



BUCKSKIN HEIGHTS ROAD ASSOCIATION

2018 MINUTES

**Board & Association Minutes with
Summary of Board Membership**

Buckskin Heights Road Association • 2017-18 Board Members (Status July 2018)

Name	Term & Year Elected	Status
Hartwig, Airn, Vice President*	1 st term Aug 2016	Serving through Aug 2018
Stewart, Kevin, At Large*	1 st term Aug 2016	Serving through Aug 2018
Weber, Sue, Secretary*	1 st term Aug 2016	Serving through Aug 2018
Gaudio, David, Treasurer	1 st term Aug 2017	Serving through Aug 2019
Hesson, Paul, At Large	1 st term Aug 2015, 2 nd term Aug 2017	Serving through Aug 2019
Johnson, Darin, President	1 st term Aug 2017	Serving through Aug 2019

* Indicates a board member whose 1st term is ending, but is eligible for a second 2-year term

Buckskin Heights Road Association • 2018-19 Board Members (Status July 2019)

Name	Term & Year Elected	Status
Gaudio, David, President*	1 st term Aug 2017	Serving through Aug 2019
Hesson, Paul, At Large**	1 st term Aug 2015, 2 nd term Aug 2017	Serving through Aug 2019
Johnson, Darin, At Large*	1 st term Aug 2017	Serving through Aug 2019
Heese, Allan, Vice President	1 st term Aug 2018	Serving through Aug 2020
McOmie, Luke, Secretary	1 st term Aug 2018	Serving through Aug 2020
Weber, Sue, Treasurer	1 st term Aug 2016, 2 nd term Aug 2018	Serving through Aug 2020

* Indicates a board member whose 1st term is ending, but is eligible for a second 2-year term

** Indicates a board member whose 2nd term is ending, and is ineligible for another 2-year term

Buckskin Heights Road Association Meeting Minutes for January/February 2018

Tuesday, January 23, 2018 ▪ Weber's Residence, Otter Road &
Thursday, February 1, 2018 ▪ Weber's Residence, Otter Road

ATTENDANCE

Board Present: David Gaudio, Airn Hartwig, Paul Hesson, Darin Johnson, Sue Weber

Board Absent: Kevin Stewart

Community Members: Jon Miller, Greg Heeney, Matt Hartwig

CALL TO ORDER

The meeting was called to order at 7:05 pm.

AGENDA

- A. Secretary's Report
- B. Treasurer's Report
- C. Audit of 2017 Financial Records
- D. 2018 Budget
- E. Email Regarding Resident vs Non-resident Dues
- F. Gate Report
- G. Road Report
- H. Community Water Tank Status Report
- I. Proposed Amendment to *Bylaws* to Require Mail Poll for Dues Changes
- J. Other

SECRETARY'S REPORT

- The minutes of the October 24, 2017 Board meeting were approved by email and posted on the BHRA website.
- The text of the proposed amendment to the Bylaws requiring a mail poll to change the dues was posted on *BigTent* on October 27, 2017.
- Dues notices were sent out by email on January 9, and USPS on January 11, 2018.
- Notice of this meeting was posted on *BigTent*, the BHRA website and on the gate.

TREASURER'S REPORT – See the attached Treasurer's Report for Fiscal Year 2016 with Proposed 2017 Budget. Darin Johnson moved to approve the Treasurers report for 2017. It was seconded and **approved**.

AUDIT OF 2017 FINANCIAL RECORDS – A motion was made by Sue Weber to appoint Alan Heese and Linda Bilsing (with Darin Johnson as an alternate) to audit BHRA's 2017 financial records. The motion was seconded and **approved**. David Gaudio will contact Alan and Linda to arrange the audit.

2018 BUDGET – A motion was made by Sue weber to approve the Proposed 2017 Budget (attached), as amended by discussion. The motion was seconded and **approved**.

EMAIL REGARDING RESIDENT VS NONRESIDENT DUES – A nonresident BHRA property owner sent an email to the board reopening the perennial discussion of whether non-residents should pay lower dues than residents. Over the years, various Boards and participants at annual meetings have consistently

concluded that a differential dues scale would be difficult if not impossible to implement fairly; and that the current system, with its consistent 98% collection record, is working well to protect/enhance the value of all properties in the subdivision.

GATE REPORT

- Larimer Fire & Rescue took our roller combination lock off the big swing gate, and permanently locked it with their lock. Alan Heese and Paul Hesson temporarily got the gate open until the agency sent a representative to place their lock properly. Paul Hesson will reprogram the padlock on the chain box cover so it matches the combination lock.
- Darin and Glenn Heeneey will make the north gate protection post wider and install another one on the south side.
- There was a discussion of possibly replacing the gate with a commercial option if it is severely damaged again; and what it might take to bring electricity to the gate.

ROAD REPORT

- The road was graded in December in favorable weather; it held up great until mid-January.
- Jon Miller gave Airn contact information for Todd Blomstrom, Director of Larimer County Public Works (970-498-5741, tblomstrom@larimer.org). Jon said Blomstrom told him that he/his office will come and consult with us on best practice on our road. Airn will contact him to arrange this as soon as possible.
- Airn will also contact Foster to do an assessment of the road and come make a face-to-face presentation to the board.
- Airn will contact a second local (Milner Mtn) grader operator for an assessment of the road: Brad Moore, MCMS Construction (218-2429c, 532-3234w).

COMMUNITY WATER TANK STATUS REPORT – Donations are coming in. \$2,925 is pledged, all but \$500 is in hand. The next meeting of the Fire Committee is Feb 8 7pm at Paul Hesson’s house.

PROPOSED BYLAWS AMENDMENT – A motion was made by Darin Johnson to send the proposed amendment (attached) out as a mail poll to the membership this spring. The motion was seconded and **approved**.

OTHER – A brief discussion about the possibility of installing USPS cluster boxes at the bottom of Otter Rd resulted in agreement that doing anything to risk losing the Masonville Post Office was not a good tradeoff.

ADJOURNMENT – The meeting was adjourned at 8:40pm.

Respectfully submitted,

Suzanne Weber, Secretary

EXPENSE/INCOME SUMMARY

A	B	C	D			E	F	G
Category	2016 Actual	2017 Approved Budget	2017 Actual To Date	Owed Not Paid	2017 Expenses Incurred	2017 Budget Remaining (Budget- Actual)	2017 Projected Expenses & Income	2017 Projected Total Expense & Income
Bank Fees	\$6	\$10	\$6		\$6	\$4	\$0	\$6
Emergency Expenses (Snow)	\$1,200	\$0	\$300		\$300	(\$300)	\$0	\$300
Gate Maintenance	\$374	\$150	\$1,030		\$1,030	(\$880)	\$0	\$1,030
Grader Operator	\$7,860	\$10,000	\$10,263		\$10,263	(\$263)	\$0	\$10,263
Grant Expense	\$9,915	\$0	\$0		\$0	\$0	\$0	\$0
Insurance	\$1,155	\$1,200	\$1,311		\$1,311	(\$111)	\$0	\$1,311
Legal/Financial	\$22	\$50	\$86		\$86	(\$36)	\$0	\$86
Mailings	\$82	\$100	\$140		\$140	(\$40)	\$0	\$140
Miscellaneous	\$0	\$0	\$0		\$0	\$0	\$0	\$0
Road Base	\$15,647	\$15,000	\$8,185		\$8,185	\$6,815	\$0	\$8,185
Homeowner Road Base	\$2,095	\$0	\$0		\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0	\$0		\$0	\$0	\$0	\$0
Supplies	\$0	\$100	\$234		\$234	(\$134)	\$0	\$234
Other (Fire Mitigation)	\$0	\$0	\$60		\$60	(\$60)	\$0	\$60
Expense Subtotal	\$38,356	\$26,610	\$21,615	\$0	\$21,615	\$4,995	\$0	\$21,615
Dues & Late Fees	\$22,990	\$23,100	\$23,665		\$23,665	(\$565)	\$0	\$23,665
Emergency Income	\$1,735	\$0	\$0		\$0	\$0	\$0	\$0
Interest	\$2	\$2	\$1		\$1	\$1	\$0	\$1
Grant Income	\$9,915	\$0	\$0		\$0	\$0	\$0	\$0
Remote Control Sales	\$128	\$100	\$48		\$48	\$52	\$0	\$48
Homeowner Road Base	\$2,095	\$0	\$0		\$0	\$0	\$0	\$0
Other (Fire Mitigation)	\$0	\$0	\$60		\$60	(\$60)	\$0	\$60
Income Subtotal	\$36,865	\$23,202	\$23,774	\$0	\$23,774	(\$572)	\$0	\$23,774
Cash Flow Balance	(\$1,491)	(\$3,408)	\$2,160	\$0	\$2,160			\$2,160

ASSET SUMMARY

A	B	C	D			E	F	G
Category	2016 Actual Ending Balance	Budgeted 2017 Ending Balance	2017 Actual To Date Balance					2017 Projected Ending Balance
Checking Balance	\$3,914	\$506	\$6,114					\$6,074
Savings Balance	\$5,001	\$5,001	\$5,002					\$5,001
Total Assets	\$8,915	\$5,507	\$11,116					\$11,074

EXPENSE/INCOME SUMMARY

A	B	C	D			E	F	G
Category	2017 Actual	2018 Approved Budget	2018 Actual To Date	Owed Not Paid	2018 Expenses Incurred	2018 Budget Remaining (Budget- Actual)	2018 Projected Expenses & Income	2018 Projected Total Expense & Income
Bank Fees	\$6	\$10			\$0	\$10	\$0	\$0
Emergency Expenses (Snow)	\$300	\$0			\$0	\$0	\$0	\$0
Gate Maintenance	\$1,030	\$1,000			\$0	\$1,000	\$0	\$0
Grader Operator	\$10,263	\$12,000			\$0	\$12,000	\$0	\$0
Grant Expense	\$0	\$0			\$0	\$0	\$0	\$0
Insurance	\$1,311	\$1,350			\$0	\$1,350	\$0	\$0
Legal/Financial	\$86	\$75			\$0	\$75	\$0	\$0
Mailings	\$140	\$150			\$0	\$150	\$0	\$0
Miscellaneous	\$0	\$0			\$0	\$0	\$0	\$0
Road Base	\$8,185	\$17,150			\$0	\$17,150	\$0	\$0
Homeowner Road Base	\$0	\$0			\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0			\$0	\$0	\$0	\$0
Supplies	\$234	\$200			\$0	\$200	\$0	\$0
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0
Expense Subtotal	\$21,615	\$31,935	\$0	\$0	\$0	\$31,935	\$0	\$0
Dues & Late Fees	\$23,665	\$26,400			\$0	\$26,400	\$0	\$0
Emergency Income	\$0	\$0			\$0	\$0	\$0	\$0
Interest	\$1	\$2			\$0	\$2	\$0	\$0
Grant Income	\$0	\$0			\$0	\$0	\$0	\$0
Remote Control Sales	\$48	\$48			\$0	\$48	\$0	\$0
Homeowner Road Base	\$0	\$0			\$0	\$0	\$0	\$0
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0
Income Subtotal	\$23,774	\$26,450	\$0	\$0	\$0	\$26,450	\$0	\$0
Cash Flow Balance	\$2,160	(\$5,485)	\$0	\$0	\$0			\$0

ASSET SUMMARY

A	B	C	D			E	F	G
Category	2017 Actual Ending Balance	Budgeted 2018 Ending Balance	2018 Actual To Date Balance					2018 Projected Ending Balance
Checking Balance	\$6,114	\$629	\$6,114					\$6,114
Savings Balance	\$5,002	\$5,004	\$5,002					\$5,002
Total Assets	\$11,116	\$5,633	\$11,116					\$11,116

BigTent news blast and discussion thread, and email sent to the membership on October 27 ,2017:

Subject: Changing the BHRA Bylaws to Allow Everyone to Vote on Dues Changes

Back at our annual meeting in August, there was a lively discussion about changing our dues approval process to involve the entire membership, not just the folks who can attend a meeting. After considering several options, the Board has come up with what we think is a good 2-step solution to this issue, which will be discussed at our next public board meeting, probably in January:

- Step 1: Any dues change would first need to be *recommended* – not approved, just recommended – by the majority of members attending (usually) the annual meeting.
- Step 2: After the meeting, the Board would conduct a mailing poll of every membership based on this recommendation. Everyone would get a chance to vote, with the change approved (or not) by a simple majority of the valid ballots returned.

We think this is a good idea because:

- It preserves the value of the annual meeting for gathering the ideas of folks who know the condition of the road, and its impact on property values.
- It allows a representative sample of the membership to openly discuss and recommend the optimal amount of any possible dues change.
- It's fair. It allows everyone to have exactly the same opportunity to decide if and how much the dues should change.
- It's easy to understand and implement.

The only downside we could think of is that the results of the vote could be delayed by as much as 60 days after the annual meeting. But the outcome would still be known by the end of October at the very latest; any change in the dues would not go into effect until April 1 of the following year, 5 months later.

The actual proposed *Bylaws* language is below. The Board will notify everyone when the next meeting of the Board is scheduled so you can come and let us know in person what you think about this possible new way to approve dues changes. In the meantime, you can respond on *BigTent* or email the Board at bhra80541@gmail.com with your ideas.

PROPOSED AMENDMENT TO THE BHRA BYLAWS:

ARTICLE V

Section 1. Dues.

- a. Annual dues are payable by April 1st of each year. {Change approved 8/11/79}
- ~~b. Increases or decreases to dues shall be by two-thirds (2/3) majority of those memberships in good standing voting at an annual meeting or special meeting called for the purpose of changing dues.~~
- b. When a simple majority of the memberships in good standing present at an annual meeting, or special meeting called to consider a change in dues, recommends a vote to change the annual dues, the Board shall: {Change approved by Mailing Poll (*insert date*)}
 - i. Conduct a mailing poll within thirty (30) days by providing to each membership in good standing: (1) a description and justification for the change in dues; and (2) a self-addressed, postage-paid, uniquely-identified* ballot.
 - ii. Ballots must be returned to the Association's United States Postal Service mailing address within thirty (30) days of the initial mailing date to be counted.
 - iii. If a simple majority (more than half) of all the valid mail ballots received by the deadline are cast in the affirmative, the change in dues shall be approved.

* NOTE: Robert's Rules, Article VIII(46) Voting: "Voting by mail cannot be a secret ballot, as it is necessary for the tellers to know by whom each vote is cast."

Buckskin Heights Road Association Special Meeting Minutes

Thursday, February 1, 2018 ▪ Weber's Residence, Otter Road

ATTENDANCE

Board Present: David Gaudio, Airn Hartwig, Paul Hesson, Darin Johnson, Sue Weber

Board Absent: Kevin Stewart

Other: None

CALL TO ORDER

The meeting was called to order at 7:05 pm.

AGENDA

K. Election of Second Authorized Bank Signer

L. Other

ELECTION OF SECOND AUTHORIZED BANK SIGNER

A motion was made by David Gaudio to appoint Secretary Suzanne Weber as the second authorized signer on all our Wells Fargo accounts. The motion was seconded and **approved**.

OTHER BUSINESS: None

ADJOURNMENT: The meeting was adjourned at 7:10 pm.

Respectfully submitted,

Suzanne Weber, Secretary

Signatures on the original Wells Fargo Bank copy:

Darin Johnson, President

Airn Hartwig, Vice President

David Gaudio, Treasurer

Paul Hesson, At Large

Buckskin Heights Road Association Meeting Minutes

Tuesday, March 27, 2018 ▪ Weber Residence, Otter Road ▪ 7pm

ATTENDANCE

Board Members: David Gaudio, Airn Hartwig, Paul Hesson, Darin Johnson (by phone), Kevin Stewart, Sue Weber

Community Members: Matt Hartwig, Mark Metler, Jon Miller,

CALL TO ORDER

The meeting was called to order at 7:05 pm.

AGENDA – The agenda was approved as distributed:

- A. Secretary's Report
- B. Treasurer's Report
- C. Road Report
- D. Gate Report
- E. Community Water Tank Status Report
- F. Other

SECRETARY'S REPORT

- The minutes of the Board meetings on January 23 and February 1 were approved by email and posted on the BHRA website.
- Notice of this meeting was posted on *BigTent*, the BHRA website and on the gate.
- The mailing for the vote on the proposed amendment to the Bylaws (requiring a mail poll to change the dues) will be sent out by about Friday, March 30, 2018; the deadline for return of ballots will be about Monday, April 23, 2018. Mark Metler 225-0073 and Jon Miller 949-677-3908 volunteered to be the second person needed to count ballots if they are available.

TREASURER'S REPORT – See the attached Treasurer's Report. There is \$15,727.52 in the checking account. We have had no expenses year this year yet. 24 people have paid their dues; 6 additional checks have not been cashed. We might want to dip into emergency \$5K – we don't have a grader any more to maintain so may not need that much money in savings. Paul Hesson moved to approve the Treasurer's report. It was seconded and **approved**.

STATUS OF AUDIT OF 2017 FINANCIAL RECORDS – Audit was completed by Linda Bilsing and Allan Hesse early in March 2018. The financial records were found to be in order. The auditors would like more information on where grading was done and road materials were actually applied.

ROAD REPORT

- Jim Frick from Larimer County recommended that we reshape the road – crown it, culverts, ditches
- A group of board members later met with Jim Foster, the company we have used for the past few years – they agree that road needs more than can be done in one day. With more time, they could have different machinery to get rid of some rocks, ditches – it would take about a week and be about \$10K. We have \$6K from last year so not as big a hit as it could be. All of the work wouldn't be the motorgrader on all the road; we would identify priority spots on each road for ditches.
- Sue Weber attends Buckhorn Church in Masonville that is replacing the parking lot. Airn will contact Coleson, the company that is doing the work to see if we can purchase the old asphalt – it should be economical due to the short trucking distance.

- Darin suggested we use pictures to identify priority areas. Sometimes the weather makes a big difference to packing quality. We need to utilize them well, we need to address the drainage. We'll get material reclamation at the same time. We need to re-establish the road height surface since the road was constructed. The grader operators need to have time to do all this. The \$10K will go a long way to dealing with worst areas – 1 week with 3 pieces of equipment. We will get fines back in the reclamation process.
- What are the priority areas? Lower Otter is a big chunk, culverts and ditches; maybe 2-3 on lower Otter and 2-3 on the interior roads. We also need to think about rear egress on upper Otter as well. Darin says we've been micromanaging the contractors; let the professionals decide what needs to be done. Foster can arrange the material drops as well. They will manage the job within our priorities.
- David says we are committing 1/3 of our budget, so want to have some certainty that our priorities. We can identify 6-7 spots that they will do, probably about 1/3 to 1/2 of the road, plus what they see that must be done.
- Darin says we can mix up recipe for materials.
- A motion was made by Sue Weber authorize Airn to negotiate with Foster to remediate the 7-8 priority areas with a week worth of work on grading, ditches, crowning, drainage, some materials, etc, at a total cost of \$10K. The motion was seconded and **approved**.
- **COMMUNITY INPUT ON THE ROAD REPORT:** Mark Mettler raised the issue of fairness of a graduated cost for road dues, less for non-residents, less for individuals, more for larger families. Various board members assured Mark that this has been considered often in the past; the conclusion has always been that there are too many factors that influence road wear – not just number of people in a household, but also the type/weight of vehicle (car/truck, 2- or 4-wheel drive), number of trips/week (folks who are employed versus retired), and average speed/trip (we have 10-40 mph folks). The technology and record keeping effort for a fair system seems impossible. We know of no other mountain HOA with a sliding scale; our current system seems fair to most residents, since we have 98% dues payment compliance. Mark was encouraged to come up with a concrete proposal for a possible *Bylaws* amendment if he felt this could be done. Airn Hartwig made a motion to follow up with Mark about a possible blind survey of the residents before the annual meeting. The motion was seconded, but **not approved**.

GATE REPORT: The Board thanked Paul Hesson for replacing the acrylic window on the gate sign.

COMMUNITY WATER TANK STATUS REPORT

- Paul reported that we have \$4,000 in pledges; \$3,175 actual in hand. \$4,000 is goal to trigger the \$3,000 match; checks were collected on the spot to make that amount! Paul and Allan Hesse will explore the possibility of having the Fire Committee pay Foster to do the excavating for the water tank at the same time as the road work to save money.

OTHER

- Paul raised the issue of mud on Raccoon; there is a about 3,000 ft that will take more than 2-loads to repair. 17 families that drive on Raccoon; 19 on Otter; 8 on Woodchuck. We need a long-range plan to add material; reshaping the road will help. We will add this to the road plan described above.

EXECUTIVE SESSION: The Board went into executive session at 8:45pm to discuss a dues payment issue.

ADJOURNMENT – The meeting was adjourned at 9:05pm.

Respectfully submitted, Suzanne Weber, Secretary

BHRA Treasurer's Report
Updated March 27, 2018

EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D			E	F	G
Category	2017 Actual	2018 Approved Budget	2018 Actual To Date	Owed Not Paid	2018 Expenses Incurred	2018 Budget Remaining (Budget-Actual)	2018 Projected Expenses & Income	2018 Projected Total Expense & Income
Bank Fees	\$6	\$10			\$0	\$10	\$0	\$0
Emergency Expenses (Snow)	\$300	\$0			\$0	\$0	\$0	\$0
Gate Maintenance	\$1,030	\$1,000			\$0	\$1,000	\$0	\$0
Grader Operator	\$10,263	\$12,000			\$0	\$12,000	\$0	\$0
Grant Expense	\$0	\$0			\$0	\$0	\$0	\$0
Insurance	\$1,311	\$1,350			\$0	\$1,350	\$0	\$0
Legal/Financial	\$86	\$75			\$0	\$75	\$0	\$0
Mailings	\$140	\$150			\$0	\$150	\$0	\$0
Miscellaneous	\$0	\$0			\$0	\$0	\$0	\$0
Road Base	\$8,185	\$17,150			\$0	\$17,150	\$0	\$0
Homeowner Road Base	\$0	\$0			\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0			\$0	\$0	\$0	\$0
Supplies	\$234	\$200			\$0	\$200	\$0	\$0
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0
Expense Subtotal	\$21,615	\$31,935	\$0	\$0	\$0	\$31,935	\$0	\$0
Dues & Late Fees	\$23,665	\$26,400	\$9,550		\$9,550	\$16,850	\$0	\$9,550
Emergency Income	\$0	\$0			\$0	\$0	\$0	\$0
Interest	\$1	\$2	\$0		\$0	\$2	\$0	\$0
Grant Income	\$0	\$0			\$0	\$0	\$0	\$0
Remote Control Sales	\$48	\$48	\$64		\$64	(\$16)	\$0	\$64
Homeowner Road Base	\$0	\$0			\$0	\$0	\$0	\$0
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0
Income Subtotal	\$23,774	\$26,450	\$9,614	\$0	\$9,614	\$16,836	\$0	\$9,614
Cash Flow Balance	\$2,160	(\$5,485)	\$9,614	\$0	\$9,614			\$9,614

Do 1 day grading following by a material drop

Gate: We have incurred more expenses lately, do we want to invest in changes?

Budgeted Grader Operator Expense

Assumes 0 Gradings by JR @ \$750 each & 8 Gradings by Foster \$1,500

Budgeted Road Base Expense

Assumes 49 loads @ \$350 per load

Budgeted Dues Income

Assumes 66 of 67 properties pay \$400 annual dues

Cash Flow Gain/Loss

Our targeted cash flow gain/loss is \$0 each year. However, we can sustain a negative cash flow in 2018 because we carried over \$6,114 cash in 2017 due to underspending on the road funds.

ASSET SUMMARY

A	B	C	D			E	F	G
Category	2017 Actual Ending Balance	Budgeted 2018 Ending Balance	2018 Actual To Date Balance					2018 Projected Ending Balance
Checking Balance	\$6,114	\$629	\$15,728					\$15,728
Savings Balance	\$5,002	\$5,004	\$5,002					\$5,002
Total Assets	\$11,116	\$5,633	\$20,730					\$20,730

Budgeted Checking Ending Balance...

...for 2018 is the 2017 ending balance, \$6,114, plus the net projected 2018 cash flow balance, (\$5,085) for a balance of \$1,029.

Buckskin Heights Road Association Meeting Minutes

Tuesday, June 5, 2018 ▪ Weber Residence, Otter Road ▪ 7pm

ATTENDANCE

Board Present: David Gaudio, Airn Hartwig, Paul Hesson, Darin Johnson, Kevin Stewart, Sue Weber
Community Members: Steve & Sherry Stinnett, Mary Ann Long, Rick Stahl, Matt Hartwig, Glen Heeney

CALL TO ORDER: The meeting was called to order at 7:07pm.

AGENDA – The agenda was approved as distributed:

- A. Secretary's Report
- B. Treasurer's Report
- C. Road Report
- D. Gate Report
- E. Community Water Tank Status Report
- F. Other

SECRETARY'S REPORT

- The minutes of the Board meetings on March 27, 2018 was approved by email. They will be posted on the BHRA website.
- The amendment to the BHRA Bylaws to require mailing poll for dues changes was approved by mail poll. The results are attached.

TREASURER'S REPORT: See the attached Treasurer's Report from Treasurer David Gaudio. There are 7 properties with dues outstanding – 2 are chronic problems, 2 are selling, 3 are pending. No bills have been paid thus far this year. We anticipate \$10K or less for spring grading completed, including crushed concrete on Raccoon included. Crushed concrete in front of Tanner property on Otter Rd will be paid by homeowner. A motion was made by Airn Hartwig to approve the Treasurers report. It was seconded and **approved.**

ROAD REPORT

- VP Airn Hartwig reminded us that we had budgeted \$10K this spring to reshape the road with crowning, ditches, drainage. From the gate down, Foster reshaped ditches, open cutouts to allow water off the road. On Otter and Raccoon, drainage was also a focus. Raccoon got 2 loads of crushed concrete. Drainage was also a priority for Upper Otter. Tanner will reimburse the Association for 4 loads crushed concrete dropped in front of that property.
- Maryann Long commented that the grader operator did a wonderful job on Raccoon.
- Darin Johnson pointed out that there are more problem areas on Raccoon where organics hold water. Otter has similar problem.
- Update on purchase of Buckhorn Church asphalt later this summer: Airn Hartwig expects that the parking lot milling will result in 20-40 truckloads – we are only paying for trucking. It will be spread from the saddle area on lower Otter down. Airn estimates that we will be paying \$100/hr for trucking, so about \$50-60 per load. \$2.4K maybe, plus grading by Justin Foster – he will work directly with Coleson about delivery. Airn recommends that it be spread it as a gravel, not thickly, blending it in with existing surface, especially on lower Otter. Grader \$1.5K/day, maybe \$2,500. There is a 3/3 split on the Board about how to spread asphalt, thin or thick. Over mud, want to mix it in. On the rest we need to have a conversation about each section.

- We should have about \$15K left after church materials are spread:
July – grading + 12 loads concrete material \$7,500
August – grading + church material \$5K
Sept/Oct – grading \$1,500, maybe Woodchuck grading/material
December – grading \$1,500
February – grading \$1,500
- Concrete vs Asphalt Issues – Kaufmann has had good quality crushed concrete, but they are out for the summer. Bevins is better than FC with respect to pieces of porcelain. Kaufmanns is closer. Airn likes the concrete – it doesn't washboard or harden and make potholes. The Board generally agrees that concrete is good for above the gate on the materials drops this summer.
- Rick Stahl pointed out that the Board needs to make reasonable decisions about materials, everybody has different ideas and different vehicles.
- The bill from Foster's spring work came in during the meeting at \$9,850.
- The Board agreed that Foster will handle ordering the materials for the summer.
- Asphalt apron at the bottom of Otter? Airn Hartwig will contact Jim Frick to find who to contact at the County.
- Airn Hartwig will also work on a simple survey to determine the success/concerns residents feel about current road initiatives.
- Darin Johnson recommended that Foster make more cutouts for drainage.
- Get dirt from CSU? Paul pointed out that reclaimed dirt from the furrow keeps water on road. Foster says that people like it for safety, and most would go off the edge anyway.

GATE REPORT: It hasn't been hit lately. Protector posts on south side need to be done. North side post needs to be widened if possible.

COMMUNITY WATER TANK STATUS REPORT: It's going to happen! We have the funding. Andrew Michler was able to actually finish the hole. June 25 will be the delivery date for the tank. We might be able to rent a meter for a water source at the bottom of the hill. Paul will ask Jerry May to approach Loveland and/or Poudre Fire to fill it. June 7 will be the date to shovel sand at the bottom. \$5,050 donations. Allan Heese has spearheaded the whole project.

OTHER: None

EXECUTIVE SESSION: Paul Hesson moved to rescind the previous Board decision on applying additional asphalt on the upper Otter S-curve with the understanding that he will put a load of asphalt there at his expense if he thinks it necessary. The notion was seconded and **approved** (5 yes, 1 abstention)

ADJOURNMENT: The meeting was adjourned at 9:55pm.

Respectfully submitted,
Suzanne Weber,
Secretary

Buckskin Heights Road Association
**Results of *Bylaws* Amendment Ballot Regarding
Dues Changes by Mailing Poll**

The results of the April 2018 mail-in ballot regarding a change to the Bylaws to allow all to vote on dues changes by mail ballot were tabulated by the Association Secretary and one non-Board Association member on April 30, 2018. The results are as follows:

- Total ballots received by April 30, 2018 from members entitled to vote: 46
- Ballots neither in favor of nor opposed to amending the Bylaws of the BHRA (blanks): 0
- Total votes cast, excluding blanks*: 46
- Votes necessary for amending the Bylaws (at least 2/3 of total votes cast, excluding blanks*): 31
- Votes in favor of amending the Bylaws of the BHRA: 41 (89%)
- Votes opposed to amending the Bylaws of the BHRA: 5 (11%)

The ballots in favor exceeded the two-thirds (2/3) majority vote of the membership in good standing participating in a mailing poll required by the *Bylaws*. Therefore, the following amendment is made to the *Bylaws* of Buckskin Heights Road Association:

ARTICLE V DUES, Section 1. Dues.

- a. Annual dues are payable by April 1st of each year. {Change approved 8/11/79}
- ~~b. Increases or decreases to dues shall be by two thirds (2/3) majority of those memberships in good standing voting at an annual meeting or special meeting called for the purpose of changing dues.~~
- b. When a simple majority of the memberships in good standing present at an annual meeting, or special meeting called to consider a change in dues, recommends a vote to change the annual dues, the Board shall: {Change approved by Mailing Poll April 30, 2018}
 - i. Conduct a mailing poll within thirty (30) days by providing to each membership in good standing: (1) a description and justification for the change in dues; and (2) a self-addressed, postage-paid, uniquely-identified ballot.
 - ii. Ballots must be returned to the Association's United States Postal Service mailing address within thirty (30) days of the initial mailing date to be counted.
 - iii. If a simple majority (more than half) of all the valid mail ballots received by the deadline are cast in the affirmative, the change in dues shall be approved.

*Robert's Rules of Order (www.rulesonline.com/rror-08.htm#48)

EXPENSE/INCOME SUMMARY

6/5/2018

NOTES

A	B	C	D			E	F	G
Category	2017 Actual	2018 Approved Budget	2018 Actual To Date	Owed Not Paid	2018 Expenses Incurred	2018 Budget Remaining (Budget-Actual)	2018 Projected Expenses & Income	2018 Projected Total Expense & Income
Bank Fees	\$6	\$10			\$0	\$10	\$10	\$10
Emergency Expenses (Snow)	\$300	\$0			\$0	\$0	\$0	\$0
Gate Maintenance	\$1,030	\$1,000			\$0	\$1,000	\$1,000	\$1,000
Grader Operator	\$10,263	\$12,000			\$0	\$12,000	\$12,000	\$12,000
Grant Expense	\$0	\$0			\$0	\$0	\$0	\$0
Insurance	\$1,311	\$1,350			\$0	\$1,350	\$1,350	\$1,350
Legal/Financial	\$86	\$75			\$0	\$75	\$75	\$75
Mailings	\$140	\$150			\$0	\$150	\$150	\$150
Miscellaneous	\$0	\$0			\$0	\$0	\$0	\$0
Road Base	\$8,185	\$17,150			\$0	\$17,150	\$17,150	\$17,150
Homeowner Road Base	\$0	\$0			\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0			\$0	\$0	\$0	\$0
Supplies	\$234	\$200			\$0	\$200	\$200	\$200
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0
Expense Subtotal	\$21,615	\$31,935	\$0	\$0	\$0	\$31,935	\$31,935	\$31,935
Dues & Late Fees	\$23,665	\$26,400	\$24,760		\$24,760	\$1,640	\$26,400	\$51,160
Emergency Income	\$0	\$0			\$0	\$0	\$0	\$0
Interest	\$1	\$2	\$0		\$0	\$2	\$2	\$2
Grant Income	\$0	\$0			\$0	\$0	\$0	\$0
Remote Control Sales	\$48	\$48	\$64		\$64	(\$16)	\$48	\$112
Homeowner Road Base	\$0	\$0			\$0	\$0	\$0	\$0
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0
Income Subtotal	\$23,774	\$26,450	\$24,824	\$0	\$24,824	\$1,626	\$26,450	\$51,274
Cash Flow Balance	\$2,160	(\$5,485)	\$24,824	\$0	\$24,824		(\$5,485)	\$19,339

Do 1 day grading following by a material drop

Bud: We have incurred more expenses lately, do we want to invest in changes?

Budgeted Grader Operator Expense

Assumes 0 Gradings by JR @ \$750 each & 8 Gradings by Foster \$1,500

Budgeted Road Base Expense

Assumes 49 loads @ \$350 per load

Budgeted Dues Income

Assumes 66 of 67 properties pay \$400 annual dues. We are missing 7 property payments. 3 Are promised, 2 Are selling.

Cash Flow Gain/Loss

Our targeted cash flow gain/loss is \$0 each year. However, we can sustain a negative cash flow in 2018 because we carried over \$6,114 cash in 2017 due to underspending on the road funds.

ASSET SUMMARY

A	B	C	D		E	F	G
Category	2017 Actual Ending Balance	Budgeted 2018 Ending Balance	2018 Actual To Date Balance				2018 Projected Ending Balance
Checking Balance	\$6,114	\$629	\$30,938				\$629
Savings Balance	\$5,002	\$5,004	\$5,003				\$5,002
Total Assets	\$11,116	\$5,633	\$35,940				\$5,631

Budgeted Checking Ending Balance...

...for 2018 is the 2017 ending balance, \$6,114, plus the net projected 2018 cash flow balance, (\$5,085) for a balance of \$1,029.

Buckskin Heights Road Association
Meeting MINUTES for Thursday, July 19, 2018
Weber Residence, 13236 Otter Rd • 7pm

ATTENDANCE:

Board Present: David Gaudio, Airn Hartwig, Paul Hesson, Darin Johnson, Kevin Stewart (8:00pm), Sue Weber

Community Members: Luke McOmie, Melanie Johnson, Bob Faris

CALL TO ORDER/AGENDA: The meeting was called to order at 7:05pm. The agenda was approved as distributed.

SECRETARY’S REPORT:

- A. Paul Hesson made a motion to confirm the email approval of the June 5, 2018 Board Meeting Minutes. The motion was **approved**.
- B. Darin Johnson made a motion to approve the agenda and notification for the Annual Meeting on Sunday, August 19, 2018 as modified by the discussion (attached). The motion was **approved**.
- C. A motion was made by David Gaudio to approve the Secretary’s Report. It was seconded and **approved**.

TREASURER’S REPORT: Treasurer David Gaudio presented the current financial report (attached). The Board decided to leave the excess funds from the water tank project in the Fire Mitigation account to possibly cover any additional costs associated with the project, such as any increase in the BHRA insurance policy. A motion was made by Darin Johnson to approve the Treasurer’s Report. It was seconded and **approved**.

ROAD REPORT:

- A. Current Condition of the Road. Airn Hartwig said that nothing much has changed since last meeting.
- B. Upcoming work.
 - 1. We will highlight problem areas on Woodchuck – it’s worse than Raccoon. Bob Faris pointed out that Woodchuck hasn’t been graded for several years.
 - 2. Foster will be up here on July 30 to grade lower Otter. Less than one full day of work on Woodchuck with the motorgrader is anticipated. Foster did a good job on Raccoon.
 - 3. Luke McOmie says that he got a \$2,000 benefit on insurance because Otter Rd is considered “partially paved” and thus more quickly accessible for emergency vehicles.
 - 4. David Gaudio reported that recycled asphalt is the preferred surface for Woodchuck residents.
 - 5. Airn Hartwig pointed out that ditchwork is needed on Woodchuck.
 - 6. Darin Johnson proposed that we spend the remaining unallocated funds (\$3,800) we now have in the budget on Woodchuck as follows: Add an extra day grading/ditchwork on Woodchuck by Foster \$1500; buy 7 loads of asphalt for Woodchuck at \$400/load (\$2,800).
 - 7. Bob Faris estimated that it would take 2-3hrs to grade Woodchuck, plus spreading the asphalt and ditch work, which can be done at least in part with the motorgrader.

8. Late August work: We will purchase recycled asphalt from Coulson when they resurface the church parking lot. It will be spread on lower Otter Rd. Bob Faris estimates that the church parking lot will likely yield 5-10 loads, not the much higher number previously thought. He was concerned that it would contain large chunks of material, but this is not expected based on the conversations Airn Hartwig has had with Coulson.
 9. A motion was made by Darin Johnson to approve the plan presented by Airn and the Woodchuck residents. It was seconded and **approved**.
- C. Mary Arnold has called attention to the runoff into their pasture. We will consult with Foster at the end of July to see what a good solution might be.

GATE REPORT: Bob Faris will send 2 old boards to refurbish at \$200/board.

COMMUNITY WATER TANK STATUS: The 2,800 gal tank at the gate for fire suppression is installed. It will soon be filled. Darin added 900 gal; Howard Bailey added 350 gal. A group of volunteers smoothed and seeded the site.

NEW BUSINESS: Paul Hesson asked if it might be desirable to change the number of members of the Board to an uneven number. No consensus was reached. Any change would have to be in the form of an amendment to the Bylaws.

EXECUTIVE SESSION: The Board briefly went into executive session to discuss properties with outstanding dues.

ADJOURNMENT: The meeting was adjourned at 8:15pm.

Respectfully submitted,

Suzanne Weber, Secretary

BUCKSKIN HEIGHTS ROAD ASSOCIATION 2018 ANNUAL MEETING & SOCIAL HOUR

When: Sunday, August 19, 2018 at 3 pm (*Note earlier start time this year!*)

Where: Mary Anne Long’s Garage, 8220 Gray Squirrel Ct

Please bring a lawn chair and a copy of this Agenda. Before the meeting, please review the Board-approved 2017 Annual Meeting Minutes linked from <http://buckskinheights.org/documents.html>

Plus: Social Hour starting at 2 pm

Please bring a snack/dish to share if you like; and your own drink.

MEETING AGENDA

1. Call to Order; welcome; attendance; review agenda
2. Review of the Board-approved 2017 Annual Meeting Minutes
3. Treasurer's report
4. Road Report
 - A. Work done to date
 - B. Future work to be done
5. Fire Committee Report – Updates on Community Water Tank & *BigTent* Emergency Communication System Replacement
6. Open floor for additional BHRA-related items
7. Nomination and election of BHRA board members
8. Set date for next year's meeting
9. Adjourn

CURRENT BHRA BOARD MEMBERS

Darin Johnson* President
 Airn Hartwig** Vice President
 Sue Weber** Secretary
 David Gaudio* Treasurer
 Paul Hesson*** At Large
 Kevin Stewart** At Large

* One more yr to serve in a 1st term

** 1st 2-yr term ending; eligible for re-election to a second 2-yr term

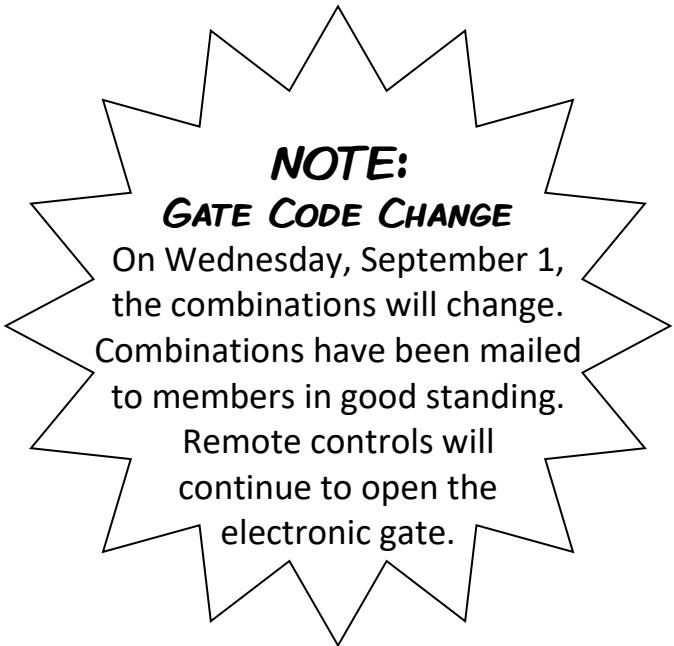
*** One more yr to serve in a 2nd term

NOTE:

GATE CODE CHANGE

On Wednesday, September 1, the combinations will change. Combinations have been mailed to members in good standing.

Remote controls will continue to open the electronic gate.



EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D	E	F	G		
Category	2017 Actual	2018 Approved Budget	2018 Actual To Date	Owed Not Paid	2018 Expenses Incurred	2018 Budget Remaining (Budget-Actual)	2018 Projected Expenses & Income	2018 Projected Total Expense & Income
Bank Fees	\$6	\$10			\$0	\$10	\$10	\$10
Emergency Expenses (Snow)	\$300	\$0			\$0	\$0	\$0	\$0
Gate Maintenance	\$1,030	\$1,000			\$0	\$1,000	\$1,000	\$1,000
Grader Operator	\$10,263	\$12,000	\$9,859		\$9,859	\$2,141	\$12,000	\$21,859
Grant Expense	\$0	\$0			\$0	\$0	\$0	\$0
Insurance	\$1,311	\$1,350			\$0	\$1,350	\$1,350	\$1,350
Legal/Financial	\$86	\$75	\$10		\$10	\$65	\$75	\$85
Mailings	\$140	\$150	\$48		\$48	\$102	\$150	\$198
Miscellaneous	\$0	\$0	\$175		\$175	(\$175)	\$0	\$175
Road Base	\$8,185	\$17,150			\$0	\$17,150	\$17,150	\$17,150
Homeowner Road Base	\$0	\$0			\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0			\$0	\$0	\$0	\$0
Supplies	\$234	\$200			\$0	\$200	\$200	\$200
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0
Expense Subtotal	\$21,615	\$31,935	\$10,092	\$0	\$10,092	\$21,843	\$31,935	\$42,027
Dues & Late Fees	\$23,665	\$26,400	\$26,000		\$26,000	\$400	\$26,400	\$52,400
Emergency Income	\$0	\$0			\$0	\$0	\$0	\$0
Interest	\$1	\$2	\$1		\$1	\$1	\$2	\$3
Grant Income	\$0	\$0			\$0	\$0	\$0	\$0
Remote Control Sales	\$48	\$48	\$100		\$100	(\$52)	\$48	\$148
Homeowner Road Base	\$0	\$0			\$0	\$0	\$0	\$0
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0
Income Subtotal	\$23,774	\$26,450	\$26,101	\$0	\$26,101	\$349	\$26,450	\$52,551
Cash Flow Balance	\$2,160	(\$5,485)	\$16,009	\$0	\$16,009		(\$5,485)	\$10,524

Do 1 day grading following by a material drop

Budgeted Grader Operator Expense
Assumes 0 Gradings by JR @ \$750 each & 8 Gradings by Foster \$1,500. This was the multi day road work.

Budgeted Road Base Expense
Assumes 49 loads @ \$350 per load

Budgeted Dues Income
Assumes 66 of 67 properties pay \$400 annual dues. We are missing 7 property payments. 3 Are promised, 2 Are selling.

Cash Flow Gain/Loss
Our targeted cash flow gain/loss is \$0 each year. However, we can sustain a negative cash flow in 2018 because we carried over \$6,114 cash in 2017 due to underspending on the road funds.

Planned Road Work	
July Grading include 12 Loads Crushed Concrete	\$ 7,500.00
Late Aug Grading	\$ 2,500.00
Late Aug Material from church	\$ 2,500.00
Oct Grading	\$ 1,500.00
Dec Grading	\$ 1,500.00
Total Planned 2018 Expenditures	\$15,500.00
Remaining Budgeted Funds	\$19,291.00
Available Funds	\$ 3,791.00
Planned Febr Grading	\$ 1,500.00
Woodhuck Work	?

ASSET SUMMARY

A	B	C	D	E	F	G
Category	2017 Actual Ending Balance	Budgeted 2018 Ending Balance	2018 Actual To Date Balance			2018 Projected Ending Balance
Checking Balance	\$6,114	\$629	\$22,122			\$629
Savings Balance	\$5,002	\$5,004	\$5,003			\$5,004
Total Assets	\$11,116	\$5,633	\$27,125			\$5,633

Budgeted Checking Ending Balance...
...for 2018 is the 2017 ending balance, \$6,114, plus the net projected 2018 cash flow balance, (\$5,085) for a balance of \$1,029.

Buckskin Heights Road Association 2018 Annual Meeting Minutes

Sunday, August 19, 2018 • 3pm
MaryAnne Long's Garage, 8220 Gray Squirrel Ct

ATTENDANCE

Road Association Board Members Present: Airn Hartwig, Vice President; Sue Weber, Secretary; David Gaudio, Treasurer; Paul Hesson and Kevin Stewart, At Large
Road Association Board Members Absent: Darin Johnson, President
Road Association Members Present: 17 properties were represented.

CALL TO ORDER

The meeting was called to order at 3:05 pm by Treasurer David Gaudio; Vice President Airn Hartwig arrived soon thereafter.

Secretary Sue Weber recorded property owners who were in attendance. At the beginning of the meeting, 17 properties were represented, exceeding the minimum of 10 properties necessary for a quorum.

AGENDA

- A. Call to Order; welcome; attendance; review agenda
- B. Review of the Board-approved 2017 Annual Meeting Minutes
- C. Treasurer's Report
- D. Road Report
 - Work done to date
 - Future work to be done
- E. Fire Committee Report – Updates on Community Water Tank Project & *BigTent* Emergency Communication System Replacement
- F. Open floor for additional BHRA-related items
- G. Nomination and election of BHRA board members
- H. Set date for next year's meeting
- I. Adjourn

REVIEW OF MINUTES

The Association members were asked if there were any questions or concerns with the 2017 Annual Meeting Minutes. None were noted.

TREASURER'S REPORT

1. The Treasurer's Report for FY2017 (attached) was independently audited by Association members Linda Bilsing and Allan Heese. A copy of the report was provided to all members in attendance.
 - A. The auditors provided a qualified opinion, stating that the financial statements presented fairly, in all material respects, financial position, results of operations, and cash flows in conformity with generally accepted accounting principles, with an exception. The auditors did not have sufficient appropriate audit evidence supporting the expenditures for grading, materials, and trucking. This information has historically been provided by

the Vice President's written road report(s) showing dates of grading, type of material application and location; as well as load tickets showing date, net weight, type of materials and number of loads for each application of materials.

- B. Airn Hartwig pointed out that a written summary of expected work is in the minutes of each Board meeting. Linda Bilsing pointed out that we are invoiced for actual work done, not what is discussed at the meeting, and actual work often differs from what was discussed. The minutes in any case typically do not have the detail – locations, dates, amounts – necessary to verify the invoices.
2. Treasurer David Gaudio reviewed the Annual Meeting Budget Update, dated August 19, 2018 (attached). Less pending expenses, approximately \$12,500 remains to be budgeted for 2018 road maintenance. There was about \$5,000 carryover from last year plus non-dues donations from residents, so we will spend in 2018 more than we take in. 64 of 67 properties are current on their annual dues.
 3. A motion was made by Paul Hesson to approve the Auditor's and Treasurer's reports. The motion was seconded and approved.

ROAD REPORT

WORK DONE TO DATE:

4. Vice President Airn Hartwig reported that early this spring the Board had consulted Jim Frick, supervisor of dirt road work for Larimer County, about the best way to maintain our roads. His major suggestion that we could afford was to prioritize reshaping of the road to increase pitch and clean ditches. His preferred engineered road base material (with dust suppression, rolling and watering) is too expensive for our regular use – the county spends about \$13,000/mile/year on road maintenance; we have about \$2,000/mile/year to spend. Jim Frick also recommended that we lower our speed limit to 15 mph.
5. Airn Hartwig and Darin Johnson also consulted Justin Foster before work began this spring. (Justin Foster lives on and maintains Whale Rock Rd, where he uses recycled asphalt almost exclusively). He was able to bring up smaller equipment like a skid steer in addition to the motor grader for the 10 days in May that he spent reshaping lower Otter Rd and many of the interior roads as well. Crushed concrete was spread at the time on several of the interior roads, including Raccoon and upper Otter Rd, supplemented by a donation from an Otter Rd resident. Wolverine Ct had some crushed concrete applied also.
6. At the end of July, crushed concrete was spread on several locations on lower Otter between the electronic gate and the lower cattle gate. In addition, Woodchuck residents added significant funding to spread 12 loads (7 BHRA, 5 residents) of recycled asphalt on Woodchuck Dr.

FUTURE ROAD WORK TO BE DONE:

7. Vice President Hartwig reported that BHRA will be purchasing and spreading 5-10 loads of recycled asphalt that is to be milled off the Buckhorn Church parking lot in the village. The majority of these materials will be spread on the bottom 1.5 miles of Otter Rd. The timing of this work is dependent on when Coulson can fit it into their major work on Hwy 34.
8. There will likely be two additional gradings before December.

ROAD DISCUSSION:

9. Airn Hartwig pointed out that engineered road base (which is the material Jim Frick with the county uses) is about twice as expensive as recycled asphalt and crushed concrete, which are similar in price at about \$11-12/ton.
10. Max McGowan emphasized the need to (A) provide exits for drainage through the berm built up on the sides of many of our roads; (B) continue to patch the good recycled asphalt surfaces we still have in a timely fashion to maintain them; and (C) use crushed concrete only in areas that get soft or muddy because it rolls too much.
11. Bob Faris emphasized that while recycled asphalt does need patching after some years, we save money in the long term because it does not require monthly gradings as do other areas. He referred to areas where recycled asphalt was applied and is still holding up well, and also the area on lower Otter that was patched this summer.
12. Andrew Michler raised concerns about ignoring what we've learned in past years and urged the board to consider what has worked best (recycled asphalt), and not worked as well (road base, gravel, dirt and perhaps crushed concrete, depending on how it holds up in future years).
13. Other questions and concerns about the road, road materials, and location of future work were raised by members in attendance.

FIRE COMMITTEE REPORT:

14. Allan Heese was thanked for his leadership in completing the 2,800 gal water tank project.
15. Sue Weber reported that Paul Hesson, she and others were reviewing alternative software/online options to replace *BigTent* as our emergency communications system.

OPEN FLOOR FOR ADDITIONAL BHRA-RELATED ITEMS: The bear that has broken into at least 5 homes and other buildings this summer has not been captured. All residents should be careful to store food and trash in bear-proof locations.

NOMINATION AND ELECTION OF BHRA BOARD MEMBERS

16. The following members were nominated and elected unanimously to fill the three vacant Board positions available: Alan Heese and Luke McOmie to an initial 2-year term and Sue Weber to a second 2-year term.
17. The six-member BHRA Board of Directors for 2018-19 will thus consist of David Gaudio, Allan Heese, Paul Hesson, Darin Johnson, Luke McOmie and Sue Weber. The Board, as per the Bylaws, will meet within 30 days to elect officers from among their members.

DATE FOR NEXT YEAR'S ANNUAL MEETING: The 2019 BHRA Annual Meeting will be held on Friday, August 23, 2019, at 7pm at a location to be determined.

ADJOURN

Vice President Airn Hartwig moved to adjourn the meeting at 4:35pm. The motion was seconded and approved.

Respectfully submitted,
Suzanne Weber, Secretary
Buckskin Heights Road Association

EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D	E	F	G		
Category	2016 Actual	2017 Approved Budget	2017 Actual To Date	Owed Not Paid	2017 Expenses Incurred	2017 Budget Remaining (Budget-Actual)	2017 Projected Expenses & Income	2017 Projected Total Expense & Income
Bank Fees	\$6	\$10	\$6		\$6	\$4	\$0	\$6
Emergency Expenses (Snow)	\$1,200	\$0	\$300		\$300	(\$300)	\$0	\$300
Gate Maintenance	\$374	\$150	\$1,030		\$1,030	(\$880)	\$0	\$1,030
Grader Operator	\$7,860	\$10,000	\$10,263		\$10,263	(\$263)	\$0	\$10,263
Grant Expense	\$9,915	\$0	\$0		\$0	\$0	\$0	\$0
Insurance	\$1,155	\$1,200	\$1,311		\$1,311	(\$111)	\$0	\$1,311
Legal/Financial	\$22	\$50	\$86		\$86	(\$36)	\$0	\$86
Mailings	\$82	\$100	\$140		\$140	(\$40)	\$0	\$140
Miscellaneous	\$0	\$0	\$0		\$0	\$0	\$0	\$0
Road Base	\$15,647	\$15,000	\$8,185		\$8,185	\$6,815	\$0	\$8,185
Homeowner Road Base	\$2,095	\$0	\$0		\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0	\$0		\$0	\$0	\$0	\$0
Supplies	\$0	\$100	\$234		\$234	(\$134)	\$0	\$234
Other (Fire Mitigation)	\$0	\$0	\$60		\$60	(\$60)	\$0	\$60
Expense Subtotal	\$38,356	\$26,610	\$21,615	\$0	\$21,615	\$4,995	\$0	\$21,615
Dues & Late Fees	\$22,990	\$23,100	\$23,665		\$23,665	(\$665)	\$0	\$23,665
Emergency Income	\$1,735	\$0	\$0		\$0	\$0	\$0	\$0
Interest	\$2	\$2	\$1		\$1	\$1	\$0	\$1
Grant Income	\$9,915	\$0	\$0		\$0	\$0	\$0	\$0
Remote Control Sales	\$128	\$100	\$48		\$48	\$52	\$0	\$48
Homeowner Road Base	\$2,095	\$0	\$0		\$0	\$0	\$0	\$0
Other (Fire Mitigation)	\$0	\$0	\$60		\$60	(\$60)	\$0	\$60
Income Subtotal	\$36,865	\$23,202	\$23,774	\$0	\$23,774	(\$572)	\$0	\$23,774
Cash Flow Balance	(\$1,491)	(\$3,408)	\$2,160	\$0	\$2,160			\$2,160

Budgeted Grader Operator Expense
TO DO: One motorgrading w/RB below gate

Budgeted Road Base Expense
TO DO: Previous practice: 2017=22.4 15 ton loads Recycled asphalt and @ 49 loads recycled concrete , 2016=53 15 ton loads of recycled asphalt @\$335, 2015=64, 2013=56, 2012=51, 2011=33, 2010=43, 2009=55

Budgeted Dues Income
Assumes 66 of 67 properties pay \$350 annual dues

Cash Flow Gain/Loss
Our targeted cash flow gain/loss is \$0 each year. However, we can sustain a negative cash flow in 2017 because we carried over almost \$4,000 in unspent 2016 grading/roadbase funds.

ASSET SUMMARY

A	B	C	D	E	F	G
Category	2016 Actual Ending Balance	Budgeted 2017 Ending Balance	2017 Actual To Date Balance			2017 Projected Ending Balance
Checking Balance	\$3,914	\$506	\$6,114			\$6,074
Savings Balance	\$5,001	\$5,001	\$5,002			\$5,001
Total Assets	\$8,915	\$5,507	\$11,116			\$11,074

Budgeted Checking Ending Balance...
...for 2017 is the 2016 ending balance (\$3,914) plus the net projected 2017 cash flow balance. The target (about \$700) should allow about \$50 for January mailings, plus \$150 margin of error and the \$500 minimum deposit to avoid bank

Fiscal Year 2017 Data Respectfully Submitted for Audit by:

David Gaudio
David Gaudio, Treasurer September 2017-Present Date

Suzanne Weber 8/1/18
Suzanne Weber, Secretary September 2017-Present Date
Suzanne Weber, Treasurer September 2016-Sept 2017

Fiscal Year 2017 Data Audited and Approved by:

Linda Biring 7/7/18
Linda Biring, BHRA Resident Date

Allan Heese 7/7/18
Allan Heese, BHRA Resident Date

Qualified, see Audit Report dated July 3, 2018

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Buckskin Heights Road Association
P.O. Box 352, Masonville, CO 80541

Report on the Financial Statements

We have audited the bank statements, check register, Quicken reports, Expense/Income Summary, and Asset Summary of Buckskin Heights Road Association as of December 31, 2017.

BHRA's Board of Directors Responsibility for the Financial Statements

The Board is responsible for the preparation and fair presentation of these statements, and management of them to be free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we perform the audit to obtain reasonable assurance about whether the statements are free of material misstatement.

The procedures we have performed include but are not limited to: 1) reviewing invoices, receipts and deposits of the organization; 2) reviewing the check register, bank statements, and BHRA Property Owner Records, comparing the three for consistency; 3) reviewing expenses for reasonableness as to their use; 4) confirming all bank statements had notations that they had been reviewed; and 5) confirming the beginning and ending cash balance in the checking and savings accounts match the Asset Summary report.

Conduct of Audit

We conducted our audits in accordance with auditing standards generally accepted in the United States of America, specifically those defined by the Association of International Certified Professional Accountants (AICPA). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. **An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements.** An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

Basis for Qualified Opinion

We requested, but were unable to obtain, sufficient appropriate audit evidence supporting the expenditures for grading, materials, and trucking.

- We were unable to verify the invoices for grading in the amount of \$10,263, as there is no supporting documentation about when or where grading occurred.
- We were unable to verify the invoices for materials in the amount of \$3,888, as there is no supporting documentation about how much material was applied.
- We were unable to verify the invoices for trucking in the amount of \$4,297, as there is no supporting documentation about when or where the material was applied.

Note that dates on the invoices do not align with when work was actually done. For example, material was invoiced on June 26, 2017; trucking was invoiced on August 19, 2017; and none of the grading invoices align with either of those dates. Further, there is no documentation showing the Vice President's authorization of these expenditures. Therefore, we have no evidence supporting the invoiced amounts.

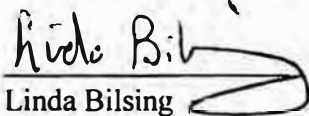
Qualified Opinion

In our opinion, except for the effects of being unable to obtain sufficient appropriate audit evidence supporting the expenditures for grading, materials, and trucking, the financial statements present fairly, in all material respects, financial position, results of operations, and cash flows of Buckskin Heights Road Association as of December 31, 2017 in conformity with generally accepted accounting principles in the United States of America.

Notes

- We determined that emergency snow removal expenditures were authorized without prior approval of the board, contrary to the by-laws (Article II, Section 6).
- In order to provide an unqualified opinion, additional supporting evidence is needed to verify the expenditures for grading, materials, and trucking. This information has historically been provided in the Vice President's Road Report, and includes dates of grading and material application, and general location, e.g., Lower Otter, Upper Otter, Raccoon, etc. Supporting documentation on materials is commonly provided through load tickets from the trucking companies, showing net weight, type of materials, and number of loads.
- A Vice President's Road Report containing information about dates and location of grading, materials and trucking would be considered sufficient for supporting evidence.
- In the absence of a Road Report or authorizing signature on the invoices, we are unable to verify the invoices.

Both Linda Bilsing and Allan Heese are residents of Buckskin Heights Road Association and have performed this audit free of charge.


Linda Bilsing


Allan Heese

July 3, 2018

Buckskin Heights Road Association Annual Meeting Budget Update August 19, 2018

EXPENSE/INCOME SUMMARY as of August 18, 2018

NOTES

A	B	C	D	E	F	G			
Category	2017 Actual	2018 Approved Budget	2018 Actual To Date	Owed Not Paid	2018 Expenses Incurred	2018 Budget Remaining (Budget- Actual)	2018 Projected Remaining Expenses & Income	2018 Projected Total Expense & Income	2018 Expected Over (Under) Budget
Bank Fees	\$6	\$10			\$0	\$10	\$10	\$10	\$0
Emergency Expenses (Snow)	\$300	\$0			\$0	\$0	\$0	\$0	\$0
Gate Maintenance	\$1,030	\$1,000			\$0	\$1,000	\$1,000	\$1,000	\$0
Grader Operator	\$10,263	\$12,000	\$12,784		\$12,784	(\$784)	\$ 5,500.00	\$18,284	\$6,284
Grant Expense	\$0	\$0			\$0	\$0	\$0	\$0	\$0
Insurance	\$1,311	\$1,350			\$0	\$1,350	\$1,350	\$1,350	\$0
Legal/Financial	\$86	\$75	\$10		\$10	\$65	\$65	\$75	\$0
Mailings	\$140	\$150	\$132		\$132	\$18	\$30	\$162	\$12
Miscellaneous	\$0	\$0	\$175		\$175	(\$175)	\$0	\$0	\$0
Road Base	\$8,185	\$17,150	\$8,045		\$8,045	\$9,105	\$ 2,500.00	\$10,545	(\$6,605)
Homeowner Road Base	\$0	\$0	(\$1,684)		(\$1,684)	\$1,684	\$0	(\$1,684)	(\$1,684)
Signs & Culverts	\$0	\$0			\$0	\$0	\$0	\$0	\$0
Supplies	\$234	\$200			\$0	\$200	\$100	\$100	(\$100)
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0	\$0
Expense Subtotal	\$21,615	\$31,935	\$19,462	\$0	\$19,462	\$12,473	\$10,555	\$30,017	(\$1,918)
Dues & Late Fees	\$23,665	\$26,400	\$26,400		\$26,400	\$0	\$400	\$26,800	\$400
Emergency Income	\$0	\$0			\$0	\$0	\$0	\$0	\$0
Interest	\$1	\$2	\$1		\$1*	\$1	\$1	\$2	(\$0)
Grant Income	\$0	\$0			\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$48	\$48	\$112		\$112	(\$64)	\$0	\$112	\$64
Homeowner Road Base	\$0	\$0			\$0	\$0	\$0	\$0	\$0
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$23,774	\$26,450	\$26,513	\$0	\$26,513	(\$63)	\$401	\$26,914	\$464
Cash Flow Balance	\$2,160	(\$5,485)	\$7,051	\$0	\$7,051	(\$10,154)	(\$3,103)	\$2,382	\$2,382

Do 1 day grading following by a material drop

Budgeted Grader Operator Expense
Assumes 0 Gradings by JR @ \$750 each & 8 Gradings by Foster \$1,500. This was the multi day road work.

Budgeted Road Base Expense
Assumes 49 loads @ \$350 per load. Homeowner Road Base is contributions by Woodchuck Residents

Budgeted Dues Income
Assumes 66 of 67 properties pay \$400 annual dues. We are missing 7 property payments. 3 Are promised, 2 Are selling.

Cash Flow Gain/Loss
Our targeted cash flow gain/loss is \$0 each year. However, we can sustain a negative cash flow in 2018 because we carried over \$6,114 cash in 2017 due to underspending on the road funds.

ASSET SUMMARY

A	B	C	D	E	F	G
Category	2017 Actual Ending Balance	Budgeted 2018 Ending Balance	2018 Actual To Date Balance			2018 Projected Ending Balance
Checking Balance	\$6,114	\$629	\$13,164			(\$4,040)
Savings Balance	\$5,002	\$5,004	\$5,003			\$5,004
Total Assets	\$11,116	\$5,633	\$18,167			\$964

Budgeted Checking Ending Balance...
...for 2018 is the 2017 ending balance, \$6,114, plus the net projected 2018 cash flow balance, (\$5,085) for a balance of \$1,029.

Buckskin Heights Road Association Meeting Agenda for Thursday, August 23, 2018, 2018

Weber Residence, 13236 Otter Rd • 7pm

ATTENDANCE

Board Present: David Gaudio, Airn Hartwig, Allan Heese, Paul Hesson, Luke McOmie, Sue Weber

Board Absent: Darin Johnson, Kevin Stewart

Community Members: Linda Bilsing & Max McGowan

CALL TO ORDER: VP Airn Hartwig called the meeting to order at 7:05pm.

AGENDA: The agenda was approved as distributed.

- Election of New Officers
- Secretary's Report: Confirm approval of July 19, 2018 Board Meeting Minutes; and approve August 19, 2018 Annual Association Meeting Minutes
- Treasurer's Report
- Road Report
- Gate Report
- Fire Committee Report
- Other – Possible Survey of Residents
- Executive Session If Needed
- Adjournment

ELECTION OF NEW OFFICERS

President: David Gaudio

Vice President: Allan Heese

Secretary: Luke McOmie

Treasurer: Sue Weber

At Large: Darin Johnson, Paul Hesson

SECRETARY'S REPORT

1. Sue Weber made a motion to confirm approval of July 19, 2018 Board Meeting Minutes. It was seconded and approved.
2. Paul Hesson made a motion to approve the minutes of the annual meeting. It was seconded and approved.

TREASURER'S REPORT: David Gaudio reported that 3 properties are still delinquent; he expects one to be paid. Paul Hesson made a motion to approve the Treasurer's report as distributed at the annual meeting. It was then seconded and approved.

ROAD REPORT

3. Recent purchases have averaged \$335/load for materials and trucking. A 15-ton load gives us ~80-90 ft of coverage.

4. Late/Aug/Early Sept Work – The Board discussed the cost of material, delivery costs, placement of material as follows:
 - A. Church Asphalt Project
 - Church asphalt cost should be no more than \$100/hr for trucking, for an expected total of \$1,000 for materials/trucking
 - Expect \$1,500 for spreading and grading church materials
 - Placement of church materials – dump a couple hundred feet below Sprague’s (1st curve of lower Otter) and dump as far as we can take it, up past the water tank. Remediation of the muddy area is the goal.
 - Allan Heese is going to call Coulson to check the availability of the material and timing of the church job in the next few days.
 - Board should ask Jim Frick from Larimer County if it’s possible to make the material from the church better for our use (hot TAC, cold TAC, oils or other options).
 - B. Additional Late Aug/Early Sept Grading/Materials
 - \$1500 for grading plus \$4,080 for ~12 loads of BHRA-purchased material = ~\$5,500 total
 - Woodchuck residents have raised enough money for 6-7 more loads of asphalt. Plan had been to spread with a chain drag. However, Paul Hesson pointed out that if the folks on the road buy the material, the association has historically paid to spread it. The Board agreed to pay for the spread of the extra material paid for by residents of Woodchuck/Fox Ct. Luke McOmie will talk to friend Jim Barter about the potential of working on spreading the material and get a quote for the work as a fallback if Foster can’t do the work.
 - Linda Bilsing recommended that we set a “drop dead date” in mid-September to ensure that we can get the work done while the weather is still hot. We need to talk to Coulson and Foster about the dates/needs. Allan Heese will talk to the right people trying to schedule the work with Coulson and Foster at the same time.
 - We generally agreed with Airn Hartwig’s recommendation to task Foster with coordinating delivery of materials with the trucking companies we have selected after checking out the quality of materials.

5. Two additional gradings with no material drops will occur in October and Nov/Dec at \$1,500.

6. SUMMARY PLANNED FALL ROAD WORK

Aug/Sept Church grading	\$1,500
Aug/Sept Church materials/trucking	\$1,000
Aug/Sept BHRA grading	\$1,500
Aug/Sept BHRA 12 loads/trucking	\$4,080
Aug/Sept Woodchuck 6-7 loads/trucking	\$ - - - ?
Oct grading	\$1,500
<u>Nov/Dec grading</u>	<u>\$1,500</u>
	\$11,080

GATE REPORT

7. Bob Faris is having some logic boards repaired so that we have a spare when needed.

FIRE COMMITTEE REPORT

8. Nothing new since last discussion at annual meeting.

OTHER NEW BUSINESS

9. Possible New Survey of Residents – After discussion of pros and cons of repeating an updated version of the February 2017 survey, the Board agrees that it would be more fruitful to first develop a long-term plan for the road and then offer the plan up to the community for review and comment. Allan Heese made a motion to not do the survey, but develop a plan in lieu of survey. It was seconded and approved.
10. Development of Long-Range Plan for the Road – New plan needs to address use/placement of different road materials and maintain existing asphalt that has been laid. Sue Weber suggested that we start work earlier in the season, mid-June to mid-August so materials are not being spread in the fall. Also, she recommended that we review where crushed concrete has been laid and determine next year how well it has held.
11. Assistance to the Vice President – Allan Heese suggested that the VP should have assistance via committee versus having the VP be wholly responsible for implementing planned work on the road. VP would still be responsible for communicating with grader operators and other vendors – we need one voice there. Paul Hesson pointed out that the Bylaws state that the president is tasked with creating committees for BHRA. Allan would like to see a committee formed that can be available to assist with VP with board approved actions and needs. Board generally agreed that members of the committee be any BHRA member and assistance doesn't need to be a Board member. We want to make sure the people who are on the committee are interested enough and are available to assist when needed.
12. Roles and Responsibilities for All Board Members – The Board agreed that we would like to make sure that activities related to the board/road get documented for posterity. We already have job descriptions for the Secretary and Treasurer; we need similar information for the roles of President, Vice President and At Large positions. Paul Hesson recommended that the VP start a log book to track all activity that is maintained year-to-year; this will help answer the question “what was done, when, where, etc.” The Board also would like to start having a written update from the VP summarizing what has occurred since the last meeting to be included in the minutes. Allan Heese will draft a job description for the VP position as he gets to know it; Paul Hesson will work on a job description for the President's position.
13. Roadside Markers -- Several board members are going to check on supplies/cost to install metal markers every 0.1mile to help communicate and document work on the road. Linda Bilsing's brother can do graphic sign design and might be able to help.
14. Electronic Gate Signs – Sue Weber will update the sign “in case of damage” with Allan's and David's phone numbers.

NEXT MEETING: Likely October

ADJOURNMENT: The meeting was adjourned at 9:15pm.

Respectfully Submitted,
Luke McOmie, Secretary
Buckskin Heights Road Association

BHRA
Meeting Agenda & Minutes for Thursday, October 18th 2018
Heese's Residence, 13003 Woodchuck Dr.
7pm

Attendance: David Gaudio, Allan Heese, Paul Hesson, Darin Johnson, Luke McOmie, Sue Weber

Call to Order: 7:10 pm by President David Gaudio

Agenda:

1. **Approval of Agenda:** Paul Moves, Board Approved
2. **Secretary's Report:** Approve Aug 23rd, 2018 Meeting Minutes - Sue Moves / Correct Allan's Spelling, Board Approves
3. **Treasurers Report:** David Gaudio reported that there is a \$11,7000 checking balance. Insurance: \$1,237 with \$50 charge to add water tank (1-time charge) to insurance – Fire Committee will reimburse from water tank checking account.
4. **Road Report:**
 - a. Allan Revised Plan & Notes / Sue spoke to asphalt vs. crushed concrete for muddy/flat spots based upon info from Max McGowan.
 - b. Paul discussed main erosion issues caused by wind (not water)
 - c. Sue will like to see how deep old concrete depths are (determine loss/erosion)
 - d. Paul is putting together samples for the mile markers (will assess work effort/cost)
 - e. Berms left from grading are causing runoff/water issues on Fox Ct & past windmill house. We discussed ways to repair & address issues.
 - f. Sandbags needed along w/ rock for repairs, Paul moves to approve <\$1,000 spend for rock delivery for repairs / David seconds
 - g. Open Discussion – long term plans / road improvement - what has worked / what hasn't
 - h. 2018 & 2019 Budget going to be used for major projects
5. **Gate Report:** Allan is going to spend time w/ Bob to gather details about gate. Paul moves for sign for "No Smoking" near gate / 2nd by David
6. **Fire Committee Report:** Paul sending email for replacement for bigtent with groups.io, looking for fire committee approval. Paul announces that end of year he will retire as chairman.
7. **Other:**
 - a. Appoint webmaster for BHRA Website: David Moves to appoint Sue Weber as webmaster / historian / Paul 2^{nds}
 - b. Proxy Voting @ Annual Meetings: Sue discusses need to acknowledge/accept proxy voting.
8. **Executive Session:** Delinquent Dues Issue
9. **Adjournment**

Respectfully Submitted
Luke McOmie, Secretary

EXPENSE/INCOME SUMMARY as of October 17, 2018

NOTES

A	B	C	D			E	F	G	
Category	2017 Actual	2018 Approved Budget	2018 Actual To Date	Owed Not Paid	2018 Expenses Incurred	2018 Budget Remaining (Budget-Actual)	2018 Projected Remaining Expenses & Income	2018 Projected Total Expense & Income	2018 Expected Over (Under) Budget
Bank Fees	\$6	\$10			\$0	\$10	\$10	\$10	\$0
Emergency Expenses (Snow)	\$300	\$0			\$0	\$0	\$0	\$0	\$0
Gate Maintenance	\$1,030	\$1,000			\$0	\$0	\$1,000	\$1,000	\$0
Grader Operator	\$10,263	\$12,000	\$14,539		\$14,539	(\$2,539)	\$ 3,510.00	\$18,049	\$6,049
Grant Expense	\$0	\$0			\$0	\$0	\$0	\$0	\$0
Insurance	\$1,311	\$1,350			\$0	\$1,350	\$1,350	\$1,350	\$0
Legal/Financial	\$86	\$75	\$10		\$10	\$65	\$65	\$75	\$0
Mailings	\$140	\$150	\$132		\$132	\$18		\$132	(\$18)
Miscellaneous	\$0	\$0	\$207		\$207	(\$207)	\$0	\$0	\$0
Road Base	\$8,185	\$17,150	\$6,361		\$6,361	\$10,789	\$ -	\$6,361	(\$10,789)
Homeowner Road Base	\$0	\$0	\$1,684		\$1,684	(\$1,684)	\$0	\$1,684	\$1,684
Signs & Culverts	\$0	\$0			\$0	\$0	\$0	\$0	\$0
Supplies	\$234	\$200			\$0	\$200	\$100	\$100	(\$100)
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0	\$0
Expense Subtotal	\$21,615	\$31,935	\$22,933	\$0	\$22,933	\$8,002	\$6,035	\$28,968	(\$2,967)
Dues & Late Fees	\$23,665	\$26,400	\$26,800		\$26,800	(\$400)	\$400	\$27,200	\$800
Emergency Income	\$0	\$0			\$0	\$0	\$0	\$0	\$0
Interest	\$1	\$2	\$1		\$1	\$1	\$1	\$2	(\$0)
Grant Income	\$0	\$0			\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$48	\$48	\$128		\$128	(\$80)	\$0	\$128	\$80
Homeowner Road Base	\$0	\$0	\$1,684		\$1,684	(\$1,684)	\$0	\$1,684	\$1,684
Other (Fire Mitigation)	\$60	\$0			\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$23,774	\$26,450	\$28,613	\$0	\$28,613	(\$2,163)	\$401	\$29,014	\$2,564
Cash Flow Balance	\$2,160	(\$5,485)	\$5,680	\$0	\$5,680		(\$5,634)	\$46	\$5,531

Do 1 day grading following by a material drop

Planned Road Work

Budgeted Grader Operator Expense

Oct Grading \$ 1,755.00
Dec Grading \$ 1,755.00

Assumes 0 Gradings by JR @ \$750 each & 8 Gradings by Foster \$1,500. This was the multi day road work.

Total Planned 2018 Expenditures \$ 3,510.00
Cash Balance \$11,792.62

\$151 Web Hosting, \$24 Gas Dick Dickson

Budgeted Road Base Expense

Gate Maintenance \$0.00
Insurance \$1,350.00
Legal \$65.00
Mailings \$0.00
Supplies \$100.00

Assumes 49 loads @ \$350 per load. Homeowner Road Base is contributions by Woodchuck

Residents

Budgeted Dues Income

Available Funds \$6,767.62

Assumes 66 of 67 properties pay \$400 annual dues. We are missing 7 property payments. 3 Are promised, 2 Are selling.

Planned Febr Grading \$ 1,500.00

Cash Flow Gain/Loss

Topside Opportunity
Reimbursement for 4 Loads Material \$ 746.66

Our targeted cash flow gain/loss is \$0 each year. However, we can sustain a negative cash flow in 2018 because we carried over \$6,114 cash in 2017 due to underspending on the road funds.

Uncollected Dues
Property 1 \$ 400.00

ASSET SUMMARY

A	B	C	D	E	F	G
Category	2017 Actual Ending Balance	Budgeted 2018 Ending Balance	2018 Actual To Date Balance			2018 Projected Ending Balance
Checking Balance	\$6,114	\$629	\$11,793			\$480
Savings Balance	\$5,002	\$5,004	\$5,003			\$5,004
Total Assets	\$11,116	\$5,633	\$16,796			\$5,484

Budgeted Checking Ending Balance...

Property 2 \$ -
Property 3 \$ 400.00

...for 2018 is the 2017 ending balance, \$6,114, plus the net projected 2018 cash flow balance, (\$5,085) for a balance of \$1,029.