

**Buckskin Heights Road Association  
Meeting Minutes for September 2016**

Wednesday, September 14, 2016

Weber's Residence, Otter Rd

**ATTENDANCE:**

Paul Hesson, Sue Weber, Airn Hartwig, Kevin Stewart, Bob Ferris

**CALL TO ORDER:**

Once everyone arrived at the Weber residence at ~7:15pm the officer's meeting began. We declared that a quorum of 4 active members were present.

**REVIEW OF ROLE OF VP:**

Bob Ferris read the job description of vice president from the bylaws. Bob also reviewed "best Practices for BHRA Road Maintenance," describing about 10 days of work per year needed from the VP.

**REVIEW OF ALL ROLES OF BOARD MEMBERS:** Descriptions of every position of the board were read from the bylaws by Sue.

**ELECTION OF OFFICERS:**

President: Paul Hesson

Vice President: Kevin Stewart

Secretary: Airn Hartwig

Treasurer: Sue Weber

At Large: Fr. Don Willette, Rob Gonzalez

**ADVISORY COMMITTEE:**

Upper Otter- Rick Stahl

Woodchuck- Jerry Ray (JR) Campbell

Raccoon- Darin Johnson

---Role of Committee---

Help Board of Directors gain knowledge of the conditions of the roads above the gate, develop recommendations for the 2016/2017 budget year and develop a long term plan for the roads in Buckskin Heights.

**REVIEW OF MEETING MINUTES:**

2016 Annual meeting minutes accepted.

**ACTIONS:**

Dust control- The board agreed to research the use of dust control to stabilize Otter road. Determine cost, environmental impact and uses. Further discussion will be needed to determine if this option will be used in the future.

Wash Board removal- Kevin has offered to try removing wash boarding from small sections of the road with his equipment in an attempt to find more affordable options for maintaining the road below the gate.

Professional Review- We will have a review of Otter Rd done by a professional grading/consulting company in an attempt to research options and find what is best for the steep grade and soil types of Otter Rd.

Funds Ratio- It was decided the board would have a serious conversation with the advisory committee and possibly use an online survey to decide what percentage of our annual budget will be used for the interior roads/below the gate. In the past priority has started with “most used” and fanning out to the less used, which has left some residents having more damaged roads on their commute, and the feeling of being ignored. We hope a long term plan beyond just the 2016/2017 budget will be a better solution for these concerns.

**TREASURER’S REPORT:**

Sue shared the treasurer report with the board and it was approved. See attached for report.

**FUTURE MEETING SCHEDULE:**

In an effort to be more active than previous Board of Directors and have a more open line of communication to the community, we have decided to have bi-monthly meetings that are open to the whole community. We have a flexible schedule of the second week of Nov, Jan, Mar, May, July, Sep 2016. The regular Annual meeting will be in August as usual. Official dates will be announced closer to each meeting. We really encourage everyone to come to meetings as they are less formal than the annual meeting and allow opinions and concerns to be voiced.

Respectfully submitted,  
Airn Hartwig, Secretary

## Buckskin Heights Road Association Budget Update September 14, 2016

### EXPENSE/INCOME SUMMARY

### NOTES

A	B	C	D	E	F	G
Category	2015 Actual	2016 Approved Budget	2016 Actual To Date	2016 Budget Remaining (Budget- Actual)	2016 Projected Expenses & Income 9/15/16 to 12/31/16	2016 Projected Total Expense & Income
Bank Fees	\$0	\$0	\$3	\$3	\$0	\$3
Gate Maintenance	\$402	\$150	\$50	\$100	\$0	\$50
Grader Operator	\$5,933	\$5,334	\$7,860	\$2,526	\$0	\$7,860
Emergency Expenses	\$0	\$0	\$1,200	\$1,200	\$0	\$1,200
Grant Expense	\$2,475	\$0	\$9,915	\$9,915	\$0	\$9,915
Insurance	\$1,126	\$1,150	\$0	\$1,150	\$1,150	\$1,150
Legal/Financial	\$70	\$100	\$12	\$88	\$0	\$12
Mailings	\$185	\$200	\$82	\$118	\$50	\$132
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0
Road Base	\$13,065	\$20,000	\$13,048	\$6,952	\$3,400	\$16,448
Homeowner Road Base	\$0	\$0	\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$50	\$0	\$50	\$0	\$0
<b>Expense Subtotal</b>	<b>\$23,255</b>	<b>\$26,984</b>	<b>\$32,169</b>	<b>\$5,185</b>	<b>\$4,600</b>	<b>\$36,769</b>
Dues & Late Fees	\$24,925	\$22,750	\$22,930	\$180	\$170	\$23,100
Interest	\$2	\$1	\$1	\$0	\$1	\$2
Grant Income	\$2,475	\$0	\$4,815	\$4,815	\$5,100	\$9,915
Remote Control Sales	\$274	\$96	\$128	\$32	\$0	\$128
Homeowner Road Base	\$0	\$0	\$0	\$0	\$2,095	\$2,095
Emergency Donations	\$0	\$0	\$1,735	\$1,735	\$0	\$1,735
Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>Income Subtotal</b>	<b>\$27,675</b>	<b>\$22,847</b>	<b>\$29,609</b>	<b>\$6,762</b>	<b>\$7,366</b>	<b>\$36,975</b>
<b>Cash Flow Balance</b>	<b>\$4,420</b>	<b>(\$4,137)</b>	<b>(\$2,560)</b>			<b>\$206</b>

**Grader Operator Expense**

**Road Base Expense**

2016=about 57 loads @\$310/load  
2015=43 @\$300; 2014=64(54+10HO) @\$255;  
2013=56 @\$235; 2012=51 @\$275;  
2011=33(25+8HO) @\$220; 2010=43 @\$210

**Dues Income**

In 2016, 66 of 67 properties (62 of 63 owners) paid dues at \$350/yr, 99% compliance.

**Cash Flow Gain/Loss**

Our targeted cash flow gain/loss is \$0 each year. However, we can sustain a significant negative cash flow in 2016 because we carried over about \$4,500 in unspent 2015 grading/roadbase funds.

### ASSET SUMMARY

A	B	C	D	E	F	G
Category	2015 Actual Ending Balance	Budgeted 2016 Ending Balance	2016 Actual To Date Balance			2016 Projected Ending Balance
Checking Balance	\$5,370	\$1,233	\$7,185			\$5,576
Savings Balance	\$5,036	\$5,037	\$5,000			\$5,002
<b>Total Assets</b>	<b>\$10,406</b>	<b>\$6,270</b>	<b>\$12,185</b>			<b>\$10,578</b>

**Projected Ending Balances**

We now need a minimum checking ending balance of about \$1,000 to cover expenses in January and to avoid low balance bank fees.

## Buckskin Heights Road Association

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**From:** sender@lists.bigtent.com on behalf of Buckskin Heights Community Group  
<no\_reply@lists.bigtent.com>  
**Sent:** Tuesday, September 27, 2016 8:43 AM  
**To:** 'Announcements'  
**Subject:** News from the board



Thanks to Airn for publishing the summary of our recent board meeting. This will be done after each of our semi-monthly board meetings. For those who wish to see the complete board minutes go our web site [www.buckskinheights.org](http://www.buckskinheights.org) and follow the documents link.

**In other news Rob Gonzales tendered his resignation and the board has appointed John Niesel to fill the remaining one year term. I am sure John will be an excellent addition to the board.**

The advisory road committee has been established(see below). I encourage all of our members to contact the committee member representing your road to voice your opinions, ideas and concerns.

### BHRA Advisory Road Committee

The objectives of the committee shall be:

Develop short term recommendations for 2015/2016 budget year

Develop recommendations for 2016/2017 budget year

Develop a long range plan for the road, to include alternatives and related costs.

The committee will make written recommendations to the Board of Directors in a timely manner.

The committee shall be comprised of:

Rick Stahl Chairman

J.R. Campbell

Darin Johnson

Terry Schuyler

Kevin Stewart

President Road Assoc ad-hoc member

Secretary Road Assoc ad-hoc member

The President Paul Hesson, and Secretary Airn Hartwig will attend the advisory committee meetings to hear deliberations, be available to answer questions, and participate in discussion. They will not take part in making recommendations.

The committee chairman shall schedule open meetings and publish time and place.

Paul Hesson