

Buckskin Heights Road Association Meeting Minutes

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

ATTENDANCE

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

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

CALL TO ORDER

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

AGENDA – The agenda was approved as distributed:

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

SECRETARY'S REPORT

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

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

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

ROAD REPORT

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

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

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

COMMUNITY WATER TANK STATUS REPORT

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

OTHER

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

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

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

Respectfully submitted, Suzanne Weber, Secretary

BHA Treasurer's Report
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 Updated March 27, 2018

EXPENSE/INCOME SUMMARY

NOTES

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

Do 1 day grading following by a material drop

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

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

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

Budgeted Dues Income
Assumes 66 of 67 properties pay \$400 annual dues

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

ASSET SUMMARY

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

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