

**THE RIVERSIDE PLACE OWNERS' ASSOCIATION
ANNUAL MEETING MINUTES
AUGUSTS 4, 2007**

The Annual Meeting of the Riverside Place Owners' Association was held on August 4, 2007, at the Frisco Recreation Center, 110 Third Street, Frisco, CO. Acting Board President Allan Schutt called the meeting to order at 4:10 p.m. Also present were Secretary-Treasurer Paula Boyd and Architectural Control Committee member Marcia Schutt.

Acting President Allan Schutt welcomed all those in attendance and introduced the current Board of Managers.

1. Roll Call and Certification of Proxies:

Allan proceeded with Roll Call. Seventeen owners were present and two were represented by proxy, reflecting 86% of the common ownership interest. A quorum of 50% is required and was met for the purposes of this meeting. One Guest, Erin Pheil, was present. She has signed a contract to purchase the Kettering home. The Dippel home is also under contract, but the future owner was not available. All Owners present introduced themselves to Ms. Pheil as well as to Tom and Jan Mahoney who recently purchased the Walker home.

2. Colorado Senate Bill 100:

Our Association is in full compliance with Colorado Senate Bill 100. Paula has all documents available for electronic transmission. If anyone has need for any documents, they should request them directly from Paula.

3. Proof of Notice Of Meeting:

Allan reported that all owners should have electronically received the official notice of the meeting date, including the Agenda, on June 25, 2007. The proposed Budget was not incorporated because of additional work by the Board of Managers and the appointed Budget Review Committee.

4. Reading of Minutes of the 2006 Annual Meeting:

All Owners received a copy of the 2006 Annual Meeting Minutes in August 2006, and again with the official notice of meeting June 25, 2007. It was moved and seconded that the reading of the 2006 Annual Meeting Minutes be waived and that these minutes be approved as written. The motion carried unanimously. A copy of the 2007 Annual Meeting Minutes will be transmitted electronically following the meeting and again with the notice for the 2008 Annual Meeting.

5. Reports of Officers:

All reports by Officers will be covered under the appropriate Old Business or New Business categories.

6. Election of Officers:

Allan Schutt's term as Vice President and Acting President expires October 31, 2007. Allan will not seek re-election and it is necessary to elect both a President and Vice President. Paula Boyd's term as Secretary-Treasurer expires October 31, 2008, and the Secretary-Treasurer position will need to be filled at the 2008 Annual Meeting. Randy Glover was nominated for the office of President. He was unopposed and was elected by acclamation. Diane Hunt was nominated for the office of Vice President. She was unopposed and was elected by acclamation. The three-year terms of Randy and Diane will expire October 31, 2010.

7. Old Business:

a. Cabin Creek

Allan advised he had sent an email to Ed Carter, president of Cabin Creek detailing the 20% contribution of Cabin Creek to the cost of the road resurfacing. We anticipate payment of their portion when the work is completed and the invoice presented. Our relationship with Cabin Creek has been more productive since Carter took over as president.

Paula reported that Cabin Creek has been prompt in paying their 20% portion for all snow removal costs. She has presented the invoices to Jack Cowger and has immediately received a check for their portion.

Cabin Creek had offered a limited use of their dumpsters to RPOA part-time residents; however, some RPOA owners have abused the privilege by disposing of large quantities of trash and filling the dumpsters. Cabin Creek has been forced to place a sign "*Use of Trash Bins for Cabin Creek Owners/Guests Only!*" RPOA owners were asked to honor this sign and make other arrangements for trash disposal.

b. Road Resealing 2007

RPOA has resealed Riverside Place and Sunset Drive every two years. This work has been arranged for later in August 2007. Allan and Paula walked both streets August 3, 2007, and counted in excess of 30 cracks, the majority extending the full width of the streets. We have an estimate from Mountain Maintenance of Edwards, CO, whom we have utilized previously. The estimate for sealing is \$2420 with an additional \$300 for crack repair. Don Hunt and Mike Rothberg suggested we probably need actual chip and seal every five to seven years. A

two-inch overlay would cost approximately \$36,000 in today's dollars based upon an estimate from A-Peak Asphalt.

c. Transfer of Water Lines to Town

Jack Walker, prior to his departure, was able to locate the original copy of the As-Built Survey for the water lines, which saved RPOA the expense of a new survey to locate the lines. We recently hired Utility Technical Services to perform an inspection of the water lines. This was done with a leak noise correlator that would pick up any continuous noise (i.e., leak) reaching sensors placed at both ends of the section being tested. UTS stated, "at the conclusion of the survey, no leak noises were indicated on riverside Place or Sunset Drive from North Madison to West Creekside Drive." We received an invoice from UTS for \$1,000 which did not include a mileage charge. Because UTS were able to combine our work with other jobs locally, RPOA saved \$200 originally quoted for travel charges. Allan has been attempting to reach Dave Koop with the Town of Frisco and they finally met August 3, 2007. Allan now has the document to be completed by RPOA and the Town and taken to the head of the Public Works Department. Allan will follow through to have the transfer completed.

8. New Business:

a. Report of Investments

Paula provided details on the current investment portfolio of RPOA. We have not received the July 31, 2007, statement, therefore, the numbers reflect an ending date June 30, 2007. The portfolio balance as of June 30, 2007, was \$26,084.45 comprised of two CDs and a Money Market Account. We have a CD through Community Capital Bank of Jonesboro GA for \$10,000, with a rate of 5.4%, maturing 08/02/2007 and a CD through Plains Capital Bank, Lubbock, TX for \$10,000, with a rate of 5.25%, maturing 10/01/2007. The Community Capital Bank CD was not renewed on 08/02/07 awaiting the report of the Budget Review Committee. The remainder of the funds are in a Money Market Account.

b. Pine Beetle Spraying

Allan advised owners that concurrently with the 2006 Annual Meeting, we learned it was necessary to spray for Pine Beetle infestation annually, rather than every third year as we had originally thought. The spraying of 132 lodge pole pine trees was accomplished in June and Preventive Tree Spraying was paid \$1,320. During the past year, we have not experienced further loss due to the pine beetle that has been identified. Bob Beers, Norm Stoller and Allan Schutt had all individually spoken with Terry, the Frisco Postmaster of the U.S.P.S., who said he had no money in his budget to spray trees on the Post Office side of 10 Mile Creek. However, Terry apparently contacted a regional office, obtained additional funds, and sprayed the trees in question.

c. Report of Architectural Control and Review Committee

Marcia has not received any special requests this year. She asked all of the new and potential homeowners to read their copies of the Covenants and By-Laws and ask questions if they need clarification. Erin Phiel was concerned about the use of a residence for business purposes since she runs a computer-based business. It was explained that the intent was to prevent problems created by heavy traffic, parking and noise, but that a business contained within the walls of a home should not be a problem.

At the last annual meeting, Jack Walker asked Marcia to take care of the hazard created by the culvert at the intersection of Sunset Drive and Madison. The culvert was too short and caused hazardous driving conditions for those turning into Sunset Drive during typical winter driving. After seeking qualified contractors for many months, we recently had the culvert extended 5 feet and added gravel fill. RKR, Inc. was the contractor and was paid \$706.30, which was less than the estimate of \$750.

Marcia mentioned the never-ending problem of weed control. We have a problem with Canadian Thistle and Chamomile Daisy. Marcia and Ilene Novack both try to assist in weed control on the Saline's lot.

RPOA needs a third person to serve on the Architectural Control Committee since the resignation of Jack Walker. Allan appointed Randy Glove to the Committee, as the President has typically served as a member.

Kandie Saline, when asked by Marcia, indicated that she and Tom were still working on plans for Lot 8, but had nothing ready to submit

Mike Rothberg questioned the loss of the Riverside Place street sign. Don Hunt mentioned a willow covering the Sunset Drive street sign. These matters are to be discussed with the Town since they own the signage.

9. Review of Proposed Budget for FY 2008:

a. Report of Budget Review Committee

Bob Beers discussed his committee's review of the budget reserve. He had sent an email that was disseminated to all owners offering two options:

1. Keep reserve at current level, and take no further action; plan annual budget and dues to meet forecasted needs, including an every two-year sealing of the roadway.

2. Plan the annual budget and dues to work the reserve down to a \$15,000 level over the next two years, and maintain a \$15,000 reserve.

The recommendation of Bob Beers and the Committee was that we select option one, and maintain the current reserve level and dues consistent with forecasted needs. A Motion was made, seconded and passed unanimously to accept option one. Allan expressed a concern as an aside that he was more concerned with future snow removal costs than road maintenance costs as a major driver of our budget.

b. Approval of Budget:

Paula led a discussion of various items included in the budget for FY 2008. Significant expenditures anticipated include Snowplowing, which we can never accurately predict; Road Maintenance, which is escrowed at 50% of the biennial cost; and Beetle Spraying, which will be maintained annually. The proposed budget for 2008 totals \$10,000. Annual RPOA dues will remain at \$400 for each owner. The FY 2007 expenditures appear to be 9.4% under budget. A Motion was made, seconded and passed unanimously to approve the FY 2008 Budget as presented.

10. Other:

Steve Smith questioned record retention. Currently all RPOA records are maintained on Paula's personal computer or through paper storage at her home. No provisions have been made for off-site storage. Erin Phiel offered to create a web site that would be password protected for the Association, and her offer was accepted.

The next Annual Meeting will be Saturday, August 2, 2008.

11. Adjournment

There being no further business, it was moved and seconded that the meeting be adjourned. The Motion carried unanimously. The meeting adjourned at 5:02 p.m. to be followed by the fifth Annual RPOA Progressive Potluck Dinner.

Respectfully submitted,

Paula Boyd, Secretary-Treasurer
The Riverside Place Owners' Association

**RIVERSIDE PLACE OWNERS' ASSOCIATION
PRELIMINARY OPERATING REPORT
11-01-06 TO 10-31-07
Report as of 08/01/2007**

	FY 2007 11/06-10/07 Budget	FY 2007 Actual To Date	FY 2007 Estimated Actual	Difference (Est. Actual -Budget)	FY 2008 11/07-10/08 Budget
RECEIPTS					
1 Association Dues	8,800.00	8,800.00	8,800.00	0	8,800.00
2 Interest Income (Est.)	1,200.00	1,150.00	1,200.00	- 50.00	1,200.00
Total Revenue	10,000.00	9,950.00	10,000.00	- 50.00	\$10,000.00
EXPENSES					
3 Snowplowing	4,500.00	1,403.00	1,403.00	-3,097.00	3,500.00
4 Insurance-D&O	950.00	900.00	900.00	- 50.00	950.00
5 Insurance-Liability	1,212.00	0	1,150.00	- 62.00	1,150.00
6 Legal	1,000.00	0	0	-1,000.00	1,000.00
7 Road Maintenance	1,150.00	0	2,906.30	1,756.30	1,150.00
8 Annual Meeting	20.00	35.00	40.00	20.00	50.00
9 Federal/State Taxes	368.00	314.00	314.00	-54.00	350.00
10 Beetle Spraying	450.00	1,320.00	1,320.00	870.00	1,320.00
11 Other	350.00	1,018.00	1,018.00	668.00	530.00
Total Expenses	\$ 10,000.00	4,990.00	9,051.30	- 948.70	\$10,000.00
Net		4,960.00	948.70	998.70	

NOTES:

Line 1 - Association Dues for 2008 are calculated at \$400 annually for each owner.

Line 3 - Winter of 2006-2007 represented light to moderate snowfall. The amount paid by RPOA is 80% of the cost for Riverside Place and Sunset Drive. Cabin Creek paid 20% of all snow removal charges.

Lines 4&5 -No claims have been presented under either D&O or Liability Insurance policies, but it is possible that carrier's overall experience could result in a rate increase. Rate reduction achieved for 10/1/06 renewal by cancellation of unnecessary endorsement (Certified Acts of Terrorism Coverage)

Line 6 - Our attorney charged a rate of \$225 per hour in 2006. Our Insurance Policies have a \$1,000 deductible.

Line 7 - Sealing was completed in the fall of 2005. Major Road Maintenance is scheduled for August 2007. RPOA portion should be approximately \$2200. Culvert extension on Sunset Place completed at a cost of \$706.30

Line 9 - Federal and State Income Taxes will increase because incomes from CDs are reported only at maturity.

Line 10 - RPOA paid for spraying neighborhood trees to deter the spread of the pine beetle. We need to schedule spraying annually.

Line 11 - Other category includes the State of Colorado Annual Report filing fee of \$10, as well as miscellaneous office expenses. Unscheduled expense of \$1,000 for Water Line Inspection was included in this category.

Current Cash Balance: Checking \$4,710.98 Savings \$26,084.45