

Retreat Annual Meeting

Sunday, July 19th at 12:00PM (Social Hour Opens at 11:00AM)

Glen Haven Town Hall

Hello Retreat Landowners,

The annual meeting provides us with an opportunity to connect, review the past year, and look toward the next for the Retreat Landowners Association. This year, I am pleased to share some highlights, including preliminary success in improvements to Black Creek crossings (BIG thanks to Jim and our Roads Crew), increased fire mitigation efforts through chipping service and the new dump trailer (grant funded), and updated electronic payment options for annual dues.

Additionally, I appreciate the increased engagement in RLA activities through increased engagement with the Retreat Board through email, committee membership, and landowner comment during Board Meetings. In 2025-26, the RLA transitioned to all board meetings held virtually, via Google Meet, to support attendance of all Board Members and improve accessibility for landowners. As you will see, we are working to update our communications to include more email to further improve our ability to connect.

In 2026-27, I will be stepping back from my role as Board President and finishing my final year of my term as a member. I look forward to continuing to serve the Retreat under the leadership of a new president.

See you at the annual meeting on Sunday, July 19th!

Best,

Geoff Elliot

RLA Board President 2025-26

Included:

Meeting Packet (Agenda and Meeting Materials)

Retreat Contact and Preference Form

2026 Proxy Form

Meeting Packet

Agenda

- Welcome and Introductions of Board Members
- Review of RLA Meeting Policies
- Approval of Annual Meeting Minutes from July 2025 Annual Meeting
- Committee Reports
 - o Roads
 - o Fire Mitigation
 - o Black Creek
 - o ACC
- Treasurer's Report and 2026-27 Budget
- New Business
 - o Nomination and Election of Board Members
- Landowner Comment

Meeting Adjourn

Retreat Landowners Association

Member Meeting Standing Rules

1. Each member in good standing is entitled to one vote per permanent residence. If the member only owns lots with no residence upon them, then the member is entitled to one vote regardless of the number of lots owned.
2. When wishing to speak, please raise your hand until recognized by the Chair.
3. When recognized, stand, state your name and Retreat address:
 - a. Filing and lot if vacant land
 - b. Street address if you have a residence
4. No member may speak more than once on the same question or longer than 3 minutes without permission of the assembly, granted by a two-thirds vote.
5. The presiding officer or secretary may require a motion or resolution be in writing.
6. All members are asked to refrain from side conversations while business is being conducted.
7. Courtesy is expected. Expressions of ill will, innuendo, and personal attacks are inappropriate.
8. A recess will be called if there is disruptive behavior.
9. The meeting may be recorded for use by the Recording Secretary in transcribing the minutes.
10. The minutes of the Annual Meeting shall be posted on the Retreat website as soon as they are available.

RETREAT LANDOWNERS ASSOCIATION, INC.
Annual Meeting – July 20, 2025 – 1:00pm
Glen Haven Town Hall

Attending: Steve Clark, Brian Berg, Geoff Elliott, Harry Love, Peter Sinnott
Also Attending: 81 properties represented (59 attending, 22 proxies)

The Annual Meeting of the Retreat Landowners Association, Inc. was called to order by President Steve Clark. The Board Members were introduced, a quorum was established, the Agenda and Meeting Standing Rules were accepted, and the minutes of the 2024 Annual Meeting held July 21, 2024 were approved with the correction of the fire cited under Big Thompson Watershed Coalition Proposal be changed from Comanche Peak Fire to Cameron Peak Fire.

REPORTS: Written reports from committees were included in the annual meeting packet.

Roads Report – Jim Boyd added to the written report that a newer truck was purchased with an eleven-foot plow with reserve funds and sale of the old snowplow truck. He also commented that truck and heavy equipment associated with new construction within the Retreat is compromising road conditions and enacting a possible fee should be researched.

Glen Haven Area Volunteer Fire Department - Fire Chief Kevin Ingram reported the department has 20 active firefighters, 4 in support/reserve and one junior trainee. The Pancake Breakfast held yesterday raised approximately \$32,000+. In 2024, 43 calls were received and 31 carbon monoxide detectors were installed in residents' homes. The Community Wildfire Plan is being revised and local input is welcome. He commented that Black Creek Drive is important for emergency responses as well as providing an evacuation route and minimizing response time. The department has several high clearance vehicles that can handle rough roads.

Treasurer Report – Harry Love presented the 2024-25 budget without an increase in the assessment as well as one including the proposed \$200/member assessment increase which would provide \$43,400 to the Equipment & Building Reserve.

NEW BUSINESS:

Election of Board Members - The term of Harry Love expires. Gene McLean had been nominated. Nominations from the floor were opened and there being no further nominations, it was moved, seconded and carried that the nominations be closed.

GHAVFD Special Assessment – The Association must vote every three years to approve a special assessment to support the GHAVFD. The \$100/yr special assessment proposal is included on the ballot.

Proposed Annual Assessment Increase of \$200 – Information regarding the need for an increase in assessments was included in the meeting packets, also communicated by email, and further discussion took place at this time. It was moved, seconded and carried that discussion cease and that the matter be voted on. This matter requires a 2/3 majority vote of the properties represented at the meeting in order to pass.

Ballots for the three issues (noted above) were included in the meeting packets and a short recess was taken to allow ballots to be voted on and tallied.

The meeting reconvened and the results were as follows:

Gene McLean was elected to the Board of Directors for a 3-yr term: 80 Yes, 1 Abstain
GHAVFD Special Assessment of \$100/yr/property owner for 2025-28 passed: 74 Yes, 7 No
Annual Assessment increase of \$200 starting this fiscal year passed: 59 Yes, (54 “yes” votes were needed to meet the 2/3 majority requirement)

Black Creek Road Status & Options – It was moved and seconded that this issue be tabled and that the Board and/or a newly formed committee research ways to maintain and keep Black Creek Road accessible and to include possible long term solutions. The vote was taken by raising hands and it passed: 48 Yes, 14 No

Board Vacancies – Some vacancies on the Board may occur this next year as current directors’ properties sell or the Board experiences resignations. The Board has the authority to replace such vacancies and is seeking volunteers who would like to serve on the Board.

LANDOWNERS COMMENTS: Large fallen trees across Miller Fork could be potential flood hazards. Question was raised and explained regarding private road and public road differences in funding and maintenance. Scheduled road work projects need more volunteers. A community message board or website message board would be helpful for communication. The Board welcomes ideas for this. Some slash piles were not picked up but may be later in the year. Notify Board if still not picked up. More signage on the private roads regarding being private and no overnight parking was encouraged.

Meeting adjourned 3:24pm.

Joan Van Horn
Meeting Recording Secretary

Annual Roads Report – 2026

This fiscal year has been busier and more productive than most in recent past, including the following:

- Based upon the recommendation of the Black Creek Drive Committee, the board authorized installing 36-inch culverts in two low water crossings along Black Creek last November. One was installed at the top of Black Creek Drive and the other was installed at the Corner Court crossing. These were a trial to determine if this is a good solution for all six crossings. The grouted rip rap was left intact at the crossings to retain the armoring for flood resilience. The board will determine how to proceed from here. Anyone who would like to make a tax-deductible contribution to the restoration of Black Creek Drive can mail a check to Glen Haven Flood Relief, Inc., P O Box 271, Glen Haven, CO 80532. Include “Retreat Roads” in the comment line.
- We had the three garage doors at the equipment barn serviced and repaired.
- We had our road grader and backhoe inspected by a 4Rivers John Deere mechanic. Recommendations for service and quotes were generated for both. Jim plans to send our road grader down for service this September. Our 32-year-old backhoe is not worth spending the amount of money quoted for any of the recommended service and repairs. We hope to replace it within the next three to five years.
- Thank you to the many volunteers who helped us clear over 100 trees that came down across Retreat roads during wind storms last winter.
- April Road Work:
 - We watered, graded, and compacted most Retreat roads.
 - We spread, watered, graded, and compacted over 80 dump truck loads of recycled asphalt on numerous sections of Retreat roads. This translated into a little over 1 mile of road upgrades.
- Kudos to the many landowners who have made great progress performing wildfire mitigation on their property. The downside is that the cost of chipping the large volumes of slash that has been generated is making a significant dent in the roads budget. We were overwhelmed with the woodchips generated by the slash chipping. Jim is now hauling the woodchips to a Loveland landscape business for mulch. We receive no compensation for them, but at least they are not going into the landfill.
- Thank you to Kevin Zagorda for taking over most of the wildfire mitigation responsibilities to provide Jim with some relief.
- Our Ford F-350 pickup truck and 9-foot Western snowplow proved invaluable during our 2-foot, heavy, wet, spring snowstorm in early May.

Retreat Landowner Association Fire Mitigation Report:

Kevin Zagorda has agreed to organize mitigation efforts so that Jim Boyd can focus on roads. Kevin will schedule Volunteer Work Days, arrange slash trailer deliveries, take care of roadside and slash pile chipping, and work on mitigation grants. You may contact him via email KZBruins@hotmail.com or (970)586-5299 (landline). Kevin sends out a group email prior to each Volunteer Work Day and slash chipping event with details.

2025 Mitigation Results - We had a very successful year in 2025. 17 properties were mitigated using 99 volunteer-days that totaled 532.5 man-hrs of work. 28 dump trailer loads of slash were taken to the slash pile. The dump trailer is a major improvement that makes transporting slash to the pile much quicker and less labor intensive. Additional slash was removed by either roadside chipping or delivery to the slash pile by the property owner. Well done to everyone who participated. This program sets us apart from every other community in Larimer County.

2026 Mitigation - So far in our 2 work days, 6 properties have been mitigated with 150.5 man-hrs of volunteer labor. An additional 4 more properties are scheduled. There have been a total of 27 dump trailer loads of slash taken to the slash pile from work days and individual property owner work. Work days are the last Saturday of the month through September. We meet at 9 AM at the pole barn at the bottom of Elk Ridge Drive. Slash is chipped by a subcontractor bi-monthly. We have spent \$3800 on the first of our 4 slash chipping sessions.

Grants - The RLA has been awarded a \$5000 grant from Larimer County to assist with slash chipping costs. Larimer County has also been awarded a Community Wildfire Defense Grant totaling \$9.865M over 5 years. The grant covers communities in the Big Thompson Canyon and Estes Valley that have Community Wildfire Protection Plans. The funding breakdown is as follows: Roadway Mitigation ~\$1M (~7 miles of roadway) Property Defensible Space ~\$4.1M (for up to 900 individual properties), Landscape Mitigation ~\$2M, Biomass Management ~\$1M (up to 30 Biomass removal events),& Project Management ~\$1.4M. More information will be forthcoming as grant planning gets underway.

Emily Way of the Big Thompson Watershed Coalition (BTWC) is our point of contact for this grant and she has provided the following:

BTWC has recently hired a second forester/fire mitigation professional and has received funding to allow us more time and funds to visit properties in the Glen Haven area to assess the condition of the Home Ignition Zone (HIZ). If you choose to schedule an individual assessment with us, we will come walk the property with you

to discuss your concerns, priorities, and the overall vulnerabilities of your home, any other structures on the property, and the ~100 feet of vegetation surrounding each structure. We then share that assessment with you to allow you to start chipping away at the work needed to improve the survivability of your home in the event of a wildfire.

Additionally, by receiving this assessment, it may qualify you for future access to financial assistance for vegetation/tree management within your Home Ignition Zone. Larimer County Office of Emergency Management has received a \$9.86M grant for Community Wildfire Defense within the Community Wildfire Protection Plan areas for Glen Haven Area Volunteer Fire Department, Estes Valley Fire Protection District, and Loveland Fire Rescue Authority. While the funds are not currently available, they are making their way down the pipeline, and by getting your assessment done ahead of time it could simplify the process once the funds do become available. Not all properties will be eligible, but we do hope to share the funds as broadly across the communities as possible. You can read more about the grant, here: <https://peakstopeople.org/gateway/>

If you know anyone else in the Glen Haven area that may be interested in an HIZ assessment, please feel free to share this email and/or my contact information (at the bottom of this email) and have them contact me with questions.

Please follow [this link](#) to Calendly to schedule your assessment. At this time, I am primarily booking Thursdays and Fridays through mid-July. If you're unable to make any of these dates or times work, please contact me directly and we can try to find an alternative.

Thank you, and I look forward to spending some more time in the Retreat!

Emily

Emily.way@bigthompson.co

Black Creek Drive committee report for 2026 Retreat annual meeting

This committee was formed after last year's annual Retreat meeting to determine next steps and proposed solutions for the five low water crossings on Black Creek Drive and the one low water crossing on Corner Court. Committee members are Ron Spurlin, Bruce Brown, Pete Sinnott, Jim Boyd, Gene McLean, Lee Lasson, Ian McBride, and Geoff Elliot. Four committee meetings have been held since last September.

A trial solution of adding 6" crushed rock, then 2" crushed rock, and topping with recycled asphalt was done on the 2nd crossing coming up Black Creek Drive. Large rocks were put in pocket areas on the outlet end to mitigate the crushed rock from washing out. This crossing has held up throughout the winter. At our November meeting Jim suggested putting in 36"x 20' culverts in all other crossings. The board did approve this for the fifth crossing coming up and the crossing on Corner Ct. Jim was also able to harvest fill material locally and also got lots of free fill dirt to shore up those two crossings. The culverts were installed on top of the grouted rip rap to retain that armoring and help prevent the road from being washed out in the event of another flash flood. Those crossings have held up very well. Fortunately, with a very mild winter the water flow has not caused any major issues and all crossings have been passable. Being that it has been six years since the fire, the vegetation in the basins has greatly improved. This should greatly reduce any future high-water events. Hopefully the board will approve installing adequate culverts in the remaining crossings to minimize the possibility of having these crossings wash out again.

Architectural Control Committee (ACC)

Several lot purchases and potential new builds were submitted in the last 12 months. two of the new land owners submitted plans and an application as required by the ACC Retreat covenants and Policies. Both of these applications were approved, construction pending. A copy of the approved building permit from Larimer County Building Department is required prior to construction.

A third potential land owner is looking to build in a few years, but will use his lot for less than 60 days per year for camping. The potential owner may also have a couple of storage sheds.

Other applications this last year that were submitted included a garage on an existing property, a second application for a new fence, and another application for a new driveway.

Also last year we had an inquiry regarding the acceptance of modular homes in The Retreat.

This person was told that as long as the modular homes meet all the ACC requirements it would be accepted. An approved building permit by the Larimer County Building Department is also a requirement.

End of annual report

RLA Proposed 2026–2027 Annual Budget Draft

	Proposed 2026–27	2025–26 Budget
INCOME		
Assessments <i>217 lots × \$700 annual dues</i>	\$151,900	\$151,900
Total Income	\$151,900	\$151,900
EXPENSES		
Accounting & Administration <i>Accounting · management fee · office supplies · postage · copies · membership directories · website · secretarial · bank charges</i>	\$4,353	\$4,000
Environmental <i>Tree chipping & haul</i>	\$11,784	\$6,800
Insurance, Legal & Other <i>Insurance (property, equipment, D&O liability, auto, volunteer) · legal fees · social events & annual meeting · utilities · water assessment</i>	\$11,413	\$9,000
Road Maintenance <i>Wages & labor · equipment fuel · equipment repairs & maintenance · road base materials · signs, mirrors & supplies · snow removal · equipment rental</i>	\$81,350	\$88,700
Equipment & Building Reserve <i>Unforeseen events · equipment reserve · building reserve</i>	\$43,000	\$43,000
Total Expense	\$151,900	\$151,500

Figures are rounded to the nearest dollar. This draft is subject to board approval.



RLA Annual Contact Form & Preferences

P.O. Box 160, Glen Haven, CO 80532

Hello RLA Neighbor!

As the annual meeting approaches, we want to double check to make sure we have the most updated information to reach you. As a cost saving measure that benefits all members, the primary method of correspondence for residents of the Retreat is electronic via email. We understand that this may not be suitable for all residents, and respect the desire for some members to receive paper copies of correspondence such as newsletters, meeting minutes and annual packets. Our main goal is to keep you informed with what is happening in our community in the way that works best for you, while being fiscally responsible with our assessment dollars.

Paper copies of the following correspondence are available **ONLY** upon request. If you would like to **OPT IN** to receive paper copies of any of these items, please indicate your selection below:

Annual Packet via mail:

Yes

No

UPDATING YOUR CONTACT INFORMATION:

If there have been any changes this year to your contact information, please indicate it in the section below and return one of the following ways:

Mail it to: Retreat Landowners Association, P.O. Box 160, Glen Haven, CO 80532

Fax it to: (970) 591-0007 | Scan and email to: office@retreat-glenhaven.org

**If you have NOT been receiving communications, please check in with us! If you are unsure of your current contact information on file, you may double check with the board or consult the most updated RLA Member Directory on the website.*

Name of Landowner(s):

Mailing Address of Primary Residence:

Property Address:

Email address(es) to have your Newsletters and Correspondence delivered:

Retreat Landowner Directory:

The Retreat Landowner Directory is hosted on the official RLA website (www.retreat-glenhaven.org) and is updated throughout the year as changes occur in contact information and property transfers as communicated to the main office. This ensures the most updated information at your fingertips.

In accordance with CCIOA (Colorado Common Interest Ownership Act), [C.R.S. § 38-33.3-317(3.5)(b)(I) and (b)(II)], the association is required to receive written permission from a landowner to publish their phone number(s) and email address(es) in the member directory. This directory is not available to the public and is posted under a password protected section of the RLA website. The written consent must be kept as a record of the association and remains valid until the person withdraws it by providing written notice of withdrawal of the consent.

Generally, a resident will complete this initial consent as part of the new member welcome packet paperwork. If you haven't already done so in the past, and would like to have your phone number(s) and/or email address(es) published in the landowner directory, please mark the appropriate box below:

Publish Phone Number: Yes No

Phone # of Primary Residence:
Addl. Phone #:

Publish Email Address: Yes No

Email:

Retreat Website Information: www.retreat-glenhaven.org

Member Area Password: GlenRLA2020

Here is some of the information found on the website:

- Retreat Landowner Directory
- Retreat Map
- Gate Combinations
- Policies and Legal Documents
- Articles of Incorporation
- Forms
- Plats
- Meeting Minutes and Board Documents
- Bylaws, Covenants and Policies
- Board of Director Information

Questions, comments or concerns, please contact the Board of Directors at: RetreatBoard@gmail.com or the Retreat Office at office@retreat-glenhaven.org.

Landowner Signature: _____ Date: _____



2026 RLA Proxy Form

52nd Annual Meeting: July 19, 2026

(This form is to be used by members who are not attending the meeting that would like to assign their vote to another member in good standing)

I/We will not be able to attend the annual meeting this year and thus assign the following proxy:

I/We _____, being RLA members in good standing, do

hereby grant my/our proxy to _____

Name of designee (any RLA member in good standing)

This proxy is being executed for the 52nd Annual Membership Meeting and carries with it full right to the proxy holder to cast his/her vote(s) as the proxy holder sees fit or as directed on all matters referenced in this notice of annual meeting.

I/We understand that if a proxy holder receives more than the 5 (five) proxy limit that can be held by one person, any additional proxies will be distributed to other eligible members as determined by the original designated proxy holder on the day of the meeting.

Date:

Lot and Filing No.:

Signature

Signature

Return this completed Proxy Form in one of the following ways and must be RECEIVED by Thursday, July 18th, 2026:

Via mail to: Retreat Landowners Association, P.O. Box 160, Glen Haven, CO 80532

Scanned and Emailed to: RetreatBoard@gmail.com

They may also be brought to the meeting but preference is to have them delivered in one of the above ways to help with tracking them ahead of time.

Business Items:

- I. Election of one or more members to the Board of Directors