bank balances with the R.L.A. financial statements, and I reviewed other balance sheet accounts with Lila.

Based on these tests and reviews, the R.L.A. financial statements are fairly stated, and I could find no irregularities.

I am a Certified Public Accountant, but I am not licensed to perform an audit or review or to express an opinion on any financial statements. The tests and reviews outlined above were done as a member of the R.L.A. and not as a Certified Public Accountant.

Sincerely,



William K. Widmaier

Copy to Lila Conrad

## **ASSISTANT TREASURER REPORT**

March 20, 2004

Board of Directors Meeting  
Retreat Landowners Association

There have been five property transfers since the last Board meeting. The number of landowners has decreased by one, to 220.

Gregg and Mary Ewert bought lot 1:[55] from Bachali. They are new landowners.

Rock and Becky Tallman bought lot 5:[14] from McMahan. They currently own lot 5:[15].

Brian and Theresa Kent bought 2:[18] from Stolz. They are new landowners.

Rachel Adolt bought 1:[43] from DiBrito. She's a new landowner.

Tory Jon and Berenice Nelson bought 3:[20] from Kelly. They are new landowners.

Number of annual assessments paid to date: 217.

Assessments not yet paid include:

Geldes (house is for sale)  
Grueff  
Jasper  
Maitland/Rubin  
Pohlman (mail has been returned; no forwarding address)  
Carpenter

All of them have received overdue notices. My recommendation is that I write them one more time, saying that if payment is not received by June 1, liens will be filed against their property.

Jan Ricker  
Assistant Treasurer/Corresponding Secretary

**DUNRAVEN COMMITTEE REPORT**  
**May 15, 2004**

**I. Results**

- a) **Newspaper boxes moved**
- b) **Road signs installed**

**II. Current issues**

- a) **Thistle control**
- b) **Crushed culvert at Miller Fork**
- c) **Additional RLA signs on Dunraven**

**III. Immediate future**

- a) **Dunraven Glade Road improvement plan (1-6 yrs)**
- b) **Options:**

<b>Pave</b>	<b>\$360k</b>
<b>Chip and Seal</b>	<b>\$100k</b>
<b>Gravel base</b>	<b>\$ 65k</b>
<b>3rd binder appl</b>	<b>\$ 5k</b>
- c) **Board Contribution**

**Cash:       \$8k to \$10k**

**Participation:   Gordon Nuttall**

## DUNRAVEN COMMITTEE REPORT

May 15 2004

The committee met on May 6th, reviewed old business, current Dunraven issues, and where our focus should be in the immediate future.

Individuals participating: Duke Sumonia, Don Martin, JoAnn Persichetti, Jim Broomfield, Terry Tuttle, Steve Anderson, Carolyn Tuttle, Don Haden, Ralph Brethauer.

### I. Results/Update

- a) Newspaper boxes moved to "safer" location
- b) Caution/speed signs to be installed this month by county

### II. Current issues/Improvements

- a) Thistle control on many of the lots from the trailhead to 43.
- b) Repair of crushed culvert across miller fork road
- c) Need additional signs -- NO HUNTING  
PRIVATE PROPERTY  
SLOW SPEED

The discussion of the group was that we would certainly appreciate some assistance from the board to attack any or all of these issues.

### III. Immediate future

We agreed our priority concern is the maintenance and improvement Dunraven Glade road. It is a county road and it is also a Retreat road. For many of us Dunraven is the only access to our Retreat property. Dunraven is still a "dirt" road even though we have negotiated a number of improvements such as: dust treatment, additional 25mph signs, improved drainage, and widening in several areas.

As a Dunraven Committee we would like to negotiate a plan with the Larimer County Supervisor to schedule improvements that will result in a paved road by the year 2010. The proposed schedule might look like:

by 2005	Dust treatments increased to 3 times per year
2006	Gravel base from Miller Fork to Co43
2008	Gravel base the rest of Dunraven
2009	Pave Miller Fork to Co 43
2010	Pave the rest of Dunraven

To do this we need the **board's support and willingness to pay** a portion of the material.



A member of the board joining us to meet with the county would be extremely positive. Gordon Nuttall's RLA road experience discussions with the county road department.

Our options with the county are as follows:

- |    |  |           |
|----|--|-----------|
| 1  | Gravel base / asphalt pave                           | \$360,000 |
| 2. | Gravel base with<br>double chip/seal                 | \$100,000 |
| 3. | Gravel base only                                     | \$0       |
| 4. | Additional Lig/binder appl<br>application - 3 per yr | \$5,000   |
| 5. | Status Quo - do nothing                              | \$0       |

## RLA BOARD MEETING

July 31, 2004

The meeting was held at the Barraclough residence

Board members present were Joe Barraclough, Jim Broomfield, Bruce Brown, Ann Martin, Kent Mills and Gordon Nuttall. Also, Florentine Belz, Peggy Burch, Lila Conrad, Jan Ricker, and landowners Ralph Brethauer and Duke Sumonia.

The meeting was called to order by president Kent Mills. He modified the agenda to eliminate some of the reports that will be discussed at the afternoon annual meeting as well as published in the meeting packet. Moved by Ann Martin to adopt the agenda as modified, seconded by Bruce Brown; motion carried.

**Approval of May meeting minutes:** The minutes were corrected to remove the name of board member Ann Martin since she was not present. Moved by Joe Barraclough and seconded by Jim Broomfield to accept the minutes as amended. Motion carried.

**Landowner comments:** Bruce mentioned a letter he had received from a landowner regarding a barking dog. Kent stated these matters should be referred to animal control when a letter from the Retreat has not resolved the complaint but first this is a neighbor to neighbor issue and that should be encouraged. Jim Broomfield commented that enforcement of the covenants is lacking by the Retreat and perhaps fines should be imposed for violations. Discussion followed on the best way to proceed in accordance with the bylaws and it was suggested violations be published in the Newsletter. A covenant violation process should be developed and all landowners be made aware of the issues and the board's responsibility in enforcement. A statement to this effect and the board's goal for enforcement will be made at the annual meeting.

### REPORTS

**Treasurer:** Lila Conrad submitted a written report. As of June 30th, 2004, receipts totaled \$61,973 consisting of landowner's assessments and transfer fees of \$61,633 and interest and other income \$340. Disbursements totaled \$9,818 consisting of \$4,120 for water certificates and assessment, \$1,655 for commercial and truck insurance, \$1922 for road maintenance, \$338 for Streamside entry survey, \$702 for newsletter expenses, \$278 for postage including the annual assessment notices, and other administrative expenses totaling \$803. The excess of cash receipts over cash disbursements at June 30, 2004 is \$52,155.

Assets owned by the Association at June 30, 2004 consisted of checking and savings accounts totaling \$118,441 and equipment with a depreciated value of \$2,000. Moved by Joe and seconded by Jim that the treasurer's report be accepted. Motion carried. Report attached. Lila will make the payment to the GHVFD at the meeting. It was suggested that an earlier time be set for making this payment or soon after most of the landowner assessments have been received. Jan Ricker reported that all assessments are paid for this year. Lila was also given permission to move some of the funds to a higher interest paying account or certificate of deposit.

**Architectural control committee:** Dennis Bicknell submitted a written updated report. An application for a driveway and a manufactured home were approved for Lot 20, filing 3. Another application is pending for Lot 11A, filing 1 upon approval of Larimer County for site plans. The ACC has prepared new application forms for both driveways and construction to include the road damage deposit information. The RLA board has accepted the final wording. Report attached.

**Roads committee:** Questions pertaining to Dunraven Road and how to handle the repairs will be referred to a roads engineer for ideas as to the best way to solve some of the problems with culverts and drainage. A county road engineer will be contacted. Resurfacing work on Dunraven Glade Road is scheduled during August. Additional help may be needed to operate the grader. Jim mentioned that more signage has been order for Dunraven Glade for limiting speed. The roads committe will review the four year plan and progress made this year at the annual meeting.

#### **UNFINISHED BUSINESS**

**Water augmentaton certificates:** Kent reported that the certificates for two shares of Handy Ditch water have been signed over to the Retreat by Maitland/Rubins and are now in our possession. The payment and appropriate fees have been paid and this issue is now closed. Mr. Rubin did ask about the possibility of leasing back a share of the water. This would be a source of revenue for the Retreat and could be done on a year by year basis.

**Annual meeting information:** Jan Ricker will distribute the proxies at the annual meeting as requested. Gordon was given permission to offer a free DVD on the history of Glen Haven and the Retreat that he prepared to any family attending the annual meeting and requesting a copy. The Retreat will underwrite the expense of about \$5.00 per copy.

#### **NEW BUSINESS:**

Kent acknowledged a letter he received from Mr. and Mrs. Keith Cross, lot 87, filing 1 which borders County Rd. 43. They asked to be taken out of The Retreat. The issue was tabled until the next meeting.

There was no further business and the meeting was adjourned by the president at 10:55a.m.

  
Recording Secretary

**Retreat Landowners Association, Inc.**

**Treasurer's Report**

**As of June 30, 2004**

As of June 30<sup>th</sup>, 2004, receipts totaled \$61,973 consisting of landowner's assessments and transfer fees of \$61,633 and interest and other income \$340. Disbursements totaled \$9,818 consisting of \$4,120 for Water Certificates and assessment, \$1,655 for commercial and truck insurance, \$1,922 for road maintenance, \$338 for Streamside entry survey, \$702 for newsletter expenses, \$278 for postage including the annual assessment notices, and other administrative expenses totaling \$803. The excess of cash receipts over cash disbursements at June 30, 2004 is \$52,155.

Assets owned by the Association at June 30, 2004 consisted of checking and savings accounts totaling \$118,441 and equipment with a depreciated value of \$2,000.

Lila Conrad  
Treasurer

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**  
**AND CHANGES IN CASH BALANCES**  
**January 1 to June 30, 2004**

	ACTUAL	BUDGET	VARIANCE
<b>CASH RECEIPTS:</b>			
Landowners' assessments	\$60,933	\$60,775	\$158
Transfer fees	700	1,000	(300)
Interest income	312	1,000	(688)
Other income including late fees	28	0	28
Total Cash Receipts	<u>61,973</u>	<u>62,775</u>	<u>(802)</u>
<b>CASH DISBURSEMENTS:</b>			
Accounting	320	0	(320)
Administration:			
Office Supplies	145	350	205
Postage	278	300	22
Secretarial	120	200	80
L D Telephone	0	0	0
Travel	0	0	0
Miscellaneous	120	400	280
Newsletter Postage & Copying	502	750	248
Newsletter Editor Expenses	200	400	200
Membership Directories	0	300	300
Social Events & Annual Meeting	137	1,000	863
Donations - Fire Department	(50)	11,100	11,150
Environmental		500	500
Insurance	1,655	4,000	2,345
Legal fees	0	2,500	2,500
Bank fees	11	0	(11)
Streamside Entry Survey	338	2,500	2,163
Water Certificates	3,770	0	(3,770)
Water Assessment - Annual	350	300	(50)
<u>2003 Road Resurfacing Project</u>		27,225	27,225
Labor	0	0	0
Materials	0	0	0
Roller	0	0	0
	<u>0</u>	<u>27,225</u>	<u>27,225</u>
<u>Road Maintenance</u>			
Payroll, Payroll Taxes & Ins.	36	2,000	1,964
Snow Removal - Labor	90	1,200	1,110
Dust Treatment	0	1,500	1,500
Culvert Upgrade	0	500	500
Equipment Rental	0	1,000	1,000
Signs/Mirrors	0	250	250
Equip. Repairs & Maint.	1,764	2,500	736
Equipment Fuel	32	2,000	1,968
	<u>1,922</u>	<u>10,950</u>	<u>9,028</u>
Total Cash Disbursements	<u>9,818</u>	<u>62,775</u>	<u>52,957</u>
Excess Cash Receipts over Cash Disbursements	<u>52,155</u>	<u>\$0</u>	<u>\$52,155</u>
Cash balances January 1, 2004	66,286		
Cash balances June 30, 2004	<u>\$118,441</u>		

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**BALANCE SHEET (CASH BASIS)**  
 June 30, 2004

**ASSETS**

CASH

Checking	\$3,080
Savings	115,360
Total Cash	<u>118,441</u>

EQUIPMENT

Old Equipment	7,000
GMC (purchased 2003)	2,500
Road Grader (purchased 1992)	11,325
Ford Bronco (purchased 2001)	0
	<u>20,825</u>
Less: Accumulated Depreciation	<u>(18,825)</u>
	<u>2,000</u>

Total Assets \$120,441

**LIABILITIES**

LIABILITIES

Payroll Taxes Payable	<u>\$0</u>
-----------------------	------------

**NET ASSETS**

120,441

Total Liabilities & Net Assets \$120,441

**Net Assets Consist of:**

Current Operating Funds	\$51,844
Contingency Fund	26,063
Bulwark Ridge Fund	2,932
Open Space Fund	37,603
<i>Total Cash Funds</i>	<u>118,441</u>
Depreciated Cost of Equipment	2,000
<i>Total Net Assets</i>	<u>\$120,441</u>

**Retreat Landowners Association**  
**Statement of Changes in Cash Funds**  
**2004**

	<b>Total Cash</b>	<b>Current Operating</b>	<b>Contingency</b>	<b>Bulwark Ridge</b>	<b>Open Space</b>
<b>BALANCES Jan 1, 2004</b>	<b>\$66,286</b>	<b>\$0</b>	<b>\$25,810</b>	<b>\$2,927</b>	<b>\$37,549</b>
2004 Net Cash Receipts	<b>52,165</b>	51,844	253	5	54
2004 Transfer from Contingency		0	0		
<b>Balances June 30, 2004</b>	<b>\$118,441</b>	<b>\$51,844</b>	<b>\$26,063</b>	<b>\$2,932</b>	<b>\$37,603</b>

# RLA Check Register

1/1'4 Through 6/30'4

7/26'4

Page 1

BIRLAFIN-KeyBankChecking

Date	Num	Description	Memo	Clr	Amount
<u>KeyBankChecking</u>					
1/4'4	1102	Travelers...	Commerc...	x	-1,338.00
1/4'4	1103	Postmaster	PO Box Pent	x	-68.00
1/4'4	1104	State Far...	1992 GMC	x	-164.54
1/4'4	1105	Mountain ...	Annual ...	x	-48.47
1/4'4	1106	Van Horn ...	Right o...	x	-106.75
1/4'4	1107	Loveland ...	Adverti...	x	-33.26
1/4'4	1108	Janice Ri...		x	-87.33
				x	0.00
1/10'4	1109	Janice Ri...		x	-7.32
				x	-43.89
1/10'4	1110	Julie Fowler		x	-113.20
				x	-105.69
			Envelopes	x	-67.49
				x	-100.00
1/10'4	1111	Flo Belz	Secretary	x	-40.00
1/16'4	1112	U.S. Trea...	expense	x	-26.80
			expense	x	0.00
			expense	x	0.00
				x	0.00
1/16'4	1113	A-1 Parts	Parts	x	-379.25
1/19'4	1114	Ernie Con...	Copies	x	-6.48
2/2'4	1115	Van Horn ...	Right o...	x	-130.00
2/5'4	1116	A-1 Parts	Parts	x	-97.56
2/7'4	1117	Dennis Bi...		x	-39.12
				x	-24.00
				x	-3.62
				x	-90.00
2/14'4	1118	Van Horn ...	Right o...	x	-98.75
3/25'4	1119	Flo Belz	Secretary	x	-40.00
3/28'4	1120	Handy Dit...	Water C...	x	-311.40
3/28'4	1121	Janice Ri...		x	-54.21
				x	-11.75
3/28'4	1122	Ernie Con...	Copies	x	-4.32
3/31'4	1123	U.S. Trea...	expense	x	-5.58
				x	0.00
			expense	x	-1.31
*** Missing Check(s) 1124 ***					
4/16'4	1125	Community...	Pot Luc...	x	-85.00
4/24'4	1126	Graham Fo...		x	-100.02
				x	-87.50
				x	-28.57
				x	-100.00
4/24'4	1127	State Far...	1978-Chev	x	-152.60
4/24'4	1128	Joe Barra...	Pot Luc...	x	-51.72
5/14'4	1129	Flo Belz	Secretary	x	-40.00
5/14'4	1130	Janice Ri...		x	-33.34
				x	-22.20
5/14'4	1131	Steve's W...	Blade m...	x	-387.70
5/14'4	1132	Ernie Con...	Copies	x	-4.40
5/14'4	1133	City of L...	Water Cert.		-350.00
5/14'4	1134	Hensel Ph...	Pick-up...	x	-350.00
6/1'4	1135	Tim's Tir...	Tires W...	x	-549.79
6/2'4	1136	Old West ...	equipme...	x	-32.35
6/17'4	1137	Kent Mills	Water C...	x	-3,413.08
6/20'4	1138	Odastroil ...	Tax ret...		-320.00
6/28'4	1139	Guiducci ...	Share T...		-45.00
1/31'4	Chg	Key Bank	Deposit...	x	-11.25
5/26'4	TXFR	Key Bank		x	0.00
				x	0.00
			check order	x	-51.50
3/29'4	TXFR	Key Bank		x	0.00
5/26'4	TXFR	Key Bank		x	0.00



RLA Check Register

1/1'4 Through 6/30'4

7/26'4

Page 2

BIRLAFIN-KeyBankChecking

<u>Date</u>	<u>Num</u>	<u>Description</u>	<u>Memo</u>	<u>Clr</u>	<u>Amount</u>
		Total KeyBankChecking			<u>-9,868.11</u>

## ***ASSISTANT TREASURER REPORT***

July 31, 2004

Board of Directors Meeting  
Retreat Landowners Association

### *Property Sales*

There have been two property transfers since the last Board meeting. The number of landowners remains the same at 220.

Thomas Kaszynski and Susan Rose bought 2:[40] from Kuhlman. They are new landowners.

Robert and Lauri Winslow bought 1:[93] from Will Monks. They are new landowners.

### *Assessments*

There are two 2004 assessments still outstanding; we are continuing to pursue payment before filing liens on the properties.

### *Directories*

New RLA phone directories are being printed and will be available at the annual meeting.

Jan Ricker  
Assistant Treasurer/Corresponding Secretary

ARCHITECTURAL CONTROL COMMITTEE  
THE RETREAT LANDOWNERS ASSOCIATION INC  
POST OFFICE BOX 172  
GLEN HAVEN CO 80532  
July 27 2004

TO: The Retreat Board of Directors

FROM: The Architectural Control Committee (ACC)

The ACC wishes to advise the RLA Board of Directors of its activities since its last written report for the March 20, 2004 board meeting.

Tory and Berenice Nelson submitted an application for a driveway for their Lot 20, Filing 3, 1688 Dunraven Glade Road. Several discussions were held to review the steepness of the lot and the potential building location. Approval was given, the driveway has been constructed, and will have to be modified to allow room for a septic field.

The Nelsons subsequently submitted an application to erect a manufactured home at the above location, Lot 20, Filing 3. This erection will require the use of a large crane. Approval has been given and the Nelsons have been encouraged to initiate rehabilitation of the area.

As you may remember, George and Pat Brelig received approval to construct a bridge across Miller Fork Creek at their Lot 11A Filing 1, 1145 Streamside Drive. The bridge has been completed. The Breligs submitted a development plan for the lot including a cabin, garage and outbuilding. They will obtain permission from Larimer County Building authorities concerning building and septic requirements, particularly setback distances.

Several remodeling projects have about been completed including that of Jim and Joan Persichetti, Lot 9 Filing 3, and Kents, Lot 18, Filing 2.

The ACC did prepare new application forms for both driveways and construction to include the road damage deposit information. The RLA Board has seen the paragraph and accepted the final wording.

Submitted



Dennis R. Bicknell  
For The ACC

ACCBDJ02

**Retreat Landowners Association, Inc.**

**Board Meeting Agenda**

**September 25, 2004**

9:30 a.m., Broomfield residence, 1158 Dunraven Glade Rd

- 9:30 a.m.            Call to order  
                          Adopt agenda  
                          Approval of July 2004 Board Meeting minutes  
                          Approval of 2004 Annual Meeting minutes  
                          Landowner comments  
                          Board Member comments
- 10:00 a.m.            Reports
- a.        Treasurer
  - b.        Assistant Treasurer/Corresponding Secretary
  - c.        Architectural Control committee
  - d.        Roads committee
  - e.        Environmental
  - f.        Nominating committee
  - g.        Newsletter editor
  - h.        Dunraven Glade committee
- 10:40 a.m.            Unfinished Business
- a.        Cross request
  - b.        Upgraded Signage
  - c.
- 11:00 a.m.            New Business
- a.        2005 Annual Meeting date
  - b.        Covenant committee
  - c.        Election of Officers
- 11:25 a.m.            Miscellaneous Business
- 11:30 a.m.            Adjournment

## RLA BOARD MEETING

September 25, 2004

The meeting was held at the Broomfield residence

Board members present were Ralph Brethauer, Jim Broomfield, Graham Fowler, Kent Mills and Gordon Nuttall. Also, Florentine Belz, Lila Conrad, Jan Ricker and landowner Duke Sumonia. Board members Bruce Brown and Ann Martin were absent.

The meeting was called to order by Kent Mills. He presented the meeting agenda; additions were made under new business to include hiring a new attorney, covenant violations, setting meeting dates for the coming year, setting a date for the budget meeting, by-law revisions and updated covenants. Moved by Graham Fowler and seconded by Ralph Brethauer that the agenda be adopted as amended. Motion carried.

**Approval of July board meeting minutes:** Jim Broomfield moved the minutes be approved as prepared and mailed, seconded by Gordon Nuttall. Motion carried.

**Approval of 2004 annual meeting minutes:** Moved by Jim and seconded by Gordon to approve the minutes as mailed. Motion carried.

**Landowner comments:** Duke Sumonia mentioned that there had been no approval at the annual meeting to extend the \$50.00 per landowner donation to the Glen Haven Volunteer Fire Dept. and also there was no public notice of the September board meeting. Kent instructed Jan Ricker to post a flyer at the Glen Haven post office with the dates for all the upcoming board meetings for the new year. They should also all be included in the next newsletter.

**Board member comments:** Graham mentioned there was no trout stocking this past summer because of the high water in the stream and that he found evidence of hunting (part of a carcass) in the Retreat. He also stated someone has been riding a motorcycle on the Miller Fork Trail and doing damage to the trail. It was reported that landowner Dr. Tom Bennett had passed away.

## REPORTS

**Treasurer:** Lila Conrad reported as of Sept. 22, 2004, receipts totaled \$62,911 consisting of landowners' assessments and transfer fees of \$62,543 and \$368 from interest and other income. Disbursements totaled \$37,279 consisting of \$11,100 for the Glen Haven Volunteer Fire Dept., \$6,102 for the 2004 Road Project, \$6,000 for payment toward the purchase of the Pole Barn, \$3,819 for Water Certificates and fees, \$4,294 for Road Maintenance, \$2,288 for Commercial, Truck and Workers' Comp. Insurance, \$702 for Newsletter expenses, \$956 for Annual meeting and Social Events, and other administrative expenses totaling \$2,018. The excess of cash receipts over cash disbursements at Sept. 22, 2004 is \$25,632.

An invoice in the amount of \$10,996 from Kitchen & Company for road base and delivery is pending for payment.

Assets owned by the Association at Sept. 22, 2004 consisted of checking and savings accounts totaling \$91,919 and equipment with a depreciated value of \$2,000.

Gordon reported that the cost for two culverts was approximately \$3,500 to improve the intersection of Dunraven Glade and Miller Fork Road where it was continually washing across the road. This expense will be absorbed in the budget for road maintenance and an additional code

designated for the culvert replacement costs. Moved by Gordon and seconded by Graham that the treasurer's report be accepted with this modification. Motion carried. Report attached. The annual budget meeting was set for November 6th at 9:30 a.m. at the Mills' residence.

Board meetings for the coming year are as follows: Nov. 20th Brethauer, Jan. 15, 2005, Fowler, March 19th Brown, May 21st Martin, July 23rd Broomfield and 2005 annual meeting July 23rd.

**Assistant treasurer/corresponding secretary:** Jan Ricker reported there were six property transfers since the last report. One landowner purchased the adjacent lot reducing the number of landowners to 219. Report attached.

**Architectural control committee:** Dennis Bicknell reported several applications had been submitted for new cabins and approved by the ACC. The RLA submitted an application for the pole barn which is to be erected for storage of Retreat machinery on the Common area near the Glen Haven area fire station. Approval is pending. Report attached.

**Roads committee:** Gordon submitted a report outlining work that has been done on Dunraven and the resurfacing on Miller Fork Road. He also stated the slash collection and chipping project was successful for removal and fire fuel reduction in the Retreat. He suggested that the backhoe which had previously been designated for replacement now be put on hold and instead the RLA look for a better grader to replace the present grader which needs repairs and replacement parts which are difficult to find. It was the consensus of the board to trade both the backhoe and the grader for a newer grader. A local landowner who owns a backhoe could be called on for emergency backhoe work if needed.

Gordon also stated there is a trailer which the RLA owns and could be used for hauling slash only within the Retreat since it is neither licensed or insured. He moved that the board grant an exception to the current policy and allow use of the trailer by landowners in goodstanding, restricting it to hauling slash and return to its location along side the fire house after signing the required liability waiver. Seconded by Jim; motion carried.

Ground work is close to completion and construction is to start about October 11th for the new metal pole barn for equipment storage approved at the annual meeting. The quoted price is \$12,397.79 including tax of which \$6,000 has been pre-paid. This is 15% below the catalog price and includes delivery.

Gordon also clarified a statement of policy that there is no conflict of interest in hiring a board member, Ralph Brethauer, and paying him for road work performed for the RLA.

Gordon moved to allow snow plow operators to choose to have a partner ride with them to alleviate conditions such as darkness or poor visibility that feel unsafe. Their combined pay would increase from \$10.00 per hours to \$15.00 per hour, with the pay given to the scheduled operator. Seconded by Ralph, motion carried. Written report attached.

**Environmental:** Peggy Burch submitted a written report about the condition of the forests. She stated the trees look better now than they have for several years. Report attached.

**Nominating committee:** No report.

**Newsletter:** It was suggested the mailing of the newsletter be contracted out after it has been formatted by the editor. Jan Ricker will check on costs. The number of issues should be four per year.

**Dunraven Glade committee:** Jim reported there had been no meetings but an open issue is

hunting with access off Dunraven Glade Road. Kent suggested the committee be more active.

## **UNFINISHED BUSINESS**

**Cross request:** Mr. and Mrs. Cross, the owners of Lot 87, Fil 1 have again asked to be excluded from the Retreat. Their property borders on County Road 43. The matter was tabled.

**Upgraded signage:** Additional signs along Dunraven Glade Road were discussed. Kent asked that the Dunraven Glade committee make recommendations as to the signs desired which would include speed limit and no hunting and address the problems they are trying to solve. Types and the amount of information on signs and enforcement procedures were also brought up. Gordon volunteered to research the issue and bring information to the next meeting.

## **NEW BUSINESS**

**Covenant committee:** Kent stated there is a need for a covenant committee to track violations and make contact with violators and to follow up with fines if necessary. Gordon moved that a Good Neighbor Committee be established, co-chaired by Jim Broomfield and Ralph Brethauer, to work out the process for handling covenant violations, seconded by Graham, motion carried. A tracking method for violations would be kept and automatic fines imposed. Graham volunteered to also serve on the committee. Regulations outlining the process should be in place by January 1st. Reports would be made to the board at its regular meetings. A legal review should be made so the regulations are enforceable with reference made to CEI rules.

**New attorney:** Kent moved the RLA change attorneys from Guiducci and Guiducci to the Greeley law firm of Witwer, Oldenburg, Barry and Johnson to represent the RLA in legal matters. Seconded by Graham. Motion carried. They represent a number of homeowner associations and handle water law cases.

**Barking dogs:** It was the consensus of the board that complaints about barking dogs should be referred to Animal Control through the county if talking to the owner does not resolve the problem. Notice to this effect should be placed in the next Newsletter.

**Election of officers:** Gordon moved that Bruce Brown serve as president, seconded by Ralph, motion carried. Kent moved that Gordon Nuttall serve as vice-president, seconded by Graham, motion carried. Kent moved that Ann Martin serve as secretary, seconded by Gordon, motion carried.

Newly elected vice-president Gordon Nuttall took over the meeting in the absence of president Bruce Brown.

Gordon moved the meeting be extended to 11:45a.m. seconded by Graham, motion carried.

Gordon distributed a letter he composed regarding the law and the use of fire arms and hunting in the Retreat. It was the intent of the letter to give the landowner a statement of policy to share with any potential hunter inquiring about permission to hunt and the need for fire arm safety. It was decided to revise the letter and make it a statement of fact regarding the law and hunting and include a copy in the next newsletter.

**Glen Haven Fire Department donation:** Since approval of the annual donation by the landowners to the GHVFD was overlooked at the last annual meeting a motion was made by Kent

to include a post card in the next Newsletter requesting an extension of the \$50.00 donation per landowner for another three years. Seconded by Ralph, motion carried.

**Water issues:** Duke Sumonia volunteered to reseach water leasing issues. Dennis Bicknell reminded the board that an annual report needs to be made to the state water engineer in Greeley.

Gordon adjourned the meeting at 12:00 noon.

*Florentine Bely*  
Recording secretary



## **Retreat Landowners Association, Inc.**

### **Treasurer's Report**

#### **As of September 22, 2004**

As of September 22, 2004, receipts totaled \$62,911 consisting of landowners' assessments and transfer fees of \$62,543 and interest and other income \$368. Disbursements totaled \$37,279 consisting of \$11,100 for the Glen Haven Volunteer Fire Department, \$6,102 for the 2004 Road Project, \$6,000 for payment toward the purchase of the Pole Barn, \$3,819 for Water Certificates and Fees, \$4,294 for Road Maintenance, \$2,288 for Commercial, Truck, and Workers' Comp. Insurance, \$702 for Newsletter expenses, \$956 for Annual Meeting and Social Events, and Other Administrative expenses totaling \$2,018. The excess of cash receipts over cash disbursements at September 22, 2004 is \$25,632.

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Assets owned by the Association at September 22, 2004 consisted of checking and savings accounts totaling \$91,919 and equipment with a depreciated value of \$2,000.

Lila Conrad  
Treasurer

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**  
**AND CHANGES IN CASH BALANCES**  
**January 1 to September 22, 2004**

	ACTUAL	BUDGET	VARIANCE
<b>CASH RECEIPTS:</b>			
Landowners' assessments	\$61,243	\$60,775	\$468
Transfer fees	1,300	1,000	300
Interest income	340	1,000	(660)
Other income including late fees	28	0	28
<b>Total Cash Receipts</b>	<u>62,911</u>	<u>62,775</u>	<u>136</u>
<b>CASH DISBURSEMENTS:</b>			
Accounting	320	0	(320)
Administration:			
Office Supplies	250	350	100
Postage	382	300	(82)
Secretarial	160	200	40
Telephone	0	0	(0)
Travel	23	0	(23)
Miscellaneous	132	400	268
Newsletter Postage & Copying	502	750	248
Newsletter Editor Expenses	200	400	200
Membership Directories	238	300	62
Social Events & Annual Meeting	956	1,000	44
Donations - Fire Department	11,100	11,100	0
Environmental	0	500	500
Insurance	2,288	4,000	1,712
Legal fees	38	2,500	2,462
Bank fees	11	0	(11)
Streamside Entry Survey	338	2,500	2,163
Pole Barn	6,000	0	(6,000)
Water Certificates	3,819	0	(3,819)
Water Assessment - Annual	350	300	(50)
<u>2004 Road Resurfacing Project</u>		27,225	27,225
Labor	0	0	0
Culverts	3,894	0	(3,894)
Materials	503	0	(503)
Roller	1,705	0	(1,705)
	<u>6,102</u>	<u>27,225</u>	<u>21,123</u>
<u>Road Maintenance</u>			
Payroll, Payroll Taxes & Ins.	36	2,000	1,964
Snow Removal - Labor	90	1,200	1,110
Dust Treatment	0	1,500	1,500
Culvert Upgrade	0	500	500
Equipment Rental	0	1,000	1,000
Signs/Mirrors	0	250	250
Equip. Repairs & Mant.	3,069	2,500	(569)
Equipment Fuel	875	2,000	1,125
	<u>4,070</u>	<u>10,950</u>	<u>6,880</u>
<b>Total Cash Disbursements</b>	<u>37,279</u>	<u>62,775</u>	<u>25,496</u>
Excess Cash Receipts over Cash Disbursements	<u>25,632</u>	<u>\$0</u>	<u>\$25,632</u>
Cash balances January 1, 2004	66,286		
Cash balances September 22, 2004	<u>\$91,919</u>		

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**BALANCE SHEET (CASH BASIS)**  
**September 22, 2004**

**ASSETS**

CASH

Checking	\$4,531
Savings	87,388
Total Cash	<u>91,919</u>

EQUIPMENT

Old Equipment	7,000
GMC (purchased 2003)	2,500
Road Grader (purchased 1992)	11,325
Ford Bronco (purchased 2001)	0
	<u>20,825</u>
Less: Accumulated Depreciation	<u>(18,825)</u>
	<u>2,000</u>

Total Assets	<u>\$93,919</u>
--------------	-----------------

**LIABILITIES**

LIABILITIES

Payroll Taxes Payable	<u>\$0</u>
-----------------------	------------

**NET ASSETS**

93,919

Total Liabilities & Net Assets	<u>\$93,919</u>
--------------------------------	-----------------

**Net Assets Consist of:**

Current Operating Funds	\$25,632
Contingency Fund	25,752
Bulwark Ridge Fund	2,932
Open Space Fund	37,603
Total Cash Funds	<u>91,919</u>

Depreciated Cost of Equipment	2,000
Total Net Assets	<u>\$93,919</u>

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9/22'4

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				x	-24.00
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7/11'4	1140	State Far...	GMC Ins...	x	-164.54
7/11'4	1141	Robert Of...		x	0.00
				x	0.00
				x	-214.72
				x	0.00
7/11'4	1142	Larimer C...	Registr...	x	-60.92
7/11'4	1143	A-1 Parts	Parts	x	-93.80

RLA Check Register

1/1'4 Through 9/22'4

9/22'4

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8/1'4	1147	Ernie Con...	Copies	x	-12.15
8/7'4	1148	Kent Mills	Annual ...	x	-252.77
8/7'4	1149	DBE Mfg &...	Culvert	x	-460.27
8/7'4	1150	Dennis Bi...	Postage...	x	-77.27
8/9'4	1151	Gordon Nu...	Big R M...	x	-2,463.75
8/17'4	1152	Holiday I...	Annual ...	x	-191.17
8/17'4	1153	Janice Ri...		x	-0.06
				x	-23.32
				x	-26.30
8/17'4	1154	G.H.A.V.F.D.	Contrib...	x	-11,100.00
8/29'4	1155	Sutherland...	Pole Barn		-6,000.00
8/31'4	1156	Second Steel	Used Parts		-208.28
*** Missing Check(s) 1157 to 1158 ***					
5/1'4	1159	Ralph Bre...	Equip R...		-556.29
9/2'4	1160	Joan Van ...	Secreta...		-100.00
9/2'4	1161	Bobs Towi...	Truck R...		-271.40
9/2'4	1162	Gordon Nu...	ROW Permit		-50.00
9/2'4	1163	Janice Ri...			-0.06
					-0.09
					-32.75
9/2'4	1164	Robert Of...			-13.25
					-79.00
					0.00
					0.00
9/2'4	1165	Graham Fo...	Food An...		-146.44
9/9'4	1166	Dales Exc...	Miller Fork		-950.00
9/20'4	1167	Sunstate ...	Rental-...		-1,704.84
9/20'4	1168	Gordon Nu...	DVD Ret...		-128.59
9/20'4	1169	Secretary...	Bi annu...		-25.00
9/20'4	1170	Colorado ...	Parts		-57.16
9/22'4	1171	Pinnacol ...	Workers...		-468.00
9/22'4	1172	Old West ...	equipme...		-842.52
9/22'4	1173	Colorado ...	Parts		-57.16
1/31'4	Chg	Key Bank	Deposit...	x	-11.25
8/25'4	EFT	Key Bank		x	0.00
			Furinto...	x	0.00
			Check S...	x	-25.75
				x	0.00
5/26'4	TXFR	Key Bank		x	0.00
			check order	x	0.00
				x	-51.50
3/29'4	TXFR	Key Bank		x	0.00
5/26'4	TXFR	Key Bank		x	0.00
Total KeyBankChecking					-37,278.61

## **ASSISTANT TREASURER REPORT**

September 25, 2004

Board of Directors Meeting  
Retreat Landowners Association

### Property Sales

Six property transfers have occurred since the last report. The number of landowners is reduced by one, to 219.

Kenneth and Beth Richards bought 5:[3] from Purinton. They are new landowners.

Edward and Dianne Phillips bought 1:[28] from Quinby. They also own 1:[27].

Jesse and Rebecca Quinby, in turn, bought 1:[17] from Seaton, so they remain landowners.

Tommy and Nancy Dunavan bought 4:[14] from Stiegler/Hewitt. They are new landowners.

William and Christine Johnson bought 3:[23] from Geldes. They are new landowners. As part of this sale, the 1996 lien on the property was paid off and released.

Dennis and Kathryn Moddelmog and Douglas and Marian Hall bought 1:[96] from Chavanne. They are new landowners.

### Windshield Stickers

New windshield stickers are on the way. These will be static cling stickers so they can be peeled off and reused on a new car.

Jan Ricker  
Assistant Treasurer/Corresponding Secretary

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

September 21, 2004

TO: The Retreat Board of Directors

FROM: The Architectural Control Committee (ACC)

The ACC wishes to advise the RLA Board of Directors of its activities since its last written report of July 27, 2004.

Peterson/Pell/Coleman submitted an application to build a cabin on their Lot 5 Filing 4, Bulwark Ridge Road. Previous dirt work for a building pad had been accomplished. The Road Protection Security has been posted. Approval of the application has been made by the ACC. Construction has begun by Black Creek Construction and Design.

As previously reported, George and Pat Brelig submitted a development plan for their Lot 11A at 1145 Streamside Drive. Approval has been made by the ACC and site preparation work has begun.

The foundation has been poured for the Nelsons at Lot 20 Filing 3 1688 Dunraven Glade Road.

The RLA has submitted an application and information concerning the erection of a pole barn for storage of the Retreat machinery. The site is on the Common Area off Elk Ridge Road near the Glen Haven Area Fire Station. Approval is pending and should be completed within the next week.

Members have advised the ACC of their cabin upgrades and repainting.

Submitted



Dennis R. Bicknell  
For The ACC

ACCBDS

## RLA Board Roads Report

Sept 25, 2004

Gordon Nuttall

### **Dunraven Glade Road and Miller Fork Road culvert improvements**

We embarked on a project here that was more ambitious than projected but resulted in a long-lasting improvement of the maintainability and safety of Dunraven Glade. After consulting with the Larimer County Roads supervisor and engineer, we added a new large culvert across Miller Fork about 100 yards uphill from the intersection with Dunraven in order to divert a good portion of the runoff across the road and down a gulley before it could rush down the steep slope to Dunraven, and then having to get it to turn 90 degrees to keep it from spilling across Dunraven. This culvert needed to be placed where there was more rock than the RLA backhoe could handle, so we contracted with Dale Alps to do it. We then replaced the culvert across Miller Fork at the intersection with a larger one that would also handle the water coming down Dunraven rather than washing it out. Finally, we dug out the ditch along Dunraven to further reduce the washouts. A permit was required for this work. This was an effective use of around \$4,000 of the \$5000 set aside specifically for residents of the Dunraven side of the Retreat.

The volunteers on the fall work day did quite a bit of work at that intersection. We still need to dig out the downhill side of the Dunraven Glade culvert some more with the backhoe and line the Miller Fork gulley with the straw mat to prevent further erosion.

### **Road resurfacing**

Miller Fork is resurfaced from Dunraven Glade to nearly the "rock cut", as well is a section of Elkridge from Miller Fork to Elkridge Court. We have about 1 day more work before we exhaust our budget of \$27,225.

We had several delays this year. Both parties have had to be flexible. The grader required a replacement of the water pump and pulley assembly. Kitchen Excavation has had difficulty supplying us with the number of trucks needed - we can keep 4 busy but usually had only 2. We cancelled on them once for weather.

### **Slash collection**

The slash collection site was well-used this year and getting the slash removed was a big improvement to the fire fuel reduction of the Retreat. It became a very big pile. Volunteers picked up slash from 4 landowners who did not have the vehicles to move it to the site. We contracted with Mike's Tree Service again this year to chip it. The total cost is nearly \$1500, with Larimer County splitting the cost 50/50.

Each year we learn some things new. This year we had landowners move their slash in one place for the chipping rather than us driving around - that was good. Next year we'll need some guidelines on how to unload it so that it's not so unruly. We'll also allocate space adjacent to the new storage barn for landowners on the Dunraven side of the Retreat.

### **Equipment**

The membership allocated the remainder of the open space fund to replace the backhoe. However, after our breakdown of the grader, we now believe that it should be replaced first. There are very few substitutes for the grader, whereas we can rent a backhoe nearly anytime from a variety of rental places. There is at least one landowner with a backhoe that is available for contract work. There are a number of places that stock parts for our John Deere backhoe - there is nothing for the grader. Finally, if the grader has a breakdown and there is no replacement part, we have nothing to trade in. Its value plummets to its weight as scrap iron. We request approval from the Board to use the funds that were targeted for the backhoe to be used for the grader instead.

We bought new front tires and fabricated our own water boom for the water truck. The headlights on the pickup truck don't work and will need a professional to fix them.



The RLA policy is that private use of the RLA equipment is prohibited. We recommend an exception to this policy with regards to the white trailer. It is for everyone's benefit for RLA to provide assistance for removing slash, and this trailer is ideal for hauling slash. It is not licensed and does not have insurance. We request that the Board grant an exception to the policy to allow use of it by Retreat Landowners in good standing, restricted for hauling slash on Retreat Roads, with prior approval from any board member, returned to its place alongside the firehouse, and a liability sign-off.

#### **Storage barn**

The funding for the storage barn was approved at the annual meeting. We moved the location to be alongside the drive leading to the firehouse rather than behind it, with access from the old dirt road that leads down to CR43. It's an attractive and durable painted metal building, 40'x40'x14', with 3 overhead doors, two walk-in doors, 4 windows, and skylight panels. The colors are neutral. Ground excavation/leveling is close to done. We will apply road base under it and the driveway leading to it. Construction is set to start October 11 with about a 3 week construction period. We should be able to get power to it by mid-November. The quoted price is \$12,397.79 including tax of which we have pre-paid \$6,000. This was 15% below the catalog price and includes delivery.

We'll move the old storage garage from behind the firehouse to be adjacent to the new barn.

#### **Culverts**

The most critical culverts were cleared on our fall volunteer day on August 28.

The two culvert extensions on Black Creek need to be installed. We've been delayed because the water level has been too high.

#### **Dust guard treatment**

We've run out of time to apply dust guard treatment this year.

#### **Ice on Black Creek at narrow point caused by boulder**

Ice formed again this past winter at the pinch point at the rock on Black Creek even though we built up the road base a couple of inches along there this year. Ice melt also didn't work. This year we will dig out an area under the rock to give water a place to go rather than flow across the road.

#### **Budgeting**

Our payroll will be approximately \$2000 over budget, primarily for the road resurfacing project. This is offset by not spending \$1500 on dust treatment and equipment maintenance about \$1000 below budget.

We recommend that snow plow operators can choose to have a partner ride with them to alleviate conditions such as darkness or poor visibility that feel unsafe. Their combined pay would increase from \$15 per hour to \$20 per hour, with the combined pay given to the scheduled operator.

#### **To-do list**

- Install culverts on Black Creek
- Construct storage barn
- Finish Miller Fork resurfacing until budget is exhausted.
- Dig out water drainage at rock on Black Creek.
- Dig out trench along Dunraven Glade below Miller Fork intersection
- make rotation schedule for snow plow operators

Environmental Report September 25, 2004

Forest insect issues including a summary of recent observations from Dave Leatherman, Entomologist, Colorado State Forest Service

2004 has been a year of tree recovery. Cool temperatures, increased water and early onset of monsoon weather have helped to improve tree condition. The level of drought stress that we have seen recently has taken several years to materialize. Recovery of trees will take even longer. In the meantime, millions of trees in Colorado have died. More have died back and even more are stressed. (We have seen much evidence of this in The Retreat)

Mountain Pine Beetle is still going strong in western Larimer County. But now it appears the primary problems with "fading" evergreens are several pine Ips species which have always been thought of as secondary or less aggressive beetles. Red turpentine beetles attack large diameter pines (spruce rarely). Trees that have been damaged or injured by construction near the base are more susceptible. The beetle attacks are confined to the lower few feet of the tree. These beetles usually don't kill the tree but make it more susceptible to other invaders. The trees are already drought-stressed and some are being killed by these "secondary" beetles.

Other Ips beetles, such as the engraver beetles, attack the tops and limbs of pines and spruce (rarely Douglas Fir). These beetles also do not usually kill the tree. But they are present in such great numbers that they are greatly debilitating the affected trees.

Douglas fir are being attacked by several different beetles, causing fading and death of the trees. Cedar bark beetles are attacking juniper and cedar. This is especially troublesome where the pines have already died and juniper is the only evergreen left. Spruce beetle is becoming a big issue in our forests due to the age, size and density of the trees. If we have low snowpack and higher than normal temperatures this winter, outbreaks will hit our forests all the sooner.

We really need to be aware of the potential problems of slash and firewood harboring buildup of some of these beetles. Many areas that have removed trees to create a defensible space or for construction have had the remaining trees attacked. The slash should have all bark removed or solarized. One tool that is being used in some areas to remove the bark is the "Big Mutt" which is a large scraper on a shovel handle that is much easier to use than a draw knife. This tool is available on the internet.

Even though all of this potential insect damage is troubling, our trees look better now than they have for several years.

**Retreat Landowners Association, Inc.**

**Board Meeting Agenda**

**November 20, 2004**

9:30 a.m., Brethauer residence, 788 Dunraven Glade Road

9:30 a.m.

Call to order  
Adopt agenda  
Approval of September meeting minutes  
Landowner comments  
Board Member comments

10:00 a.m.

Reports

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

10:30 a.m.

Unfinished Business

- a. Approval of 2005 budget
- b. Mail-in ballot on GHAVFD funding
- c. ~~Report on Board officer limits and liability on volunteers~~ *Carri. mtg.*
- d. ~~Leasing of water certificates as source of income~~ *Jan. mtg.*

10:45 a.m.

New Business

- a. Lease with GHAVFD for fire house
- b. Commissioning of Good Neighbor committee
- c.

11:25 a.m.

Miscellaneous Business

11:30 a.m.

Adjournment

## RLA BOARD MEETING

November 20, 2004

The meeting was held at the Brethauer residence

Board members present were Ralph Brethauer, Jim Broomfield, Graham Fowler, Ann Martin, Kent Mills and Gordon Nuttall. Also, Jan Ricker, Dennis Bicknell and landowner Duke Sumonia.

The meeting was called to order by vice-president Gordon Nuttall in the absence of president Bruce Brown. The agenda was presented by Gordon; additions were the Book of Resolutions and a caretaker position under new business. Ann Martin moved the agenda be adopted as amended, seconded by Kent Mills, motion carried.

**Approval of September board meeting minutes:** Jim Broomfield moved the minutes be approved as mailed, seconded by Kent, motion carried.

**Landowner comments:** Duke Sumonia suggested that Retreat residents become members of the Glen Haven Historical Society. The membership fee is \$10.00.

Gordon prepared an up-date to the Book of Resolutions since the November meeting of last year and also included the by-laws that were amended or passed at the last annual meeting. Kent suggested the Resolutions be up-dated each November and moved that the secretarial position be amended to include up-dating the board members packet by the November meeting each year, seconded by Ralph Brethauer, motion carried.

## REPORTS

**Treasurer:** Lila Conrad submitted a written report. As of November 20, 2004, receipts totaled \$63,134 consisting of landowners' assessments and transfer fees of \$62,714 and interest and other income \$420. Disbursements totaled \$110,811 consisting of \$43,554 for purchase of the Road Grader, \$11,100 for the Glen Haven Volunteer Fire Department, \$23,013 for the 2004 Road Project, \$10,601 for expenses toward the purchase of the Pole Barn, \$4,169 for Water Certificates and Fees, \$9,121 for Road Maintenance, \$2,440 for Commercial, Truck, and Workers' Comp. Insurance, \$1,292 for Newsletter expenses, \$956 for Annual Meeting and Social Events, and Other Administrative expenses totaling \$4,565. The excess of cash disbursements over cash receipts at November 20, 2004 is \$47,677.

A refund in the amount of \$6,000 from Sutherland Lumber for deposit on the pole barn, and a payment of \$625 from Larimer County for costs associated with tree chipping and hauling are pending. (Note: The refund of \$625.00 has been received.)

Assets owned by the Association at November 20, 2004 consisted of checking and savings accounts totaling \$18,640 and equipment with a depreciated value of \$45,554. \$43,554 for purchase of the road grader and \$2000 depreciated value of the GMC truck.

Graham Fowler asked if a copy of the insurance policy and what it covered had been received. Kent moved that the treasurer's report be approved as amended which was to instruct the treasurer to move the funds in the Dunraven escrow to the correct location in the budget. Seconded by Ann Martin, motion carried. Report attached.

**Assistant treasurer/corresponding secretary:** Jan Ricker reported two properties have been sold since the last report. The number of landowners increased by one, to 220. She stated that the mail-in vote to continue funding the Glen Haven Volunteer Fire Department for three more years was approved. The 2005 landowner assessment fee will be \$275.00 which includes the

\$50.00 donation to the GHVFD. Notices will be sent December 26th. Report attached.

**Architectural control committee:** Dennis Bicknell reported several applications are pending including a shed on Lot 28, fil 4, a home on Lot 29, fil 3, and several notices of repairs. There was discussion to include the names of the members serving on the ACC committee in the Retreat organization sheet. Dennis asked if the road construction deposit with their building application would apply to the former Bulwark Ridge landowners; this item was tabled for discussion later. Dennis also addressed the board about the responsibilities of long term renters complying with the covenants of the Retreat and who is responsible for enforcement. It was suggested names and addresses of renters be secured and they be sent a welcome packet and that they be added to the Newsletter mailing list. Grievances and/or complaints could be handled through the Good Neighbor Committee. ACC report and Landowner Comment letter from Dennis attached.

**Roads committee:** Gordon reviewed the projects that were finished during the past several months. They included scheduled road resurfacing on Miller fork, site preparation for the equipment barn, installing two culvert extensions on Black Creek, erosion control on Miller Fork and Bulwark Road intersection, and a survey of the fire house common area. The committee also met with the GHVFD concerning the lease on the common area where the pole barn will be built. The lease needs to be re-negotiated to include their area of interest and the Retreat's access to the fuel tanks. Gordon reported the committee received approval to replace the road grader and one has been purchased and the old one put on consignment for sale. Road work still needs to be completed on Black Creek to eliminate an icing and freezing problem. Report attached.

**Environmental:** No report.

**Nominating committee:** No report.

**Newsletter editor:** Graham reported they will continue to edit the Newsletter but it will be a different format. It will be e-mailed to Hobert Office Services in Estes Park who will print and mail the Newsletter. It will no longer contain the list of Retreat board officers and Retreat Services will be eliminated. Committee chairman are encouraged to contribute news items.

**Dunraven Glade Committee:** Jim Broomfield reported on a meeting of the committee and referred to a letter from Joanne Persichetti, a Dunraven resident. They had met with Dale Miller, Director of the Road and Bridge Dept. of Larimer County. He confirmed their intent to upgrade Dunraven Glade Road by installing an 8" thick course of gravel within the next year. Her letter also identified other users of Dunraven Glade including those using the Forest Service trailhead, Cheley Boys Camp and Retreat residents who access their roads by way of Dunraven Glade. Another problem is weed control which they felt should be a Retreat issue and handled by the environmental committee. Joanne included information on a \$2,000 grant available for this purpose. Correspondence attached from Dale Miller and Joanne Persichetti.

## **UNFINISHED BUSINESS**

**Approval of 2005 budget:** The board met November 6th to draft the 2005 budget. Kent moved that the board approve an assessment of \$275.00 per landowner to accommodate a budget of \$62,000 for the year 2005, seconded by Jim, motion carried. A question was raised whether the Bulwark Ridge landowners owed an additional \$50.00 after the merger with the Retreat. This will be researched before the next meeting.

**Mail-in ballot on GHVFD funding:** Approved by landowners.

**Report on Board officer limits and liability on volunteers:** Moved to new business next time.

**Leasing of water certificates as source of income:** Kent will review with attorney and bring information to next meeting.

#### **NEW BUSINESS**

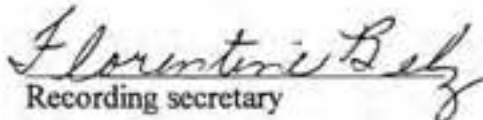
**Lease with GHVFD for fire house:** Addressed under road report; either a new lease or use agreement needs to be formulated with the GHVFD. Present lease with a \$10.00 per year fee has expired.

**Commissioning of Good Neighbor Committee:** The committee met and Gordon proposed the following motion. He stated "that we adopt the steps of covenant enforcement at the Retreat as submitted by the Good Neighbor Committee in the attached document and authorize the assessment of fines according to that enforcement process. We want to charter this group to develop its policies, rules and regulations and work with the ACC starting Febr 1, 2005." Fines would be assessed and escalate each month that they are not paid. An attorney reviewed the proposal and believed it to be in compliance with existing laws. Non-payment of fines or assessments could create a lien against a landowner's property. There must be due process for the landowner and the policy be uniformly applied. The objective would be to have stronger enforcement for covenant violations. Enforcement steps herewith attached. Discussion followed on notification, fines, liens and budgeted legal fees. Further refining of the document is needed before implementing the process. No action was taken on adopting the proposed motion and more discussion will follow at a later date.

Kent moved the meeting be extended to 11:45a.m., seconded by Gordon, motion carried.

**Retreat caretaker:** Ralph Brethauer offered his services to maintain roads, put up signs, spray weeds etc. at the rate of \$10.00 per hour. An objection was voiced that it would be a conflict of interest since Ralph is a board member or if his proposal would interfere with getting volunteer helpers. Such a position may be considered at some future time.

Gordon adjourned the meeting at 11:55a.m.

  
Recording secretary

## **Retreat Landowners Association, Inc.**

### **Treasurer's Report**

#### **As of November 20, 2004**

As of November 20, 2004, receipts totaled \$63,134 consisting of landowners' assessments and transfer fees of \$62,714 and interest and other income \$420. Disbursements totaled \$110,811 consisting of \$43,554 for purchase of the Road Grader, \$11,100 for the Glen Haven Volunteer Fire Department, \$23,013 for the 2004 Road Project, \$10,601 for expenses toward the purchase of the Pole Barn, \$4,169 for Water Certificates and Fees, \$9,121 for Road Maintenance, \$2,440 for Commercial, Truck, and Workers' Comp. Insurance, \$1,292 for Newsletter expenses, \$956 for Annual Meeting and Social Events, and Other Administrative expenses totaling \$4,565. The excess of cash disbursements over cash receipts at November 20, 2004 is \$47,677.

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Lila Conrad  
Treasurer

**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**  
**AND CHANGES IN CASH BALANCES**  
**January 1 to November 20, 2004**

	ACTUAL	BUDGET	VARIANCE
<b>CASH RECEIPTS:</b>			
Landowners' assessments	\$61,314	\$60,775	\$539
Transfer fees	1,400	1,000	400
Interest income	392	1,000	(608)
Other income including late fees	28	0	28
Total Cash Receipts	<u>63,134</u>	<u>62,775</u>	<u>359</u>
<b>CASH DISBURSEMENTS:</b>			
Accounting	320	0	(320)
Administration:			
Office Supplies	575	350	(225)
Postage	494	300	(194)
Secretarial	200	200	0
Miscellaneous	273	400	127
Newsletter Postage & Copying	992	750	(242)
Newsletter Editor Expenses	300	400	100
Membership Directories	238	300	62
Social Events & Annual Meeting	956	1,000	44
Donations - Fire Department	11,100	11,100	0
Environmental	0	500	500
Insurance	2,440	4,000	1,560
Legal fees	878	2,500	1,622
Streamside Entry Survey	338	2,500	2,163
Tree Chip & Haul	1,250	0	(1,250)
<u>Pole Barn Project</u>			
Deposit	6,000	0	(6,000)
Site Prep. Mat'ls.	4,601	0	(4,601)
	<u>10,601</u>		
Water Certificates	3,819	0	(3,819)
Water Assessment - Annual	350	300	(50)
<u>2004 Road Resurfacing Project</u>		27,225	27,225
Labor	2,363	0	(2,363)
Materials	18,945	0	(18,945)
Roller	1,705	0	(1,705)
	<u>23,013</u>	<u>27,225</u>	<u>4,212</u>
<u>Road Maintenance</u>			
Payroll, Payroll Taxes & Ins.	(174)	2,000	2,174
Snow/Grader/Backhoe - Labor	465	1,200	735
Dust Treatment	0	1,500	1,500
Culvert Upgrade	3,905	500	(3,405)
Equipment Purchase	43,554	0	(43,554)
Equipment Rental	0	1,000	1,000
Signs/Mirrors	261	250	(11)
Equip. Repairs & Maint.	3,723	2,500	(1,223)
Equipment Fuel	941	2,000	1,059
	<u>52,675</u>	<u>10,950</u>	<u>(41,725)</u>
Total Cash Disbursements	<u>110,811</u>	<u>62,775</u>	<u>(48,036)</u>
Excess Cash Receipts over Cash Disbursements	<u>(47,677)</u>	<u>\$0</u>	<u>(\$47,677)</u>
Cash balances January 1, 2004	<u>66,286</u>		
Cash balances November 20, 2004	<u>\$18,610</u>		



**RETREAT LANDOWNERS ASSOCIATION, INC.**  
**BALANCE SHEET (CASH BASIS)**  
November 20, 2004

**ASSETS**

CASH

Checking	\$5,170
Savings	13,440
Total Cash	<u>18,610</u>

EQUIPMENT

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

Total Assets \$64,164

**LIABILITIES**

LIABILITIES

Payroll Taxes Payable	<u>\$0</u>
-----------------------	------------

**NET ASSETS**

Total Liabilities & Net Assets	<u>\$64,164</u>
--------------------------------	-----------------

*Net Assets Consist of:*

Current Operating Funds	\$0
Contingency Fund	(22,043)
Bulwark Ridge Fund	2,932
New Grader (\$12,000)	12,000
Pole Barn(\$22,000)	10,601
Dunraven Escrow(\$3,721)	0
Open Space Fund	<u>15,120</u>
<i>Total Cash Funds</i>	<u>18,610</u>
Depreciated Cost of Equipment	<u>45,554</u>
<i>Total Net Assets</i>	<u>\$64,164</u>

**Retreat Landowners Association**  
**Statement of Changes in Cash Funds**  
**2004**

	Total Cash	Current Operating	Contingency	Bulwark Ridge	New Grader	Pole Barn	Dunraven Escrow	Open Space
BALANCES Jan 1, 2004	\$66,286	\$0	\$25,810	\$2,927	\$0	\$0	\$0	\$37,549
2004 Net Cash Receipts	(47,677)	0	(47,853)	5				172
2004 Transfers To/From		0	0		12,000	10,601		(22,601)
<b>Balances November 20, 2004</b>	<b>\$18,610</b>	<b>\$0</b>	<b>(\$22,043)</b>	<b>\$2,932</b>	<b>\$12,000</b>	<b>\$10,601</b>	<b>\$0</b>	<b>\$15,120</b>

# RLA Check Register

1/1'4 Through 11/20'4

11/18'4

BIRLAFIN-KeyBankChecking

Date	Num	Description	Memo	Category	Clr	Amount
<u>KeyBankChecking</u>						
1/4'4	1102	Travelers Ind...	Commercial In...	Insurance	x	-1,338.00
1/4'4	1103	Postmaster	PO Box Rent	Administratio...	x	-68.00
1/4'4	1104	State Farm In...	1992 GMC	Insurance	x	-164.54
1/4'4	1105	Mountain Prin...	Annual Fee No...	Administratio...	x	-48.47
1/4'4	1106	Van Horn Engi...	Right of Way	Environmental	x	-108.75
1/4'4	1107	Loveland Repo...	Advertising B...	Administratio...	x	-33.26
1/4'4	1108	Janice Ricker		Administratio...	x	-87.33
				Administratio...	x	0.00
1/10'4	1109	Janice Ricker		Administratio...	x	-7.32
				Administratio...	x	-43.89
1/10'4	1110	Julie Fowler		Newsletter Copy	x	-113.20
				Newsletter Post	x	-105.69
			Envelopes	Newsletter Supl	x	-67.49
				Newsltr Editor	x	-100.00
1/10'4	1111	Flo Belz	Secretary	Administratio...	x	-40.00
1/16'4	1112	U.S. Treasury	expense	Comp FUTA	x	-28.80
			expense	Comp FICA	x	0.00
			expense	Comp MCARE	x	0.00
				Payroll:Fed. ...	x	0.00
1/16'4	1113	A-1 Parts	Parts	Road Maint.:R...	x	-379.25
1/19'4	1114	Ernie Conrad ...	Copies	Administratio...	x	-6.48
2/2'4	1115	Van Horn Engi...	Right of Way	Environmental	x	-130.00
2/5'4	1116	A-1 Parts	Parts	Road Maint.:R...	x	-97.56
2/7'4	1117	Dennis Bicknell		Comp FICA	x	5.58
				Administratio...	x	-24.00
				Administratio...	x	-3.62
				Administratio...	x	-39.12
				Payroll:Gross...	x	-90.00
				Comp MCARE	x	1.30
2/14'4	1118	Van Horn Engi...	Right of Way	Environmental	x	-98.75
3/25'4	1119	Flo Belz	Secretary	Administratio...	x	-40.00
3/28'4	1120	Handy Ditch Co	Water Certifi...	Water Assessmt	x	-311.40
3/28'4	1121	Janice Ricker		Administratio...	x	-54.21
				Administratio...	x	-11.75
3/28'4	1122	Ernie Conrad ...	Copies	Administratio...	x	-4.32
3/31'4	1123	U.S. Treasury	expense	Comp FICA	x	-5.58
				Payroll:Fed. ...	x	0.00
			W/R	Comp FICA	x	-5.58
			W/H	Comp MCARE	x	-1.30
			expense	Comp MCARE	x	-1.31
*** Missing Check(s) 1124 ***						
4/16'4	1125	Community Chu...	Pot Luck Dinner	Social Events	x	-85.00
4/24'4	1126	Graham Fowler		Newsletter Copy	x	-100.02
				Newsletter Post	x	-87.50
				Newsletter Supl	x	-28.57
				Newsltr Editor	x	-100.00
4/24'4	1127	State Farm In...	1978-Chev	Insurance	x	-152.60
4/24'4	1128	Joe Barraclough	Pot Luck Dinner	Social Events	x	-51.72
5/14'4	1129	Flo Belz	Secretary	Administratio...	x	-40.00
5/14'4	1130	Janice Ricker		Administratio...	x	-33.34
				Administratio...	x	-22.20
5/14'4	1131	Steve's Welding	Blade mount r...	Road Maint.:R...	x	-387.70
5/14'4	1132	Ernie Conrad ...	Copies	Administratio...	x	-4.40
5/14'4	1133	City of Loveland	Water Cert.	Road Maint.:D...	x	-350.00
5/14'4	1134	Hensel Phelps	Pick-up Fuel ...	Road Maint.:R...	x	-350.00
6/1'4	1135	Tim's Tire Se...	Tires Water T...	Road Maint.:R...	x	-549.79
6/2'4	1136	Old West Petr...	equipment oil	Road Maint.:Fuel	x	-32.35
6/17'4	1137	Kent Mills	Water Certifi...	Water Assessmt	x	-3,413.08
6/20'4	1138	Odstrcil & Mies	Tax return pr...	Accounting	x	-320.00
6/28'4	1139	Guiducci & Gu...	Share Transfe...	Water Assessmt	x	-45.00
7/11'4	1140	State Farm In...	GMC Insurance	Insurance	x	-164.54
7/11'4	1141	Robert Office...		Administratio...	x	0.00
				Administratio...	x	-214.72

# RLA Check Register

1/1'4 Through 11/20'4

11/18'4

Page 2

BIRLAFIN-KeyBankChecking

Date	Num	Description	Memo	Category	Clr	Amount
				Newsletter Copy	x	0.00
				Administratio...	x	0.00
7/11'4	1142	Larimer Count...	Registration GMC	Road Maint.:R...	x	-60.92
7/11'4	1143	A-1 Parts	Parts	Road Maint.:R...	x	-93.80
7/11'4	1144	Gordon Nuttall	Water Pump	Road Maint.:R...	x	-300.35
			Convex Mirror	Road Maint.:E...	x	-152.53
7/30'4	1145	Flo Belz	Secretary	Administratio...	x	-40.00
7/31'4	1146	Handy Ditch Co	Water Certifi...	Water Assessmt	x	-50.00
8/1'4	1147	Ernie Conrad ...	Copies	Administratio...	x	-12.15
8/7'4	1148	Kent Mills	Annual Packag...	Annual Meeting	x	-252.77
8/7'4	1149	DBE Mfg & Supply	Culvert	Road Maint.:C...	x	-460.27
8/7'4	1150	Dennis Bicknell	Postage- ACC	Administratio...	x	-77.27
8/9'4	1151	Gordon Nuttall	Big R Mft. Cu...	Road Maint.:C...	x	-2,483.75
8/17'4	1152	Holiday Inn RMP	Annual Meetin...	Annual Meeting	x	-191.17
8/17'4	1153	Janice Ricker		Administratio...	x	-0.06
				Administratio...	x	-23.32
				Administratio...	x	-26.30
8/17'4	1154	G.H.A.V.F.D.	Contribution	Contrib. GHAVFD	x	-11,100.00
8/29'4	1155	Sutherland Lu...	Pole Barn	Pole Barn	x	-6,000.00
8/31'4	1156	Second Steel	Used Parts	Road Maint.:R...	x	-208.28
		*** Missing Check(s) 1157 to 1158 ***				
9/1'4	1159	Ralph Brethauer	Equip Repair	Road Maint.:R...	x	-556.29
9/2'4	1160	Joan Van Horn	Secretary - A...	Annual Meeting	x	-100.00
9/2'4	1161	Bobs Towing &...	Truck Repairs	Road Maint.:R...	x	-271.40
9/2'4	1162	Gordon Nuttall	ROW Permit	2004 Road Pro...	x	-50.00
9/2'4	1163	Janice Ricker		Administratio...	x	-22.75
				Administratio...	x	-0.09
				Administratio...	x	-0.06
				Legal Fees	x	-13.25
9/2'4	1164	Robert Office...		Administratio...	x	0.00
				Administratio...	x	-79.00
				Annual Meeting	x	0.00
				Administratio...	x	0.00
9/2'4	1165	Graham Fowler	Food Annual P...	Annual Meeting	x	-146.44
9/9'4	1166	Sales Excavating	Miller Fork	Road Maint.:C...	x	-950.00
9/20'4	1167	Sunstate Equi...	Rental-Roller	2004 Road Pro...	x	-1,704.84
9/20'4	1168	Gordon Nuttall	DVD Retreat H...	Annual Meeting	x	-128.59
9/20'4	1169	Secretary of ...	Bi annual report	Legal Fees	x	-25.00
9/20'4	1170	Colorado Mach...	Parts	Road Maint.:R...	x	-57.16
9/22'4	1171	Pinnacol Assu...	Workers Comp	Payroll:Payro...	x	-468.00
9/22'4	1172	Old West Petr...	equipment oil	Road Maint.:Fuel	x	-842.52
9/22'4	1173	Colorado Mach...	Parts	Road Maint.:R...	x	-57.16
9/25'4	1174	Flo Belz	Secretary	Administratio...	x	-40.00
9/27'4	1175	Ernie Conrad ...	Copies	Administratio...	x	-5.40
9/27'4	1176	Kitchen & Com...	Road Base	2004 Road Pro...		-10,996.38
9/27'4	1177	Janice Ricker		Administratio...		-4.42
				Administratio...		-16.29
10/3'4	1178	Ron Sparlin	Roll of Jute	2004 Road Pro...		-150.00
10/3'4	1179	Bobs Towing &...	Truck Repairs	Road Maint.:R...		-274.60
10/4'4	1180	Ralph Brethauer		Comp MCARE		34.26
				Road Maint.:R...		-46.31
				Comp FICA		146.47
				Newsletter Copy		-2,362.50
10/6'4	1181	Postmaster	Stamps	Administratio...		-37.00
10/17'4	1182	Colorado Mach...	Parts	Road Maint.:R...		-7.57
10/17'4	1183	Old West Petr...	equipment oil	Road Maint.:Fuel		-33.12
10/17'4	1184	Mike's Tree S...	Chip & Haul	Road Maint.:T...		-1,250.00
10/31'4	1185	Julie Fowler		Newsletter Supl		-33.82
				Newsltr Editor		-100.00
				Newsletter Post		-193.80
				Newsletter Copy		-262.21
10/31'4	1186	State Farm In...	Auto - 1978 Chev	Insurance		-152.60
10/31'4	1187	Stonestreet M...	Mailing Labels	Administratio...		-286.30
10/31'4	1188	Janice Ricker		Administratio...		0.00
				Administratio...		-35.26
11/1'4	1189	Kitchen & Com...		Pole Barn Pro...		-4,601.33

# RLA Check Register

1/1'4 Through 11/20'4

11/18'4

Page 3

BIRLAFIN-KeyBankChecking

Date	Num	Description	Memo	Category	Clr	Amount
				2004 Road Pro...		-7,748.36
11/6'4	1190	Colorado Mach...	Deposit Grader	Road Maint.:E...		-5,000.00
11/9'4	1191	Colorado Mach...	Grader	Road Maint.:E...		-38,554.00
11/16'4	1192	Witwer, Oldenb...	Review HOA Do...	Legal Fees		-840.00
11/16'4	1193	A-1 Parts	Parts	Road Maint.:R...		-15.35
11/16'4	1194	Ralph Brethauer		Comp MCARE		5.44
				Road Maint.:E...		-80.76
				Road Maint.:C...		-10.72
			25 hr @ \$15	Payroll:Gross...		-375.00
				Comp FICA		23.25
11/16'4	1195	Ernie Conrad ...	Copies	Administratio...		-9.60
11/16'4	1196	Old West Petr...	equipment oil	Road Maint.:Fuel		-33.12
11/16'4	1197	Janice Ricker		Administratio...		0.00
			Printer Ribbon	Administratio...		-38.39
11/16'4	1198	Janice Ricker	Postage	Administratio...		-35.26
			Stain/Paint f...	Road Maint.:E...		-28.08
11/16'4	1199	First Natl Ba...	Safe Deposit Box	Administratio...		-75.00
11/16'4	1200	Colorado Mach...	Parts	Road Maint.:R...		-9.07
1/31'4	Chq	Key Bank	Deposited Ite...	Bank Charges	x	-11.25
8/25'4	EFT	Key Bank		Assessments	x	0.00
			Purinton/Stie...	Transfer Fees	x	0.00
			Check Supply ...	Administratio...	x	-25.75
				Contrib. GRAVFD	x	0.00
5/26'4	TXFR	Key Bank		Interest Income	x	0.00
				Transfer Fees	x	0.00
			check order	Administratio...	x	-51.50
3/29'4	TXFR	Key Bank		Transfer Fees	x	0.00
5/26'4	TXFR	Key Bank		Contrib. GRAVFD	x	0.00
Total KeyBankChecking						-110,810.81

**RETREAT LANDOWNERS ASSOCIATION, INC.**

**BUDGET WORKSHEET  
January 1 to November 5, 2004**

	<b>2,006 BUDGET</b>
<b>CASH RECEIPTS:</b>	
Landowners' assessments	\$60,775
Transfer fees	1,000
Interest income	500
Other income including late fees	
Total Cash Receipts	<u>62,275</u>
 <b>CASH DISBURSEMENTS:</b>	
Accounting	0
Administration:	
Office Supplies	350
Postage	450
Secretarial	240
Miscellaneous	300
Newsletter Postage & Copying	700
Newsletter Editor Expenses	300
Membership Directories	250
Social Events & Annual Meeting	1,000
Donations - Fire Department	11,050
Environmental	250
Insurance	3,000
Legal fees	2,000
Streamside Entry Survey	0
<b>Tree Chip &amp; Haul (\$625) Pending pd.</b>	750
<u>Pole Barn Project</u>	
Deposit	
Site Preparation Mat'ls.	
	<u>0</u>
 Water Certificates	0
Water Assessment - Annual	350
<u>2004 Road Resurfacing Project</u>	
Labor	
Materials	
	<u>25,000</u>

## RETREAT LANDOWNERS ASSOCIATION, INC.

BUDGET WORKSHEET  
January 1 to November 5, 2004Road Maintenance

Payroll Taxes & Insurance	500
Snow Removal - Labor	1,000
Dust Treatment	1,500
Culvert Upgrade	4,000
Equipment Rental	0
Signs/Mirrors	1,500
Equip. Repairs & Maint.	3,000
Equipment Fuel	1,000
	<u>12,500</u>

Total Cash Disbursements	<u>58,490</u>
Transfer to Contingency Fund	<u>3,785</u>
Excess Cash Receipts over Cash Disbursements	<u><u>\$0</u></u>

## ***ASSISTANT TREASURER REPORT***

November 20, 2004

Board of Directors Meeting  
Retreat Landowners Association

### **Property Sales**

Two properties have sold since the last report. The number of landowners increased by one, to 220.

John and Sandra Schaumberg bought 4:[03] from Schultz. Schultz's still own 4:[35].

Douglas and Laura Fulton bought 4:[29] from Royce Edwards. They are new landowners.

### **Funding for GHAVFD**

The final vote on funding the GHAVFD for three more years is 105 in favor, 15 against and two no answers, as of November 19, 2004.

### **2005 Fee Notices**

These are at the printers and will be mailed out on the day after Christmas as usual.

Jan Ricker  
Assistant Treasurer/Corresponding Secretary



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

November 16, 2004

TO: The Retreat Board of Directors

FROM: The Architectural Control Committee

The ACC wishes to report to the RLA Board on its activities since the last written report of September 25, 2004.

As the RLA Board requested, the ACC sent a letter to the Nelsons Lot 20, Filing 3 Dunraven Glade Road asking them to install their permanent driveway culvert. A copy has been furnished to the board. A subsequent check showed heavy equipment still working near the house site.

Terry & Lynn Olson, Lot 28 Filing 4, Bulwark Ridge Road, submitted an application to install a Tuff Shed on their cleared building site. Acknowledgment is pending.

Charles & Rachael Stalker, Lots 28 & 29, Filing 3, 655 Bulwark Ridge Road, submitted an application to build a home on Lot 29. Approval is pending.

Art & Shirley Turpin, Lot 5, Filing 1, 443 Miller Fork Road, advised the ACC of their intention to reshingle their roof.

Bee Behrens, Lots 6 & 7, Filing 3, 1197 Dunraven Glade Road, advised the ACC of their pending work including painting the exterior of the cabin, removal of some trees and some minor repairs.

The ACC has advised the RLA Road Committee that Black Creek Construction and Design has complete heavy equipment operations at the Peterson site, Lot 5 Filing 4 and that the \$1000 road damage deposit could be returned upon inspection of the road.

For the ACC:

  
Dennis R. Bicknell  
ACCBDN4

DENNIS R. BICKNELL  
POST OFFICE BOX 143  
GLEN HAVEN CO 80532

November 16, 2004

The Board of Directors  
Retreat Landowners Association  
Post Office Box 162  
Glen Haven CO 80532

Dear Board Members,

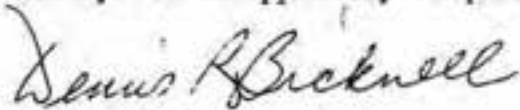
This is a written Landowner Comment for your consideration at the board meeting of November 20, 2004. It is a followup to a previous written Comment.

It is felt that the RLA Board should address the long term rental of cabins in the Retreat. Currently there are four or five such rentals. I believe that the RLA should make contact with each of the renters. They should be furnished a copy of the covenants and any pertinent rules. They should have window identification stickers. They should receive copies of the newsletter. They could be welcomed at pot lucks or other social activities. Their name and telephone number should be known for emergency events. The RLA should hold the renters to the standards which would be used for Retreat members.

The Retreat should require Retreat members to advise the board of long term rentals including number of people (single family dwelling zoning?), contact person, number of vehicles, covenants and rules furnished to renters, and any other thing deemed necessary. Some owners may have a rental agent who should be able to address this at the time of a lease signing. Many agents are woefully lacking in either knowledge of the Retreat or the necessity of making this information clear.

Near my home is a cage of fowls at a rental cabin. Some may remember the trash mess on Copper Hill Road at a rental cabin, which I cheerfully cleaned up. Most do not know that there is at least one family renting in the Retreat for well over ten years that has never received any mail or welcome from The Retreat.

Thank you for the opportunity to express my concern.



Dennis R. Bicknell

DRBBD

RLA board meeting November 20, 2004  
Roads report - Gordon Nuttall

#### Summer projects status

- Completed the road resurfacing project on Miller Fork
- Did site preparation for the equipment barn. Driveway and backfill to level out where the barn will sit
- Installed 2 culvert extensions on Black Creek
- Placed erosion control mat at mouth of new culvert on Miller Fork at Dunraven Glade
- Completed survey of common area that has the firehouse on it
- Installed two new culverts on Miller Fork. One (our largest) at intersection with Bulwark Ridge, and another about 100 yards up to divert water before it rushes down to the intersection

Met with GHAVFD long-term planning committee to coordinate plans on the lease, equipment usage, and site improvements. Agreed

- it's best to keep our two usage separate rather than to share space in either building
- to split the legal costs of renewing the lease
- to lease only the land that has the firehouse to the GHAVFD, excluding the area of the RLA barn
- RLA will donate the shed to them
- GHAVFD will remove the temporary storage units. Conex
- They suggested that RLA modify the water truck with a "quick dump".

#### Equipment

- Received approval at the budget meeting on Nov 4 to purchase a replacement grader
- Purchased the grader and put the old one on consignment to sell.
- Will replace hoses on the backhoe to extend its life rather than replace it

#### To do:

- Dig out on upstream side of Black Creek at the narrow point of the big rock to get water to drain. Last year it froze, then washed across the road and formed ice on the road.

GMC pickup with snow plow is ready

Al Cunningham is recovering and will be able to help (with a spotter)

Signs are being repainted and reattached

November 19, 2004

To: The Retreat Land Owners Board of Directors

Nov. 4, 2004 the Dunraven Glade Road Committee met and decided on two issues to be presented to the RLA Board at their next meeting.

The first is the upgrading of Dunraven Glade Road. June 21, 2004 three members of The Retreat met with Dale Miller, Director of the Road and Bridge Dept. of Larimer County. I called Dale and asked him to put in writing what the county has planned for Dunraven Glade Road. Enclosed is his letter. Please note that the only upgrade planned is installing an 8" thick course of gravel within the next year. No increase in the number of applications of the dust free material nor a paving project are planned. These would only be done with funding from our organization.

This gravel installation will cut down on the dust somewhat and lessen the rutting that occurs during the winter months. It will make the road more difficult to drive on for awhile.

Terry Tuttle pointed out in a report he made last year that the residents who live on Dunraven Glade Road are not the only users of that road. The Forest Service with their large parking lot for both hikers and horse back riders bring in a lot of traffic for at least four months. The Cheley Boys Camp has three buses that use the road daily for three months along with the many workers they have.

Also, residents of The Retreat who live on Solitude Court, Miller Fork Road, Gladeview Court and Bulwark Ridge Court must all use part of Dunraven Glade Road as do others further up who would rather come this way than go out to Highway 43 by way of the back entrance. It is time to think of this as a Retreat matter and not just a problem for those of us who live on the road.

The second issue is weed control. Those of us who live on Dunraven Glade Road became well aware of the thistle problem the summer of 2003 when Larimer County sent letters to almost all residents stating that we had until the first of September to get rid of the thistle on our lots or the county would do it for us at a cost of \$300 an hour.

Thistle and other noxious weeds are not just along Dunraven Glade Road. Heidi Russell with Natural Resources told me that the county does not inspect along private roads. The weeds are all over The Retreat, especially anywhere any driveway work or other disturbances of the land has taken place.

I believe weed control needs to be handled by the Environmental committee, not the Dunraven Road committee since it covers the entire Retreat. Please turn the enclosed information regarding a grant of \$2,000 that is available for this purpose over to Environmental Control. Please note that the application must be submitted by Dec. 16<sup>th</sup>.

Joanne Persichetti





**Road and Bridge Department**

Dale L. Miller, Director  
Post Office Box 1190  
Fort Collins, Colorado 80522-1190  
(970)498-5653  
Fax (970)498-5678  
E-mail millerdl@larimer.org

November 17, 2004

Ms. Joann Persichetti, Chair  
Dunraven Glade Road Committee  
P.O. Box 275  
Glen Haven, CO 80532

RE: Larimer County Road 51B

Dear Ms. Persichetti:

Per your request, this is to confirm our earlier telephone conversation regarding maintenance and potential improvement plans for the above mentioned road as maintained by the Larimer County Road and Bridge Department.

Our current plans are to continue maintenance as it has occurred in the most recent past. In addition, we intend to install an eight inch thick course of gravel on CR 51B within calendar year 2005. Beyond that, we have no additional improvements planned.

As we discussed, if residents and/or users are interested in funding a higher service level (more frequent dust control treatments, paving, etc.), I am available to facilitate the appropriate discussions and transactions as necessary.

Please don't hesitate to contact me if I can address any additional questions or concerns.

Sincerely,



(Dale L. Miller