

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

ATTENDANCE:

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

Community Members: Luke McOmie, Melanie Johnson, Bob Faris

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

SECRETARY'S REPORT:

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

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

ROAD REPORT:

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

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

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

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

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

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

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

Respectfully submitted,

Suzanne Weber, Secretary

BUCKSKIN HEIGHTS ROAD ASSOCIATION 2018 ANNUAL MEETING & SOCIAL HOUR

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

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

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

Plus: Social Hour starting at 2 pm

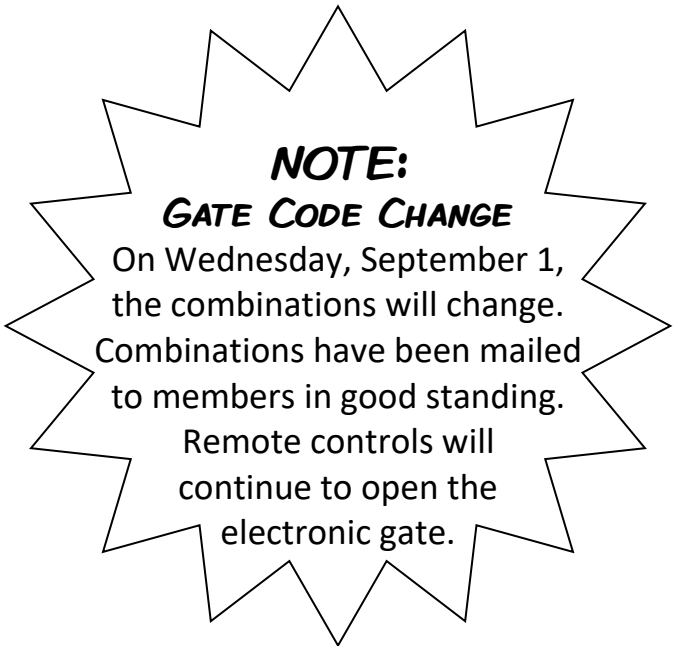
Please bring a snack/dish to share if you like; and your own drink.

MEETING AGENDA

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

CURRENT BHRA BOARD MEMBERS

- Darin Johnson* President
 Airn Hartwig** Vice President
 Sue Weber** Secretary
 David Gaudio* Treasurer
 Paul Hesson*** At Large
 Kevin Stewart** At Large
- * One more yr to serve in a 1st term
 ** 1st 2-yr term ending; eligible for re-election to a second 2-yr term
 *** One more yr to serve in a 2nd term



EXPENSE/INCOME SUMMARY

NOTES

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

Do 1 day grading following by a material drop

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

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

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

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

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

ASSET SUMMARY

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

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