

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

ATTENDANCE:

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

CALL TO ORDER, WELCOME/INTRODUCTIONS,

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

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

TRANSITIONAL MEETING:

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

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

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

REGULAR BOARD MEETING:

Community Input: None at this time.

Secretary's Report:

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

Treasurer's Report:

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

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

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

Road Report:

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

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

Gate Report/Security:

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

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

Old Business: (if any): None

7. New Business:

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

Executive Session (if necessary): None

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

Respectfully Submitted,

Luke McOmie, Secretary

BHRA EXPENSE & INCOME SUMMARY • September 16, 2021

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

NOTES

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

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

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

BHRA ASSET SUMMARY

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

*Target is \$500 to avoid bank fee

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

OTHER WORK - GRAY SQUIRREL

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

ROAD WORK BUDGET, SEP 2021

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