



## BUCKSKIN HEIGHTS ROAD ASSOCIATION

# 2021 MINUTES

## Board & Association Minutes with Summary of Board Membership

### Buckskin Heights Road Association • 2020-21 Board Members (Status July 2021)

Name	Term & Year Elected	Status
Gaudio, David, At Large**	1 <sup>st</sup> term Aug 2017, 2 <sup>nd</sup> term August 2019	Serving through Aug 2021
Heeney, Glenn, President*	1 <sup>st</sup> term Aug 2019	Serving through Aug 2021
Robinson, Pam, Treasurer*	1 <sup>st</sup> term Aug 2019	Serving through Aug 2021
Heese, Allan, Vice President	1 <sup>st</sup> term Aug 2018, 2 <sup>nd</sup> term August 2020	Serving through Aug 2022
McOmie, Luke, Secretary	1 <sup>st</sup> term Aug 2018, 2 <sup>nd</sup> term August 2020	Serving through Aug 2022
McQueen, Dan, At Large	1 <sup>st</sup> term Aug 2020	Serving through Aug 2022

\* Indicates a board member whose 1<sup>st</sup> term is ending, but is eligible for a second 2-year term

\*\* Indicates a board member whose 2<sup>nd</sup> term is ending, and is ineligible for another 2-year term

### Buckskin Heights Road Association • 2021-22 Board Members (Status July 2022)

Name	Term & Year Elected	Status
Hesse, Allan, Vice President**	1 <sup>st</sup> term Aug 2018, 2 <sup>nd</sup> term August 2020	Serving through Aug 2022
McOmie, Luke, Secretary**	1 <sup>st</sup> term Aug 2018, 2 <sup>nd</sup> term August 2020	Serving through Aug 2022
McQueen, Dan, At Large*	1 <sup>st</sup> term Aug 2020	Serving through Aug 2022
Abbott, Brian, At Large†	1 <sup>st</sup> term Aug 2021	Serving through Aug 2023
Heeney, Glenn, President††	1 <sup>st</sup> term Aug 2019, 2 <sup>nd</sup> term August 2021	Serving through Aug 2023
Weber, Sue, Treasurer	1 <sup>st</sup> term Aug 2021	Serving through Aug 2023

\* Indicates a board member whose 1<sup>st</sup> term is ending; eligible for a second 2-year term

\*\* Indicates a board member whose 2<sup>nd</sup> term is ending; ineligible for another 2-year term

† Elected President upon resignation of Glenn Heeney in mid-July

†† Mary Arnold appointed At-Large in mid-July to fill Glenn Heeney's term until annual meeting

**Buckskin Heights Road Association**  
**MINUTES for Thursday, January 28, 2021**  
Zoom Meeting • 6:30 pm

**ATTENDANCE:**

Board Present: David Gaudio, Glenn Heeney, Allan Heese, Luke McOmie, Dan McQueen, Pam Robinson  
Community Members: Brian & Jodi Abbott, Jacob DeBes, Paul Hesson, Sue Weber

**CALL TO ORDER, WELCOME/INTRODUCTIONS,**

**QUORUM:** The meeting was called to order by President Glenn Heeney with quorum present at 6:31pm.

**APPROVAL OF AGENDA:** Allan Heese made a motion to approve the meeting agenda as distributed. It was seconded and **approved**.

**Secretary's Report:** David Gaudio made a motion to approve the Board Meeting Minutes from November 17, 2020. It was seconded and **approved**.

**Treasurer's Report:**

- Treasurer Pam Robinson and bookkeeper Sue Weber have sent out the 2021 annual dues invoices. They reviewed the Treasurer's Report (attached). Glenn Heeney made a motion to accept the report. It was seconded and **approved**.
- Treasurer Pam Robinson and bookkeeper Sue Weber reviewed the proposed 2021 budget (attached). Pam made a motion to approve the proposed budget. It was seconded and **approved**.
- Pam Robinson proposed asking if others would like to donate extra dues funds to support neighbors in need. There was general agreement this was a great idea! Glenn Heeney suggested that people can add to their dues check and let us know what it's for.
- Glenn Heeney made a motion to appoint 2 independent property owners to audit the 2020 financial records. Jodi Abbott agreed to serve. Pam will contact Linda Bilsing and/or Denise Jackson to see if one or both would be willing to work with Jodi. The motion was seconded and **approved**.

**Road Report:** Allan Heese discussed his tentative plans for 2021 road maintenance:

- There is a possibility that we could save uphill trucking costs by piggy backing on trucks coming downhill with fire debris. Allan will explore this option.
- Allan proposed spreading 2 loads this winter at the end of Raccoon just beyond the intersection of Gray Squirrel; and 1 load on Raccoon Ct at the intersection with Raccoon Dr to fix a dip there. In addition, there are 3 culverts that need excavation and possible extension. All this winter/spring work should cost less than \$2000. Pam recommended that we get the best bid for possible ditch work by residents with backhoes.
- Given damage due to heavy traffic on interior roads during the fire and clean-up, Allan recommended that we adjust our usual expenditure ratio to 50:50 interior to below-the-gate work. There was general agreement that this was necessary this year.
- Pam Robinson recommended that we prepare to pay and deal with mudslides that might be coming this spring due to erosion caused by the fire.
- There was general discussion and agreement about the value of breaking up exposed rocks when we have heavy equipment available due to fire clean-up efforts.
- Pam made a motion to accept the road report. It was seconded and **approved**.

**Gate Report:** There was slight damage to the keypad and lights on the gate in January. Allan Heese – with Glenn, Luke and Brian Abbott – will set up a time to work with Bob Faris to get an update and information on the gate. Allan, Luke, and Brian will also explore camera options and send out a specific proposal by email. Pam Robinson made a motion to install camera(s) at the gate, once a recommended is developed by this group. It was seconded and **approved**.

**Fire Committee Report:**

- The fire committee has not met since the Cameron Peak fire.
- It has come to the attention of the BHRA Board that someone has repeatedly blocked our emergency fire evacuation route at the top of Otter Road both prior to and after the Cameron Peak Fire. Pam Robinson will contact the involved property owner to address what steps we may have permission to pursue to identify and hold this person accountable. Glenn Heeney made a motion to approve this general plan of action. It was seconded and **approved.**
- Sue Weber will post a message on GroupsIO to remind people to get updated burn permits.

**Old Business** (if any): None.

**New Business** (if any):

- Pam Robinson and Sue Weber sent out, with the dues email, a message that those who need help should reach out privately to Pam. See additional discussion under Treasurer's Report above.
- As now required by our revised *Bylaws*, Pam made a motion to re-appoint Sue Weber as the BHRA webmaster, and Sue and Paul Hesson as administrators of GroupsIO. It was seconded and **approved.**

**Executive Session** (if necessary): None.

**ADJOURNMENT:** Glenn Heeney made a motion to adjourn at 7:45pm. It was seconded and **approved.**

Respectfully Submitted,

Luke McOmie, BHRA Secretary

## Buckskin Heights Road Association Treasurer's Report

Pam Robinson & Sue Weber – January 28, 2021

1. <b>Checking account balance 12/31/20</b>	=	\$5,210.92	
Pending Expenses	=	\$61.00	Larimer Filing Fees (Bylaws/Lien Release)
Pending Deposits	=	\$900.00	2021 Dues to Date
Checking Available	=	\$6,171.92	
<b>Savings account balance 12/31/20</b>	=	\$5,006.12	
<b>TOTAL AVAILABLE 1/28/21</b>	=	\$11,178.04	

2. **Dues:** In 2020, dues for 67 of 68 properties (65 of 66 owners) were paid in full; we have one long-term delinquency. In 2021, 2 of the 68 properties have already paid their dues in full.

3. **Recent Completed Property Sales:**

- 3/6/20 – Susan McNally & Jon Miller (13735 Otter Rd) to Kyle Recchia
- 6/29/20 – John Niesel & Julie Weaver (8315 Raccoon Ct) to William & Bonnie Torrey
- 7/8/20 – Dawn & Glenn Coleman (3504 Raccoon Dr) to Rebecca & Teddy Ezzell
- 8/28/20 – Aaron Kerst (8001 Wolverine Ct) to Michael Lowe

4. **Current Properties for Sale:**

- Cole Deines (13000 Woodchuck Dr)

5. **To Do:**

- File annual non-profit organization report with Colorado Secretary of State
- File state/federal income tax forms

6. **ACTION ITEMS: BHRA 2020 Audit & 2021 Budget Proposal**

- Approve the 2020 audit budget summary and the 2021 proposed budget (as modified if necessary).
- Appoint 2 independent property owners to audit the 2020 financial records.



## Buckskin Heights Road Association

### MINUTES of Board Meeting on Wednesday, June 9, 2021

Glenn Heeney' House, 13328 Otter Rd & by Zoom • 6:30 pm

#### ATTENDANCE:

Board Present: David Gaudio, Glenn Heeney, Allan Heese, Luke McOmie, Dan McQueen, Pam Robinson

Board Absent:

Community Members: Sue Weber

#### CALL TO ORDER, WELCOME/INTRODUCTIONS,

**QUORUM:** The meeting was called to order by President Glenn Heeney with quorum present at 6:38pm.

**APPROVAL OF AGENDA:** Allan Heese made a motion to approve the meeting agenda as distributed. It was seconded and **approved**.

#### SECRETARY'S REPORT:

1. Luke McOmie made a motion to confirm the email approval of Board Meeting Minutes from January 28, 2021. The motion was seconded and **approved**.
2. Allan Heese made a motion to confirm the actions taken by email on March 22, 2021 listed below. The motion was seconded and **approved** to confirm:
  - Pam Robinson made a motion to bring the issue of future emergency snow removal to the membership at the annual meeting of the Association on Friday, August 20, 2021 at 6:30pm. The motion was seconded and **approved**.
  - Luke McOmie made a motion to add electronic money transfer capability via Zelle to our existing Wells Fargo checking account. The motion was seconded and **approved**. (Subsequent investigation revealed that this service is not yet available to business accounts at Wells Fargo.)

#### TREASURER'S REPORT:

3. Glenn Heeney made a motion to approve the June 9, 2021 budget report (attached) as distributed. The motion was seconded and **approved**.
4. Dan McQueen made a motion to accept the findings (attached) of independent auditors, Linda Bilsing and Jodi Abbott, that the financial position and cash flows of BHRA as of December 31, 2020 are in conformity with generally accepted account principles in the USA. The motion was seconded and **approved**.

5. Glenn Heeney will investigate the option of filing a delinquent dues report with credit agencies as another method of encouraging payment.

**ROAD REPORT:** Plan for summer 2021 road maintenance

6. Our summer road maintenance project had to be postponed until at least July due to a severe lack of asphalt road base material due to major DOT project up the Buckhorn.
7. Summer maintenance plan
  - Allan Heese anticipates spreading ~50 loads as in previous years
    - Repair rough spots between Jackson/Bane mini-cooper house and Lodwig bigfoot property
    - Washboard above the hang-glider launch
    - Few loads on internal roads off Raccoon Dr
  - Prefer recycled asphalt; some Raccoon owners hate crushed concrete.
  - No grading until July until materials are available.
8. Culverts
  - Erik Dolph was a great help on Woodchuck culvert work.
  - Work party at the end of Wolverine set for Sat, July 26.
  - Raccoon south of Braun driveway needs an extension. Glenn Heeney made a motion to buy the extension and rent the power washer at a cost not to exceed \$400. The motion was seconded and **approved**.
9. Road markers – We need to replace damaged markers.
10. Driveway runoff problem – Allan Heese will contact property owners where runoff is damaging the road to see what can be done to improve drainage.

#### GATE REPORT:

11. Gate – Allan Heese, Glenn Heeney, Luke McOmie, Jacob DeBes, and perhaps Scott Lazarowicz are interested in meeting with Bob Faris to learn more about how the gate is operated and maintained.

**FIRE COMMITTEE REPORT:**

12. Emergency exit issues – Allan Heese, Glenn Heeney, Luke McOmie and Pam Robinson will meet at the north emergency exit to assess the situation and post “no trespassing” signage as agreed to by Katie Conrad, the owner of the northernmost property in BHRA.

**OLD BUSINESS:** None

**NEW BUSINESS:**

13. Annual meeting planning – The board had a long discussion about the possibility of raising the road dues, given the poor condition of the road due to the fire and heavy precipitation and the uncertainty of getting the necessary materials at a reasonable price this year. Allan Heese made a motion to include on the annual meeting agenda a possible \$50 increase in annual dues to \$500/year in 2022. The motion was seconded, discussed and approved by a 4 Yes/1 No vote. No one really wants to increase the dues, but the board generally felt that the possibility needed discussion by the Association as a whole. We will know more about the costs involved by August.

**EXECUTIVE SESSION** (if necessary): None

**ADJOURNMENT:** Glenn Heeney made a motion to adjourn at 7:50pm. It was seconded and **approved**.

Respectfully Submitted,

Sue Weber, Recorder

## Buckskin Heights Road Association Treasurer's Report

Pam Robinson & Sue Weber – June 9, 2021

1. <b>Checking account balance 6/8/21</b>	=	\$29,530.28
Pending Expenses	=	\$0.00
Pending Deposits	=	\$780.00
Checking Available	=	\$30,310.28
<b>Savings account balance 6/8/21</b>	=	\$5,006.33
<b>TOTAL AVAILABLE 6/9/21</b>	=	\$35,316.61

2. **Dues:** In 2020, dues for 66 of 67 properties (64 of 65 owners) were paid in full; we have one long-term delinquency. In 2021 to date, 61 of the 67 properties have paid their dues in part or in full.

3. **Recent Completed Property Sales:**

- 3/6/20 – Susan McNally & Jon Miller (13735 Otter Rd) to Kyle Recchia
- 6/29/20 – John Niesel & Julie Weaver (8315 Raccoon Ct) to William & Bonnie Torrey
- 7/8/20 – Dawn & Glenn Coleman (3504 Raccoon Dr) to Rebecca & Teddy Ezzell
- 8/28/20 – Aaron Kerst (8001 Wolverine Ct) to Michael Lowe
- 2/12/21 – Cole Deines (13000 Woodchuck Dr) to Shana Longo
- 2/23/21 – Ryan Green (3724 Woodchuck Dr) to Bryon & Amy Brockel

4. **Current Properties for Sale:**

- Rob Gonzalez (13512 Otter Rd)

5. **ACTION ITEMS:**

- Review and approve the June 9, 2021 budget report (as modified if necessary).
- Accept the findings (attached) of independent auditors, Linda Bilsing and Jodi Abbott, that the financial position and cash flows of BHRA as of December 31, 2020 are in conformity with generally accepted account principles in the USA.



**BHRA EXPENSE & INCOME SUMMARY • June 9, 2021**

A	B	C	D	E	F	G	H
Category	2020 Actual	2021 Approved Budget	2021 Actual Expenses & Income to Date	2021 Budget Over (Under) to Date	2021 Expected Remaining Expenses & Income	2021 Projected Total Expense & Income	2021 Projected Over (Under) Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$24	\$0	\$2,025	\$2,025	\$0	\$2,025	\$2,025
Gate Maintenance	\$0	\$170	\$0	(\$170)	\$170	\$170	\$0
Grant Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,186	\$1,240	\$0	(\$1,240)	\$1,240	\$1,240	\$0
Legal/Financial	\$556	\$100	\$61	(\$39)	\$39	\$100	\$0
Mailings	\$165	\$165	\$48	(\$117)	\$117	\$165	(\$0)
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Signs	\$94	\$150	\$0	(\$150)	\$150	\$150	\$0
Supplies	\$0	\$100	\$99	(\$1)	\$1	\$100	\$0
Fire Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$478	\$0	\$0	\$0	\$0	\$0	\$0
Road Ditches & Culverts	\$360	\$1,000	\$477	(\$523)	\$523	\$1,000	\$0
Road Grader Operator	\$8,958	\$10,500	\$2,796	(\$7,704)	\$7,704	\$10,500	\$0
Road Base	\$18,060	\$21,000	\$0	(\$21,000)	\$21,000	\$21,000	\$0
<i>BHRA Road Expense Subtotal</i>	<i>\$27,377</i>	<i>\$32,500</i>	<i>\$3,273</i>	<i>(\$29,227)</i>	<i>\$29,227</i>	<i>\$32,500</i>	<i>\$0</i>
<b>Expense Subtotal</b>	<b>\$29,880</b>	<b>\$34,425</b>	<b>\$5,506</b>	<b>(\$28,919)</b>		<b>\$36,450</b>	<b>\$2,025</b>
Dues & Late Fees	\$30,940	\$30,150	\$26,850	(\$3,300)	\$3,300	\$30,150	\$0
Emergency Donations	\$200	\$0	\$2,175	\$2,175	\$0	\$2,175	\$2,175
Interest	\$1	\$1	\$0	(\$1)	\$1	\$1	\$0
Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$144	\$0	\$0	\$0	\$0	\$0	\$0
Homeowner Road Base Reimburse	\$0	\$0	\$800	\$800	\$0	\$800	\$800
Fire Reimburse	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Income Subtotal</b>	<b>\$31,285</b>	<b>\$30,151</b>	<b>\$29,825</b>	<b>(\$326)</b>		<b>\$33,126</b>	<b>\$2,975</b>
<b>Checking Cash Flow Balance</b>	<b>\$1,405</b>	<b>(\$4,274)</b>	<b>\$24,319</b>			<b>(\$3,324)</b>	

NOTES

\*Expected expenses should leave at least \$500 in projected ending balance

Budget: 67 properties @\$450 = \$30,150  
(Dues total includes Otter donations \$450, Raccoon donations \$100; see below for Woodchuck donations)

Woodchuck donations \$800

**BHRA ASSET SUMMARY**

A	B	C	D	E	F	G	H
Category	2020 Actual Ending Balance	2021 Budgeted Ending Balance	2021 Actual Balance to Date			2021 Projected Ending Balance	
BHRA Checking Balance	\$5,211	\$937	\$30,310			\$1,887	
BHRA Savings Balance	\$5,006	\$5,007	\$5,006			\$5,007	
<b>Total Assets</b>	<b>\$10,217</b>	<b>\$5,944</b>	<b>\$35,317</b>			<b>\$6,894</b>	

\*Target is \$500 to avoid bank fee

# Buckskin Heights Road Association Treasurer's Report for FY2020

## With APPROVED 2021 Budget • January 28, 2021

### EXPENSE/INCOME SUMMARY

### NOTES

A	B	C	D	E	F
Category	2019 Actual	2020 Approved Budget	2020 Actual	2020 Difference Over (Under)	2021 PROPOSED Budget
Bank Fees	\$12	\$10	\$0	(\$10)	\$0
Emergency Expense	\$1,485	\$0	\$24	\$24	\$0
Gate Maintenance	\$339	\$150	\$0	(\$150)	\$170
Grant Expense	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,247	\$1,250	\$1,186	(\$64)	\$1,240
Legal/Financial	\$10	\$450	\$556	\$106	\$100
Mailings	\$194	\$150	\$165	\$15	\$165
Miscellaneous	\$327	\$200	\$0	(\$200)	\$0
Road Signs & Accessories	\$230	\$600	\$94	(\$506)	\$150
Office Supplies	\$22	\$20	\$0	(\$20)	\$100
Fire Expense	\$252	\$0	\$0	\$0	\$0
Road Base Homeowner	\$4,056	\$0	\$478	\$478	\$0
Road Culverts & Ditchwork	\$1,009	\$800	\$360	(\$440)	\$1,000
Road Grader Operator	\$10,340	\$10,000	\$8,958	(\$1,043)	\$10,500
Road Base	\$20,777	\$19,000	\$18,060	(\$940)	\$21,000
<b>BHRA Road Expense Subtotal</b>	<b>\$32,126</b>	<b>\$29,800</b>	<b>\$27,377</b>	<b>(\$2,423)</b>	<b>\$32,500</b>
<b>Expense Subtotal</b>	<b>\$40,301</b>	<b>\$32,630</b>	<b>\$29,880</b>	<b>(\$2,750)</b>	<b>\$34,425</b>
Dues & Late Fees	\$26,925	\$29,700	\$30,940	\$1,240	\$30,150
Emergency Donations	\$1,705	\$0	\$200	\$200	\$0
Interest	\$2	\$2	\$1	(\$1)	\$1
Grant Income	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$128	\$128	\$144	\$16	\$0
Homeowner Road Base Reimburse	\$4,534	\$0	\$0	\$0	\$0
Fire Reimburse	\$516	\$0	\$0	\$0	\$0
Miscellaneous	\$40	\$0	\$0	\$0	\$0
<b>Income Subtotal</b>	<b>\$33,849</b>	<b>\$29,830</b>	<b>\$31,285</b>	<b>\$1,455</b>	<b>\$30,151</b>
<b>Cash Flow Balance</b>	<b>(\$6,452)</b>	<b>(\$2,800)</b>	<b>\$1,405</b>		<b>(\$4,274)</b>

2020 Parliamentarian for bylaws review \$500

**Fire Expenses/Income** in 2019 were managed from the Wildfire Mitigation account. Income came entirely from donations from the community. The account was closed in 2019.

**Budgeted Road Expense...**  
...includes \$5,211 carryover from 2020.  
Avg cost of delivered road base in 2020 was \$330-\$360/load

**Budgeted Dues Income...**  
...assumes 67 of 68 properties pay \$450 annual dues

### ASSET SUMMARY

A	B	C	D	E	F
Category	2019 Actual Ending Balance	2020 Budgeted Ending Balance	2020 Actual Ending Balance	2020 Difference Over (Under)	2021 Budgeted Ending Balance
Checking Balance	\$10,260	\$1,072	\$5,211	\$4,139	\$937
Savings Balance	\$5,004	\$5,006	\$5,006	\$0	\$5,007
<b>Total Assets</b>	<b>\$15,264</b>	<b>\$6,078</b>	<b>\$10,217</b>		<b>\$5,944</b>

**Budgeted Checking Ending Balance...**  
...for 2021 is the 2020 ending balance plus the net budgeted 2021 cash flow balance. The target of about \$1,000 allows for \$500 minimum balance plus \$50 for January mailings, plus \$300-500 margin of error.

Fiscal Year 2020 Data Respectfully Submitted for Audit by:

Suzanne Weber 3/3/21  
Suzanne Weber, Treasurer, October 2018-20 Date

Pamela Robinson 3-03-2021  
Pamela Robinson, Treasurer, October 2020-Present Date

Fiscal Year 2020 Data Audited and Approved by:

Linda Bilow 6/1/2021  
BHRA Resident Date

Jodi Attkin 6/1/2021  
BHRA Resident Date

## **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 Treasurer's Report; Audit Summary; expense invoices and authorizations; income receipts; and bank statements and check register of Buckskin Heights Road Association as of **December 31, 2020**.

### **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 Membership Roster, comparing the three for consistency; 3) reviewing expenses for reasonableness as to their use; 4) confirming all invoices 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**

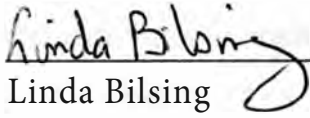
We conducted our audits in accordance with auditing standards generally accepted in the United States of America, specifically those defined by the Association of International Certified Professional Accountants (AICPA). Those standards require that we plan and perform the audit to obtain reasonable 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.

## Opinion

In our opinion, the statements referred to previously present fairly, in all material respects, the financial position and cash flows of Buckskin Heights Road Association as of December 31, 2020, in conformity with generally accepted accounting principles in the United States of America.

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

  
Linda Bilsing

  
Jodi Abbott

June 1, 2021  
Date

## Buckskin Heights Road Association 2021 Annual Meeting Minutes

Friday, August 20, 2021 at the Arnold/Schneider Property, 12628 Otter Rd and by Zoom

**ATTENDANCE:** 21 properties represented in person or on Zoom (quorum of 13 satisfied); 2 represented by proxies; 23 total properties eligible to vote

**Road Association Board Members Present:**

Glenn Heeney, President; Allan Heese, Vice President; Luke McOmie, Secretary; Pam Robinson, Treasurer; and David Gaudio & Dan McQueen, Directors at Large

**Other Association Properties Present:**

Abbott, Appelmann, Arnold/Schneider, Dolph, Gariglietti/Lawrence, Hartwig, Hesson, Jacobson, Kiessling/Michler, Longo, Lowe, McGowan, Reynolds, Torrey, Weber,

**Proxies:** Jandrew (Airn Hartwig), Faris/Bilsing (McOmie)

**CALL TO ORDER & WELCOME:** The meeting was called to order at 6:45pm by President Glenn Heeney; he welcomed those in attendance and thanked Mary Arnold for hosting the meeting. Secretary Luke McOmie recorded the property owners in attendance (see above).

**AGENDA:** The agenda was approved as distributed 30 days prior to the annual meeting.

**REVIEW OF MINUTES:** The Association members were asked if there were any questions or concerns with the Board-approved 2020 Annual Meeting Minutes posted online. None were noted.

**TREASURERS REPORT:**

1. Treasurer Pam Robinson and Bookkeeper Sue Weber reviewed the current status of the budget ("BHRA Budget Update 8-20-20" attached).
  - We have only one long-term delinquency; 66 of 67 properties (98%) are paid in full.
  - A motion was made by Glenn Heeney to approve the Treasurer's report as presented. The motion was seconded and approved.
2. The "Buckskin Heights Road Association Treasurer's Report for FY2020" was independently audited by Linda Bilsing and Jodi Abbott and approved by them without qualifications (attached).

**ROAD REPORT:**

1. VP Allan Heese reviewed the "2021 Annual Meeting Road Report" (attached).
  - A. He thanked those who removed snow in March (Arnold, Dolph, Heeney, Hingtgen, Jacobson, Jandrew, Lazarowicz, McGowan, McQueen, Michler) and worked on culvert/road maintenance (Abbott, Dolph, Heeney, Hintgen, Lowe, McGowan, Thompson).
  - B. He reported on the importance of keeping culverts and ditches clear. He and David Smith are working on a GIS project that will map key features of the 11 miles of our roads – location and maintenance timing for ditches, culverts, road markers, materials applied, etc.
  - C. Summary of work accomplished to date of meeting, 2021:
    - Culvert cleanouts and maintenance (extensions) on Woodchuck, near Road Marker 4; Wolverine, near end of road; and Raccoon, near 13450 Raccoon
    - Material Placement -- Small load near 13512 Otter Road, 3-4 Loads on Raccoon between intersection of Raccoon/Gray Squirrel and end of Raccoon
    - Two gradings
  - D. Work Plan for remainder of 2021;
    - Gray Squirrel -- Planned for week of August 23; repair major washouts near end of road; culvert cleanout near end of road
    - Fox Court -- Planned for week of August 23; repair significant washout at culvert
    - Entire Road System – Tentatively scheduled end of September or early October (dependent on contractor schedule); grading and material placement, spreading, compacting at several priority potential locations.

2. Topics addressed by the community included:
  - A. The cost and effectiveness of the materials applied (recycled asphalt versus dirt/gravel roadbase), grading practices (frequency and possibility of pulling rocky roadbase off roadside) and the great value of neighborhood volunteers was addressed by John Appelman, Airn & Matt Hartwig, Paul Hesson, Kieffer Jacobson, Michael Lowe, and Max McGowan.
  - B. Allan Heese addressed some misconceptions and explained the current practice of the Board.
  - C. Sue Weber noted that some road markers need to be repaired or replaced.
  - D. Eric Dolph proposed that the Association investigate the financial possibility of purchasing, insuring, operating and maintaining our own equipment to maintain the road. Airn Hartwig suggested that equipment rental might be more cost effective. Brian Abbott and Sue Weber suggested that the Board form an *ad hoc* committee this year to develop actual cost/benefit analyses of various options. Gianna Gariglietti offered her insurance expertise to this project.

#### **CONSIDERATION OF DUES INCREASE FOR 2022:**

After a brief discussion, the proposal to increase dues by \$50 from \$450 to \$500/year was defeated (11 yes, 12 no).

#### **FIRE COMMITTEE REPORT:**

1. Andrew Michler, chair of the Fire Committee, reported that after last year's devastating Cameron Peak Fire (17 BHRA houses destroyed), we need to remove dead trees and branches near road, especially on upper Otter Rd. Living trees encroaching on Woodchuck also need attention.
  - A. Glenn Heene reported that the county worked on Raccoon (tree removal, erosion control, replanting); Max McGowan reported that tree removal mistakes were made.
  - B. Airn Hartwig pointed out that any call for volunteers should go beyond GroupsIO since not all residents participate.
  - C. Brian Abbot, Eric Dolph and Luke McOmie and others have trees that can be transplanted.
  - D. Glenn Heene reported that there are several waddles available on Woodchuck to help with erosion control.

2. Andrew Michler pointed out that fire restoration and keeping the forest healthy should be our next priority.

#### **OPEN FLOOR FOR ADDITIONAL BHRA-RELATED ITEMS:**

1. Max McGowan reported that the concrete truck that rolled over on Raccoon damaged the road. Glenn Heene will contact the company to arrange possible restitution.
2. Paul and Jo Hesson lost their house to the Cameron Peak Fire after 42 years of ownership and 25 years of residency on the mountain; they are selling their property and will no longer be members of the Association. They expressed their respect and love for the community. Members expressed the desire to have them continue to work with the Board and Association in some manner.

#### **ELECTION OF NEW BHRA BOARD MEMBERS:**

The floor was opened to nominations for the three open seats on the BHRA Board. Glenn Heene, (starting new 2<sup>nd</sup> term, 2021-23) and Brian Abbot and Sue Weber (both starting new 1<sup>st</sup> terms, 2021-23) were nominated and unanimously elected to fill these positions. Dan McQueen (second year of a 1<sup>st</sup> term, 2020-22) and Allan Heese and Luke McOmie (both in the second year of a 2<sup>nd</sup> term, 2020-22) are the carry-over members of the 2021-22 board.

**DATE FOR NEXT YEAR'S MEETING:** David Gaudio made a motion to set next year's annual meeting date for the evening of Friday August 19, 2022. The motion was seconded and **approved**.

**ADJOURNMENT:** Glenn Heene made a motion to adjourn the meeting at 8:42pm. The motion was seconded and **approved**.

Respectfully submitted,  
Luke McOmie, Secretary

## **BUCKSKIN HEIGHTS ROAD ASSOCIATION 2021 ANNUAL MEETING**

**When:** Friday, August 20, 2021 at 6:30 pm (*Potluck starts at 5:30pm*)  
**Where:** Mary Arnold & Gary Schneider’s House, 12628 Otter Rd (just east of the gate)  
*Please bring a lawn chair and a copy of this Agenda. Before the meeting, please review the Board-approved 2020 Annual Meeting Minutes linked from <http://buckskinheights.org/documents.html>*

**Potluck:** Starts at 5:30 pm  
*Please bring a dish to share and your own drink.*

### **MEETING AGENDA**

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>1. Call to Order; welcome; attendance; review agenda</li> <li>2. Review of the Board-approved 2020 Annual Meeting Minutes</li> <li>3. Treasurer's report</li> <li>4. Road Report -- Work done to date, recommended future work to be done</li> <li>5. Discussion of dues increase of \$50 from \$450 to \$500/year<br/> <i>A severe local shortage of road base has delayed the usual maintenance of our roads this year to late August; the cost of fuel has increased as well. The Board anticipates that the cost/delivered load of materials if/when available may be as high</i></li> </ol> | <p style="text-align: center;"><i>as \$450-\$500/load compared to \$350/load in 2020. Increased traffic due to fire repairs coupled with erosion due to greater-than-average precipitation has left the roads in bad condition. All these factors <b>may</b> make a dues increase necessary to maintain the roads in close-to-normal condition to preserve property values.</i></p> <ol style="list-style-type: none"> <li>7. Fire Committee Report</li> <li>8. Open floor for additional BHRA-related items</li> <li>9. Nomination and election of BHRA board members</li> <li>10. Set date for next year's meeting</li> <li>11. Adjourn</li> </ol> |
|---|--|

### **CURRENT BHRA BOARD MEMBERS**

Glenn Heeney\* ..... President  
Allan Heese†† ..... Vice President  
Luke McOmie†† ..... Secretary  
Pam Robinson\* ..... Treasurer  
David Gaudio\*\* ..... At Large  
Dan McQueen† ..... At Large

\* 1<sup>st</sup> 2-year term ending; eligible for re-election to a second 2-year term  
\*\* 2<sup>nd</sup> term ending; ineligible for re-election  
† One more year to serve in a 1<sup>st</sup> term  
†† One more year to serve in a 2<sup>nd</sup> term

**NOTE:**  
**GATE CODE CHANGE**  
On Sunday, September 1, the combinations will change. New codes have been sent to all members in good standing. Remote controls will continue to open the electronic gate.

**BHRA EXPENSE & INCOME SUMMARY • August 20, 2021**

A	B	C	D	E	F	G	H
Category	2020 Actual	2021 Approved Budget	2021 Actual Expenses & Income to Date	2021 Budget Over (Under) to Date	2021 Expected Remaining Expenses & Income	2021 Projected Total Expense & Income	2021 Projected Over (Under) Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$24	\$0	\$2,025	\$2,025	\$0	\$2,025	\$2,025
Gate Maintenance	\$0	\$170	\$0	(\$170)	\$170	\$170	\$0
Grant Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,186	\$1,240	\$0	(\$1,240)	\$1,240	\$1,240	\$0
Legal/Financial	\$556	\$100	\$61	(\$39)	\$39	\$100	\$0
Mailings	\$165	\$165	\$104	(\$61)	\$61	\$165	(\$0)
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Signs	\$94	\$150	\$0	(\$150)	\$150	\$150	\$0
Supplies	\$0	\$100	\$99	(\$1)	\$1	\$100	\$0
Fire Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$478	\$0	\$0	\$0	\$3,950	\$3,950	\$3,950
Road Ditches & Culverts	\$360	\$1,000	\$1,372	\$372	\$0	\$1,372	\$372
Road Grader Operator	\$8,958	\$10,500	\$5,166	(\$5,334)	\$5,334	\$10,500	\$0
Road Base	\$18,060	\$21,000	\$0	(\$21,000)	\$21,200	\$21,200	\$200
<i>BHRA Road Expense Subtotal</i>	<i>\$27,377</i>	<i>\$32,500</i>	<i>\$6,538</i>	<i>(\$25,962)</i>	<i>\$26,534</i>	<i>\$33,072</i>	<i>\$200</i>
<b>Expense Subtotal</b>	<b>\$29,880</b>	<b>\$34,425</b>	<b>\$8,826</b>	<b>(\$25,599)</b>		<b>\$40,971</b>	<b>\$6,546</b>
Dues & Late Fees	\$30,940	\$30,150	\$30,410	\$260	\$0	\$30,410	\$260
Emergency Donations	\$200	\$0	\$2,175	\$2,175	\$0	\$2,175	\$2,175
Interest	\$1	\$1	\$0	(\$1)	\$1	\$1	\$0
Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$144	\$0	\$0	\$0	\$0	\$0	\$0
Homeowner Road Base Reimburse	\$0	\$0	\$3,950	\$3,950	\$0	\$3,950	\$3,950
Fire Reimburse	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Income Subtotal</b>	<b>\$31,285</b>	<b>\$30,151</b>	<b>\$36,535</b>	<b>\$6,384</b>		<b>\$36,536</b>	<b>\$6,385</b>
<b>Checking Cash Flow Balance</b>	<b>\$1,405</b>	<b>(\$4,274)</b>	<b>\$27,709</b>			<b>(\$4,435)</b>	

NOTES

\*Expected expenses should leave at least \$500 in projected ending balance

Budget: 67 properties @ \$450 = \$30,150  
(Dues total includes Otter donations \$450, Raccoon donations \$100; see below for separate donations)

Woodchuck \$2,100; Otter \$1350; Unspecified \$500

**BHRA ASSET SUMMARY**

A	B	C	D	E	F	G	H
Category	2020 Actual Ending Balance	2021 Budgeted Ending Balance	2021 Actual Balance to Date			2021 Projected Ending Balance	
BHRA Checking Balance	\$5,211	\$937	\$32,920			\$776	
BHRA Savings Balance	\$5,006	\$5,007	\$5,006			\$5,007	
<b>Total Assets</b>	<b>\$10,217</b>	<b>\$5,944</b>	<b>\$37,926</b>			<b>\$5,783</b>	

\*Target is \$500 to avoid bank fee



# Buckskin Heights Road Association Treasurer's Report for FY2020

## With APPROVED 2021 Budget • January 28, 2021

### EXPENSE/INCOME SUMMARY

### NOTES

A	B	C	D	E	F
Category	2019 Actual	2020 Approved Budget	2020 Actual	2020 Difference Over (Under)	2021 PROPOSED Budget
Bank Fees	\$12	\$10	\$0	(\$10)	\$0
Emergency Expense	\$1,485	\$0	\$24	\$24	\$0
Gate Maintenance	\$339	\$150	\$0	(\$150)	\$170
Grant Expense	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,247	\$1,250	\$1,186	(\$64)	\$1,240
Legal/Financial	\$10	\$450	\$556	\$106	\$100
Mailings	\$194	\$150	\$165	\$15	\$165
Miscellaneous	\$327	\$200	\$0	(\$200)	\$0
Road Signs & Accessories	\$230	\$600	\$94	(\$506)	\$150
Office Supplies	\$22	\$20	\$0	(\$20)	\$100
Fire Expense	\$252	\$0	\$0	\$0	\$0
Road Base Homeowner	\$4,056	\$0	\$478	\$478	\$0
Road Culverts & Ditchwork	\$1,009	\$800	\$360	(\$440)	\$1,000
Road Grader Operator	\$10,340	\$10,000	\$8,958	(\$1,043)	\$10,500
Road Base	\$20,777	\$19,000	\$18,060	(\$940)	\$21,000
<b>BHRA Road Expense Subtotal</b>	<b>\$32,126</b>	<b>\$29,800</b>	<b>\$27,377</b>	<b>(\$2,423)</b>	<b>\$32,500</b>
<b>Expense Subtotal</b>	<b>\$40,301</b>	<b>\$32,630</b>	<b>\$29,880</b>	<b>(\$2,750)</b>	<b>\$34,425</b>
Dues & Late Fees	\$26,925	\$29,700	\$30,940	\$1,240	\$30,150
Emergency Donations	\$1,705	\$0	\$200	\$200	\$0
Interest	\$2	\$2	\$1	(\$1)	\$1
Grant Income	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$128	\$128	\$144	\$16	\$0
Homeowner Road Base Reimburse	\$4,534	\$0	\$0	\$0	\$0
Fire Reimburse	\$516	\$0	\$0	\$0	\$0
Miscellaneous	\$40	\$0	\$0	\$0	\$0
<b>Income Subtotal</b>	<b>\$33,849</b>	<b>\$29,830</b>	<b>\$31,285</b>	<b>\$1,455</b>	<b>\$30,151</b>
<b>Cash Flow Balance</b>	<b>(\$6,452)</b>	<b>(\$2,800)</b>	<b>\$1,405</b>		<b>(\$4,274)</b>

2020 Parliamentarian for bylaws review \$500

**Fire Expenses/Income** in 2019 were managed from the Wildfire Mitigation account. Income came entirely from donations from the community. The account was closed in 2019.

**Budgeted Road Expense...**  
...includes \$5,211 carryover from 2020.  
Avg cost of delivered road base in 2020 was \$330-\$360/load

**Budgeted Dues Income...**  
...assumes 67 of 68 properties pay \$450 annual dues

### ASSET SUMMARY

A	B	C	D	E	F
Category	2019 Actual Ending Balance	2020 Budgeted Ending Balance	2020 Actual Ending Balance	2020 Difference Over (Under)	2021 Budgeted Ending Balance
Checking Balance	\$10,260	\$1,072	\$5,211	\$4,139	\$937
Savings Balance	\$5,004	\$5,006	\$5,006	\$0	\$5,007
<b>Total Assets</b>	<b>\$15,264</b>	<b>\$6,078</b>	<b>\$10,217</b>		<b>\$5,944</b>

**Budgeted Checking Ending Balance...**  
...for 2021 is the 2020 ending balance plus the net budgeted 2021 cash flow balance. The target of about \$1,000 allows for \$500 minimum balance plus \$50 for January mailings, plus \$300-500 margin of error.

Fiscal Year 2020 Data Respectfully Submitted for Audit by:

Suzanne Weber 3/3/21  
Suzanne Weber, Treasurer, October 2018-20 Date

Pamela Robinson 3-03-2021  
Pamela Robinson, Treasurer, October 2020-Present Date

Fiscal Year 2020 Data Audited and Approved by:

Linda Bilow 6/1/2021  
Linda Bilow, BHRA Resident Date

Jodi Attkin 6/1/2021  
Jodi Attkin, BHRA Resident Date

## **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 Treasurer's Report; Audit Summary; expense invoices and authorizations; income receipts; and bank statements and check register of Buckskin Heights Road Association as of **December 31, 2020**.

### **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 Membership Roster, comparing the three for consistency; 3) reviewing expenses for reasonableness as to their use; 4) confirming all invoices 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**

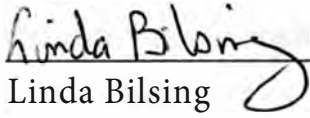
We conducted our audits in accordance with auditing standards generally accepted in the United States of America, specifically those defined by the Association of International Certified Professional Accountants (AICPA). Those standards require that we plan and perform the audit to obtain reasonable 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.

## Opinion

In our opinion, the statements referred to previously present fairly, in all material respects, the financial position and cash flows of Buckskin Heights Road Association as of December 31, 2020, in conformity with generally accepted accounting principles in the United States of America.

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

  
Linda Bilsing

  
Jodi Abbott

June 1, 2021  
Date

# 2021 ANNUAL MEETING ROAD REPORT

Presented by Allan Heese, BHRA Vice President

- I. Thank you to all who provided volunteer labor and use of personal equipment for road repairs, culvert cleanouts, etc.
  
- II. Work accomplished to Date of meeting, 2021
  - a. Culvert cleanouts and maintenance (extensions)
    - i. Woodchuck, near Road Marker 4
    - ii. Wolverine, near end of road
    - iii. Raccoon, near 13450 Raccoon
  - b. Material Placement
    - i. Small Load near 13512 Otter Road
    - ii. 3-4 Loads on Raccoon between intersection of Raccoon/Gray Squirrel and end of Raccoon
  - c. Gradings – Two
  
- III. Work Plan for remainder of 2021
  - a. Gray Squirrel
    - i. Planned for week of August 23
    - ii. Repair major washouts near end of road
    - iii. Culvert cleanout near end of road
  - b. Fox Court
    - i. Planned for week of August 23
    - ii. Repair significant washout at culvert
  - c. Entire Road System – Selected locations
    - i. Tentatively scheduled end of September/early October (dependent on contractor schedule)
    - ii. Grading
    - iii. Material placement/Spreading/Compacting
    - iv. Several Potential locations

**Buckskin Heights Road Association**  
**MINUTES for Thursday, September 16, 2021**  
Zoom Meeting • 6:30 pm

**ATTENDANCE:**

Old & New Board: Brian Abbott, David Gaudio, Glenn Heeney, Allan Heese, Luke McOmie, Dan McQueen, Sue Weber, (Pam Robinson, absent)  
Community Members: Paul Rutt, Erin Ross

**CALL TO ORDER, WELCOME/INTRODUCTIONS,**

**QUORUM:** The meeting was called to order by President Glenn Heeney with quorum present at 6:31pm.

**AGENDA:** Luke McOmie made a motion to approve the agenda. It was seconded and **approved**.

**TRANSITIONAL MEETING:**

**Election of Board Officers for 2020-21:** Allan Heese nominated the following officers for 2021-22. No additional nominations were made; nominations were closed; and the slate was unanimously **approved**.

President – Glenn Heeney  
Vice President – Allan Hesse  
Secretary – Luke McOmie  
Treasurer – Sue Weber  
At Large – Dan McQueen, Brian Abbott

**Adjournment:** Allan Heese made a motion to adjourn the transitional meeting and call to order the regular board meeting. The motion was seconded and **approved** at 6:42pm.

**REGULAR BOARD MEETING:**

**Community Input:** None at this time.

**Secretary's Report:**

Luke McOmie made a motion to approve the minutes from the annual meeting on August 20, 2021 as distributed. It was seconded and **approved**.

**Treasurer's Report:**

1. Current Treasurer's Report  
Sue Weber made a motion to approve the treasurer's report (attached). It was seconded and **approved**.
2. Sue Weber made a motion to confirm policy on dues for single, double and combined properties. It was seconded and **approved**:

***"Association members may not treat two properties as one to save on road dues and subsequently as two to profit from resale; members must choose one property configuration relative to BHRA and the County, and be consistent to both throughout the period of ownership."***

Explanation: As a practical matter, owner(s) of two properties pay road dues on both properties; they have two votes at any Association meeting. Owner(s) of a combined property (two properties joined by the County) pay road dues as if it is one property; they have one vote at any Association meeting. Owner(s) of a combined property who subsequently petition the County to separate the properties for re-sale or any other reason must pay back road dues on the second property from date of purchase.

**Road Report:**

3. Maintenance plan for the rest of the year
  - A. James Foster, Justin Foster's dad, graded the road for some time; he recently passed away. Justin will continue to care for the road. Allan Heese will send a sympathy card to the family.
  - B. Allan has looked at ways to straighten the road out on some of the super steep sections of the road. There are 6 senior engineering students who are taking on our project to create a design that would help our flow at the first sharp curve above the water tower (mile marker 9). This will be good research even if we don't decide to make changes.
  - C. Allan also provided a GIS update. David Smith is leading it and we are mapping all the roads/features on an ongoing basis.
  - D. Culvert issues: Fox Ct has a culvert that is eroding, Allan is working with neighbors to repair road with materials from a wash out. Gray Squirrel Ct work is held up currently due to availability of contractor. Culvert discussion about various places on the mountain. We talked about the importance of neighbors doing what they can about run off/drainage. Glenn Heeney is going to speak to the county about the culvert rules/regulations.
  - E. The road budget (attached) and planned materials application (attached) were reviewed and discussed.

4. Right of way on the Stinnett/Rutt property (14296 Otter Rd) -- Allan Heese made a motion to (a) authorize the abandonment of the right of way while maintaining the property lines as platted; and (b) authorize the vice president to work with Larimer County to formalize the right-of-way abandonment. The motion was seconded and **approved**.

**Gate Report/Security:**

5. Allan Heese replaced the BHRA combination lock at the swing gate. He and others will meet with Bob Ferris to learn about the gate operation and maintenance.
6. The stolen game cameras at the gate will be replaced by Luke McOmie; the light at gate will be repaired by Glenn Heeney.

**Fire Committee Report:** Board members will work with Andrew Michler to address needs due to the burn.

**Old Business:** (if any): None

**7. New Business:**

- A. Glenn Heeney made a motion to appoint Sue Weber as webmaster, and Sue and Brian Abbott as GroupsIO administrators. The motion was seconded and **approved**.
- B. Allan Heese made a motion to institute a Capital Equipment Feasibility Study Committee, composed of interested community members and at least one Board member liaison, to investigate the cost effectiveness of owning or renting and operating our own road maintenance equipment. The motion was seconded and **approved**. The Board will seek volunteers from the community who want to develop and bring an actionable proposal to the board/community. The community members will need to do the leg work/homework to gather the data.

**Executive Session** (if necessary): None

**Adjournment:** Glenn Heeney made a motion to adjourn the meeting at 8:10pm. It was seconded and **approved**.

Respectfully Submitted,

Luke McOmie, Secretary

**BHRA EXPENSE & INCOME SUMMARY • September 16, 2021**

A	B	C	D	E	F	G	H
Category	2020 Actual	2021 Approved Budget	2021 Actual Expenses & Income to Date	2021 Budget Over (Under) to Date	2021 Expected Remaining Expenses & Income	2021 Projected Total Expense & Income	2021 Projected Over (Under) Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$24	\$0	\$2,025	\$2,025	\$0	\$2,025	\$2,025
Gate Maintenance	\$0	\$170	\$0	(\$170)	\$170	\$170	\$0
Grant Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,186	\$1,240	\$0	(\$1,240)	\$1,240	\$1,240	\$0
Legal/Financial	\$556	\$100	\$61	(\$39)	\$39	\$100	\$0
Mailings	\$165	\$165	\$104	(\$61)	\$61	\$165	(\$0)
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Signs	\$94	\$150	\$0	(\$150)	\$150	\$150	\$0
Supplies	\$0	\$100	\$99	(\$1)	\$1	\$100	\$0
Fire Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$478	\$0	\$0	\$0	\$3,950	\$3,950	\$3,950
Road Ditches & Culverts	\$360	\$1,000	\$1,372	\$372	\$0	\$1,372	\$372
Road Grader Operator	\$8,958	\$10,500	\$5,166	(\$5,334)	\$5,334	\$10,500	\$0
Road Base	\$18,060	\$21,000	\$0	(\$21,000)	\$21,200	\$21,200	\$200
<i>BHRA Road Expense Subtotal</i>	<i>\$27,377</i>	<i>\$32,500</i>	<i>\$6,538</i>	<i>(\$25,962)</i>	<i>\$26,534</i>	<i>\$33,072</i>	<i>\$200</i>
<b>Expense Subtotal</b>	<b>\$29,880</b>	<b>\$34,425</b>	<b>\$8,826</b>	<b>(\$25,599)</b>		<b>\$40,971</b>	<b>\$6,546</b>
Dues & Late Fees	\$30,940	\$30,150	\$30,410	\$260	\$0	\$30,410	\$260
Emergency Donations	\$200	\$0	\$2,175	\$2,175	\$0	\$2,175	\$2,175
Interest	\$1	\$1	\$0	(\$1)	\$1	\$1	\$0
Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$144	\$0	\$0	\$0	\$0	\$0	\$0
Homeowner Road Base Reimburse	\$0	\$0	\$3,950	\$3,950	\$0	\$3,950	\$3,950
Fire Reimburse	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Income Subtotal</b>	<b>\$31,285</b>	<b>\$30,151</b>	<b>\$36,535</b>	<b>\$6,384</b>		<b>\$36,536</b>	<b>\$6,385</b>
<b>Checking Cash Flow Balance</b>	<b>\$1,405</b>	<b>(\$4,274)</b>	<b>\$27,709</b>			<b>(\$4,435)</b>	

NOTES

\*Expected expenses should leave at least \$500 in projected ending balance

Budget: 67 properties @\$450 = \$30,150

(Dues total includes Otter donations \$450, Raccoon donations \$100; see below for separate donations)

Woodchuck \$2,100; Otter \$1350; Unspecified \$500

**BHRA ASSET SUMMARY**

A	B	C	D	E	F	G	H
Category	2020 Actual Ending Balance	2021 Budgeted Ending Balance	2021 Actual Balance to Date			2021 Projected Ending Balance	
BHRA Checking Balance	\$5,211	\$937	\$32,920			\$776	
BHRA Savings Balance	\$5,006	\$5,007	\$5,006			\$5,007	
<b>Total Assets</b>	<b>\$10,217</b>	<b>\$5,944</b>	<b>\$37,926</b>			<b>\$5,783</b>	

\*Target is \$500 to avoid bank fee

<b>Autumn 2021 BHRA Planned Road Maintenance Work</b>			Length per Load	Length of Drop	Mile Marker Reference
<b>Total Loads Available</b>	<b>36</b>	<b>36</b>			
Woodchuck	6	30	80	480	various
Weber	3	27	60	180	
Mid Cattle Guard - North	3	24	60	180	
Mid Cattle Guard - Middle	1	23	60	60	17 + 282' to 17 + 344'
Mid Cattle Guard - South	4	19	60	240	17 - 30' to 17 + 216'
S-Curve, upper end	4	15	60	240	30 - 120' to 30 + 120'
Wolverine	4	11	75	300	
Raccoon Ct	2	9	75	150	
Gray Squirrel	5	4	80	400	
Upper Otter	4	0	100	400	
Total Road Length Covered -			feet	2,630	
			miles	0.50	

**OTHER WORK - GRAY SQUIRREL**

Robinson to Dixon	Ditch cleanup and drainage control
Long	Work to smooth out curve, drainage control
Wride	Reshape road, establish ditch, drainage control



# ROAD WORK BUDGET, SEP 2021

	total	grading (est)	material cost & trucking (est)
Dues	\$ 26,534.00		
Add Donations	\$ 3,950.00		
Gray Squirrel Rebuild	\$ (7,000.00)		
Total Avail	\$ 23,484.00	\$ 7,045.20	\$ 16,438.80
Avg Cost per Load (est)			\$ 450.00
loads			36
Tons/load			15
Total Tonnage			540
Extra Cost for higher Material price			
Variance Factor/Load			\$ 50.00
Total Variance			\$ 1,800.00