



BUCKSKIN HEIGHTS ROAD ASSOCIATION

2022 MINUTES

Board & Association Minutes with Summary of Board Membership

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

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

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

** Indicates a board member whose 2nd 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 • 2022-23 Board Members (Status July 2022)

Name	Term & Year Elected	Status
Abbott, Brian, At Large*	1 st term Aug 2021	Serving through Aug 2023
Arnold, Mary, Vice President*†	1 st term (1 year) Aug 2022	Serving through Aug 2023
Weber, Sue, Treasurer*	1 st term Aug 2021	Serving through Aug 2023
McQueen, Dan, President	1 st term Aug 2020, 2 nd term Aug 2022	Serving through Aug 2024
Smith, Cindy, Secretary	1 st term Aug 2022	Serving through Aug 2024
Torrey, Bill, At Large	1 st term Aug 2022	Serving through Aug 2024

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

† Completing Heeney 2021-23 term (see below)

Buckskin Heights Road Association BOARD MINUTES for Monday, January 17 & 26, 2022

Zoom Meeting • 6:30 pm

ATTENDANCE:

Board Members: Brian Abbott, Glenn Heeney, Allan Heese, Luke McOmie, Sue Weber (Dan McQueen, excused)

Community Members: Mary Arnold, Jacob/Eileen DeBes, Ruth Heese, Keifer/Alexis Jacobson, Peggy/Brett Kinsey, Mike Lowe, Paul Rutt, Cindy Smith, Bill/Bonnie Torrey

CALL TO ORDER, WELCOME/INTRODUCTIONS, QUORUM:

The meeting was called to order by President Glenn Heeney with quorum present at 6:36pm.

APPROVAL OF AGENDA:

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

Community Input: None at this time.

Secretary's Report: Secretary Luke McOmie made a motion to confirm the email approval of the minutes from the September 16, 2021 BHRA Board meeting as distributed. It was seconded and **approved**.

Treasurer's Report:

1. Treasurer Sue Weber reviewed the attached Treasurer's Report. It summarizes the cash on hand, collection of dues for 2021, and the property sales in 2021.
2. Sue Weber reviewed the "Final YTD 2021 Financial Report," which summarizes the income and expenditures from last year and a proposed budget for 2022. Brian Abbott made a motion to approve the "Final YTD 2021 Financial Report" and the proposed 2022 budget as modified by discussion. It was seconded and **approved**.

Road Report:

1. Mary Arnold raised the issue of clearing the culvert bordering her property. Allan Heese confirmed a previous commitment that we support \$400-600 reimbursement for the equipment (perhaps a mini-excavator) if Mary does the work. The Board agreed to this plan.

2. Allan Heese summarized the drainage problem at the end of Otter Rd, below road marker 2 to intersection of Buckhorn Rd. We removed tree(s) from the west side ditch last year; there was a flood from the water tank on the east side of the road earlier this year. Allan proposed to reestablish the drainage toward the west. After discussion of this and other culvert/ditch work elsewhere, Brian Abbott made a motion to increase the budget for 2022 culvert/ditch work to \$4,000, adjusting the Grader Operator line to \$14,700 and the Road Base line to \$14,000. It was seconded and **approved**.
3. Tentative Road Plan for 2022
 - A. Allan Heese summarized our current approach to annual road improvement/maintenance planning: 3-4 gradings per year, including one major grading/materials application project with a possible second smaller project later in the year.
 - B. Last year's costs were impacted by inflation. Late timing and reduced size of the major 2021 project was caused by lack of recycled asphalt and other materials due to county road projects up the Buckhorn. Cost of material increases dramatically the further up the road we have to haul whatever material we use.
 - C. Interior Roads: In 2021, we did significant work on Gray Squirrel, which was the worst interior road section. Raccoon Ct needs to be the next 2022 priority based upon the conditions and need.
 - D. Allan is looking into using a chemical to bond and improve the driving surface. He's been looking for 1-2 locations to test the material. He is researching the idea and will bring it back to the Board if it seems viable.
 - E. CSU Engineering Department: Students have accepted the project looking at the hairpin corner at road marker 9; they are looking at ways to reduce the grade and improve the line of sight for safety. Report will be available in May.
 - F. Glenn Heeney reported on Raccoon Dr damage caused by the concrete truck. He has spoken to the company about making it right by delivering a load of road base. Glenn has volunteered to do the work if they bring up the load.

Gate Report/Security: Gate use has been much better since the problem we had in the fall. Contractors have been closing the gate.

Fire Committee Report: Post your permitted burns on GroupsIO so neighbors are not alarmed to see smoke. Be smart and safe; follow the law and register with the county; make sure you have proper snow depth with no/low winds.

Old Business: Update on formation of committee to investigate purchase/rental of equipment for BHRA to maintain road.

- Committee members are Mary Arnold, Keifer Jacobson, Max McGowan, and Eric Dolph. Brian Abbott has agreed to be the Board liaison to the committee. Allan Heese is also happy to work on the list of the questions to qualify and help set needs, controls, etc. around the task. Allan Heese asked Keifer and Mary to reach out to the group to select a chair for the group and schedule the first meeting.
- Sue Weber pointed out that the project analysis/proposal must be completed by mid-June to give the Board time to review it before the required 30-day notice to vote on any proposal at the August annual meeting.

New Business:

1. Date for 2022 Annual Meeting: Glenn Heeney made a motion to move the meeting date to Sunday August 21 afternoon instead of Friday, August 19 evening. The evening meeting was not conducive to thoughtful discussion of Association issue. The motion was seconded and **approved**.
2. Sue Weber made a motion to appoint Jodi Abbott and Bonnie Torrey to perform the 2021 financial audit. The motion was seconded and **approved**.

Adjournment to Executive Session: Glenn Heeney made a motion to adjourn the public meeting at 7:55pm. It was seconded and **approved**. At 8:20pm, Sue Weber made a motion to continue the executive session on January 26, 2022 at 6:30pm due to the lateness of the hour. It was seconded and **approved**. At the continued executive session on January 26, 2022, Allan Heese made a motion to hold a public informational Zoom meeting on Thursday, February 17 at 7pm, to discuss a possible *Bylaws* amendment to address parking on Association roads – see below, Article VIII, Section 3, proposed part (d). The motion was seconded and **approved**.

TENTATIVE BHRA BYLAW AMENDMENT

Article VIII. Miscellaneous
Section 3. Road Definition.

- a. The width of the defined roadway is legally described ...
- b. As a practical matter, the width of the road ...
- c. No encroachment into the defined roadway ...
- d. ***Overnight parking of any motor vehicle/trailer (or succession of motor vehicles/trailers) is prohibited within the easement of any of the Association's roads, in order to preserve the essential functions of the road to (i) provide unimpeded safe access to and from Association properties and (ii) protect the life and property of members of the Association. Any Director may authorize temporary exceptions in an emergency or with advance notice. The Board may work with the property owner adjacent to the easement and/or law enforcement to tow violators at the motor vehicle/trailer owner's expense, in accordance with the Code of Colorado Regulations 4 CCR 723-6-6508 (Authorization for Towing of Motor Vehicles) and CRS 42-4 Part 21 (Vehicles Abandoned on Private Property).***

Respectfully Submitted,

Luke McOmie, Secretary

Buckskin Heights Road Association Treasurer’s Report

Sue Weber – January 17, 2022

1. Checking account balance 12/31/22	=	\$5,977.69
Pending Expenses	=	\$0.00
Deposit made since 12/31/22	=	\$16.00
Checking Available	=	\$5,993.69
Savings account balance 12/31/22	=	\$5,006.62
TOTAL AVAILABLE 1/17/22	=	\$11,000.31

2. **Dues:** In 2021, dues for 66 of 67 properties (64 of 65 owners) were paid in full, 98% compliance. We have one long-term delinquency.

3. Recent Completed Property Sales:

- 2/12/21 – Cole Deines (13000 Woodchuck Dr) to Shana Longo
- 2/23/21 – Ryan Green (3724 Woodchuck Dr) to Bryon & Amy Brockel
- 6/18/21 – Robert Gonzalez (13512 Otter Rd) to David & Cynthia Smith
- 8/6/21 – Scott Roth (10100 Otter Rd) to Kaitlyn Froboese-McBride
- 8/30/21 – Jo & Paul Hesson (13428 Otter Rd) to Jacob Jandrew & Samantha Walker
- 9/10/21 – Steven & Sherri Stinnett (14296 Otter Rd) to Paul Rutt
- 11/5/21 – Richard Dixon & Charlene Ferra (8266 Gray Squirrel Ct) to Sean Cloutier
- 12/23/21 – Kyle Recchia (13735 Otter Rd) to Sanjeev & Krystal Karki

4. Current Properties for Sale/Pending Closings:

- 1/7/22 – Heather Speicher (13728 Raccoon Dr)
- 1/7/22 – Jeremiah & Sandra May (8857 Otter Ct)
- 2/8/22 – Pamela Robinson (8315 Gray Squirrel Ct)

5. **Approval of the 2021 Year-End Audit Financials & Proposed 2022 Budget Report** (attached)

Buckskin Heights Road Association Treasurer's Report for FY2021

With **APPROVED** 2022 Budget • January 17, 2022

EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D	E	F
Category	2020 Actual	2021 Approved Budget	2021 Actual	2021 Difference Over (Under)	2022 APPROVED Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$24	\$0	\$2,025	\$2,025	\$0
Gate Maintenance	\$0	\$170	\$0	(\$170)	\$200
Grant Expense	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,186	\$1,240	\$1,235	(\$5)	\$1,300
Legal/Financial	\$556	\$100	\$61	(\$39)	\$100
Mailings	\$165	\$165	\$104	(\$61)	\$100
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Road Signs & Accessories	\$94	\$150	\$0	(\$150)	\$200
Office Supplies	\$0	\$100	\$99	(\$1)	\$100
Fire Expense	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$478	\$0	\$3,950	\$3,950	\$0
Road Culverts & Ditchwork	\$360	\$1,000	\$1,372	\$372	\$4,000
Road Grader Operator	\$8,958	\$10,500	\$14,006	\$3,506	\$14,700
Road Base	\$18,060	\$21,000	\$12,933	(\$8,067)	\$14,000
BHRA Road Expense Subtotal	\$27,377	\$32,500	\$28,311	(\$4,189)	\$32,700
Expense Subtotal	\$29,880	\$34,425	\$35,784	\$1,359	\$34,700
Dues & Late Fees	\$30,940	\$30,150	\$30,410	\$260	\$29,700
Emergency Donations	\$200	\$0	\$2,175	\$2,175	\$0
Interest	\$1	\$1	\$1	(\$1)	\$1
Grant Income	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$144	\$0	\$16	\$16	\$0
Homeowner Road Base Reimburse	\$0	\$0	\$3,950	\$3,950	\$0
Fire Reimburse	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$31,285	\$30,151	\$36,552	\$6,401	\$29,701
Cash Flow Balance	\$1,405	(\$4,274)	\$767		(\$4,999)

Budgeted Road Expense...
 ...includes \$5,978 carryover from 2021.
 Avg cost of 37 loads of delivered road base in 2021 was \$455/load (range \$440-\$540)

Budgeted Dues Income...
 ...assumes 66 of 67 properties (63 of 64 owners) pay \$450 annual dues

ASSET SUMMARY

A	B	C	D	E	F
Category	2020 Actual Ending Balance	2021 Budgeted Ending Balance	2021 Actual Ending Balance	2021 Difference Over (Under)	2022 Budgeted Ending Balance
Checking Balance	\$5,211	\$937	\$5,978	\$5,041	\$979
Savings Balance	\$5,006	\$5,007	\$5,007	(\$0)	\$5,008
Total Assets	\$10,217	\$5,944	\$10,984		\$5,986

Budgeted Checking Ending Balance...
 ...for 2022 is the 2021 actual ending balance plus the net budgeted 2022 cash flow balance. The target of about \$900 allows for \$500 minimum balance plus \$50 for January mailings, plus \$300-\$400 margin of error.

Fiscal Year 2021 Data Respectfully Submitted for Audit by:

Fiscal Year 2021 Data Audited and Approved by:

Suzanne Weber, Treasurer, October 2020-Present _____ Date

Jodi Abbott, BHRA Member _____ Date

Bonnie Torrey, BHRA Member _____ Date

Buckskin Heights Road Association

INFORMATIONAL MEETING on Thursday, February 17, 2022

Zoom Meeting • 7:00 pm

ATTENDANCE:

Board Members: Brian Abbott, Glenn Heene, Allan Heese, Dan McQueen, Sue Weber
(Luke McOmie, excused)

Community Members: Eric Dolph, Paul Rutt/Erin Ross

CALL TO ORDER, WELCOME/INTRODUCTIONS, QUORUM:

The meeting was called to order by BHRA President Glenn Heene at 7:05pm. This was not a board or special meeting, so no quorum was required.

APPROVAL OF AGENDA:

Brian Abbott made a motion to approve the agenda. It was seconded and **approved**.

Consideration of Tentative Amendment to BHRA Bylaws

Background: After discussion at BHRA Board executive sessions on January 17 & 26, 2022, Allan Heese made a motion to hold a public informational Zoom meeting to discuss a possible *Bylaws* amendment to address overnight parking on Association roads – see below, Article VIII, Section 3, proposed part (d). The motion was seconded and **approved**.

Article VIII. Miscellaneous

Section 3. Road Definition.

- a. The width of the defined roadway is legally described ...
- b. As a practical matter, the width of the road ...
- c. No encroachment into the defined roadway ...
- d. *Overnight parking of any motor vehicle/trailer (or succession of motor vehicles/trailers) is prohibited within the easement of any of the Association's roads, in order to preserve the essential functions of the road to (i) provide unimpeded safe access to and from Association properties and (ii) protect the life and property of members of the Association. Any Director may authorize temporary exceptions in an emergency or with advance notice. The Board may work with the property owner adjacent to the easement and/or law enforcement to tow violators at the motor vehicle/trailer owner's expense, in accordance with the Code of Colorado Regulations 4 CCR 723-6-6508 (Authorization for Towing of Motor Vehicles) and CRS 42-4 Part 21 (Vehicles Abandoned on Private Property).*

Discussion Points:

- There have been recent example(s) of vehicles parked continuously within BHRA road easements for days/weeks. Property owners own the property that the road occupies, but BHRA is responsible for maintaining the roads to provide safe owner and emergency access to Buckskin Heights properties.
- State laws about who can park on private property are complex and not widely known. BHRA does not have the power to tow vehicles; only property owners and law enforcement have this power.
- About 2/3 of our 67 are occupied at least part of the year by residents. The rest are owned by non-residents.
- PROS: Member awareness; clear roads are safer; law enforcement will be more willing to assist.
- CONS: More bureaucracy.
- After discussion, this wording for the possible amendment was generally accepted by the group:

Article VIII. Miscellaneous

Section 3. Road Definition.

- a. The width of the defined roadway is legally described ...
- b. As a practical matter, the width of the road ...
- c. No encroachment *by structures, vehicles, or other obstructions* into the defined roadway that poses a safety hazard, or impedes *traffic*, emergency access or road maintenance, shall be permitted. Existing structures as of August 21, 2020 shall be exempt from this provision. Larimer County ordinances shall be followed.
- d. *Overnight parking of any motor vehicle/trailer (or succession of motor vehicles/trailers) is prohibited within the easement of any of the Association's roads, in order to maintain traffic safety and unimpeded emergency access and road maintenance.*
 - i. *Any Director may authorize temporary exceptions in case of emergency or with advance notice.*
 - ii. *The Board may work with the property owner adjacent to the easement and/or law enforcement to tow violators at the motor vehicle/trailer owner's expense, in accordance with Colorado state laws regarding motor vehicles.*

ADJOURNMENT at 8:50pm.

Respectfully Submitted,
Sue Weber, Acting Secretary

Buckskin Heights Road Association

MINUTES for Wednesday, May 4, 2022

Zoom Meeting • 6:30 pm

ATTENDANCE:

Board Members: Glenn Heene, Allan Heese, Luke McOmie, Dan McQueen, Sue Weber (Brian Abbott, excused)

Community Members: Mary Arnold, Erik Dolph, Mike Lowe, Sarah/Calvin Simpkins, Bill Torrey

CALL TO ORDER, WELCOME/INTRODUCTIONS, QUORUM:

The meeting was called to order by President Glenn Heene with quorum present at 6:33pm.

APPROVAL OF AGENDA:

Allan Heese made a motion to approve the agenda. It was seconded and **approved**

Community Input: None at this time.

Secretary's Report: Secretary Luke McOmie made a motion to confirm the email approval of the minutes from the January 17 & 26, 2022 BHRA Board Meeting and the Informational Meeting on February 17, 2022 as distributed. It was seconded and **approved**.

Treasurer's Report:

1. Treasurer Sue Weber reviewed the attached Treasurer's Report. It summarized cash on hand; collection of dues for 2021 and to date for 2022; the 14 property sales to date since the Cameron Peak Fire in October 2020; and provided a tentative budget update as of May 1, 2022. Discussion and adjustments to this budget will be made during the Road Report below.
2. One highlight: Our 11-year delinquent property was recently sold. \$10,849 in delinquent dues/fees/interest was paid to BHRA at closing. A release for all seven liens on the property was filed with the Larimer County Clerk & Recorder on May 4, 2022.
3. Sue reported that the 2021 BHRA financial records were reviewed by independent auditors Jodi Abbott and Bonnie Torrey. They determined that the financial position and cash flows of BHRA were in conformity with generally accepted accounting principles as of December 31, 2021.
4. Sue made a motion to accept the Treasurer's Report, with the understanding that the budget going forward will likely be modified during the Road Report discussion. It was seconded and **approved**.

Road Report:

1. VP Allan Heese reported on the project that students in the CSU Engineering Department did for us regarding the steep incline and sharp curve at road marker 9 below the McBride windmill house. The new road cut they engineered would cost \$200K and go through the south portion of the McBride property so will never be implemented, but the results are interesting. Allan and Sue Weber worked on the project with the CSU team; Allan will post the results on GroupsIO.
2. Allan reported that one grading at a cost of \$2,825 has already happened since the first of the year; it leveled/smoothed the road significantly, but we are already seeing some heavy wear due in part to transport of several large storage units and construction materials up the road.
3. Allan reviewed the attached tentative plan for the major work on the road in 2022. The proposed work is described starting from the bottom of Otter Rd up through each of the interior roads. See columns labeled "work items" and "est costs" for details on the various work items and anticipated costs.
 - A. Allan presented the rationale for each of the typical fixes needed (e.g., ditch work, culvert repair, grading, materials application) for each of the road locations on the list – what/where/why/when the work is needed.
 - B. Allan also discussed a special experimental \$10,000 project using reactivation chemicals for road stabilization for steep/sharp turns on lower Otter Rd that he currently has marked with flags (e.g., first sharp turn above the sign at road marker 9; two sharps turns above windmill house near road markers 12 and 14). Erik Dolph commented that a trucking friend agreed with the use of the reactivation agent. Allan described the water needs for this option: 80' requires 1 water truck (1 load/80' of material). Some money from our saving/emergency account (~\$5,000) would probably be necessary to complete this new project.
 - C. Allan described the breakdown between interior road work (\$19,800) versus exterior road work (\$24,000) and culverts/ditch work (\$8,500) versus materials/grading (\$35,300). Both total \$43,800.

NOTE: Road Stabilization effort placed on hold at June 6 Board meeting

Gate Report/Security: Glenn Heeney reminded us that a few of us need to meet with Bob Faris to make sure that others are trained in how to maintain the gate. He also reminded people to lock the gate behind each load and thanked Sue Weber for fixing the sign at the gate.

Fire Committee Report: Glenn Heeney reminded everyone that there is a fire ban in place and that a list of restrictions is active right now. Sue Weber will replace the “fire restriction” signs to post on the gate when needed. Allan Heese asked members to remove branches in the easement that are encroaching on emergency vehicle clearances.

Old Business: Update from committee to investigate purchase/rental of equipment for BHRA to maintain road – Mary Arnold, Erik Dolph, Keifer Jacobson, Mike Lowe, Max McGowan and Brian Abbott (BHRA liaison).

1. Erik reported that the group has met several times to discuss purchasing a modest priced piece of equipment (grader) to be able to reduce the number/need of outside work and money being spent. It’s a tow-behind, a few thousand dollars versus large expenditure to start with that can be pulled by heavy machines that are already privately owned in the community. The group want to create a path to get it voted on by the Board and then the Association as a whole.
2. Glenn Heeney wanted to make sure that all members of the committee are involved in any decision to purchase/use any equipment and that there are controls in place for the use of any equipment. Allan asked if this discussion is a progress report and if the committee is going to formalize the proposal in writing to bring to the board at a later date.
3. Erik pointed out that there are folks willing to spend private money to purchase the equipment but they need to coordinate with the board for using it on our roads. He spoke about the difference between private use/repairs versus something that is board-associated.
4. Glenn pointed out that Board members, not private citizens, are responsible for maintaining the road. The committee needs to offer a written plan that the Association can approve and the Board can implement. [NB: Our *Bylaws* state that road maintenance is the job of the Board on behalf of the members of the Association, which carries liability insurance for Board decisions. If any road work results in injury/death or vehicle damage, the Board could be held responsible; Association insurance may not cover Board members or reimburse costs if work was unauthorized or the Board was negligent.]

5. Michael Lowe commented that the Board does not have the authority to do snowplowing. Sue Weber explained that we usually pay contractors who are hired to do the snowplowing and have their own insurance; donations, never dues funds, are used.
6. There was discussion about how individuals have done other work on the road without Board authorization. Erik and Mike asked what is the difference between somebody who graded with the approval versus what Erik and the road committee are trying to accomplish independently? The committee wants to demonstrate their concept so that it can be added to the budget. See 4 above.
7. Allan Heese made a motion to table further discussion until the rest of the committee and the liaison can meet again. It was seconded. Discussion ensued. Luke McOmie stated that the board is expecting a written plan so that everyone can vote on it and approve it. Glenn stated that everyone who wants to do something new on the road needs to propose their ideas in writing; present it to the board so it can be forwarded for a vote to the Association at the annual meeting; then the Board can implement it or not based upon what the Association decides. Allan recommended that the committee hold a meeting of all members, including Board liaison Brian Abbott, as soon as possible to get this done. The motion to table was **approved**.

New Business:

1. Sue Weber made a motion to clarify the auto signature for forwarded messages by GroupsIO account administrators by changing it to “*Forwarded by Buckskin Heights GroupsIO Administration.*” The motion was seconded and **approved**.
2. Sue pointed out that we need to replace the numbers on some of the road markers. Allan Heese will work on this when he has time.

Adjournment to Executive Session: Glenn Heeney made a motion to adjourn the public meeting at 8:05pm to discuss delinquent dues. The motion was seconded and **approved**.

Final Adjournment: Glenn Heeney made a motion to adjourn the executive session at 8:27pm. The motion was seconded and **approved**.

Respectfully submitted,

Luke McOmie, Secretary

Buckskin Heights Road Association Treasurer’s Report

Sue Weber – May 4, 2022

1. Checking account balance 5/1/22	=	\$40,269.05
Subsequent Expenses	=	-\$36.20
Subsequent Deposits	=	\$0.00
Checking Available	=	\$40,232.85
Savings account balance 5/1/22	=	\$5,006.78
TOTAL AVAILABLE 5/4/22	=	\$45,239.63

2. Dues:

- 2021 – Dues for 66 of 67 properties (64 of 65 owners) were paid in full, 98% compliance.
- 2022 – Dues for 58 of 67 properties (53 of 61 owners) are paid in full; 9 properties (8 owners) remain unpaid. Our long-term delinquent property (2011-22) was recently sold; \$10,849 in outstanding dues/fees/interest was paid to BHRA at closing; a release for all seven liens on the property was filed with the Larimer Clerk & Recorder on 5/4/22.

3. 14 Completed Property Sales Since the Cameron Peak Fire, October 2020:

- 2/12/21 – Cole Deines (13000 Woodchuck Dr) to Shana Longo
- 2/23/21 – Ryan Green (3724 Woodchuck Dr) to Bryon & Amy Brockel
- 6/18/21 – Robert Gonzalez (13512 Otter Rd) to David & Cynthia Smith
- 8/6/21 – Scott Roth (10100 Otter Rd) to Kaitlyn & Samuel McBride
- 8/30/21 – Jo & Paul Hesson (13428 Otter Rd) to Jacob Jandrew & Samantha Walker
- 9/10/21 – Steven & Sherri Stinnett (14296 Otter Rd) to Paul Rutt
- 11/5/21 – Richard Dixon & Charlene Ferra (8266 Gray Squirrel Ct) to Sean Cloutier
- 12/23/21 – Kyle Recchia (13735 Otter Rd) to Sanjeev & Krystal Karki
- 1/7/22 – Jeremiah & Sandra May (8857 Otter Ct) to Luke & Melanie McOmie & Jonathan Dilley
- 1/7/22 – Heather Speicher (13728 Raccoon Dr) to Justin Wilson
- 2/8/22 – Pamela Robinson (8315 Gray Squirrel Ct) to Cameron & Alice Louie
- 4/8/22 – Estate of Gregory Nelson (13451 Raccoon Dr) to Justin Wilson
- 4/15/22 – Estate of Stanley Long (13888 Otter Rd) to Sarah Simpkins, James Leslie & Robert Leslie
- 4/26/22 – Joshua Embrey (8220 Raccoon Ct) to Jeffrey Moe

4. Current Properties for Sale/Pending Closings: NA

5. **2021 Year-End Audit Report** (attached) – I submitted the 2021 BHRA financial records to independent auditors Jodi Abbott and Bonnie Torrey. They determined that the financial position and cash flows of BHRA were in conformity with generally accepted accounting principles as of December 31, 2021.

6. **Budget Update, May 4, 2022** (attached)

BHRA EXPENSE & INCOME SUMMARY • May 4, 2022 REVISED

A	B	C	D	E	F	G	H
Category	2021 Actual	2022 Approved Budget	2022 Actual Expenses & Income to Date	2021 Budget Over (Under) to Date	2022 Expected Remaining Expenses & Income	2022 Projected Total Expense & Income	2022 Projected Over (Under) Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$2,025	\$0	\$0	\$0	\$0	\$0	\$0
Gate Maintenance	\$0	\$200	\$0	(\$200)	\$200	\$200	\$0
Grant Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,235	\$1,300	\$0	(\$1,300)	\$1,300	\$1,300	\$0
Legal/Financial	\$61	\$100	\$20	(\$80)	\$80	\$100	\$0
Mailings	\$104	\$100	\$37	(\$63)	\$63	\$100	(\$0)
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Signs	\$0	\$200	\$0	(\$200)	\$200	\$200	\$0
Supplies	\$99	\$100	\$0	(\$100)	\$100	\$100	\$0
Fire Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$3,950	\$0	\$0	\$0	\$0	\$0	\$0
Road Ditches & Culverts	\$1,372	\$4,000	\$0	(\$4,000)	\$8,500	\$8,500	\$4,500
Road Grader Operator	\$14,006	\$14,700	\$2,825	(\$11,875)	\$17,650	\$20,475	\$5,775
Road Base	\$12,933	\$14,000	\$0	(\$14,000)	\$17,650	\$17,650	\$3,650
BHRA Road Expense Subtotal	\$28,311	\$32,700	\$2,825	(\$29,875)	\$43,800	\$46,625	\$9,425
Expense Subtotal	\$35,784	\$34,700	\$2,882	(\$31,818)		\$48,625	\$13,925
Dues & Late Fees	\$30,410	\$29,700	\$37,125	\$7,425	\$4,050	\$41,175	\$11,475
Emergency Donations	\$2,175	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$1	\$1	\$0	(\$1)	\$0	\$0	(\$1)
Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$16	\$0	\$48	\$48	\$0	\$48	\$48
Homeowner Road Base Reimburse	\$3,950	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$2,000	\$2,000	\$2,000
Income Subtotal	\$36,552	\$29,701	\$37,173	\$7,472		\$43,223	\$13,522
Checking Cash Flow Balance	\$767	(\$4,999)	\$34,292			(\$5,401)	

NOTES

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

Budget: 66 properties @\$450 = \$29,700
 Dues total includes \$10,849 from 11-years (2011-22) of dues/fees/interest from delinquent property estate.
 Dues total also includes undesignated donations.

BHRA ASSET SUMMARY

A	B	C	D	E	F	G	H
Category	2021 Actual Ending Balance	2022 Budgeted Ending Balance	2022 Actual Balance to Date			2021 Projected Ending Balance*	
BHRA Checking Balance	\$5,978	\$979	\$40,269			\$576	
BHRA Savings Balance	\$5,007	\$5,008	\$5,007			\$3,007	
Total Assets	\$10,984	\$5,986	\$45,276			\$3,583	

*Target is \$500 to avoid bank fee. For proposed 2022 roadwork, totals include \$2,000 transfer from Savings/Emergency account.

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, 2021.

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, 2021, in conformity with generally accepted accounting principles in the United States of America.

Both Bonnie Torrey and Jodi Abbott are residents and members of the Buckskin Heights Road Association and have performed this audit free of charge.



Bonnie Torrey

4/19/22

Date



Jodi Abbott

4/19/22

Date

Buckskin Heights Road Association

MINUTES for Wednesday, June 6, 2022

Zoom Meeting • 6:30 pm

ATTENDANCE:

Board Members: Brian Abbott, Glenn Heeney, Allan Heese, Luke McOmie, Dan McQueen, Sue Weber

Community Members:

Community Members: Mary Arnold, Erik Dolph, David Gaudio, Ruth Heese, Kathy & Jim Hingtgen, Cameron Louie, Mike Lowe, Max McGowan, Mark Mettler, Paul Rutt, David & Cindy Smith

CALL TO ORDER, WELCOME/INTRODUCTIONS, QUORUM:

Glenn Heeney called the meeting to order with a quorum present at 6:30pm.

APPROVAL OF AGENDA:

Brian Abbott made a motion to approve the agenda. It was seconded and **approved**.

Community Input:

Eric Dolph raised issues related to testing the equipment the Road Equipment Evaluation Group (REEG) is researching. See Old Business.

Secretary's Report: Secretary Luke McOmie made a motion to confirm the email approval of the minutes from the May 4, 2022 BHRA Board Meeting as distributed. It was seconded and **approved**.

Treasurer's Report:	Checking	\$43,440.85
As of June 6, 2022	<u>Savings</u>	<u>\$5,006.83</u>
	Total	\$48,447.68

1. Treasurer Sue Weber reported that 64 of 67 properties paid; 3 are delinquent. Hopefully all will be paid eventually; if not, liens may be filed after July 15. She noted that delinquent owners have neither voice/vote at any Association meetings.
2. There was no substantive change to projected budget approved May 4, 2022.

Road Report: None

Gate Report/Security: None

Fire Committee Report: Glenn Heeney reminded members about the fire restrictions; and the importance of trimming trees and ladder fuels on properties, and helping new neighbors learn the way of the mountain to keep us all safe.

Old Business:

1. Damage repair to Raccoon Dr from overturned concrete truck.
 - a. Max McGowan inquired about kind of repair anticipated and timeline. Glenn Heeney has been in contact with the company. They have agreed to pay for delivered materials to repair the road. Glenn will spread the materials.
 - b. Jim Hingtgen expressed concern about the company not responding or doing the work. Kathy Hingtgen has sent emails to Board twice and hasn't received a formal response. Glenn apologized for lack of response and committed to resetting expectations with the company and "will fight that battle" with them.
 - c. Max McGowan has a jumping jack compactor that can be used in the repair if needed.
2. Update on 2022 road maintenance priorities with input from the Road Equipment Evaluation Group (REEG – Mary Arnold, Erik Dolph, Keifer Jacobson, Mike Lowe, Max McGowan, board liaison Brian Abbott) and other community members.
 - a. Eric Dolph (REEG coordinator) stated that REEG is looking for support for a demonstration of the Road Groom tow-behind on Friday, June 10 by the Kansas sales representative. Sue Weber made a motion to approve the Road Groom machine demonstration anytime during the next month, with coordination with Vice President. The motion was seconded.
 - Eric stated that REEG has identified several budget friendly options, including the Road Groom. Mary Arnold has been in contact with the sales person regarding the demonstration.
 - Allan Heese stated that we should have the demo sooner than later to not interfere with planned road work already approved by the Board. Glenn and Brian Abbott suggest that Board members be available to observe and film the demo. Max McGowan stated that the road won't need to be closed, just a notice to members via GroupsIO. Dan McQueen stated that membership needs 24 hours' notice if at all possible.

- Sue Weber asked REEG members to confirm liability insurance for the demo. Max stated that Mary has been in contact with the company and will confirm. David Gaudio re-emphasized the need to check with the Association's insurance before the demo.
- b. Dan and Brian recommended that we amend the motion to approve future unknown options as well. Sue pointed out that our Bylaws require that the Board must approve specific road work, not unknown future options. Brian wanted to make sure we enable REEG to come to us with new suggestions as well. Eric stated that REEG is happy to work through the board for suggestions/recommendations. Glen stated that the board should approve each option as they come versus open-ended approval; the Board can do so quickly between meetings by email if necessary.
- c. Kathy & Jim Hingtgen would like to see the video from the provider; Sue will post URLs to GroupsIO:
 - Road Groom website is <http://www.roadgroom.com/equipment/>, with videos of their larger models linked from their homepage at <http://www.roadgroom.com/> and also at https://www.youtube.com/watch?v=BvkqE_SyvH-I and https://www.youtube.com/watch?v=u-IL_Zugrf4



- d. The motion as originally stated was **approved**.
- e. Allan asked for and got volunteers interested in observing and documenting the demo on video. Suggestions for good places to do the demo were at the very bottom of the road where it's flat (marker 0-2), the steep S-curve (marker 8-10), below the mini cooper house (marker 16-17) and in the meadow S-curve (marker 26-27). Other areas may be tested depending on actual conditions during the demo.

- 3. Chemical application test to stabilize road base
 - a. Sue Weber raised the issue of the application of chemicals to test areas approved at the May 4 meeting.
 - b. Max McGowan wanted to make sure we do additional research about the chemical process and longevity and wanted to make sure that it happens before the demo of this moves forward. Members need a chance to see and approve/be aware of the proposed expenditure around the chemical additives. The chemicals may not last long and will still need to be graded/reapplied. At budgeted \$10K application (current budgeted maximum, actual cost unknow) we need to see the clear success and budget to support this project.
 - c. Allan Heese pointed out that the purpose for testing the use of chemical additives is to prevent the tough areas from breaking down so quickly (e.g., the steep curve above the sign and below the windmill house, marker 8-10). Brian Abbott noted that there was lots of discussion about how/why we are looking at the chemical additives in last board meeting and recommends that folks review the last notes from the board. We need to try to figure out what is best for the long-term plan and best ways to make our money last longer/better.
 - d. Allan Heese acknowledged that new board will be in place in September but asked "when is going to be a better time?" We have a windfall currently and won't likely have the money at another time. \$10K is possibly an overstatement; we won't know until we scope it. Foster has used the chemicals on Storm Mountain with excellent results for several years; he thinks it will work on our bad spot(s).
 - e. Sue Weber pointed out that the yearly application of recycled asphalt has proved cost and performance effective to maintain the road in many places over the last decade; it continues to provide demonstrated improvement. No matter what new methods are to be tested/used, we need to continue to apply recycled asphalt road base and grade.

- f. Ruth Heese raised questions about how long the chemical treatment will last; the membership wants a bigger discussion about it. Speed destroys the road, so collectively we have significant control over rate of deterioration. She supported ongoing application of recycled asphalt for key road problems.
- g. Max McGowan urged that any significant alternatives/deviations from standard road maintenance get discussed with the membership before spending the money with details to show the value and return on investment. He urged that we contact Storm Mountain to find out efficacy and cost of their use of chemicals for road stabilization. Board members agreed to do this.
- h. Erik Dolph agreed that applying water is good as it helps pack and hold the materials. REEG is investigating water application options.
- i. Allan Heese made a motion to eliminate the chemical application portion of the summer road plan until after the annual meeting. The motion was seconded and **approved**.

New Business: None

Executive Session: Glenn Heeney made a motion to go into executive session at 8:21pm to discuss actions on delinquent dues and GroupsIO issues involving individual Association member(s). The motion was seconded and **approved**.

Adjournment: Allan Heese made a motion to move out of executive session and adjourn the meeting at 8:30pm. The motion was seconded and **approved**.

Respectfully submitted,

Luke McOmie, Secretary

Buckskin Heights Road Association
MINUTES for Wednesday, July 7, 2022
Zoom Meeting • 6:30 pm

ATTENDANCE:

Board Members: Brian (& Jodi) Abbott, Glenn (& Ann Dean) Heeney, Allan Heese, Luke McOmie, Dan McQueen, Sue Weber
Community Members: Mary Arnold, Erik Dolph, Mike Lowe, Sam McBride, Max McGowan, Paul & Erin Rutt, Bill Torrey

CALL TO ORDER, WELCOME/INTRODUCTIONS, QUORUM:

Glenn Heeney called the meeting to order with a quorum present at 6:32pm.

AGENDA:

Allan Heese made a motion to approve the agenda as amended. It was seconded and **approved**.

Secretary's Report:

1. Secretary Luke McOmie made a motion to confirm the email approval of the minutes from the June 6, 2022 BHRA Board Meeting as distributed. It was seconded and **approved**.
2. Luke reported action taken in executive session at the June 6, 2022 meeting: Sue Weber made a motion to approve the deletion of GroupsIO message threads that addressed property owners who were not members of GroupsIO. The motion was seconded and **approved**.

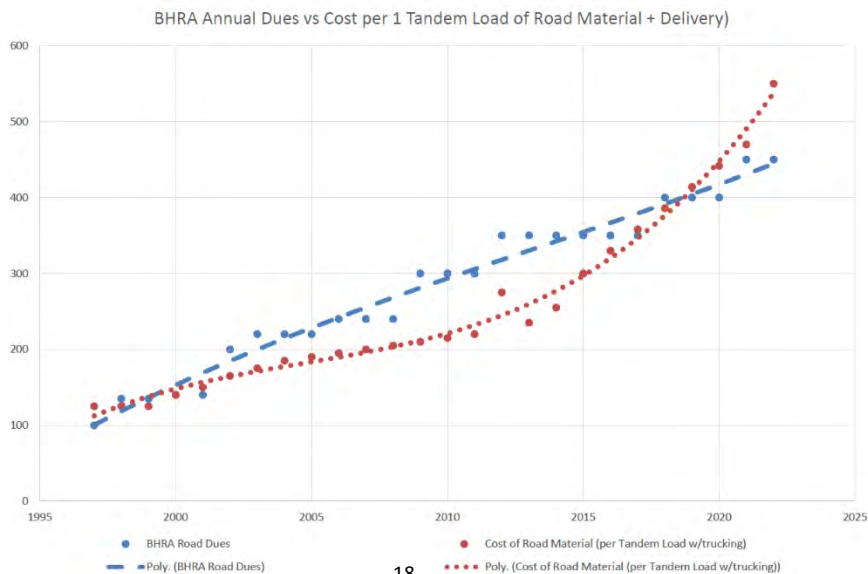
Treasurer's Report: Treasurer Sue Weber reviewed the June budget update (attached). 100% of dues were paid in 2021; there are two 2022 delinquencies for which liens will be filed if unpaid in late July. 14 properties were sold since Cameron Peak Fire in October 2020; 3 more properties are currently on the market. Glenn Heeney made a motion to approve the report. The motion was seconded and **approved**.

Road Report:

1. Damage repair to Raccoon Dr from overturned concrete truck: Glenn Heeney is in contact with the company; they have agreed to bring up road base material. Glenn is going to use his equipment to spread the material to rebuild the edge of the road. Glenn will meet with Allan, Max and perhaps Jim/Kathy Hingtgen this weekend to find a solution that everybody agrees upon.

2. Update on summer road maintenance plan implementation
 - A. Allan Heese reported that the plan remains the same as presented at the May meeting, except that the road stabilizer portion is on hold until after the annual meeting. Major actions include:
 - i. Replace culvert on lower Otter to reduce flooding near the intersection with the Buckhorn Rd. We need volunteers for hand digging to avoid utility lines.
 - ii. Raccoon Ct has major erosion issues that will be addressed. Leroy Lawrence and Allan have used jackhammer to prepare some areas.
 - iii. Priority locations on Otter Rd below the gate and on interior roads will have application of typical materials and grading as described in the May 2022 minutes.
 - B. As always, timing depends on Foster's availability, but Allan hopes it will be completed in July.
 - C. Glenn Heeney and Allan Heese emphasized that resident courtesy to vendors using the road is important. Trucking of materials, construction deliveries, etc are difficult enough to arrange due to physical road challenges; negative interactions with resident drivers make this worse, in that some drivers are refusing to come to our community.
3. Report from the Road Equipment Evaluation Group (REEG)
 - A. Erik Dolph reported that tests with the Road Groom and Max's box grader went well, with the exception of some damage to the Road Groom for which the company is not holding us responsible. We will thank the vender for letting us try the Road Groom out.
 - B. Max McGowan asked what information is needed on the REEG proposal(s) (due July 19) to be sent out with the annual meeting agenda on July 21. Sue Weber replied that if any votes are anticipated, the wording of the proposals (motions) should be on the agenda as they will be initially presented at the meeting – amendments are okay but no surprise votes or major changes are permitted at the meeting. Any capital expenditure must be approved by a subsequent 2/3 vote on a mail ballot sent to the membership.

4. Report on the application of road stabilizing (natural) chemicals by Storm Mountain
 - A. Max McGowan reported that the group (Max, Allan Heese, Jodi Abbott, Linda Panepinto (from the Redstone Canyon Association) got a lot of good information on what they have been doing and how it holds up. The process takes several days – the group saw Foster apply the liquid mix of magnesium chloride, lignan and beet byproduct. It takes a lot of water for the process but produces excellent results. The process also requires blading and rolling in addition to 6-8 truckloads of water (16K gal/truck) before the chemical application.
 - B. The county maintains the Storm Mountain roads using Foster as their contractor; they apply the chemicals twice a year. Foster said that 2 miles at Storm Mountain costs \$16-18k. Costs for a BHRA test might be \$2-4K; the main unknown for us is the cost of hauling water. Foster has all the equipment he needs to do the work.
 - C. The group plans to return in a few months to see how the surface has held up. Allan pointed out several variables can affect the durability of product/work: steepness/curvature of the grade, volume and speed of traffic, etc. The only way to know how it would work here is to do a test.
5. Possible dues increase for future road maintenance
 - A. Brian Abbott stated that some HOAs impose a “transfer fee” of hundreds of dollars paid by the new owners when property is sold, a potential source of new income for BHRA.
 - B. Max presented a graph of historical data that shows that annual dues are now failing to keep pace with the rising cost of road base (below). He advocated for a long-range (20 year) plan and cost analysis for maintaining the road in its current condition. He believes this will require a significant increase in dues. He also presented some “out of the box” ideas such as setting up solar or wind energy sources for revenue on the mountain.
 - i. Bill Torrey questioned if increased dues could result in an actual increase in loads of materials on the road given the scarcity of road base. Allan Heese pointed out that in any case delivered road base is becoming more expensive; Foster handles purchases of road base for us and does not anticipate as many supply difficulties this year.
 - ii. Sue Weber pointed out that our neighborhood is heterogeneous; some owners may have difficulty covering a significant dues increase.
 - C. In order to get a significant dues increase on the annual meeting agenda for discussion and vote by the Association, Glenn Heeney made a motion to include a motion on the annual meeting agenda to “increase the current \$450 annual dues by \$75/year starting in 2023.” The motion was seconded. After discussion, the motion was amended to “increase the current \$450 annual dues by *up to \$150/year* starting in 2023.” The motion to place this **amendable** proposal on the annual meeting agenda was **approved**.



Gate Report/Security:

1. Gate sign holder and light was recently damaged. Bill Torrey and Dan McQueen will assess and repair.
2. Sue Weber will post on GroupsIO for the board that vendors with large trucks should not be given the electronic gate code. The electronic gate is only for standard-wide pickups and cars.
3. Allan Heese made a motion that the metal cattle guards be removed from the upper and lower gate areas with the permission of property owners. The motion was seconded and **approved**. Allan and Dan McQueen will do this work.

Fire Committee Report: None

Old Business: None

New Business:

1. The draft annual meeting agenda was **approved** as modified by discussion. Our previous large, sheltered, cool location was destroyed by fire; no similar suitable location now exists in the neighborhood. Therefore, the meeting will be held at the church in Masonville this year – it also has internet access to accommodate a hybrid Zoom option which is beneficial given the continuing threat of Covid.
2. New Board member and officers
 - A. President Glenn Heeney is selling his property; he announced that he is resigning from the Board effective immediately.
 - B. Dan McQueen made a motion to appoint Mary Arnold to fill Glenn’s remaining term on the board until the annual meeting, in accordance with *Bylaws* Article I, Section 4(c). The motion was seconded and **approved**.
 - C. Dan McQueen made a motion to elect Brian Abbott as President of the board until the new 2022-23 board is in place and new officers are elected. The motion was seconded and **approved**. Mary will serve as a Director at Large until the new 2022-23 board is in place and new officers are elected.

Executive Session: None

Adjournment: Sue Weber made a motion to adjourn the meeting at 8:37pm. The motion was seconded and **approved**.

Respectfully submitted,

Luke McOmie, Secretary

Buckskin Heights Road Association Treasurer’s Report

Sue Weber – July 7, 2022

1. Checking account balance 7/7/22	=	\$43,991.22
Pending Expenses	=	-\$525.00
Pending Deposits	=	\$0.00
Checking Available	=	\$43,466.22
Savings account balance 7/7/22	=	\$5,006.87
TOTAL AVAILABLE 7/7/22	=	\$48,473.09

2. Dues:

- 2021 – Dues for 66 of 67 properties (64 of 65 owners) were paid in full, 98% compliance. The remaining 2021 (and previous) delinquent property dues were paid in full in 2022, 100% compliance for 2021!
- 2022 – Dues for 65 of 67 properties (59 of 61 owners) are paid in full; 2 properties (2 owners) remain unpaid. Lien warning letters have been sent to both parties.

3. 14 Completed Property Sales Since the Cameron Peak Fire, October 2020:

- 2/12/21 – Cole Deines (13000 Woodchuck Dr) to Shana Longo
- 2/23/21 – Ryan Green (3724 Woodchuck Dr) to Bryon & Amy Brockel
- 6/18/21 – Robert Gonzalez (13512 Otter Rd) to David & Cynthia Smith
- 8/6/21 – Scott Roth (10100 Otter Rd) to Kaitlyn & Samuel McBride
- 8/30/21 – Jo & Paul Hesson (13428 Otter Rd) to Jacob Jandrew & Samantha Walker
- 9/10/21 – Steven & Sherri Stinnett (14296 Otter Rd) to Paul Rutt
- 11/5/21 – Richard Dixon & Charlene Ferra (8266 Gray Squirrel Ct) to Sean Cloutier
- 12/23/21 – Kyle Recchia (13735 Otter Rd) to Sanjeev & Krystal Karki
- 1/7/22 – Jeremiah & Sandra May (8857 Otter Ct) to Luke & Melanie McOmie & Jonathan Dilley
- 1/7/22 – Heather Speicher (13728 Raccoon Dr) to Justin Wilson
- 2/8/22 – Pamela Robinson (8315 Gray Squirrel Ct) to Cameron & Alice Louie
- 4/8/22 – Estate of Gregory Nelson (13451 Raccoon Dr) to Justin Wilson
- 4/15/22 – Estate of Stanley Long (13888 Otter Rd) to Sarah Simpkins, James Leslie & Robert Leslie
- 4/26/22 – Joshua Embrey (8220 Raccoon Ct) to Jeffrey Moe

4. Current Properties for Sale/Pending Closings:

- Airn & Matthew Hartwig (13001 Otter Rd)
- Glenn Heeney & Ann Dean (13328 Otter Rd)
- Scott & Sharon Lazarowicz (8025 Wolverine Ct)

5. Budget Update, July 7, 2022 (attached)

BHRA EXPENSE & INCOME SUMMARY • June 7, 2022

A	B	C	D	E	F	G	H
Category	2021 Actual	2022 Approved Budget	2022 Actual Expenses & Income to Date	2021 Budget Over (Under) to Date	2022 Expected Remaining Expenses & Income	2022 Projected Total Expense & Income	2022 Projected Over (Under) Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$2,025	\$0	\$0	\$0	\$0	\$0	\$0
Gate Maintenance	\$0	\$200	\$0	(\$200)	\$200	\$200	\$0
Grant Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,235	\$1,300	\$0	(\$1,300)	\$1,300	\$1,300	\$0
Legal/Financial	\$61	\$100	\$33	(\$67)	\$40	\$73	(\$27)
Mailings	\$104	\$100	\$122	\$22	\$63	\$185	\$85
Miscellaneous	\$0	\$0	\$0	\$0	\$170	\$170	\$170
Signs	\$0	\$200	\$0	(\$200)	\$200	\$200	\$0
Supplies	\$99	\$100	\$0	(\$100)	\$100	\$100	\$0
Fire Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$3,950	\$0	\$0	\$0	\$0	\$0	\$0
Road Ditches & Culverts	\$1,372	\$4,000	\$1,425	(\$2,575)	\$5,700	\$7,125	\$3,125
Road Grader Operator	\$14,006	\$14,700	\$2,825	(\$11,875)	\$18,000	\$20,825	\$6,125
Road Base	\$12,933	\$14,000	\$0	(\$14,000)	\$18,000	\$18,000	\$4,000
BHRA Road Expense Subtotal	\$28,311	\$32,700	\$4,250	(\$28,450)	\$41,700	\$45,950	\$10,125
Expense Subtotal	\$35,784	\$34,700	\$4,404	(\$30,296)		\$48,177	\$13,477
Dues & Late Fees	\$30,410	\$29,700	\$40,845	\$11,145	\$900	\$41,745	\$12,045
Emergency Donations	\$2,175	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$1	\$1	\$0	(\$1)	\$0	\$0	(\$1)
Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$16	\$0	\$48	\$48	\$0	\$48	\$48
Homeowner Road Reimburse/Donation	\$3,950	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$36,552	\$29,701	\$41,893	\$12,192		\$42,793	\$13,092
Checking Cash Flow Balance	\$767	(\$4,999)	\$37,489			(\$5,384)	

NOTES

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

Budget: 66 properties @ \$450 = \$29,700
 Dues total includes \$10,849 from 11-years (2011-22) of dues/fees/interest from delinquent property estate.
 Dues total also includes undesignated donations.

BHRA ASSET SUMMARY

A	B	C	D	E	F	G	H
Category	2021 Actual Ending Balance	2022 Budgeted Ending Balance	2022 Actual Balance to Date			2021 Projected Ending Balance*	
BHRA Checking Balance	\$5,978	\$979	\$43,466			\$593	
BHRA Savings Balance	\$5,007	\$5,008	\$5,007			\$5,007	
Total Assets	\$10,984	\$5,986	\$48,473			\$5,601	

*Target is \$500 to avoid bank fee.

Buckskin Heights Road Association

2022 Annual Meeting Minutes

Sunday, August 21, 2022 at Buckhorn Church and by Zoom

ATTENDANCE: Quorum of 14 membership satisfied: 31 properties represented in-person (17) or on Zoom (14); 4 represented by proxies. 35 total properties eligible to vote.

Road Association Board Members Present:

At the Church (3): Allan Heese, Vice President; Sue Weber, Treasurer; Dan McQueen, Director at Large

By Zoom (2): Mary Arnold, Director at Large; Luke McOmie, Secretary.

(Brian Abbott, President, was excused.)

Other Association Properties Present:

At the Church (14): Donna Braun & Jae Sheddy, Jacob DeBes & Eileen Walker, Teddy & Becky Ezzell, Linda Bilsing, David & Jan Gaudio, Rich & Debbie Evans, Max & Lynette McGowan, Paul Rutt & Erin Sunross, Bethany & Alison Seymour, Cindy & David Smith, Bill & Bonnie Torrey, Justin Wilson (3 properties)

By Zoom (12): Appelman, Dilley/McOmie, Hingtgen, Jacobson, Karki, Long, Lowe, McBride, Reynolds, Simpkins, Stahl, Woods

Proxies (4): Abbott (Weber), Jackson (McOmie), Kinsey (Heese), Standard (Stahl)

Other: Lola Fehr, Parliamentarian.

CALL TO ORDER AND WELCOME: Meeting was called to order at 3:03 PM by Parliamentarian Lola Fehr, thanking everyone in attendance, be it in-person or zoom. Robertson's Rules of Order were reviewed.

AGENDA: The agenda was approved as distributed 30 days prior to annual meeting (attached) with one modification: the election of new board members was moved to the beginning of the meeting to ensure completion.

POINT OF CLARIFICATION: Rick Stahl asked if the quorum was satisfied if only 3 Board members were present in-person at the church. Parliamentarian Lola Fehr explained that the quorum for the meeting refers to the number of Association (not Board) memberships present. The 31 total properties present in-person (17) and on Zoom (14) satisfied the quorum (14) for this meeting to proceed. Sue Weber pointed out that a total of 5 Board members were present in-person (3) and actively participating by

Zoom (2). Fehr pointed out that the section in our *Bylaws* that allows completely electronic meetings is in conflict with the language in another section that uses the phrase "in person" to describe the required quorum for all (even electronic) Association meetings.

REVIEW OF THE 2021 ANNUAL MEETING MINUTES:

Association members were asked if there were any questions/concerns with the Board-approved 2021 Annual Meeting Minutes posted on-line. None were noted.

TREASURER'S REPORT:

1. Treasurer Sue Weber reviewed the current status of the budget ("BHRA Budget Update 8-21-22" attached). We have 100% of dues paid in full in 2021 and 2022. The Treasurer's Report was approved as presented.
2. The "Buckskin Heights Road Association Treasurer's Report for FY2021" was independently audited by Jodi Abbott and Bonnie Torrey and approved without qualification (attached).

ELECTION OF NEW BHRA BOARD MEMBERS: The floor was opened to nominations for one 1-year replacement term (Glenn Heene) and three 2-year expiring terms (Allan Heese, Luke McOmie and Dan McQueen). Mary Arnold was elected to the 1-year term ending in 2023. Dan McQueen, Cindy Smith and Bill Torrey were elected to 2-year terms ending in 2024. The 2022-23 Board will therefore consist of Brian Abbott, Mary Arnold, Dan McQueen, Cindy Smith, Bill Torrey and Sue Weber.

ROAD REPORT:

1. Vice President Allan Heese thanked community members who have helped with work since January. 2022. Many culverts were cleared out and a new culvert was found above 13512 Otter Road, completely blocked. Significant work was done on Raccoon Ct with help from Max McGowan, Leroy Lawrence and Bill Torrey which included jackhammering rocks and cleaning out ditches.
2. Heese reviewed the 2022 "Road Report" (attached).
 - A. **Small Tasks**
 - Heese evaluated 40 culverts and found 14 in good working condition, 9 with minor blockage, 14 nearly or fully blocked, and 3 needing replacement.

- New road base was deposited on Raccoon Ct.
- A suggestion was made by Heese to the community to remove rocks from road as needed to improve safety.

B. Major Tasks

- Recycled asphalt was deposited at 21 locations, a total of 521 tons rolled out. Otter Road got 3,400 lineal ft ($\frac{2}{3}$ of a mile).
- Grading was done on Otter and side roads. This work cost \$2,700. About \$14,700 in the budget (attached) remains available this fall, potentially for additional maintenance on lower Otter and the upper roads.

- C. GIS Mapping** work by David Smith is ongoing. Priorities include identifying all culverts, power poles, grading and material placement during the year. Heese pointed out that the combination of functional culverts and ditches aid in maintaining road; knowing where they are is important.

D. Anticipated Work

- Additional material replacement, depending on budget.
- Cattle Guards: At the July board meeting, a decision was made to remove cattle guards. This will require planning and volunteers.
- Lower Otter Culvert Replacement: Heese reported that the landowner adjacent to our road about road marker 1 objects to diversion of water flowing down Otter Rd into a blocked culverts leading to his property. This non-functional culvert and a large amount of debris causes flooding onto Otter Rd. More conversation with those impacted and responsible is needed.

- E. Otter Rd Straightening Study:** Heese shared the results of a road study, done in conjunction with CSU engineering students, to eliminate the S-curve on McBride property and straighten out the road. The cost would exceed \$200K, which is an untenable project for our community.

- F. Treating Sections of Road with Liquid Road Stabilization Compound (MgCl/Beet Juice/Lignon):** Board and other members studied Storm Mountain use of this material. It seems to decrease washboard and stabilize erosion. Ongoing discussion and research are needed. Rick Stahl reminded the community that any capital expense requires a vote by the Association. Heese pointed out that non-capital maintenance items like chemical stabilization does not require such a vote.

ROAD EQUIPMENT AND EVALUATION GROUP (REEG)

PROPOSALS (Attached):

1. McGowan summarized the group's findings – see "Road Maintenance Equipment FAQs" (attached). He compared the Box Grader and Road Groom options, both pull-behind equipment.
 - A. He stated that neither option is a substitute for professional grading. He suggested that neither approach will save money.
 - B. If interested, member(s) could purchase the equipment and contract with the board to operate.
2. Subsequent discussion focused on questions that still remain for all three proposed options:
 - A. Liability insurance and maintenance costs are big issues.
 - B. Historically, the last piece of (used) equipment that was purchased for such use was sold for scrap after maintenance became too expensive and interest was lost.
 - C. Identifying a specific group of trained residents who are committed to the long-term on-demand operation of either piece of equipment has not yet been done.
3. Allan Heese made a motion to postpone the decision on the various options and to send it back to the Board for follow-up with interested REEG and other community members. After discussion and clarification, the motion was seconded and **approved**.

VOTE TO HOLD MAIL BALLOT ON DUES INCREASE FOR 2023:

1. Sue Weber placed the motion on the floor to direct the Board to send out a mail ballot to "increase the current \$450 annual dues by \$150/\$100/\$50, beginning in 2023." The motion did not need a second because it was placed (without recommendation) on the agenda in advance by the Board.
2. Parliamentarian Lola Fehr explained that the "fill in the blank" voting method will be used to determine the amount agreeable to the majority of the community in attendance.
3. Max McGowan made a presentation in support of raising the dues (attached). His main points were:
 - A. Recent inflation has significantly increased the cost and therefore reduced the amount of road material and/or road maintenance equipment operations that can be supported at current dues rates.

- B. Observations and estimates strongly suggest that historical application rates of road material have been less than the rate of road material loss, leading to a significant overall loss of road material, reducing road stability, driving safety and comfort, property values, vehicle condition and longevity, etc.
 - C. Delaying action will increase costs in the long run, not save money.
 - D. Raising dues is the most straightforward, equitable and obvious way of increasing income to the BHRA, but we could explore alternative methods of reducing maintenance costs and/or alternative sources of income.
4. Discussion:
- A. Keifer Jacobson asked why we need more dues income when we always carry over money from one year to the next? Allan Heese answered that money never accumulates; it is always spent the next year.
 - B. David Gaudio pointed out that the \$150 increase is \$12.50/month. We should allow the entire membership to vote.
 - C. Ruth Heese supported the increase as a way to keep up with inflation and preserve property values.
 - D. Cindy Smith supported the increase as a way to slow down the degradation of the road by erosion from weather and use.
5. It took two rounds of “fill in the blank” voting to achieve majority **approval** for the Board to conduct a mail ballot for a \$100 increase in the annual dues. The Board now has 30 days to send out the ballots to the entire membership; members will have another 30 days to send in their ballots. A majority of those responding is required to approve the increase.

FIRE COMMITTEE REPORT: None

OPEN FLOOR FOR ADDITIONAL BHRA-RELATED ITEMS:
David Gaudio thanked all who attended in person and by Zoom.

DATE FOR 2023 ANNUAL MEETING: Sunday, August 27 at 3 PM as announced on the agenda for the meeting.

ADJOURNMENT: The meeting was adjourned at 6:58 PM.

Respectfully submitted,
Luke McOmie, Secretary

BUCKSKIN HEIGHTS ROAD ASSOCIATION 2022 ANNUAL MEETING • IN PERSON & ZOOM

WHEN: Sunday, August 21, 2022 at 3pm

WHERE: Buckhorn Church, 8762 N County Rd 27, Masonville CO

Please bring a copy of this Agenda. Before the meeting, please review the Board-approved 2021 Annual Meeting Minutes linked from <http://buckskinheights.org/documents.html>

ZOOM: BY COMPUTER:

<https://us02web.zoom.us/j/84568030850?pwd=NEdaaGtobVlFZkg3bzhoZUFHUkx4Zz09>

BY PHONE: +1 346 248 7799

FOR BOTH: Meeting ID: 845 6803 0850

Passcode: 079412

SOCIAL Starts at 2:15 pm

GATHERING: *Please bring a snack to share and your own non-alcoholic beverage*

PROXY VOTING: If you cannot attend the meeting, you may designate someone else as your proxy. Please deliver your written/emailed proxy to the BHRA secretary at PO Box 352, Masonville CO 80541 or bhra80541@gmail.com by noon on August 21 or have your proxy bring hard copy to the meeting – see <http://buckskinheights.org/BHRA-Proxy-Form.pdf> for instructions and a fillable form/email template. No BHRA member may vote more than two proxies.

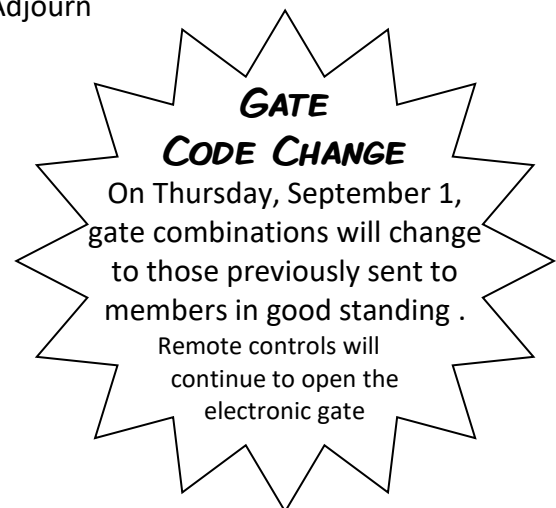
MEETING AGENDA

1. Attendance
2. Call to order; quorum; welcome & introductions; review agenda
3. Review of the Board-approved 2020 Annual Meeting Minutes
4. Treasurer's Report
5. Road Report – Work done to date, future work to be done
6. **Discussion/vote on possible changes in road maintenance** priorities and possible capital expenditure mail ballot proposed by the Road Equipment Evaluation Group (see next page)
7. **Discussion/vote on possible dues increase**
The initial proposal for discussion/vote is “to increase the current \$450 annual dues by \$150, beginning in 2023.” The dues increase amount may be amended downward for subsequent discussion/votes.
8. Fire Committee Report
9. Open floor for additional BHRA-related items
10. **Nomination/election of BHRA board members** – Three 2-year terms and one 1-year term **MOVED AFTER TREASURER’S REPORT**
11. Date for next year's meeting:
Sunday, August 27, 3pm
12. Adjourn

CURRENT BHRA BOARD MEMBERS

Brian Abbott*President
 Allan Heese** Vice President
 Luke McOmie** Secretary
 Sue Weber* Treasurer
 Mary Arnold† At Large
 Dan McQueen†† At Large

- * One more year to serve in a 1st term
- ** 2nd term ending; ineligible for re-election
- † Eligible for election to a 1-yr term (completing Glenn Heeney’s 2nd term)
- †† 1st term ending; eligible for re-election



Buckskin Heights Road Association Treasurer's Report

Sue Weber – August 21, 2022 (Annual Meeting)

- | | | |
|--|---|--------------|
| 1. Checking account balance 8/21/22 | = | \$44,511.22 |
| Pending Expenses | = | -\$27,121.85 |
| Pending Deposits | = | \$0.00 |
| Checking Available | = | \$17,389.37 |
| Savings account balance 8/21/22 | = | \$5,006.91 |
| TOTAL AVAILABLE 8/21/22 | = | \$22,396.28 |
2. **Dues:**
- 2021 – Dues for 66 of 67 properties (64 of 65 owners) were paid in full in 2021, 98% compliance. The remaining 2021 and all previous delinquent property dues were paid in full in 2022, resulting in final 100% compliance for 2021.
 - 2022 – Dues for 67 of 67 properties (61 of 61 owners) are paid in full; 100% compliance for 2022.
3. **15 Completed Property Sales Since the Cameron Peak Fire, October 2020:**
- 2/12/21 – Cole Deines (13000 Woodchuck Dr) to Shana Longo
 - 2/23/21 – Ryan Green (3724 Woodchuck Dr) to Bryon & Amy Brockel
 - 6/18/21 – Robert Gonzalez (13512 Otter Rd) to David & Cynthia Smith
 - 8/6/21 – Scott Roth (10100 Otter Rd) to Kaitlyn & Samuel McBride
 - 8/30/21 – Jo & Paul Hesson (13428 Otter Rd) to Jacob Jandrew & Samantha Walker
 - 9/10/21 – Steven & Sherri Stinnett (14296 Otter Rd) to Paul Rutt
 - 11/5/21 – Richard Dixon & Charlene Ferra (8266 Gray Squirrel Ct) to Sean Cloutier
 - 12/23/21 – Kyle Recchia (13735 Otter Rd) to Sanjeev & Krystal Karki
 - 1/7/22 – Jeremiah & Sandra May (8857 Otter Ct) to Luke & Melanie McOmie & Jonathan Dilley
 - 1/7/22 – Heather Speicher (13728 Raccoon Dr) to Justin Wilson
 - 2/8/22 – Pamela Robinson (8315 Gray Squirrel Ct) to Cameron & Alice Louie
 - 4/8/22 – Estate of Gregory Nelson (13451 Raccoon Dr) to Justin Wilson
 - 4/15/22 – Estate of Stanley Long (13888 Otter Rd) to Sarah Simpkins, James Leslie & Robert Leslie
 - 4/26/22 – Joshua Embrey (8220 Raccoon Ct) to Jeffrey Moe
 - 7/15/22 – Glenn Heeney & Ann Dean (13328 Otter Rd) to Bethany Seymour
4. **Current Properties for Sale/Pending Closings:**
- Airn & Matthew Hartwig (13001 Otter Rd)
 - Scott & Sharon Lazarowicz (8025 Wolverine Ct)
 - Jacob Jandrew & Samantha Walker (12727 Otter Rd)
5. **Budget Update, August 21, 2022** (attached)
6. **Approved 2021 BHRA Audit Report** (attached)

BHRA EXPENSE & INCOME SUMMARY • August 21, 2022

A	B	C	D	E	F	G	H
Category	2021 Actual	2022 Approved Budget	2022 Actual Expenses & Income to Date	2021 Budget Over (Under) to Date	2022 Expected Remaining Expenses & Income	2022 Projected Total Expense & Income	2022 Projected Over (Under) Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$2,025	\$0	\$0	\$0	\$0	\$0	\$0
Gate Maintenance	\$0	\$200	\$0	(\$200)	\$200	\$200	\$0
Grant Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,235	\$1,300	\$0	(\$1,300)	\$1,300	\$1,300	\$0
Legal/Financial	\$61	\$100	\$33	(\$67)	\$40	\$73	(\$27)
Mailings	\$104	\$100	\$122	\$22	\$63	\$185	\$85
Miscellaneous	\$0	\$0	\$0	\$0	\$170	\$170	\$170
Signs	\$0	\$200	\$0	(\$200)	\$200	\$200	\$0
Supplies	\$99	\$100	\$0	(\$100)	\$100	\$100	\$0
Fire Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$3,950	\$0	\$0	\$0	\$0	\$0	\$0
Road Ditches & Culverts	\$1,372	\$4,000	\$1,425	(\$2,575)	\$5,700	\$7,125	\$3,125
Road Grader Operator	\$14,006	\$14,700	\$12,598	(\$2,103)	\$4,500	\$17,098	\$2,398
Road Base	\$12,933	\$14,000	\$17,349	\$3,349	\$4,500	\$21,849	\$7,849
BHRA Road Expense Subtotal	\$28,311	\$32,700	\$31,371	(\$1,329)	\$14,700	\$46,071	\$10,247
Expense Subtotal	\$35,784	\$34,700	\$31,526	(\$3,174)		\$48,299	\$13,599
Dues & Late Fees	\$30,410	\$29,700	\$41,890	\$12,190	\$0	\$41,890	\$12,190
Emergency Donations	\$2,175	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$1	\$1	\$0	(\$1)	\$0	\$1	(\$0)
Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$16	\$0	\$48	\$48	\$0	\$48	\$48
Homeowner Road Reimburse/Donation	\$3,950	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$36,552	\$29,701	\$42,938	\$13,237		\$42,939	\$13,238
Checking Cash Flow Balance	\$767	(\$4,999)	\$11,412			(\$5,361)	

NOTES

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

Budget: 66 properties @\$450 = \$29,700
 Dues total includes \$10,849 from 11-years (2011-22) of dues/fees/interest from delinquent property estate.
 Dues total also includes undesignated donations.
No outstanding dues delinquencies!

BHRA ASSET SUMMARY

A	B	C	D	E	F	G	H
Category	2021 Actual Ending Balance	2022 Budgeted Ending Balance	2022 Actual Balance to Date			2021 Projected Ending Balance*	
BHRA Checking Balance Available	\$5,978	\$979	\$17,389			\$617	
BHRA Savings Balance	\$5,007	\$5,008	\$5,007			\$5,007	
Total Assets	\$10,984	\$5,986	\$22,396			\$5,624	

*Target is \$500 to avoid bank fee.

© 2023 Buckskin Heights Road Association
Buckskin Heights Road Association Treasurer's Report for FY2021
 With **APPROVED** 2022 Budget • January 17, 2022

EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D	E	F
Category	2020 Actual	2021 Approved Budget	2021 Actual	2021 Difference Over (Under)	2022 APPROVED Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$24	\$0	\$2,025	\$2,025	\$0
Gate Maintenance	\$0	\$170	\$0	(\$170)	\$200
Grant Expense	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,186	\$1,240	\$1,235	(\$5)	\$1,300
Legal/Financial	\$556	\$100	\$61	(\$39)	\$100
Mailings	\$165	\$165	\$104	(\$61)	\$100
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Road Signs & Accessories	\$94	\$150	\$0	(\$150)	\$200
Office Supplies	\$0	\$100	\$99	(\$1)	\$100
Fire Expense	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$478	\$0	\$3,950	\$3,950	\$0
Road Culverts & Ditchwork	\$360	\$1,000	\$1,372	\$372	\$4,000
Road Grader Operator	\$8,958	\$10,500	\$14,006	\$3,506	\$14,700
Road Base	\$18,060	\$21,000	\$12,933	(\$8,067)	\$14,000
BHRA Road Expense Subtotal	\$27,377	\$32,500	\$28,311	(\$4,189)	\$32,700
Expense Subtotal	\$29,880	\$34,425	\$35,784	\$1,359	\$34,700
Dues & Late Fees	\$30,940	\$30,150	\$30,410	\$260	\$29,700
Emergency Donations	\$200	\$0	\$2,175	\$2,175	\$0
Interest	\$1	\$1	\$1	(\$1)	\$1
Grant Income	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$144	\$0	\$16	\$16	\$0
Homeowner Road Base Reimburse	\$0	\$0	\$3,950	\$3,950	\$0
Fire Reimburse	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$31,285	\$30,151	\$36,552	\$6,401	\$29,701
Cash Flow Balance	\$1,405	(\$4,274)	\$767		(\$4,999)

Budgeted Road Expense...
 ...includes \$5,978 carryover from 2021.
 Avg cost of 37 loads of delivered road base in 2021 was \$455/load (range \$440-\$540)

Budgeted Dues Income...
 ...assumes 66 of 67 properties (63 of 64 owners) pay \$450 annual dues

ASSET SUMMARY

A	B	C	D	E	F
Category	2020 Actual Ending Balance	2021 Budgeted Ending Balance	2021 Actual Ending Balance	2021 Difference Over (Under)	2022 Budgeted Ending Balance
Checking Balance	\$5,211	\$937	\$5,978	\$5,041	\$979
Savings Balance	\$5,006	\$5,007	\$5,007	(\$0)	\$5,008
Total Assets	\$10,217	\$5,944	\$10,984		\$5,986

Budgeted Checking Ending Balance...
 ...for 2022 is the 2021 actual ending balance plus the net budgeted 2022 cash flow balance. The target of about \$900 allows for \$500 minimum balance plus \$50 for January mailings, plus \$300-\$400 margin of error.

Fiscal Year 2021 Data Respectfully Submitted for Audit by:

Suzanne Weber 3/27/2022
 Suzanne Weber, Treasurer, October 2020-Present Date

Fiscal Year 2021 Data Audited and Approved by:

Jodi Abbott 4/19/2022
 Jodi Abbott, BHRA Member Date
Bonnie Torrey 4/19/22
 Bonnie Torrey, BHRA Member Date

*Typo corrected 1/17/23
 Suzanne Weber*

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, 2021.

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, 2021, in conformity with generally accepted accounting principles in the United States of America.

Both Bonnie Torrey and Jodi Abbott are residents and members of the Buckskin Heights Road Association and have performed this audit free of charge.



Bonnie Torrey

4/19/22

Date



Jodi Abbott

4/19/22

Date

ROAD REPORT

Past Work Accomplished This Year

1. Miscellaneous small tasks
 - Misc costs for Culvert, Rock/Road Base Purchase, Equip Rental
 - Ditch work on Raccoon Ct
 - Jack-hammering rock on Raccoon Ct
 - Culvert cleanout on newly discovered culvert – Raccoon Ct
 - Rock and road base on Raccoon Ct
 - Kicking rock off all roads as necessary
2. Major Project End of July, Beginning of August
 - 521 Tons recycled asphalt road base in 12 locations covering approximately 3,400 lineal feet (almost 2/3 mile)
 - Grading nearly full length of Otter Rd and some side roads
 - Significant ditch cleanout and discovery of previously unknown culvert
 - Cost ~\$27.1K
3. GIS Mapping
 - Using new GIS software to map placement of material, locations and condition of culverts (identified, categorized, and logged 40+ culverts, some lost for years)

Work Anticipated/Pending

- Material placement (depending on budget)
- Lower Otter Road culvert replacement and drainage Improvements
- Cattle guards removal

Otter Road Straightening Study

- Study performed by CSU Engineering Student Team (Six Team Members)
- Three alternatives considered, one chosen for further analysis
- Alternative chosen was cutting through a low point in hill
- See Attached Pages A-1 through A-3, extracted from Team's Final Report
- Disadvantages
 - Cost >\$200K
 - Unknowns not included in study
 - Crosses private property outside existing easement
- Advantages
 - Enhanced safety in all seasons
 - Improved sight lines by avoiding sharp "blind" curve
 - Reduced road gradient to within County Emergency Vehicle Standards
 - Improved road surface and easier maintenance

Use of Liquid Road Stabilization Compound

- Previous Decision to use mag-chloride/beet juice solution in certain test locations tabled awaiting more discussion & community input
- Some members of community traveled to Storm Mountain to view application there

Open for Discussion

SAMPLE PRELIMINARY COSTS



Figure 5. CSU Drone Center Survey Rendering

vehicles historically lose traction. Alternative 3 will allow vehicles to maintain their momentum as they head into the elevation gain.



Figure 11: Alternative Design 3

Table 3: Cost Analysis Table

Description	Unit	Quantity	Unit Price	Total (\$)
Subgrade Preparation	CY	705	25 <i>dollars/yd³</i>	17,625
Aggregate Base Course	CY	355	6.8 <i>dollars/yd³</i>	2,414
Earthwork Excavation	CY	16720	10 <i>dollars/yd³</i>	167,200
Drainage Culvert	EACH	1	900 <i>dollars/unit</i>	900
Seeding	SF	5520	0.2 <i>dollars/ft²</i>	1,104
Speed Limit Signs	EACH	2	70 <i>dollars/unit</i>	140
Chevron Sign	EACH	4	25 <i>dollars/unit</i>	100
Reverse Curve Sign	EACH	2	85 <i>dollars/unit</i>	170
Total Cost (\$):				200,000

POSSIBLE CHANGES IN BHRA ROAD MAINTENANCE PRIORITIES & CAPITAL EXPENDITURES PROPOSED & SUBMITTED BY THE ROAD EQUIPMENT EVALUATION GROUP (REEG)

The Road Equipment Evaluation Group (REEG) – Erik Dolph (Coordinator), Mary Arnold, Keifer Jacobson, Max McGowan – was formed after the 2021 BHRA annual meeting to investigate the cost effectiveness of owning or renting and operating our own road maintenance equipment.

At the 2022 annual meeting, this group will present the pros, cons, costs, and possible methods of acquisition for two items of road maintenance equipment, followed by questions and answers and discussion by the membership. If the membership present at the meeting wishes to proceed toward ownership, lease, or contract operation of any options as discussed, the appropriate straw poll or vote at the BHRA annual meeting will be conducted, followed if necessary by a mail ballot in accordance with the BHRA *Bylaws*.

REEG is proposing 2 types of equipment for the purpose of on-demand road grading, new material application, and placement. None of the options will require an increase in yearly dues. Each has its own strengths, weakness, initial and long-term costs associated and the reasonable/realistic effectiveness of all options need be seriously considered by each member. The specific functions, pros, and cons will be discussed for each type with community input and debate.

It is important to know the costs involved in road maintenance and the costs of not maintaining the roads. In addition to the increase in loss of road material resulting from inadequate or untimely maintenance, vehicle maintenance costs increase due in part to road surface damage and corrugations which develop and propagate in height and frequency as traffic density and speed increase. The resulting vibration and impacts increase mechanical wear/tear to vehicles over time. These increased vehicle maintenance costs can be very significant over time.

It is expected that the use of a grading implement will supplement, not replace, existing motor grader operations. Overall cost of road maintenance is not expected to reduce through the use of an implement; however, it is expected that the road can be maintained in better condition between major gradings. Applying maintenance at the right time and in the right place is key.

Historically, we have been limited by the availability of an off-site contractor and their equipment to perform road gradings and related maintenance. If major gradings are poorly timed (i.e., during dry conditions), as can occur when relying on off-site contractors, the results can be less than satisfactory. It is expected that the use of an on-site road grading implement between major gradings, especially after moisture has fallen, will reduce or mitigate the tendency of the road to corrugate, providing a smoother road between major gradings, providing improved driving experience and safety, less vehicle wear and tear, and increased value in the use of BHRA funds.

Both pieces of equipment being proposed have been tested on Otter Road and have proven capable of mitigating washboards on parts of the road that have sufficient road-base and/or native material present. The two implements have largely over-lapping capabilities, but each has slightly different strengths. These are described in more detail in the FAQ document (to be available at or before the Annual Meeting).

Proposal 1: Hire a BHRA resident for as-needed on-demand use of a personally owned 10' pull behind Box Grader* (BHRA Rental Option).

Cost of use: Approximately \$70 per hour inclusive of implement, pull vehicle, operator, fuel and all incidentals (subject to inflationary prices).

Already owned by BHRA Member

Proposal 2: Contract with a BHRA resident to operate a personally owned 8.5' Road Groom pull behind road grading implement. (BHRA Rental Option).

Cost of use: Approximately \$80/hr based at a minimum of 100 hrs/yr, inclusive of implement, pull vehicle, operator, fuel and all incidentals (subject to inflationary prices). Assumes an initial 4-year, 100 hrs/yr minimum contract between BHRA and equipment owner.

Proposal 3: Purchase an 8.5' Road Groom pull-behind road grading implement to be operated by BHRA Board-approved resident(s). (BHRA Purchase Option).**

Cost: \$20k purchase price

Based on price of NEW implement purchased from dealer. Used Road Groom units have been seen at auction/online for considerably less

Buckskin Heights Road Equipment Evaluation Group (REEG)

Road Maintenance Equipment FAQs:

Q1: What is the purpose of the Proposed Equipment?

A1: The primary purpose of the Proposed Equipment is to improve the condition of the road in between major gradings. The implements being proposed might also be useful in distributing and grading newly applied road materials.

Q2: What type of equipment is being proposed?

A2: Two types of equipment are being proposed. Both are pull-behind road surface scrapers. One is a 10' wide single-blade box scraper. The other is an 8.5' wide Road Groom brand road scraper with multi-blades and adjustable wing scraper. The box scraper is used. The Road Groom is proposed to be purchased new, though used units are occasionally available at auction or through equipment dealers.

Q3: How will the Proposed Equipment accomplish its purpose/s?

A3: The Proposed Equipment and the operators will be based in BSH, facilitating rapid deployment of the equipment when conditions for use are favorable or necessary.

Q4: What is the cost of the equipment to own and operate?

A4: The used box scraper will have an initial cost of approximately \$4000 for the basic implement and the accessories necessary for the intended type of use. The Road Groom will cost approximately \$18,000 new, equipped for the intended use. Both implements have wear parts (tires and blades) that will need periodic replacement. Both implements require a heavy duty pull vehicle to operate, such as a ¾-ton pick-up or a 100+ hp tractor, and a qualified and insured operator. Total operating costs for the box scraper is estimated to be approximately \$70 per hour of use. Total operating cost of the Road Groom is estimated to be approximately \$80 per hour of use.

Q5: Will purchase/use of the Proposed Equipment save money?

A5: It is not likely, as far as the BHRA budget is concerned. The implements being proposed are not capable of replacing or eliminating the need for BHRA motor grader operations. The intended use and benefit of the Proposed Equipment is to maintain the road in improved condition between major gradings. Use of the Proposed Equipment may allow the time period between major gradings to be extended somewhat. However, although the Proposed equipment can be operated at roughly half the hourly cost of a motor grader, the Proposed Equipment is also much less productive than a motor grader on a time vs road surface covered basis. The value of the Proposed Equipment is in the expected improvement of the road surface condition between major gradings, associated improved driving experience, and the resulting reduction in vehicle wear and tear.

Q6: What are the pros and cons of the two implements? Which is better?

A6: The box scraper is a more basic and less expensive option. The particular implement being proposed is also used. It is as effective as the Road Groom on washboards (possibly even more so), but it must be pulled at a slower speed, and is somewhat less productive in terms of road surface

covered per hour of operation. The Road Groom is a more specialized implement that can operate at higher speeds. It has angled cutting blades that pull material to the center of the implement and re-distribute it across the operating width. It also has a hydraulically operated side wing for pulling material from the road edge back onto the road. The Road Groom can cover the same amount of road surface at least twice as fast as the box scraper. Both implements are appropriate for our application. The box scraper is less expensive initially. After roughly 50 days of use the Road Groom will likely have paid for itself in increased productivity.

Q7: Who will own the equipment?

A7: Two ownership scenarios exist. The equipment could be owned by an individual BHRA member, or the equipment could be owned by the BH Road Association (the general membership). BHRA contracting with a private owner simplifies enactment, as this does not require membership approval or vote. Ownership by the BHRA necessitates a capital expenditure, which requires a vote of the entire membership with 2/3 approval, but if enacted might result in lower operating costs.

Q8: Who will operate the equipment?

A8: If the implement is owned by an individual, operation will be performed by that individual or someone appointed by them, subject to any contractual requirements. If the implement is owned by the BHRA, the Board will determine who operates the equipment.

Q9: Will the equipment and operator be insured?

A9: Yes, although it remains to be clarified what the existing BHRA insurance policy will cover under the envisioned ownership and operation scenarios. If the implement is owned and operated by the BHRA it is assumed that the existing BHRA insurance policy will adequately cover the equipment and operations (the same policy covered the use of the motor grader owned and operated by the BHRA in the past). If the equipment is owned and operated by an individual BHRA member, it may be that the individual's existing auto insurance will provide adequate coverage, or it may be that the individual will need to arrange for additional coverage. These questions will be clarified when the will of the BHRA Membership with respect to the current Proposals is known.

Q10: What other related issues are of concern?

A10: Both proposed options require the availability of a strong pull vehicle. It should be clarified how many such vehicles exist (or are likely to exist in the foreseeable future) within the BHRA membership, and who among those would be interested and available to use their vehicle to pull the proposed implements (for reasonable compensation).

Box Grader



Road Groom

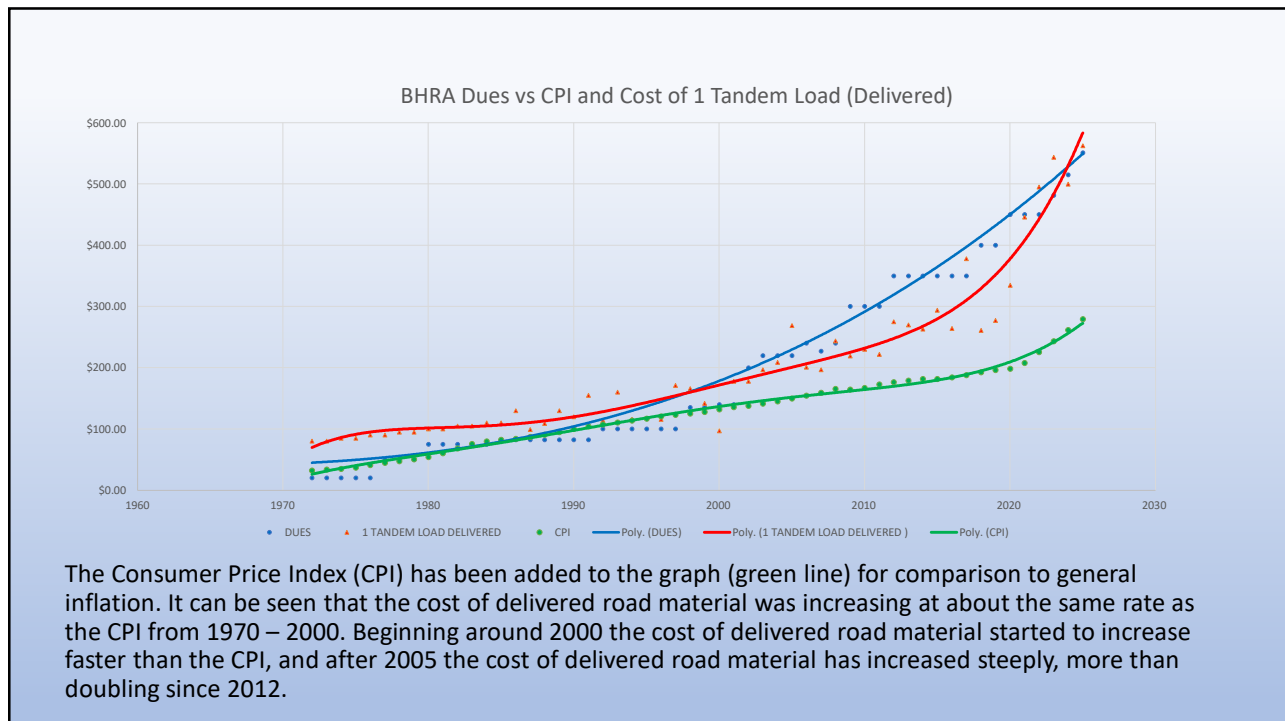
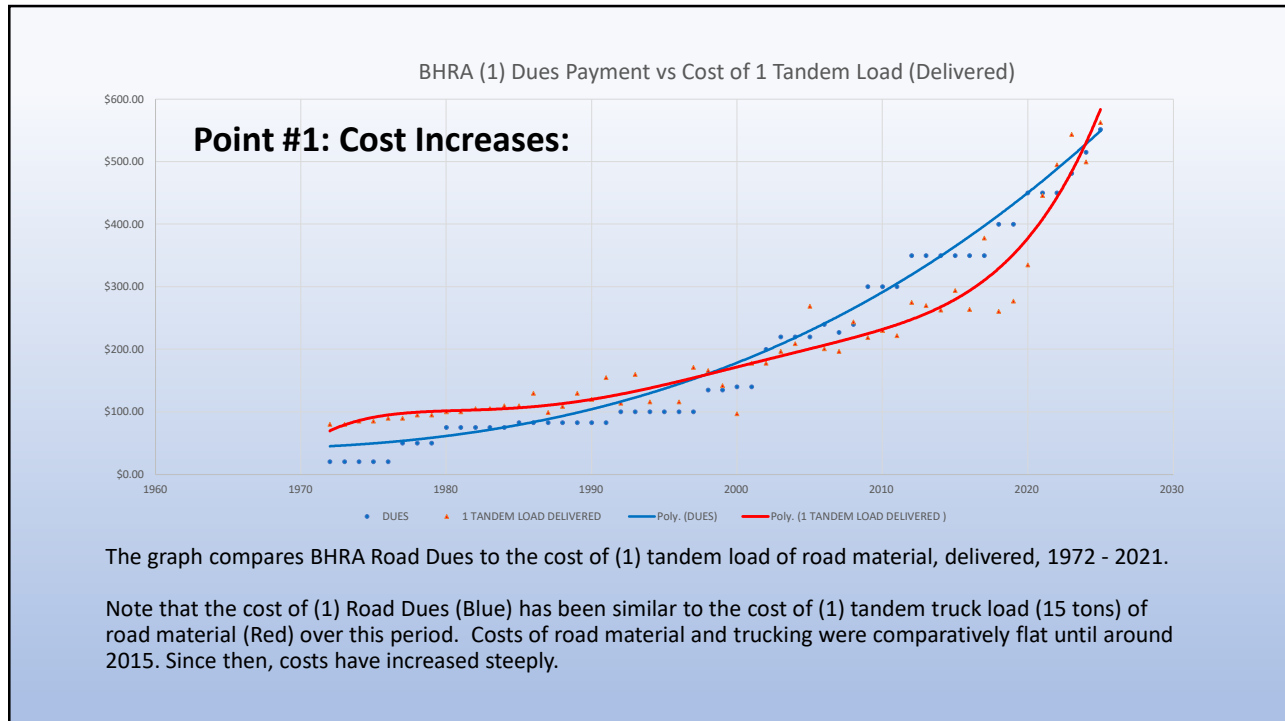


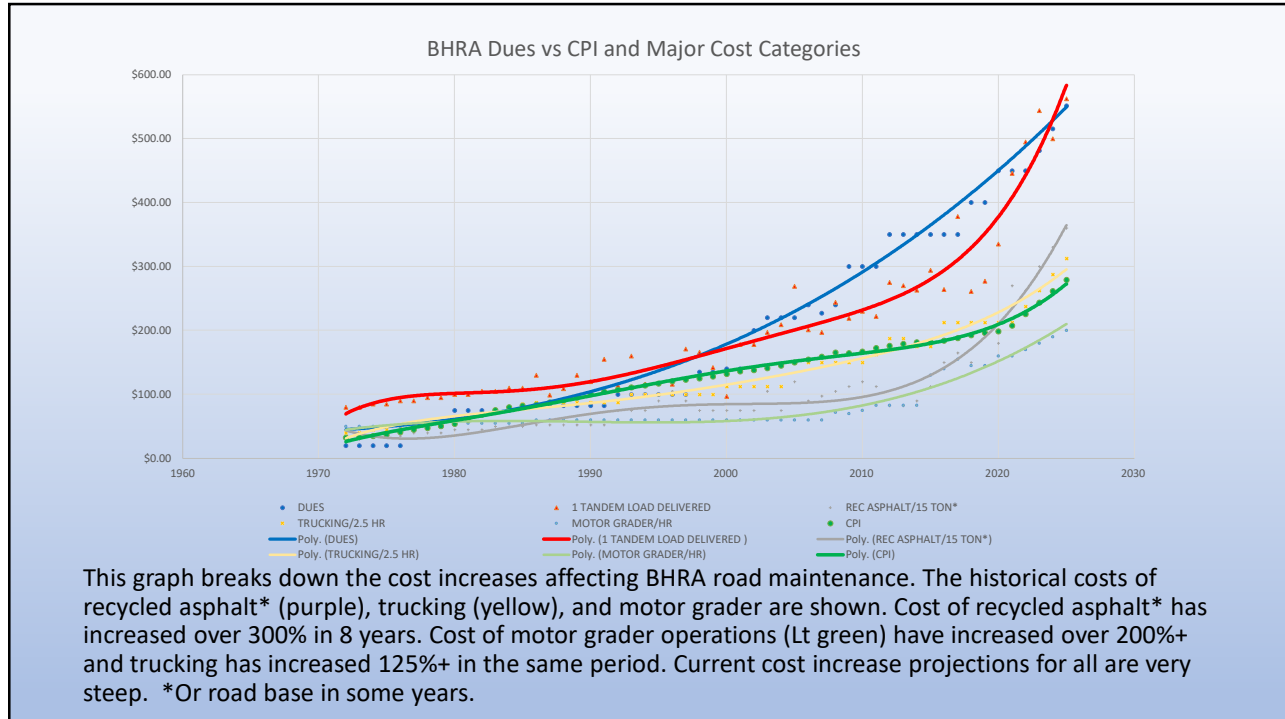
BHRA Road Maintenance Cost and Funding Issues

by Max McGowan
Registered Professional Engineer
August, 2022

This Presentation:

- This presentation will detail two significant issues that are affecting the current and future maintenance of the BHRA roads:
 1. Recent inflation has significantly increased costs of road material and road maintenance equipment operations. This has reduced the amount of road material and/or road maintenance equipment operations that can be supported at current dues rates.
 2. Observations and estimates strongly suggest that historical application rates of road material have been less than the rate of road material loss, leading to a significant overall loss of road material, reducing road stability, driving safety and comfort, property values, vehicle condition and longevity, etc.





Estimate Road material needed annually
Average depth coverage and coverage period for Pavement to Gate and for Above Gate roads

	length miles	length yards	width yards	avg sq yards	avg maint cover depth yards*	avg maint cover period years	avg annual volume yd ³ /yr	avg annual tons tons/yr	avg annual tandem loads /yr
Assume: BHRA roads total length =	9.8	17248							
Otter Road: Pavement to Gate =	4	7040	6	42240	0.139	12	489	611	42
Above Gate roads =	5.8	10208	5	51040	0.139	24	295	369	25
							784	980	68

Road Material density = 1.25 tons/yd³
Average tandem load = 14.5 tons
Average tandem load = 11.6 yds³

Depth of application = 5 inches = 0.139 yard = 4 inches compacted depth
Average yd² per tandem load at 5 inches = 83.52 yd²

Volume and weight of material needed to cover 800 linear ft of Road (below Gate).
Average linear application at 5 inches depth and 6 yd width = 13.92 linear yards = 41.76 linear ft

Cubic Yards (yd ³) required per	265 linear yd =	795 linear ft =	220.83 yd ³
Tons required per	265 linear yd =	795 linear ft =	276.04 tons
Tandem Loads required per	265 linear yd =	795 linear ft =	19.04 Tandem loads

Point #2:

BHRA records compared with estimates of road material erosion losses indicate that BHRA roads have lost thousands of tons of road material over time.

Simple calculations can estimate the amount of road material needed to cover BHRA roads using various assumptions. For example assuming an average re-cover period of 12 years for Otter Road (pavement to gate) and 24 years for the secondary roads, the calculations above show that approx. 42 tandem loads per year are needed for Otter Road plus an additional 25 tandem loads to re-cover all upper roads (= a total of approx. 68 tandem loads each year).

Estimate Road material needed annually
Average depth coverage and coverage period for Pavement to Gate and for Above Gate roads

	length miles	1760 length yards	avg width yards	avg sq yards	avg maint cover depth yards*	avg maint cover period years	avg annual volume yd ³ /yr	avg annual tons tons/yr	avg annual tandem loads /yr
Assume: BHRA roads total length =	9.8	17248							
Otter Road: Pavement to Gate =	4	7040	6	42240	0.139	20	293	367	25
Above Gate roads =	5.8	10208	5	51040	0.139	40	177	222	15
							471	588	41
Road Material density =	1.25 tons/yd ³								
Average tandem load =	14.5 tons								
Average tandem load =	11.6 yds ³								
Depth of application =	5 inches =		0.139 yard =		4 inches compacted depth				
Average yd ² per tandem load at	5 inches =		83.52 yd ²						

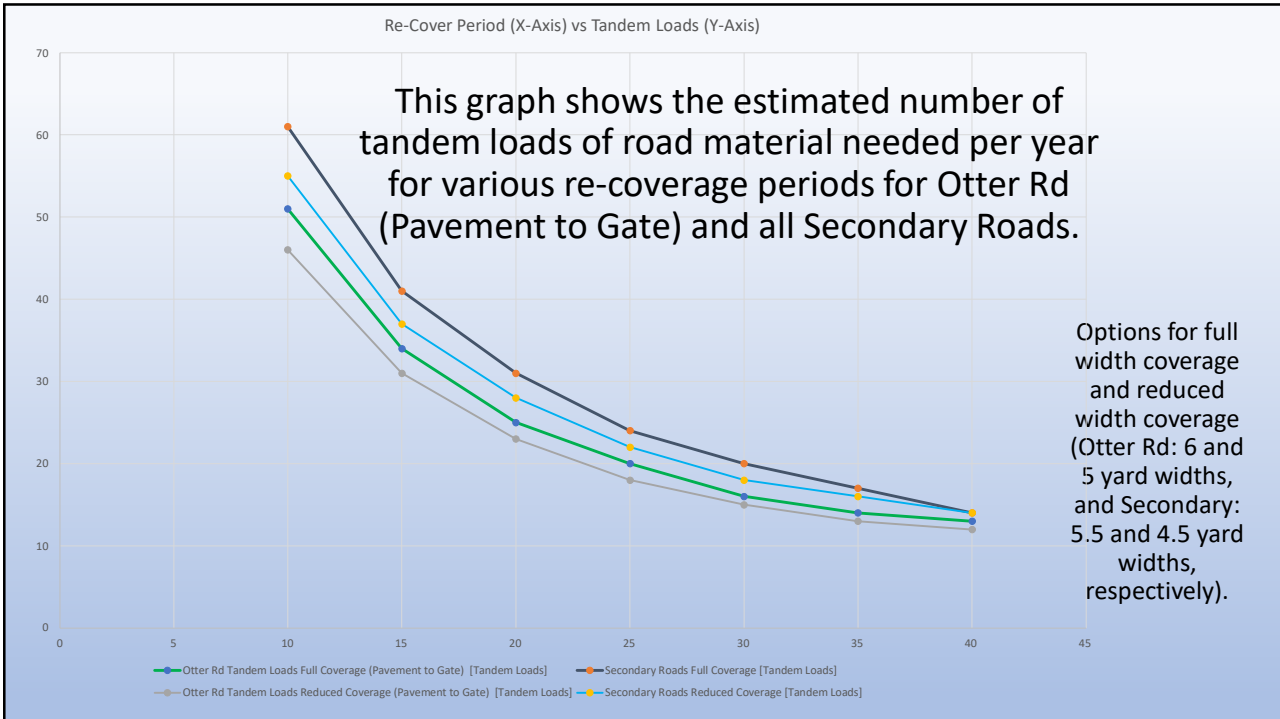
Volume and weight of material needed to cover 800 linear ft of Road (below Gate).

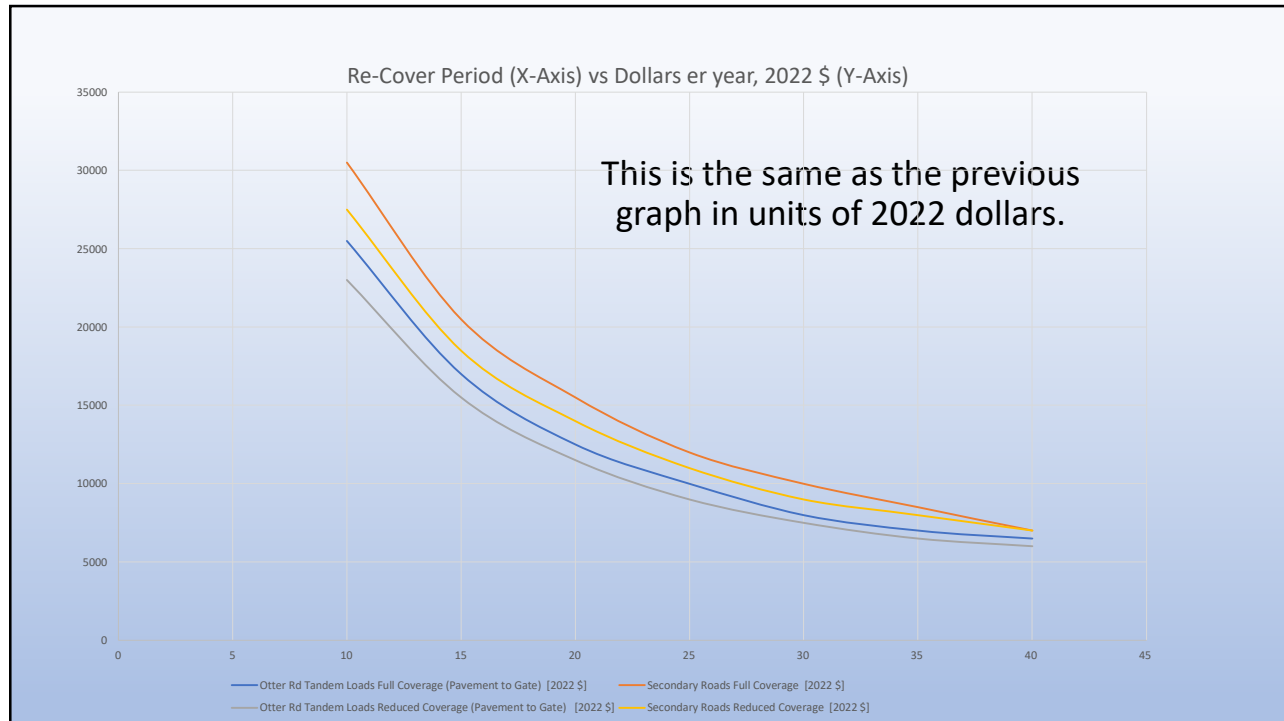
	inches depth 5 and	6 yd width =	linear yards =	linear yards
age linear application at & per tandem load at			13.92	41.76 linear ft
Cubic Yards (yd ³) required per	265 linear yd =	795 linear ft =	220.83 yd ³	
Tons required per	265 linear yd =	795 linear ft =	276.04 tons	
Tandem Loads required per	265 linear yd =	795 linear ft =	19.04 Tandem loads	

BHRA records show that historical application rates have averaged 40 - 45 tandem loads for the past 20 years.

This is sufficient to re-cover Otter Rd roughly every 20 years and the secondary roads every 40 years (or Otter Rd only every 12 years with no material applied to secondary roads).

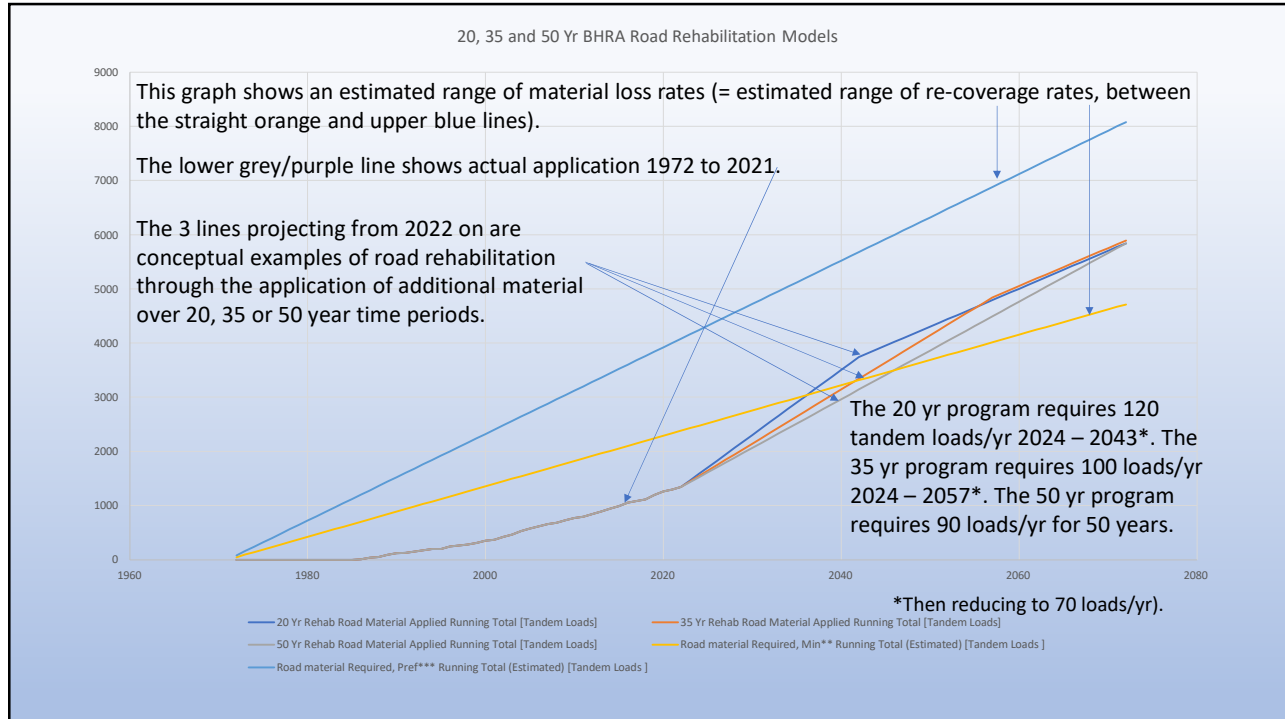
No hard data exists defining the rate of material loss from BHRA roads. Variation between different road sections is likely. However, observations indicate that many sections of BHRA roads lose material at a rate in the range of 0.25 (¼) to 0.5 (1/2) inch per year (meaning a loss of 4 inches of road material over roughly 10 to 15 years).





Ramifications of Point 2:

- It is estimated that a re-coverage period in the range of 10/20 years to 15/30 years is required to replace road material lost to erosion, etc. This is equal to approximately 55 to 80 tandem loads per year.
- Historical dues have never been adequate to allow material application rates sufficient to meet estimated loss rates. Despite best efforts of all administrations there has always been insufficient funds to maintain the roads (much less make "improvements").
- BHRA has been applying approximately 40-45 loads/yr average over the past 20 years (48 loads/yr over the past 10 years). This is estimated to be an 18/36 year (Otter Rd/Secondary Rds) re-coverage period (17/34 year over the past 10 years). This application rate is almost certainly insufficient to replace material lost to erosion.
- These estimates indicate that BHRA roads have lost hundreds or possibly thousands of tandem loads of road material over time.
- Until application rates are at least equal to erosion (material loss) rates the roads will continue to deteriorate.
- Efforts can be made to reduce losses or to increase application rates (or both).



Related Considerations:

- Costs of infrastructure maintenance accrue regardless of economic conditions, level of available funds, etc. Efforts to reduce ongoing costs should center on timely action. Delaying implementation of necessary maintenance will INCREASE, not reduce, the eventual total costs. Reasons include:
 - Delaying remedial action will increase costs in the long run due to inflationary effects. Road material road maintenance equipment operation costs are now increasing steeply, and are likely to continue to do so for the foreseeable future.
 - Road material loss will also accelerate if maintenance is neglected or improperly performed, resulting in increased long term costs.
- Lack of action will also result in additional secondary resultant costs such as:
 - The condition of the roads are one of the main factors influencing property resale values and potential buyer interest in BSH.
 - A road in poor condition is a more hazardous to drive, and much harder on vehicles resulting in increased repair costs and depreciation.

Additional Thoughts:

- BHRA road issues will NOT GO AWAY if ignored or inadequately addressed. BHRA has historically acted in an essentially short-term, reactive and ad-hoc manner. This can continue, or this can change.
- BHRA should seriously consider the **long term** needs of the roads. The **costs** of adequate maintenance must be considered. Adequate maintenance is ultimately not discretionary, the costs will continue to incur, and are not controlled by willingness or ability to pay.
- Raising dues is the most obvious way of increasing income to the BHRA, but it is not the only possibility. Some possible alternative concepts:
 - Join with other local road associations to form a co-op, pooling resources to purchase materials and services in higher volume and lower prices and/or invest in materials production facilities and road maintenance equipment, etc.).
 - Form a BHRA real estate company with mandatory listing of all BHRA properties, earning 3%-6% on every sale.
 - Build a solar & wind farm in BSH, selling power to members and PVREA to subsidize road maintenance
- The point is, options likely exist. Alternatives such as these all have potential problems and require effort and potential risk, but also significant potential long term benefits. BHRA could make the effort to identify potential resources and opportunities that might benefit the BHRA's long term viability as an alternative to inadequate funding and/or perpetual dues increases.

Final Takeaways:

1. Costs of road materials and maintenance equipment services have increased sharply in the past few years. The cost of recycled asphalt has more than tripled in less than 10 years, motor grader more than doubled, trucking costs are up 125%. The purchase power of BHRA's current budget has been reduced by these increases and the trend is likely to continue.
2. Historical dues have never been adequate to allow material application rates sufficient to meet estimated road material losses. Estimates indicate that BHRA roads have lost hundreds or possibly thousands of tandem loads of road material since the roads were developed. BHRA roads will continue to deteriorate until material re-application rates at least equal material loss rates.
3. Delaying action will increase costs in the long run, NOT save money.
4. Though the numbers involved sound daunting, they actually are not. An increase in dues or other income equivalent to \$1.00 per property per day (adjusted for future inflation) would allow us to maintain the road in stable condition. An increase of \$2.00 per property per day would allow us to make steady improvement to the road condition. (Compare this with almost any alternative expenditure in value.)
5. Raising dues is the most straightforward, equitable and obvious way of increasing income to the BHRA, but it is not the only possibility. The BHRA should seriously consider adopting a long-term vision, and seek out opportunities to develop alternative methods of reducing maintenance costs and/or alternative sources of income.

Buckskin Heights Road Association

MINUTES for Board Meeting on Wednesday, August 31, 2022

Zoom Meeting • 6:30 pm

ATTENDANCE:

Board Members: 2022-23 – Brian Abbott, Mary Arnold, Dan McQueen, Cindy Smith, Bill Torrey, Sue Weber

2021-22 – Allan Heese, Luke McOmie

Community Members: Peggy & Brett Kinsey, Ruth Hesse, Mike Lowe, Max McGowan, Paul Rutt, Rick Stahl

CALL TO ORDER, WELCOME/INTRODUCTIONS, QUORUM:

Brian Abbott called the meeting to order with a quorum present at 6:32pm.

AGENDA:

Allan Heese made a motion to approve the agenda as distributed. It was seconded and **approved**.

TRANSITIONAL MEETING:

Election of Board Officers for 2022-23: The following directors were nominated and elected to serve as officers:

- * President – Dan McQueen
Vice President – Mary Arnold
Secretary – Cindy Smith
- * Treasurer – Sue Weber
At Large – Brian Abbott & Bill Torrey
- * Key officers with financial control of entity. On our Wells Fargo bank account, outgoing President Glenn Heeney shall be removed as an authorized signatory; incoming President Dan McQueen shall be added as an authorized signatory; and Treasurer Sue Weber shall remain as an authorized signatory.

Adjournment & Call to Order: The transitional meeting was adjourned. Incoming president Dan McQueen called the meeting to order with a quorum present at 6:41pm.

REGULAR BOARD MEETING:

Community Input:

1. Luke McOmie expressed optimism for the new board.
2. Brian Abbott expressed thanks to out-going board
3. Quality/Quantity of posts on BHRA's Buckskin Heights GroupsIO
 - A. Dan McQueen recommended that BHRA's GroupsIO be reserved for only important items such as road maintenance issues, fire, flood, etc. He suggested that purely social comments to be directed to Rick Stahl's Buckskin Heights Herald Open Forum.
 - B. NB: The Board did not change the official description of the BHRA GroupsIO site:
"The Buckskin Heights Group provides an emergency communication system for the Buckskin Heights

neighborhood near Masonville, Colorado. It is an integral component of our Community Wildfire Protection Plan (CWPP). It can also be used for less dire general interest neighborhood events – my dog is lost, there's a truck stuck on the road, and so on. In addition, the Buckskin Heights Road Association posts information of general interest to the community, like notices of board meetings and upcoming road work."

Secretary's Report:

1. The Annual Meeting Minutes of August 21, 2022 were approved as distributed.
2. The email vote to approve the Minutes of the July 7, 2022 Board meeting was confirmed.

Treasurer's Report: Treasurer Sue Weber reviewed the Treasurer's Report (attached).

1. Budget update
 - A. There is about \$17K available in the checking account. Of this, \$14 K can be devoted to road items this fall. Allan Heese reported a probable donation of up to \$2,000 for road maintenance from an anonymous donor that will likely be donated soon.
 - B. 100% of memberships paid dues!
 - C. There have been 16 completed property sales completed since the Cameron Peak Fire.
 - D. There was about \$6K carried over from last year. VP Mary Arnold make a plan for road work this fall and next spring. As bills are received, this becomes the "road map" for expenditures within the limits set by the budget each year.
2. Sue made a motion to approve payment of \$350.00 to Parliamentarian Lola Fehr for direct in-person services at the annual meeting of the Association on 8/21/22. After discussion, it was seconded and **approved**. Another \$75 will be donated by some board members to pay Fehr for consultation prior to 2022 annual meeting.
3. Brian Abbott made a motion to approve the Treasurer's Report. It was seconded and **approved**.
4. Dues Increase Mail Ballot
 - A. The board has 30 days from annual meeting to mail out ballots to all memberships.
 - B. Community input is requested via various websites, due by 9/16, to be compiled by Cindy Smith.
 - C. Letters containing postcard ballots to be mailed by 9/21, by Sue and Cindy.

- D. Sue Weber made a motion to include pros/cons in letter, not to exceed 1,000 characters, and to include only vote, no pros/cons on the postcard ballot. It was seconded and **approved**.
5. Bank Signatures – Sue and Dan will schedule time to visit bank and submit signature cards.

Road Report:

1. **Road maintenance for rest of year** – Outgoing VP Allan Heese reported on outstanding projects to carry into this year.
- A. Racoon Ct culvert is buried and needs cleaning.
 - B. Cattle guards to be removed. Bill Torrey, Dan McQueen and Allan Heese have graciously volunteered to deal with this.
 - C. Upper Otter – a culvert was discovered by grader in front of Smith’s, which needs work and possible replacement.
 - D. Large rocks blocking ditches in many places reroute water onto Otter and other roads. This needs to be addressed.
 - E. Replacement of lower Otter culvert – there is difficulty with landowner who is resisting water diversion.
 - Incoming VP Mary Arnold will look into this issue.
 - Sue Weber made a motion to support the replacement of the culvert on lower Otter Rd to enhance drainage of Otter and Buckhorn Rd after seeking support from neighboring HOA. It was seconded and **approved**. This will decrease accumulation of mud and debris at junction with asphalt on Buckhorn Road.
 - F. Allan provided a list of board assets: sign “Grader on Road;” 2 (missing) orange cones; 18’ extendable washer wand and 5 tips; measurement wheel; 1 long-handled shovel; 2 culvert sections purchased for lower Otter Rd; security gate; and water tank.
 - G. The placement of high-quality material and rain this year made for excellent road work, praised by all. Thank you, Allan!
2. **Road Equipment Evaluation Group (REEG) Proposals**
- A. Max McGowan, a member of the REEG, presented background information on all three proposals, with input from Mary Arnold. Consideration of equipment purchase discussion was deferred by the annual meeting participants to the Board.

- B. No conclusions were reached, as some members oppose purchasing equipment and do not want to incur liability for operator/machinery, and other members want to proceed with researching which equipment is best and who will operate.
- C. Brian Abbott made a motion to dedicate further effort to identifying options and bring report back to Board at next meeting. Dan McQueen agreed to initiate contact with REEG and invite additional community members to join the group. After discussion, the motion was seconded and **approved**.

3. **Road Stabilization Project** – Allan Heese pointed out that the consensus at the annual meeting seemed to be that \$5K was a reasonable amount to spend on the application of MgCl/Beet/Lignon mixture on a bad section of lower Otter Rd. Mary Arnold will follow up.

Gate Report: Only one community member maintains ability to reprogram electronic gate; this should be knowledge held by other board members as needed. The gate code will be re-programmed as of September 1.

New Business:

- 1. Cindy Smith made a motion to appoint Sue Weber as webmaster, and Brian Abbott and Sue as GroupsIO co-administrators, for 2022-23. It was seconded and **approved**.
- 2. Sue Weber made a motion to post historical data going back to 2000 regarding board members positions and service dates on the BHRA website. It was seconded and **approved**.
- 3. The Board approved a suggestion by Max McGowan that he and others research possible revenue generating opportunities for the community, such as solar and wind.
- 4. Cindy Smith made a motion to create a community social roster including private e-mail/phone numbers, with an “opt-in” requirement. Cindy will work with Sue to implement this project. After discussion, the motion was seconded and **approved**.
- 5. Rick Stahl suggested that all-electronic voting be considered for future in-person and Zoom meetings of the Association. Brian Abbott made a motion that a committee be formed to explore this option and other possible changes to the *Bylaws*. It was seconded and **approved**. Rick, Sue and Bill Torrey will follow up on these ideas.

Executive Session: None

Adjournment: The meeting was adjourned 8:56pm.

Respectfully submitted,
Cindy Smith, Secretary

Buckskin Heights Road Association Treasurer’s Report

Sue Weber – August 31, 2022 (Board Meeting)

1. Checking account balance 8/31/22	=	\$17,233.29
Pending Expenses	=	-\$36.00
Pending Deposits	=	\$0.00
Checking Available	=	\$17,197.29
Savings account balance 8/31/22	=	\$5,006.91
TOTAL AVAILABLE 8/31/22	=	\$22,204.20

2. Dues:

- 2022 – Dues for 67 of 67 properties (61 of 61 owners) are paid in full; 100% compliance for 2022.

3. 16 Completed Property Sales Since the Cameron Peak Fire, October 2020:

- 2/12/21 – Cole Deines (13000 Woodchuck Dr) to Shana Longo
- 2/23/21 – Ryan Green (3724 Woodchuck Dr) to Bryon & Amy Brockel
- 6/18/21 – Robert Gonzalez (13512 Otter Rd) to David & Cynthia Smith
- 8/6/21 – Scott Roth (10100 Otter Rd) to Kaitlyn & Samuel McBride
- 8/30/21 – Jo & Paul Hesson (13428 Otter Rd) to Jacob Jandrew & Samantha Walker
- 9/10/21 – Steven & Sherri Stinnett (14296 Otter Rd) to Paul Rutt
- 11/5/21 – Richard Dixon & Charlene Ferra (8266 Gray Squirrel Ct) to Sean Cloutier
- 12/23/21 – Kyle Recchia (13735 Otter Rd) to Sanjeev & Krystal Karki
- 1/7/22 – Jeremiah & Sandra May (8857 Otter Ct) to Luke & Melanie McOmie & Jonathan Dilley
- 1/7/22 – Heather Speicher (13728 Raccoon Dr) to Justin Wilson
- 2/8/22 – Pamela Robinson (8315 Gray Squirrel Ct) to Cameron & Alice Louie
- 4/8/22 – Estate of Gregory Nelson (13451 Raccoon Dr) to Justin Wilson
- 4/15/22 – Estate of Stanley Long (13888 Otter Rd) to Sarah Simpkins, James Leslie & Robert Leslie
- 4/26/22 – Joshua Embrey (8220 Raccoon Ct) to Jeffrey Moe
- 7/15/22 – Glenn Heeney & Ann Dean (13328 Otter Rd) to Bethany & Allison Seymour
- 8/30/22 – Airn & Matthew Hartwig (13001 Otter Rd) to Rich & Debbie Evans

4. Current Properties for Sale/Pending Closings:

- Scott & Sharon Lazarowicz (8025 Wolverine Ct)
- Jacob Jandrew & Samantha Walker (12727 Otter Rd)

5. Budget Update, August 31, 2022 (attached)

6. Motion to approve payment of \$350.00 to Parliamentarian Lola Fehr for direct in-person services at the annual meeting of the Association on 8/21/22.

- President Brian Abbott could not attend the annual meeting for health reasons. Fehr stepped in to officiate at the meeting because (1) remaining officers had other meeting duties, and (2) the conduct of the meeting included complex voting options and technological challenges.
- The total invoice of \$425.00 also includes \$75 that was intended to be paid independently by individual board members for preliminary consultation about the annual meeting for the reasons listed above (2).

7. Schedule Wells Fargo bank visit to establish 2022-23 authorized signatories

BHRA EXPENSE & INCOME SUMMARY • August 31, 2022

A	B	C	D	E	F	G	H
Category	2021 Actual	2022 Approved Budget	2022 Actual Expenses & Income to Date	2021 Budget Over (Under) to Date	2022 Expected Remaining Expenses & Income	2022 Projected Total Expense & Income	2022 Projected Over (Under) Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$2,025	\$0	\$0	\$0	\$0	\$0	\$0
Gate Maintenance	\$0	\$200	\$0	(\$200)	\$200	\$200	\$0
Grant Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,235	\$1,300	\$0	(\$1,300)	\$1,300	\$1,300	\$0
Legal/Financial	\$61	\$100	\$33	(\$67)	\$40	\$73	(\$27)
Mailings	\$104	\$100	\$122	\$22	\$85	\$207	\$107
Miscellaneous	\$0	\$0	\$154	\$154	\$0	\$154	\$154
Signs	\$0	\$200	\$0	(\$200)	\$200	\$200	\$0
Supplies	\$99	\$100	\$54	(\$46)	\$100	\$154	\$54
Fire Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$3,950	\$0	\$0	\$0	\$0	\$0	\$0
Road Ditches & Culverts	\$1,372	\$4,000	\$1,425	(\$2,575)	\$5,700	\$7,125	\$3,125
Road Grader Operator	\$14,006	\$14,700	\$12,598	(\$2,103)	\$4,500	\$17,098	\$2,398
Road Base	\$12,933	\$14,000	\$17,349	\$3,349	\$4,500	\$21,849	\$7,849
BHRA Road Expense Subtotal	\$28,311	\$32,700	\$31,371	(\$1,329)	\$14,700	\$46,071	\$10,247
Expense Subtotal	\$35,784	\$34,700	\$31,734	(\$2,966)		\$48,359	\$13,659
Dues & Late Fees	\$30,410	\$29,700	\$41,890	\$12,190	\$0	\$41,890	\$12,190
Emergency Donations	\$2,175	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$1	\$1	\$0	(\$1)	\$0	\$1	(\$0)
Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$16	\$0	\$64	\$64	\$0	\$64	\$64
Homeowner Road Reimburse/Donation	\$3,950	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$36,552	\$29,701	\$42,954	\$13,253		\$42,955	\$13,254
Checking Cash Flow Balance	\$767	(\$4,999)	\$11,220			(\$5,405)	

NOTES

Dues mail ballot
Zoom account 2022-23

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

Budget: 66 properties @\$450 = \$29,700
Dues total includes \$10,849 from 11-years (2011-22) of dues/fees/interest from delinquent property estate.
Dues total also includes undesignated donations.
No outstanding dues delinquencies!

BHRA ASSET SUMMARY

A	B	C	D	E	F	G	H
Category	2021 Actual Ending Balance	2022 Budgeted Ending Balance	2022 Actual Balance to Date			2021 Projected Ending Balance*	
BHRA Checking Balance Available	\$5,978	\$979	\$17,233			\$573	
BHRA Savings Balance	\$5,007	\$5,008	\$5,007			\$5,007	
Total Assets	\$10,984	\$5,986	\$22,240			\$5,580	

*Target is \$500 to avoid bank fee.

Buckskin Heights Road Association
MINUTES for Board Meeting on Wednesday, November 30, 2022
Zoom Meeting • 6:30 pm

ATTENDANCE:

Board Members:

Brian Abbott (At Large), Mary Arnold (Vice President), Dan McQueen (President), Cindy Smith (Secretary), Bill Torrey (At Large), Sue Weber (Treasurer)

Community Members:

Jodi Abbott, Erik Dolph, David Gaudio, Rich & Debbie Evans, Allan Heese, Mike Lowe, Luke McOmie, Paul Rutt, Rick Stahl

CALL TO ORDER, WELCOME/INTRODUCTIONS, QUORUM:

Dan McQueen called the meeting to order with a quorum present at 6:30pm.

AGENDA:

Cindy Smith made a motion to approve the agenda as distributed. It was seconded and **approved**.

BOARD MEETING:

Community Input:

1. Several people commented on the good condition of the roads these days, post-grading.
2. Brian Abbott and Allen Heese spoke about rocks which grader brought up and material that was paid for being lost due to grading on Woodchuck Dr.
3. Allan did not appreciate grader being parked at intersection of Otter and Woodchuck. Mary Arnold pointed out that the grader will be moved post-grading, in a week or two.
4. Abandoned black tank near water tank and barrels in culvert on Raccoon will be picked up and taken to the county dump by Dan McQueen.

Secretary's Report:

5. Cindy Smith made a motion to confirm the email approval of the Board Minutes of August 31, 2022. It was seconded and **approved**.
6. Cindy Smith made a motion to confirm the defeat of mail ballot (22 yes, 25 no) to increase dues by \$100 on October 19, 2022. It was seconded and **approved**.

Treasurer's Report: Treasurer Sue Weber reviewed the Treasurer's Report (attached).

7. Budget update: It is likely that we will carry about \$10,700 into new year. There were 17 completed sales since the Cameron Peak Fire; 4 properties are for sale at this time.
8. Dan McQueen made a motion to approve the Treasurer's Report. It was seconded and **approved**.

Road Report:

9. Road maintenance – VP Mary Arnold reported:
 - A. Summary of road work since annual meeting:
 - Otter Road has been graded with the Road Groom several times by Mary and Rich Evans.
 - Jesse Moore (of MCMS Inc, owned by professional grader Brad Moore on Glade Rd) has been grading when road is wet since November 5, and will continue until all roads have been maintained. He will not charge extra to start over with grading.
 - Drainage and culvert below water tank will be cleaned out in spring. Mary has identified both ends.
 - B. Plan for this winter 2022-23:
 - Contractor to be determined, either MCMS or Justin Foster.
 - No rate increase for grading/spreading anticipated. We usually spread ~500 tons (~33 15-ton loads) of new material (recycled asphalt); hope to do more this year.
 - Mary expects another grading with spring moisture; material will be added and grading will be done in summer.
 - C. Mary urged residents who have concerns about road maintenance to contact her directly, as soon as possible. She wants to correct any issues as soon as possible.

- D. Brian Abbott made a motion to approve the road report. It was seconded and **approved**.
10. Road Equipment Evaluation Group (REEG) Proposals (attached):
- A. Rich Evans, REEG Coordinator, reported on proposals developed by REEG.
 - B. Erik Dolph expressed support for purchasing the Road Groom or other equipment we could operate ourselves
 - C. Rick Stahl will present some other options for purchase of other equipment.
 - D. Brian Abbott pointed out need for a deeper financial analysis to determine how much purchase would reduce regular grading and materials drops.
 - E. Sue Weber made a motion to hold a special meeting of the Association in the new year to (i) consider the Road Groom purchase proposal (with augmented financial analysis) and (ii) vote whether or not to hold a mail ballot to approve this capital expenditure. After discussion, it was seconded and **approved**.

Gate Report: Cindy Smith made a motion to paint gate. It was seconded and **approved**. Cindy will post on GroupsIO requesting volunteers. Paint will be purchased by BHRA. Bill Torrey offered to re-weld some spots, and Dan McQueen offered to fix the sign. We may need Leroy Lawrence's help on welding.

Fire Report:

- 11. The group noted that many trees have blown into the road. There was a suggestion that individual land owners be contacted.
- 12. The group noted that we do not have a functional Fire Committee at this time. Cindy Smith will look into finding a community member to lead this charge.

New Business:

- 13. Dan McQueen raised two issues: modernizing the voting process by using electronic means & nominating officers prior to annual meetings.
 - A. After discussion, Sue Weber pointed out that there are two separate voting issues: (i) how to conduct Association mail ballots, and (ii) how to conduct votes at in-person/hybrid Association meetings.
 - B. Nominating officers prior to annual meetings does not take any action by the board or change in the *Bylaws*; people can just do this on GroupsIO on their own.
 - C. Brian Abbott made a motion that interested community members investigate electronic methods for both types of voting situations, with assistance from parliamentarian Lola Fehr, and report back to the board. Sue Weber, Rick Stahl, Allen Heese and Mary Arnold will meet to review *Bylaws* and look into electronic voting methods. Sue will contact Lola Fehr to arrange meeting.

Executive Session: Sue Weber made a motion to go into executive session at 8:14pm to discuss non-public concerns of individual Association members. The motion was seconded and **approved**. No public actions were taken.

Adjournment: Dan McQueen made a motion to move out of executive session and adjourn the meeting at 8:45pm. The motion was seconded and **approved**.

Respectfully submitted,
Cindy Smith, Secretary

Buckskin Heights Road Association Treasurer's Report

Sue Weber – November 30, 2022 (Board Meeting)

1. Checking account balance 11/30/22	=	\$17,205.90
Pending Expenses*	=	\$0.00
Pending Deposits	=	\$0.00
Checking Available	=	\$17,205.90
Savings account balance 11/30/22	=	\$5,007.04
TOTAL AVAILABLE 11/30/22	=	\$22,212.94

* Budget Update (attached) anticipates additional expenses of about \$6,500 by the end of 2022, leaving a probable checking carryover of about \$10,706 into the new 2023 fiscal year.

2. Dues:

- 2022 – Dues for 67 of 67 properties (62 of 62 owners) are paid in full; 100% compliance for 2022.

3. 17 Completed Property Sales Since the Cameron Peak Fire, October 2020:

- 2/12/21 – Cole Deines (13000 Woodchuck Dr) to Shana Longo
- 2/23/21 – Ryan Green (3724 Woodchuck Dr) to Bryon & Amy Brockel
- 6/18/21 – Robert Gonzalez (13512 Otter Rd) to David & Cynthia Smith
- 8/6/21 – Scott Roth (10100 Otter Rd) to Kaitlyn & Samuel McBride
- 8/30/21 – Jo & Paul Hesson (13428 Otter Rd) to Jacob Jandrew & Samantha Walker
- 9/10/21 – Steven & Sherri Stinnett (14296 Otter Rd) to Paul Rutt
- 11/5/21 – Richard Dixon & Charlene Ferra (8266 Gray Squirrel Ct) to Sean Cloutier
- 12/23/21 – Kyle Recchia (13735 Otter Rd) to Sanjeev & Krystal Karki
- 1/7/22 – Jeremiah & Sandra May (8857 Otter Ct) to Luke & Melanie McOmie & Jonathan Dilley
- 1/7/22 – Heather Speicher (13728 Raccoon Dr) to Justin Wilson
- 2/8/22 – Pamela Robinson (8315 Gray Squirrel Ct) to Cameron & Alice Louie
- 4/8/22 – Estate of Gregory Nelson (13451 Raccoon Dr) to Justin Wilson
- 4/15/22 – Estate of Stanley Long (13888 Otter Rd) to Sarah Simpkins, James Leslie & Robert Leslie
- 4/26/22 – Joshua Embrey (8220 Raccoon Ct) to Jeffrey Moe
- 7/15/22 – Glenn Heeney & Ann Dean (13328 Otter Rd) to Bethany & Allison Seymour
- 8/30/22 – Airn & Matthew Hartwig (13001 Otter Rd) to Rich & Debbie Evans
- 9/30/33 – Jacob Jandrew & Samantha Walker (13428 Otter Rd) to Hermine & Clinton Culley Trust

4. 4 Current Properties for Sale/Pending Closings:

- Scott & Sharon Lazarowicz (8025 Wolverine Ct)
- Jacob Jandrew & Samantha Walker (12727 Otter Rd)
- Rudy Hansch Trust (12721 Woodchuck Dr)
- Keifer Jacobson (13382 Otter)

5. Budget Update, November 30, 2022 (attached)

BHRA EXPENSE & INCOME SUMMARY • November 30, 2022

A	B	C	D	E	F	G	H
Category	2021 Actual	2022 Approved Budget	2022 Actual Expenses & Income to Date	2021 Budget Over (Under) to Date	2022 Expected Remaining Expenses & Income	2022 Projected Total Expense & Income	2022 Projected Over (Under) Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$2,025	\$0	\$0	\$0	\$0	\$0	\$0
Gate Maintenance	\$0	\$200	\$0	(\$200)	\$200	\$200	\$0
Grant Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,235	\$1,300	\$1,337	\$37	\$0	\$1,337	\$37
Legal/Financial	\$61	\$100	\$383	\$283	\$0	\$383	\$283
Mailings	\$104	\$100	\$198	\$98	\$0	\$198	\$98
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Signs	\$0	\$200	\$0	(\$200)	\$200	\$200	\$0
Supplies	\$99	\$100	\$54	(\$46)	\$100	\$154	\$54
Technology	\$0	\$0	\$154	\$154	\$0	\$154	\$154
Fire Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$3,950	\$0	\$2,000	\$2,000	\$0	\$2,000	\$2,000
Road Ditches & Culverts	\$1,372	\$4,000	\$1,705	(\$2,295)	\$0	\$1,705	(\$2,295)
Road Grader Operator	\$14,006	\$14,700	\$12,598	(\$2,103)	\$6,000	\$18,598	\$3,898
Road Base	\$12,933	\$14,000	\$15,349	\$1,349	\$0	\$15,349	\$1,349
<i>BHRA Road Expense Subtotal</i>	<i>\$28,311</i>	<i>\$32,700</i>	<i>\$29,651</i>	<i>(\$3,049)</i>	<i>\$6,000</i>	<i>\$35,651</i>	<i>\$5,247</i>
<i>Expense Subtotal</i>	<i>\$35,784</i>	<i>\$34,700</i>	<i>\$33,778</i>	<i>(\$922)</i>		<i>\$40,278</i>	<i>\$5,578</i>
Dues & Late Fees	\$30,410	\$29,700	\$41,890	\$12,190	\$0	\$41,890	\$12,190
Emergency Donations	\$2,175	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$1	\$1	\$0	(\$1)	\$0	\$1	(\$0)
Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$16	\$0	\$112	\$112	\$0	\$112	\$112
Homeowner Road Reimburse/Donation	\$3,950	\$0	\$3,000	\$3,000	\$0	\$3,000	\$3,000
Miscellaneous	\$0	\$0	\$4	\$4	\$0	\$4	\$4
Transfer from Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Income Subtotal</i>	<i>\$36,552</i>	<i>\$29,701</i>	<i>\$45,006</i>	<i>\$15,305</i>		<i>\$45,007</i>	<i>\$15,306</i>
Checking Cash Flow Balance	\$767	(\$4,999)	\$11,229			\$4,728	

NOTES

Dues mail ballot

Zoom account 2022-23

Raccoon Ct donation spread in July project

Expected remaining road grading/ditchwork/materials total

*Expected expense should leave <\$500 ending balance

Dues total includes \$10,849 from 11-years (2011-22) of dues/fees/interest from delinquent property estate.

Dues total also includes undesignated donations.

No outstanding dues delinquencies!

BHRA ASSET SUMMARY

A	B	C	D	E	F	G	H
Category	2021 Actual Ending Balance	2022 Budgeted Ending Balance	2022 Actual Balance to Date			2021 Projected Ending Balance*	
BHRA Checking Balance Available	\$5,978	\$979	\$17,206			\$10,706	
BHRA Savings Balance	\$5,007	\$5,008	\$5,007			\$5,007	
Total Assets	\$10,984	\$5,986	\$22,213			\$15,713	

*Target is <\$500 to avoid bank fee.

TWO REEG PROPOSALS FOR POSSIBLE ACTION (11-18-22)

PURCHASE AN 8.5' ROAD GROOM PULL-BEHIND ROAD GRADING IMPLEMENT FOR ABOUT \$15K TO BE OPERATED BY BHRA BOARD-APPROVED RESIDENT(S) IN OPTIMAL WEATHER BETWEEN 2-3 REGULAR MOTOR-GRADINGS

1. Approval: Association membership must approve the capital expenditure to purchase the Road Groom by a 2/3 vote of those responding to a mail ballot (Bylaws, Article II, Section 6b).
2. Cost/Financing:
 - A. We currently have about \$17K in checking, \$5K in savings, for a total of about \$22K. The invoice for November grading (\$5-6K?) is our only outstanding obligation for 2022.
 - B. If necessary, we could add a special one-time assessment of \$100-\$125/membership (additional total \$6,700-\$8,375) to the mail ballot to approve the purchase.
 - C. Maintenance: With or without insurance, BHRA would need to budget an additional annual amount (\$1-2K?) for maintenance.
 - D. The BHRA Board may pay an authorized non-volunteer operator to use the Road Groom at some pre-determined rate of compensation.
3. Insurance:
 - A. We would need to decide if we wanted to insure the equipment to cover damage to the Road Groom or simply budget those costs as regular maintenance.
 - B. Any damage insurance to the Road Groom could not be through our existing BHRA liability policy – we'd need to insure with a specialized policy. (The gate as a stationary object is insured for \$10K through our existing policy.)
 - C. Liability insurance on the towing vehicle would be the responsibility of the owner of the vehicle (see 4B below).
4. Board Responsibilities:
 - A. The BHRA Vice President would be responsible for authorizing each use (Bylaws, Article II, Section 6d, subject to B-C below); scheduling authorized operators (see B below); and maintaining accurate records of each use (date/time, operator, areas groomed, weather conditions, any issues, etc).
 - B. The BHRA Board would approve a list of authorized operators who:
 - Are Association members or (?) live on or near the mountain.
 - Have experience or been trained to use the Road Groom equipment.
 - Annually provide proof of adequate insurance (\$500K) on the towing vehicle AND sign an updated "Hold Harmless" agreement (attached).
 - C. The BHRA Board will designate specific Association member(s) who will (a) store the equipment; and (b) take responsibility for maintaining the equipment and arranging necessary and timely repairs.

HIRE THE OWNER OF A 10' PULL-BEHIND BOX GRADER OR 8.5' PULL-BEHIND ROAD GROOM TO SMOOTH THE ROAD IN OPTIMAL WEATHER BETWEEN 2-3 REGULAR MOTOR-GRADINGS

5. Approval: The BHRA Board is authorized to enter into reasonable contracts (Bylaws, Article II, Section 6). No Association approval is necessary.
6. Cost/Financing:
 - A. Expenditure would come out of the regular annual budget.
 - B. Cost of use for 7 monthly 8-hr gradings/yr:
 - **Box Grader:** \$3,920/yr – Approximately \$70 per hour inclusive of implement, pull vehicle, operator, fuel and all incidentals (subject to inflation).
 - **Road Groom:** \$6,720/yr – Approximately \$120/hr inclusive of implement, pull vehicle, operator, fuel and all incidentals (subject to inflation). A multiple-year contract between BHRA and the equipment owner may be required.
 - C. Maintenance and storage of the box grader/Road Groom and the towing vehicle(s) would be the responsibility of the owner of the box grader/Road Groom and vehicle(s) respectively.
 - D. The owner of the box grader/Road Groom would be responsible for arranging, and paying if necessary, the authorized operator(s) (see 8B below) of the equipment for each grading.
7. Insurance:
 - A. Liability and damage insurance to the box grader/Road Groom would be the responsibility of the owner.
 - B. The operator of the towing vehicle would provide proof of adequate insurance (\$500K) on the towing vehicle AND sign an updated "Hold Harmless" agreement.
8. Board Responsibilities:
 - A. The BHRA Vice President would be responsible for authorizing each use (Bylaws, Article II, Section 6d, subject to B below) and maintaining accurate records of each use of the box grader/Road Groom (date/time, operator, areas groomed, weather conditions, any issues, etc).
 - B. The owner of the box grader/Road Groom and the BHRA Board would jointly approve a list of authorized operators who:
 - Are Association members or (?) live on or near the mountain.
 - Have experience or been trained to use the box grader/Road Groom equipment.
 - Annually provide proof of adequate insurance (\$500K) on the towing vehicle AND sign an updated "Hold Harmless" agreement (attached).

**Buckskin Heights Road Association
HOLD HARMLESS AGREEMENT**

This HOLD HARMLESS AGREEMENT (the "Agreement") is made as of [redacted] (the "Effective Date") by and between Buckskin Heights Road Association (the "Indemnitee"), located at PO Box 352, Masonville, Colorado 80541, and John/Mary Doe (the "Indemnifier"), located at ## XXXXX Rd, Loveland, Colorado 80538. The Indemnitee and Indemnifier may be referred to individually as the "Party", or collectively, the "Parties".

RECITALS

WHEREAS, the Indemnifier desires to hold harmless and indemnify the Indemnitee from all liabilities, losses, claims, judgments, suits, fines, penalties, demands or expenses that may result from the indemnitee's participation in the activity defined in Section 1.7; and WHEREAS, Indemnitee desires indemnity against all liabilities, losses, claims, judgments, suits, fines, penalties, demands or expenses that may result from the Indemnitee's participation in the activity defined in section 1.07.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

SECTION 1: DEFINITIONS AND INTERPRETATIONS

- 1.1 Words in the singular shall include the plural and vice versa.
- 1.2 A reference to one gender shall include a reference to the other genders.
- 1.3 A reference to writing or written includes e-mail.
- 1.4 Any obligation in this Agreement on a Party not to do something includes an obligation not to agree or allow that thing to be done.
- 1.5 Any phrase introduced by the terms "including", "include", "in particular" or any similar expression shall be construed as illustrative and shall not limit the sense of the words preceding those terms.
- 1.6 References to sections or clauses are to the sections or clauses of this Agreement.

1.7 "Activity" shall mean: Grading, smoothing, excavating or other work done to improve the surface and/or drainage of private roads managed by the Buckskin Heights Road Association (BHRA Indemnitee) using equipment rented for that purpose by BHRA or owned by the Indemnifier.

SECTION 2: INDEMNIFICATION

2.1 Indemnification. To the fullest extent permitted by applicable law, the Indemnifier will hold harmless and indemnify the Indemnitee against any and all claims and actions arising out of Indemnitee's participation in the Activity, including, without limitation, expenses, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with any liability, suit, action, loss, or damage arising or resulting from the Indemnitee's participation in the Activity, subject to the limits on indemnification described in section 2.02.

2.2 Exceptions. Indemnifier shall not hold harmless and indemnify Indemnitee under the following circumstances:

- (1) against a claim caused by the negligence or fault of the Indemnitee, its agent or employee, or any third party under the control or supervision of the Indemnitee, other than the Indemnifier or its agents, employees or contractors.
 - (2) in a civil action, where the Indemnitee did not act in good faith and in a reasonable manner; and
 - (3) where the actions or conduct of the Indemnitee constituted willful misconduct or the Indemnitee was knowingly fraudulent or deliberately dishonest.
- Settlement and Consent. The Indemnitee will not settle any claim or action without first obtaining the written consent of the Indemnifier. The Indemnifier or will not be liable for any amounts paid in settlement of any claim or action where written consent was not obtained.
- Cooperation. Both Parties agree to cooperate in good faith and provide any and all information necessary for the defense of any claim or action.

SECTION 3: MISCELLANEOUS

3.1 Representation on Authority of Parties/Signatories. Each Party signing this Agreement represents and warrants that they are duly authorized and have legal capacity to execute and deliver this Agreement. Each Party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such Party's obligations hereunder have been duly authorized, and that this Agreement is a valid and legal

agreement binding on such Party and enforceable in accordance with its terms.

3.2 Amendment. This Agreement may only be changed or supplemented by a written amendment, signed by authorized representatives of each Party.

3.3 Waiver. The waiver of any breach or violation of any term or condition hereof shall not affect the validity or enforceability of any other term or condition, nor shall it be deemed a waiver of any subsequent breach or violation of the same term or condition.

3.4 No waiver of any right or remedy under this Agreement shall be effective unless made in writing and executed by the Party so to be charged. The rights and remedies of the Parties to this Agreement are cumulative and not alternative.

3.5 Entire Agreement. This Agreement constitutes the entire Agreement between the Parties, replacing all other written and/or previous agreements.

3.6 Severability. The Parties acknowledge that this Agreement is reasonable, valid and enforceable. However, if any term, covenant, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, it is the Parties' intent that such provision be changed in scope by the court only to the extent deemed necessary by that court to render the provision reasonable and enforceable and the remainder of the provisions of this Agreement will in no way be affected, impaired or invalidated as a result.

3.7 Governing Laws. The validity, construction and performance of this Agreement shall be governed and construed in accordance with the laws of [redacted]

3.8

THE UNDERSIGNED HAVE READ, UNDERSTAND and ACCEPT THIS AGREEMENT, and by signing this Agreement, all Parties agree to all of the aforementioned terms, conditions and policies.

XXXXX, President

Buckskin Heights Road Association

Date Signed

John/Mary Doe

Date Signed