



BUCKSKIN HEIGHTS ROAD ASSOCIATION

2014 MINUTES

Board & Association Minutes with Summary of Board Membership

Buckskin Heights Road Association • 2013-14 Board Members (Status July 2014)

Name	Term & Year Elected	Status
Glanz, Dan, President***	1 st term 2012	Serving through Aug 2014
Schuyler, Terry, Secretary**	1 st term 2012	Serving through Aug 2014
Warrington, Eric, Vice President*	1 st term 2010, 2 nd term 2012	Serving through Aug 2014
Appelmann, John, At Large	1 st term 2011, 2 nd term 2013	Serving through Aug 2015
Carroll, Tom, At Large	1 st term 2011, 2 nd term 2013	Serving through Aug 2015
Weber, Sue, Treasurer	1 st term 2011, 2 nd term 2013	Serving through Aug 2015

* Indicates a board member whose 2nd term is ending, and is ineligible for another 2-year term

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

*** Indicates a board member who is resigning at the end of his 1st term, and must be replaced.

Buckskin Heights Road Association • 2014-15 Board Members (Status July 2015)

Name	Term & Year Elected	Status
Appelmann, John, At Large**	1 st term 2011, 2 nd term 2013	Serving through Aug 2015
Carroll, Tom, At Large***	1 st term 2011, 2 nd term 2013	Resigned December 2014
Weber, Sue, Treasurer**	1 st term 2011, 2 nd term 2013	Serving through Aug 2015
Faris, Bob, Vice President	1 st term 2014	Serving through Aug 2016
Pettee, Chuck, President	1 st term 2014	Serving through Aug 2016
Schuyler, Terry, Secretary	1 st term 2012, 2 nd term 2014	Serving through Aug 2016

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

** Indicates a board member whose 2nd term is ending, and is ineligible for another 2-year term

*** Indicates a board member who resigned and is ineligible for a second 2-year term

BHRA Board Meeting

Jan 16, 2014

Summary documented by Terry Schuyler

Members Present: Sue Weber, Eric Warrington, Dan Glanz, Terry Schuyler

Call to Order: Dan Glanz called the meeting to order at 6:39 PM

Meeting Minutes:

Approved September board meeting minutes.

A copy of the 2013 Annual Meeting minutes will be distributed to the attendees of the Annual meeting in the next 30-60 days.

New Business:

1. **Treasurers Report:** Sue Weber submitted hard copies of the updated Treasurer's Report. Below is a copy of that report.

1. Checking account balance as of January 16, 2014 = \$ 1,845.41 (+ \$700.00 dues pending)

Savings account balance as of December 31, 2013 = \$ 5,032.32

TOTAL = \$ 6,877.73

Deposit pending 2014 dues checks (\$700.00) = \$ 7,577.73

2. 2013 dues: 63 of 66 properties (61 of 64 owners) paid in full; 3 properties/3 owners not paid.

Total Dues Income for 2013 = \$22,010.00

\$390 shortfall in dues/fees income below 2013 budget \$22,400 resulted from one new 2013 delinquent property owner, W. Conrad (\$350), plus Hunt payment of \$270 for 2013 due to credit of \$80 from 2012 overpayment. A lien was filed on the Conrad property in August 2013; and a statement of overdue account was sent with his 2014 dues invoice.

R. Long is 4 years in arrears (\$2,729 in dues/fees/interest (based on the new Bylaws formula) and counting as of January 2013. A new lien was filed in 2013.

MOTION: to approve investigation and action by Sue Weber and Paul Hesson as agents of the BHRA Board of Directors to take Long to small claims court for payment of delinquent dues.

Wright is many years in arrears. A lien was filed in August 2013 for 2012-13. Paul Hesson and I have created a letter outlining a resolution to this issue that includes a packet of information and a current statement of account (based on the new Bylaws formula) to be considered and approved by the Board.

MOTION: Approve draft letter and packet to be sent registered mail to Wright, with offer to settle entire delinquent dues/fees balance from 1997 through 2014 (\$5,727) for payment of \$2,670 (2006-2014 dues only) by April 1, 2014.

3. 2014 dues notices were sent on January 5-6, 2014. Information about homeowner donation to purchase additional road base was included, as was a check-off box to indicate email or USPS for official correspondence. Five checks have been received to date, 3 indicating email preference.

4. 1099-Misc tax form for Bucknum will be sent to IRS (with 1096 transmittal form) and Bucknum on 1/30/14 as required.

5. State/federal tax forms for 2013 are due on March 15, 2014. I anticipate that no tax will be owed.

6. Required periodic report to Colorado Secretary of State to keep our status as a Colorado Nonprofit Corporation in good standing was filed online on 1/6/14 (now due annually in February). \$10 fee paid.

- Approved a payment plan for W. Conrad to settle is account which is in arrears.
- Approved a payment plan (2-3 years) to help R. Long come into good standing. Not withstanding the Board approved a motion that Sue and Paul Hesson to become agents of BHRA to take R. Long to Small Claims Court to affect collection of deliquent payments.
- Approved letter and packet to be sent to Wright with offer to settle past due payments, including a full description and accounting of past assesments (both correct and recently discovered incorrect). This is an attempt to both make ammends and square up moving forward.
- Dues notice were sent out in the first week of January.
- Approved Paul Hesson and Dan Glanz to audit this years financial records.
- Approved 2014 budget as proposed. See Appendix A
- Approved Treasurer's report as submitted.

2. **Road Issues**

- None

3. **Next Board Meeting:** Proposed for early May TBD.

4. **Meeting Adjourned:** Dan Glanz proposed the meeting be adjourned. All agreed and the meeting was adjourned at 8 PM

Buckskin Heights Road Association Treasurer's Report for FY2013

With Proposed 2014 Budget

January 16, 2014

©2014 Buckskin Heights Road Association

Approved

EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D	E	F
Category	2012 Actual	Approved 2013 Budget	2013 Actual	2013 Difference (Actual-Budget)	Proposed 2014 Budget
Bank Fees	\$6	\$5	\$28	\$23	\$15
Gate Maintenance	\$155	\$200	\$28	(\$172)	\$100
Grader Operator	\$10,010	\$9,200	\$9,200	\$0	\$9,200
Grader Operator: Snow	\$155	\$100	\$250	\$150	\$125
Grader Operator SUBTOTAL	\$10,165	\$9,300	\$9,450	\$150	\$9,325
Grant Expense	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,091	\$1,150	\$1,076	(\$74)	\$1,100
Legal/Financial	\$398	\$100	\$80	(\$20)	\$100
Mailings	\$171	\$150	\$216	\$66	\$100
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Road Base	\$14,025	\$13,430	\$13,200	(\$230)	\$11,275
Homeowner Road Base	\$0	\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0	\$0	\$0	\$0
Supplies	\$33	\$50	\$0	(\$50)	\$50
Expense Subtotal	\$26,044	\$24,385	\$24,078	(\$307)	\$22,065
Dues & Late Fees	\$23,952	\$22,400	\$22,010	(\$390)	\$22,050
Interest	\$5	\$5	\$3	(\$2)	\$3
Grant Income	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$90	\$0	\$32	\$32	\$0
Homeowner Road Base	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$24,047	\$22,405	\$22,045	(\$360)	\$22,053
Cash Flow Balance	(\$1,997)	(\$1,980)	(\$2,033)	(\$53)	(\$12)

Budgeted Grader Operator Expenditure

Reflects grader operator contract valid through September 2014; assumes fuel remains below \$4.40/gal)

REMOVE FOR AUDIT VERSION

Budgeted Road Base Expenditure

About 41 loads of recycled asphalt @ \$275/load [2013=56(48+8HO), 2012=51, 2011=33(25+8HO), 2010=43, 2009=55, 2008=52]

Budgeted Dues Income

Assumes 63 of 66 properties pay \$350 annual dues (3 chronic delinquencies; no foreclosure delinquencies)

Cash Flow Losses in 2012 & 2013...

...were offset by substantial checking balances from previous years, which included several foreclosure settlements. Net cash flow balance for 2014 is targeted to be \$0.

ASSET SUMMARY

A	B	C	D	E	F
Category	2012 Ending Balance	Budgeted 2013 Ending Balance	2013 Actual Ending Balance	2013 Difference (Actual-Budget)	Budgeted 2014 Ending Balance
Checking Balance	\$3,633	\$1,650	\$1,598	(\$52)	\$1,586
Savings Balance	\$5,029	\$5,034	\$5,032	(\$2)	\$5,035
Total Assets	\$8,663	\$6,684	\$6,630	(\$54)	\$6,621

Budgeted Checking Ending Balance...

...for 2014 (\$1,586) is the 2013 ending balance (\$1,598) plus the net budgeted 2014 cash flow loss (\$12). It includes \$750 for January grader operator contract; \$100 for January mailings; \$300 to avoid bank fees; and a \$436 margin of error.

Fiscal Year 2013 Data Respectfully Submitted for Audit by:

Fiscal Year 2013 Data Audited and Approved by:

Suzanne Weber, Treasurer August 2011 - December 2013

XXX, BHRA Member

Date

XXX, BHRA Member

Date



Nanny tax paperwork.

Buckskin Heights Community Group

Bulletin: Announcements

Posted: March 8, 2014 - 3:02 pm by [sueweber](#)

Tags: [BHRA](#), [BUCKSKINHEIGHTS.ORG](#), [WEBSITE](#)

BHRA Website Up and Running!

Check out the BH Road Association (BHRA) website at

www.BuckskinHeights.Org.

The new site has:

- * Information about the Road Association
- * Official documents (Bylaws, meeting minutes, budgets) in an easy-to-print format
- * Description and information about Buckskin Heights groups and resources (BH Fire Committee, Big Tent Emergency Notification System, BH Bookclub and more)
- * FAQs about the road, fire, wildlife, cattle, pine bark beetles and more
- * How to contact BHRA board members with concerns and suggestions

Email for the Road Association is BHRA80541@gmail.com. Send comments and any suggestions for improvements you might have!

Comments



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**BHRA Board Meeting
May 7 2014
Summary documented by Terry Schuyler**

Members Present: Sue Weber, Eric Warrington, Dan Glanz, Terry Schuyler

Call to Order: Dan Glanz called the meeting to order at 6:42 PM

Meeting Minutes:

All voted to approved January board meeting minutes.

New Business:

1. **Treasures Report:** Sue Weber submitted hard copies of the updated Treasurer's Report.

Buckskin Heights Road Association Treasurer's Report

Sue Weber – May 7, 2014

1. Checking account balance as of January 16, 2014	=	\$ 17,235.95 (+\$1,892.00 deposit pending)
Savings account balance as of December 31, 2013	=	\$ 5,033.15
TOTAL	=	\$ 22,269.10

Deposit pending 2014 checks (\$1,892.00) = \$ 24,161.10

2. **2014 dues notices** were sent on January 5-6, 2014; overdue notices were emailed/sent in mid-April. 33 of 64 owners agreed to have official notices sent by email rather than by USPS.
3. **2014 dues:** 60 of 66 properties (58 of 64 owners) paid in full; 1 property/owner will make last installment payment in May. 5 properties/5 owners not paid yet, 2 of which (Jones and Walding Foreclosure) will probably pay in the end.
Total Dues Income for 2014 to date = \$21,320, with an additional \$810 expected.

Liens have been filed on all delinquent properties/owners.

A letter with complete statement of account was sent to Wright in January and February. Chuck Pettee has been in negotiations with Wright over possible payment of dues. Wright agreed in principle in a phone conversation with Pettee on April 2 to pay outstanding dues with no late fees (\$2,670); and become a member in good standing of BHRA. Don't hold your breath.

4. **1099-Misc tax form** for Bucknum was sent to IRS (with 1096 transmittal form) and Bucknum on 1/30/14.
5. **State/federal tax forms for 2013** were submitted on February 26, 2014. No tax was owed.
6. **Audit of BHRA fiscal year 2013** financial records as per Bylaws Article II, Section 3 was conducted on February 17, 2014 by Dan Glanz and Paul Hesson.
7. **Clayton Bull property** on Otter/Woodchuck Rd was sold to Jeffery A. Albrecht on April 17.
8. **Daniel & Cindy Freeding property** on Woodchuck has a May 14 scheduled closing date of sale to Scott & Sharon Lazarowicz.
9. **Review updated 2014 budget.**
10. www.buckskinheights.com website

3. **Road Issues**

- Removed logs at end of Otter -
- Contractor for new home scooped out obstruction to culvert on lower Otter, but may have damaged the culvert
- Steve Bucknum was inquiring about the placement of road base this year- targeted locations were provided by Eric below:

Suggested base Drop JUNE 2014

LOCATION	CONDITION	Quantity	LOCATION	RACCOON	Quantity
	(OTTER ROAD)			Start at OTTER	
0.6	Rough	2	0.2	Intersection Wolfram/Mud	2
0.7	Hill, Muddy wet	2	0.5	Shaded, muddy	2
0.9	Curve, Rocks	2		(between Gray Meiers South and North driveway)	
1.2	Hill, washboards	3			
1.4	Rough	2		Woodchuck	
1.7	Curve, Sloping	1			
1.8	Curve, Sloping	1	0.05	worn, uneven	1
1.9	Rough	2	0.1	Rocky	2
2.1	Hill, Rough, worn	2	0.25	Curve, Hill, Rocky	2
2.15	Top Incline, Rocks	2	0.55	Rocky	2
2.7	Worn, Rocks, Rough	3			
2.8	Lower Meadow Curve/Hill, Muddy	3		Gray Squirrel	
2.9	Rt. Curve, Rocky	2		OK	
3.0	Left Curve going uphill, Rocky	6		NOT ANY worse than other roads	
3.8	Rough	2			
TOTAL		47			
Available		42			

- General discussion of how we might change our dues to reflect the volume of traffic (e.g. toll road- or pay for use) rather than the per lot annual amount. Ideas about a voluntary surcharge for those users who drive more than two round trips per day, drive 2WD only, or speed, etc. Goal would be to find an equitable way to keep the road maintained for all users, both those who use it daily and vacant land owners. There is a recognized value in maintaining the road for access to all lots, but it is also becoming apparent that the value of properties is being negatively affected by the lack of maintenance.
- Eric addressed some complaints about mud on Raccoon. Steve suggested we did not have budget to address the mud issue other than adding some additional loads of base already added to Eric's list. Eric will talk to Steve about other real time options.
- Need to negotiate Steve's contract in September. We will need to look closely at his hours and timing. Terry suggests possibly getting more than one contractor to bid (e.g. with other equipment or grading machinery options).

4. **Fire Committee:** met and discussed various issues including attending the seminar in Red Stone Canyon.

5. **Next Board Meeting:** Proposed for July 10th.

6. **Meeting Adjourned:** Dan Glanz proposed the meeting be adjourned. All agreed and the meeting was adjourned at 8:30 PM

BHRA Treasurer's Report

2014 Budget, with Income Expenditures To Date

Approved January 16, 2013; Updated 5/7/2014

EXPENSE/INCOME SUMMARY							NOTES
A	B	C	D	E	F	G	
Category	2013 Actual	Proposed 2014 Budget	2014 Actual To Date	2014 To Date Difference (Actual-Budget)	2014 Projected Expenses & Income 5/7/14 to 12/31/14	2014 Projected Total Expense & Income	
Bank Fees	\$28	\$15	\$16	\$1	\$0	\$16	
Gate Maintenance	\$28	\$100	\$0	(\$100)	\$155	\$155	
Grader Operator	\$9,450	\$9,325	\$3,750	(\$5,575)	\$5,450	\$9,200	Budgeted Grader Operator Expenditure... ...reflects grader operator contract valid through September 2014; assumes fuel remains below \$4.40/gal)
Grant Expense	\$0	\$0	\$0	\$0	\$0	\$0	
Insurance	\$1,076	\$1,100	\$0	(\$1,100)	\$1,100	\$1,100	
Legal/Financial	\$80	\$100	\$34	(\$66)	\$0	\$34	
Mailings	\$216	\$100	\$38	(\$62)	\$80	\$118	
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	Budgeted Road Base Expenditure
Road Base	\$13,200	\$11,275	\$0	(\$11,275)	\$11,275	\$11,275	About 41 loads of recycled asphalt @\$275/load [2013=58(48+8HO), 2012=51, 2011=33(25+8HO), 2010=43, 2009=55, 2008=52]
Homeowner Road Base	\$0	\$0	\$0	\$0	\$1,100	\$1,100	HH will purchase 8 loads (\$2,200)
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	\$0	
Supplies	\$0	\$50	\$0	(\$50)	\$0	\$0	
Expense Subtotal	\$24,078	\$22,065	\$3,838	(\$18,227)	\$19,160	\$22,998	
Dues & Late Fees	\$22,010	\$22,050	\$21,320	(\$730)	\$810	\$22,130	Budgeted & Projected Dues Income...
Interest	\$3	\$3	\$1	(\$2)	\$2	\$3	...assumes 63 of 66 properties pay \$350 annual dues (3 chronic delinquencies; no foreclosure delinquencies) *Actual to Date* includes \$1,860 dues and \$32 remote income deposit mailed today
Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	
Remote Control Sales	\$32	\$0	\$48	\$48	\$32	\$80	
Homeowner Road Base	\$0	\$0	\$0	\$0	\$1,100	\$1,100	
Other	\$0	\$0	\$0	\$0	\$0	\$0	
Income Subtotal	\$22,045	\$22,053	\$21,369	(\$684)	\$1,944	\$23,313	
Cash Flow Balance	(\$2,033)	(\$12)	\$17,531			\$315	Cash Flow Losses... ...in 2012 and 2013 were offset by substantial checking balances from previous years, which included several foreclosure settlements. Net cash flow balance for 2014 is targeted to be near \$0.

ASSET SUMMARY						
A	B	C	D	E	D	E
Category	2013 Actual Ending Balance	Budgeted 2014 Ending Balance	2014 Actual To Date Balance			
Checking Balance	\$1,598	\$1,586	\$19,128			
Savings Balance	\$5,032	\$5,035	\$5,033			
Total Assets	\$6,630	\$6,621	\$24,161			

Budgeted Checking Ending Balance...
...for 2014 (\$1,586) is the 2013 ending balance (\$1,598) plus the net budgeted 2014 cash flow loss (\$12). It includes \$750 for January grader operator contract, \$100 for January mailings, \$300 to avoid bank fees; and a \$436 margin of error.

- Website: Sue is wondering how we can identify a backup person. Terry suggested asking for volunteers to help (or identify someone with known experience). Regarding web content, all relevant docs are now uploaded. We are a pre -1999 interest group, as such we are required to have open meetings with visible agendas.

Terry suggests we advertise our board meeting dates on the web to be in compliant. CClOA Colorado Common Interest Ownership Act.

Agenda

Buckskin Heights Road Association Board Meeting July 10 2014

1. Road Deviation: Max McGowan
2. July road base budget and location
3. Location of annual meeting —
4. Annual meeting agenda
5. Replacement of board president : Dan Glanz
6. Other issues

Sue

Buckskin Heights Road Association Treasurer's Report

Sue Weber – July 10, 2014

1. Checking account balance as of July 10, 2014	=	\$ 10,034.54 (+ \$172 deposit pending)
Savings account balance as of July 10, 2013	=	<u>\$ 5,033.57</u>
TOTAL	=	\$ 15,068.11

Deposit pending 2014 checks (\$172 dues/remotes) = \$ 15,240.11

2. **2014 dues:** 63 of 66 properties (63 of 64 owners) are paid in full; 1 property owner is paying in installments and expected to soon be paid in full – 97% compliance.

3. Two property owners are long-term delinquencies.
Total Dues Income for 2014 to date = \$24,670, with \$140 more expected.

Liens will be filed on two delinquent properties/owners (R. Long and Conrad) in July.

Wright paid in full \$2,670, and become a member in good standing of BHRA. Hurrah, and thanks to Chuck Pettee for negotiating excellence.

4. **Clayton Bull property** on Otter/Woodchuck Rd was NOT sold to Jeffery A. Albrecht on April 17 as I reported at our last meeting. It actually was sold on June 27 to Thomas Brown and Janine Buchal. Go figure.

5. **Daniel & Cindy Freeding property** was sold on May 2 to Scott & Sharon Lazarowicz.

6. **Review updated 2014 budget.**

7. **NEW BUSINESS: Logistics of upcoming mailing to BHRA members.**

333

2014 Budget, with Income Expenditures To Date
 Approved January 16, 2013; Updated 7/10/2014

EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D	E	F	G
Category	2013 Actual	Proposed 2014 Budget	2014 Actual To Date	2014 To Date Difference (Actual-Budget)	2014 Projected Expenses & Income 7/10/14 to 12/31/14	2014 Projected Total Expense & Income
Bank Fees	\$28	\$15	\$14	(\$1)	\$0	\$14
Gate Maintenance	\$28	\$100	\$163	\$63	\$0	\$163
Grader Operator	\$9,450	\$9,325	\$5,250	(\$4,075)	\$3,950	\$9,200
Grant Expense	\$0	\$0	\$4,400	\$4,400	\$0	\$4,400
Insurance	\$1,076	\$1,100	\$0	(\$1,100)	\$1,100	\$1,100
Legal/Financial	\$80	\$100	\$46	(\$54)	\$0	\$46
Mailings	\$216	\$100	\$86	(\$14)	\$45	\$131
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0
Road Base	\$13,200	\$11,275	\$8,410	(\$2,865)	\$5,535	\$13,945
Homeowner Road Base	\$0	\$0	\$0	\$0	\$2,200	\$2,200
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$50	\$5	(\$45)	\$0	\$5
Expense Subtotal	\$24,078	\$22,065	\$18,373	(\$3,692)	\$12,830	\$31,203
Dues & Late Fees	\$22,010	\$22,050	\$24,670	\$2,620	\$140	\$24,810
Interest	\$3	\$3	\$1	(\$2)	\$1	\$2
Grant Income	\$0	\$0	\$0	\$0	\$4,400	\$4,400
Remote Control Sales	\$32	\$0	\$112	\$112	\$0	\$112
Homeowner Road Base	\$0	\$0	\$2,200	\$2,200	\$0	\$2,200
Other	\$0	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$22,045	\$22,053	\$26,983	\$4,930	\$4,541	\$31,524
Cash Flow Balance	(\$2,033)	(\$12)	\$8,610			\$321

Budgeted Grader Operator Expenditure...

...reflects grader operator contract valid through September 2014; assumes fuel remains below \$4.40/gal)

Budgeted Road Base Expenditure

About 55 loads of recycled asphalt @\$255/load [2013=56(48+8HO), 2012=51, 2011=33(25+8HO), 2010=43, 2009=55, 2008=52] Homeowner will purchase 8 loads (\$2,200)

Budgeted & Projected Dues Income...

...assumes 63 of 66 properties pay \$350 annual dues (3 chronic delinquencies; no foreclosure delinquencies). "Actual to Date" includes \$1,800 dues and \$32 remote income deposit mailed today.

140 pending

Cash Flow Losses...

...in 2012 and 2013 were offset by substantial checking balances from previous years, which included several foreclosure settlements. Net cash flow balance for 2014 is targeted to be near \$0.

ASSET SUMMARY

A	B	C	D	E	D	E
Category	2013 Actual Ending Balance	Budgeted 2014 Ending Balance	2014 Actual To Date Balance			
Checking Balance	\$1,598	\$1,586	\$10,035			
Savings Balance	\$5,032	\$5,035	\$5,034			
Total Assets	\$6,630	\$6,621	\$15,068			

Budgeted Checking Ending Balance...

...for 2014 (\$1,586) is the 2013 ending balance (\$1,598) plus the net budgeted 2014 cash flow loss (\$12). It includes \$750 for January grader operator contract; \$100 for January mailings; \$300 to avoid bank fees; and a \$436 margin of error.



MAKE SAFER HIRING DECISIONS.
Run a background check on top candidates >

Buckskin Heights Community Group

Bulletin: Announcements

Posted: June 27, 2014 - 4:50 pm by

[DANA BUCKSKINHEIGHTS](#)

Tags: *None*

Status/Update: State Forest Service WUI Grant to Buckskin Heights

To Buckskin Heights Property Owners:

Phase 1 of the "State Forest Service WUI Matching Grant to Buckskin Heights" is now complete (WUI stands for Wildland Urban Interface). The completion was reached on June 16, 2014, when the chipping service worked in Buckskin Heights to remove the slash gathered from our properties.

Thanks to everyone, who participated in Phase 1, and who submitted your forms to Dan Glanz to report your hours and expenses. Together as a community, we reached our goal in work hours. Your hard work, documented in the forms, enabled BH to be eligible for the matching grant funds.

For additional information on the BH Fire Committee and the grant, go to the BHRA website, and click on the "Community Resources" tab.
(<http://buckskinheights.org/communityresources.html>)

Phase 2 of the grant will end September 1, 2015, with another round of chipping targeted in the spring of 2015. This fall and winter (2014 -2015) residents will work on creating fuel breaks, and reducing fire fuels on their properties.

Hopefully, even more of our owners will participate in Phase 2. Stay tuned for additional information this autumn.

Regards,
BH Wildfire Protection Committee

© 2014 Buckskin Heights Road Association
2014 Annual Meeting Minutes
Buckskin Heights Road Association
August 19, 2014

4:00 pm at the Mary Ann Long's Basement Garage, 8220 Gray Squirrel Ct

Board Members:

Present: Dan Glanz, Eric Warrington, Sue Weber, John Appelmann, Terry Schuyler

Association Members: 17 lots were represented by end of meeting.

Quorum present (min. 10 lots)? Yes

Proceedings

Meeting called to order at 4:10 p.m. by Eric Warrington, President

1. Welcome – Attendance and review Agenda

The Proposed Meeting Agenda was reviewed by Eric Warrington and roll was called by Terry Schuyler. 17 lots were present and quorum was met to proceed with remainder of meeting.

Proposed Meeting Agenda

1. Welcome; attendance; review agenda
2. Review of the Board- approved 2013 Annual Meeting Minutes
3. Treasurer's report
4. Road grading and road conditions
5. Gate report
6. Update on Community Wildfire Protection Plan (CWPP) by Dan Glanz
7. Open floor for additional BHRA- related items
8. Nomination and election of BHRA board members
9. Authorize Board to approve 2014 annual meeting minutes
10. Set date for next year's meeting
11. Adjourn

2. Adoption of Minutes from the 2013 Meeting

The 2013 Annual Meeting minutes had been previously adopted by the BOD. The minutes were handed out to all present. Eric asked if there were any questions- none offered.

3. Treasurer's Report

Sue Weber handed out and reviewed the BHRA Treasurer's Report. It consisted of 1) the audited 2013 expenditures/income report details, Audited by Paul Hesson and Dan Glanz, and 2) the Board-approved 2014 budget and updated actual expenditures/income.

Sue Weber reviewed the line items on the 2014 budget update and balance sheet highlighting the major expenditures, which are Improvements with Road Base and Annual Maintenance (grading costs). She indicated that the new figures including an unexpected income from back dues for delinquent member.

- 54 Loads budgeted, plus homeowners personal load purchases and differences in cost versus expected costs.
- Grant income from the Colorado State Forest \$4,400 for fire mitigation work.
- Good shape with respect to dues – 64/66 paid. No liens filed yet.
- Cash flow loss minimal – close to budget.

- Still have a \$5000 emergency fund in savings-
- Question was asked about reason for emergency savings fund. Dan reminded that it has been used for emergency snow removal and gate repairs etc.
- Question about next year's Grader Operator budget. Eric mentioned Steve will be grading full time for his day job and should be even more available this year for regular maintenance. Discussions are underway about whether we will need more or less budget next year for grading. Currently budgeted for \$750 per month ~ 10 hrs per month. Steve uses his hours according to need depending on whether new base consumes hours of grading – other hours used for ditch work, etc.
- Members applauded Sue's efforts as Treasurer

**Buckskin Heights Road Association Treasurer's Report for FY2013
With Approved 2014 Budget
January 16, 2014**

EXPENSE/INCOME SUMMARY						NOTES
A	B	C	D	E	F	
Category	2012 Actual	Approved 2013 Budget	2013 Actual	2013 Difference (Actual-Budget)	Approved 2014 Budget	
Bank Fees	\$6	\$5	\$28	\$23	\$15	
Gate Maintenance	\$155	\$200	\$26	(\$172)	\$100	
Grader Operator	\$10,165	\$9,300	\$9,450	\$150	\$9,325	Budgeted Grader Operator Expenditure
Grant Expense	\$0	\$0	\$0	\$0	\$0	Reflects grader operator contract valid through September 2014; assumes fuel remains below \$4.40/gal
Insurance	\$1,091	\$1,150	\$1,076	(\$74)	\$1,100	
Legal/Financial	\$398	\$100	\$80	(\$20)	\$100	
Mailings	\$171	\$150	\$216	\$66	\$100	
Miscellaneous	\$0	\$0	\$0	\$0	\$0	Budgeted Road Base Expenditure
Road Base	\$14,025	\$13,430	\$13,200	(\$230)	\$11,275	About 41 loads of recycled asphalt
Homeowner Road Base	\$0	\$0	\$0	\$0	\$0	@\$275/load (2013=56(48+8HO), 2012=51, 2011=33(25+8HO), 2010=43, 2009=55, 2008=52)
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	
Supplies	\$33	\$50	\$0	(\$50)	\$50	
Expense Subtotal	\$26,844	\$24,385	\$24,078	(\$307)	\$22,865	
Dues & Late Fees	\$23,952	\$22,400	\$22,010	(\$390)	\$22,050	Budgeted Dues Income
Interest	\$5	\$5	\$3	(\$2)	\$3	Assumes 63 of 66 properties pay \$350 annual dues (3 chronic delinquencies; no foreclosure delinquencies)
Grant Income	\$0	\$0	\$0	\$0	\$0	
Remote Control Sales	\$90	\$0	\$32	\$32	\$0	
Homeowner Road Base	\$0	\$0	\$0	\$0	\$0	
Other	\$0	\$0	\$0	\$0	\$0	Cash Flow Losses in 2012 & 2013...
Income Subtotal	\$24,047	\$22,405	\$22,045	(\$360)	\$22,853	...were offset by substantial checking balances from previous years, which included several foreclosure settlements. Net cash flow balance for 2014 is targeted to be near \$0.
Cash Flow Balance	(\$1,997)	(\$1,980)	(\$2,033)	(\$53)	(\$12)	

ASSET SUMMARY						
A	B	C	D	E	F	
Category	2012 Ending Balance	Budgeted 2013 Ending Balance	2013 Actual Ending Balance	2013 Difference (Actual-Budget)	Budgeted 2014 Ending Balance	
Checking Balance	\$3,633	\$1,650	\$1,598	(\$52)	\$1,588	Budgeted Checking Ending Balance...
Savings Balance	\$5,029	\$5,034	\$5,032	(\$2)	\$5,035	...for 2014 (\$1,588) is the 2013 ending balance (\$1,588) plus the net budgeted 2014 cash flow loss (\$12). It includes \$750 for January grader operator contract; \$100 for January mailings; \$300 to avoid bank fees; and a \$436 margin of error.
Total Assets	\$8,663	\$6,684	\$6,630	(\$54)	\$6,621	

Fiscal Year 2013 Data Respectfully Submitted for Audit by:

Suzanne Weber
Suzanne Weber, Treasurer August 2011 - December 2013
February 17, 2014
Date

Fiscal Year 2013 Data Audited and Approved by:

Dan Glanz
Dan Glanz, BHRA Member
Paul Hesson
Paul Hesson, BHRA Member
2/17/14
Date

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Buckskin Heights Road Association
Annual Meeting Budget Update
August 17, 2014

EXPENSE/INCOME SUMMARY							NOTES
A	B	C	D	E	F	G	
Category	2013 Actual	Approved 2014 Budget	2014 Actual To Date	2014 To Date Difference (Actual-Budget)	2014 Projected Expenses & Income 8/18/14 to 12/31/14	2014 Projected Total Expense & Income	
Bank Fees	\$28	\$15	\$14	(\$1)	\$0	\$14	
Gate Maintenance	\$28	\$100	\$163	\$63	\$0	\$163	
Grader Operator	\$9,450	\$9,325	\$6,000	(\$3,325)	\$3,325	\$9,325	Budgeted Grader Operator Expenditure... ...reflects grader operator contract valid through September 2014 and assumes fuel remains below \$4.40/gal).
Grant Expense	\$0	\$0	\$4,400	\$4,400	\$0	\$4,400	
Insurance	\$1,076	\$1,100	\$0	(\$1,100)	\$1,100	\$1,100	
Legal/financial	\$80	\$100	\$46	(\$34)	\$30	\$76	
Mailings	\$216	\$100	\$105	\$5	\$0	\$105	Budgeted Road Base Expenditure
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	About 54 loads of recycled asphalt @ \$261/load (2013=56(48+8HO), 2012=51, 2011=33(25+8HO)
Road Base	\$13,200	\$11,275	\$8,410	(\$2,665)	\$5,670	\$14,080	Projected (\$14,080) includes unexpected \$2,670 delinquent dues payment. Homeowner will purchase 8 additional loads (\$2,200)
Homeowner Road Base	\$0	\$0	\$0	\$0	\$2,200	\$2,200	
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	\$0	
Supplies	\$0	\$50	\$5	(\$45)	\$30	\$35	
Expense Subtotal	\$24,078	\$22,065	\$19,143	(\$2,922)	\$12,355	\$31,498	
Dues & Late Fees	\$22,010	\$22,050	\$24,670	\$2,620	\$140	\$24,810	Budgeted & Projected Dues Income
Interest	\$3	\$3	\$1	(\$2)	\$1	\$2	Budgeted assumed 63 of 66 properties pay \$350 annual dues (3 chronic delinquencies; no foreclosure delinquencies). Actual includes unexpected \$2,670 delinquent dues payment. 2 properties are currently delinquent (97% compliance); liens not yet filed.
Grant Income	\$0	\$0	\$4,400	\$4,400	\$0	\$4,400	
Remote Control Sales	\$32	\$0	\$112	\$112	\$0	\$112	
Homeowner Road Base	\$0	\$0	\$2,200	\$2,200	\$0	\$2,200	
Other	\$0	\$0	\$0	\$0	\$0	\$0	
Income Subtotal	\$22,045	\$22,053	\$31,383	\$9,330	\$141	\$31,524	
Cash Flow Balance	(\$2,033)	(\$12)	\$12,241			\$27	Cash Flow Loss... ...in 2013 (\$2,033) was offset by substantial checking balance from 2012, which included several foreclosure settlements. Net cash flow balance for 2014 is targeted to be near \$0.

ASSET SUMMARY						
A	B	C	D	E	D	E
Category	2013 Actual Ending Balance	Budgeted 2014 Ending Balance	2014 Actual To Date Balance			2014 Projected Ending Balance
Checking Balance	\$1,598	\$1,586	\$13,837			\$1,625
Savings Balance	\$5,032	\$5,035	\$5,034			\$5,034
Total Assets	\$6,630	\$6,621	\$18,871			\$6,659

Projected Checking Ending Balance...
...for 2014 (\$1,625) is the 2013 ending balance (\$1,598) plus the net projected 2014 cash flow balance (\$27). It includes \$750 for January grader operator contract, \$100 for January dues mailings, \$300 to avoid bank fees, and a \$475 margin of error.

Sue Weber called for a vote and all agreed to accept the Treasurer's report as written. Motion was seconded and membership approved the Treasurer's report as presented.

4. Road Grading & Road Conditions

Eric Warrington presented the road report.

- 62 total loads (including 8 private loads)
- 21 of the 62 still to come, 6- Wood Chuck, 6- Raccoon, 7 –below gate and 2 on Otter internal where the water often puddles around the corner.
- Thanks to Chuck Pettee and Paul Hesson for helping to get more funds for more drops (assisted in working the delinquent funds back).

Questions and Issues

- Question was raised about lack of maintenance on Gray Squirrel. Never seen GS so bad- ditch down middle of road. "Robbing peter to pay Paul" - can use member input where possible to change distribution.
- Question should we be spending less on road base and more on ditches and culvert?
- Heavy rain has shown where work is needed based on water flow paths.
- Many suggestions on how individual spots could be approved.
- Eric Warrington agreed that more emphasis could be placed on interior roads this year.
- Dan Glanz mentioned based on other comments that volunteer efforts could be used better since Steve generally spends more hours than he is paid for.
- Coordination of volunteer efforts needs to be managed as not everyone has the same ideas on how the road work should progress. No decisions were made on how to accomplish this.
- Steve Bucknum not present to report any further details

5. Gate Report

Eric Warrington gave the gate report:

- Gate was damaged presumably by being struck by a vehicle, and fixed twice this year. Not sure what the specific causes have been – possibly getting caught on trailer.
- Eric noted that the gate code is changing Sept. 1. Combos are changing but the remotes will still operate as usual.
- Sue mentioned that there are more remote controls.
- Can change batteries without wiping out code memory.
- Batteries will need to be replaced, likely this year.
- Greg Nelson started paint job on gate and Eric finished it – applause.
- Somebody broke bolts – maybe an electrical contractor bent it.

6. Update on Community Wildfire Protection Plan (CWPP)

Dan Glanz gave a quick update.

- Nice thing about this year is it rained a lot- reduced fire danger
- Workshop this spring in conjunction with Red Stone with State Forest Service and volunteer fire department- good workshop – all day- discussed grant opportunities as well as their work with chipping and cutting. Good BHRA participation
- 12-13 participated in cutting slash, (~350 hrs logged) for chipping with grant money. Paul will be administering second half of the grant- likely chipping this spring will use rest of funds. We need to bring in another volunteer group to fulfill grant requirements. Lots of people also did a lot of mitigating that was not accounted for in the grant- should plan on adding all labor for next year totals.
- Chipping up to 12 inches diameter permissible for chipper. Easier on chipper the larger the product.
- Thinning and crown spacing- ladder fuel reduction works best. Break up continuity
- Paul mentioned some of the Beatle kill trees are beginning to fall on road.
- Original grant was for a fuel break along Woodchuck.
- Paul publicly applauded Dan for his participation and efforts. Dan encouraged others to participate.
- Paul mentioned piles ~140 yds on road right away near Andrew Mason at end of Otter. Some of the chipping for this slash can come out of the grant. It is mixed with large logs. We can't use too much of the budget to fully eliminate this pile though.

7. Open Floor for Road Association Related Items

- Multiple properties have been selling and been a while since property lines were drawn. Old stakes are not necessarily lining up with new surveys. The old overlay is based off new GPS surveys. One neighbor noticed the situation as part of their sale of property. Road is not always the center of the easement etc.
- Kathy thanked sue for new website - applause
- Mr. Shropshire stated they are abandoning their property – owned since 1974, and other lot since 1979. Not going to build so will be donating to community foundation of Weld County or selling. Some discussion around the possibility that he might or could donate some portion to the BHRA.
- Question was asked: could we publish a list of lot owners like a HOA. Kathy Merlo mentioned there is a place to upload your personal information on the Big Tent site. See Kathy to get on the site if you have not already. Big Tent replaced Airset and was helpful during the High Park Fire evacuation.
- Pam Robertson was bit by a rattlesnake last week. Suggested that those who may be periodically driving fast may have an emergency and should not be lectured for driving fast

8. Nominations for BHRA Board

- Board vacancies available – 3 openings. Sue Weber nominated Chuck Pettee. Paul Hesson nominated Bob Faris, with Bob's permission. Terry Schuyler was nominated by Steve Brown. Paul Hesson moved that nominations cease.
- Sue motioned that we cast a unanimous open ballot .
- All three were approved by unanimous vote. New Board Members for 2015 will be Terry Schuyler, Bob Faris, and Chuck Pettee

9. Authorize Board to approve 2014 annual meeting minutes

Sue motioned to Authorize Board to approve annual meeting minutes for 2014 and beyond. This allows our Meeting minutes to be uploaded to website for Realtor and other use. All members can view. Motion seconded. Approved unanimously.

10. Next Meeting:

- The 2015 Annual meeting will be held on Sunday, Aug. 30, 2015 at 4:00 pm. Location TBD. Agreed by unanimous vote.

11. Meeting Adjourned at 5:30 pm.

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Buckskin Heights Road Association
Annual Meeting Budget Update
August 17, 2014

EXPENSE/INCOME SUMMARY

NOTES

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Insurance	\$1,076	\$1,100	\$0	(\$1,100)	\$1,100	\$1,100
Legal/Financial	\$80	\$100	\$46	(\$54)	\$30	\$76
Mailings	\$216	\$100	\$105	\$5	\$0	\$105
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0
Road Base	\$13,200	\$11,275	\$8,410	(\$2,865)	\$5,670	\$14,080
Homeowner Road Base	\$0	\$0	\$0	\$0	\$2,200	\$2,200
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$50	\$5	(\$45)	\$30	\$35
Expense Subtotal	\$24,078	\$22,065	\$19,143	(\$2,922)	\$12,355	\$31,498
Dues & Late Fees	\$22,010	\$22,050	\$24,670	\$2,620	\$140	\$24,810
Interest	\$3	\$3	\$1	(\$2)	\$1	\$2
Grant Income	\$0	\$0	\$4,400	\$4,400	\$0	\$4,400
Remote Control Sales	\$32	\$0	\$112	\$112	\$0	\$112
Homeowner Road Base	\$0	\$0	\$2,200	\$2,200	\$0	\$2,200
Other	\$0	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$22,045	\$22,053	\$31,383	\$9,330	\$141	\$31,524
Cash Flow Balance	(\$2,033)	(\$12)	\$12,241			\$27

Budgeted Grader Operator Expenditure...
 ...reflects grader operator contract valid through September 2014 and assumes fuel remains below \$4.40/gal).

Budgeted Road Base Expenditure
 About 54 loads of recycled asphalt @\$261/load (2013=56(48+8HO), 2012=51, 2011=33(25+8HO) Projected (\$14,080) includes unexpected \$2,670 delinquent dues payment. Homeowner will purchase 8 additional loads (\$2,200)

Budgeted & Projected Dues Income
 Budgeted assumed 63 of 66 properties pay \$350 annual dues (3 chronic delinquencies; no foreclosure delinquencies). Actual includes unexpected \$2,670 delinquent dues payment. 2 properties are currently delinquent (97% compliance); liens not yet filed.

Cash Flow Loss...
 ...in 2013 (\$2,033) was offset by substantial checking balance from 2012, which included several foreclosure settlements. Net cash flow balance for 2014 is targeted to be near \$0.

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Savings Balance	\$5,032	\$5,035	\$5,034			\$5,034
Total Assets	\$6,630	\$6,621	\$18,871			\$6,659

Projected Checking Ending Balance...
 ...for 2014 (\$1,625) is the 2013 ending balance (\$1,598) plus the net projected 2014 cash flow balance (\$27). It includes \$750 for January grader operator contract; \$100 for January dues mailings; \$300 to avoid bank fees; and a \$475 margin of error.

Buckskin Heights Road Association Treasurer's Report for FY2013 With Approved 2014 Budget January 16, 2014

EXPENSE/INCOME SUMMARY

NOTES

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Insurance	\$1,091	\$1,150	\$1,076	(\$74)	\$1,100
Legal/Financial	\$398	\$100	\$80	(\$20)	\$100
Mailings	\$171	\$150	\$216	\$66	\$100
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Road Base	\$14,025	\$13,430	\$13,200	(\$230)	\$11,275
Homeowner Road Base	\$0	\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0	\$0	\$0	\$0
Supplies	\$33	\$50	\$0	(\$50)	\$50
Expense Subtotal	\$26,044	\$24,385	\$24,078	(\$307)	\$22,065
Dues & Late Fees	\$23,952	\$22,400	\$22,010	(\$390)	\$22,050
Interest	\$5	\$5	\$3	(\$2)	\$3
Grant Income	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$90	\$0	\$32	\$32	\$0
Homeowner Road Base	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$24,047	\$22,405	\$22,045	(\$360)	\$22,053
Cash Flow Balance	(\$1,997)	(\$1,980)	(\$2,033)	(\$53)	(\$12)

Budgeted Grader Operator Expenditure
Reflects grader operator contract valid through September 2014; assumes fuel remains below \$4.40/gal)

Budgeted Road Base Expenditure
About 41 loads of recycled asphalt @\$275/load (2013=56(48+8HO), 2012=51, 2011=33(25+8HO), 2010=43, 2009=55, 2008=52]

Budgeted Dues Income
Assumes 63 of 66 properties pay \$350 annual dues (3 chronic delinquencies; no foreclosure delinquencies)

Cash Flow Losses in 2012 & 2013...
...were offset by substantial checking balances from previous years, which included several foreclosure settlements. Net cash flow balance for 2014 is targeted to be near \$0.

ASSET SUMMARY

A	B	C	D	E	F
Category	2012 Ending Balance	Budgeted 2013 Ending Balance	2013 Actual Ending Balance	2013 Difference (Actual-Budget)	Budgeted 2014 Ending Balance
Checking Balance	\$3,633	\$1,650	\$1,598	(\$52)	\$1,586
Savings Balance	\$5,029	\$5,034	\$5,032	(\$2)	\$5,035
Total Assets	\$8,663	\$6,684	\$6,630	(\$54)	\$6,621

Budgeted Checking Ending Balance...
...for 2014 (\$1,586) is the 2013 ending balance (\$1,598) plus the net budgeted 2014 cash flow loss (\$12). It includes \$750 for January grader operator contract; \$100 for January mailings; \$300 to avoid bank fees; and a \$436 margin of error.

Fiscal Year 2013 Data Respectfully Submitted for Audit by:

Fiscal Year 2013 Data Audited and Approved by:

Suzanne Weber
Suzanne Weber, Treasurer August 2011 - December 2013

Dan Glanz
Dan Glanz, BHRA Member

February 17, 2014
Date

Paul Hesson
Paul Hesson, BHRA Member

2/17/14
Date



John

Buckskin Heights Road Association (BHRA) Board Meeting

September 4, 2014

Summary documented by Terry Schuyler, Secretary.

Members Present: Sue Weber, Eric Warrington, Dan Glanz, Appelman, Chuck Pettee, Bob Faris, and Terry Schuyler

Call to Order: The Meeting was held at Eric Wallington's and Eric called the meeting to order at 6:40 PM. This is the new Board Transition meeting.

Meeting Minutes: All reviewed the Annual Meeting minutes. Motion was made and seconded to approve the minutes as presented.

Terry read the highlights from the July BOD meeting. Motion was made and seconded to approve the minutes as presented.

New Business:

1. **Appointment of new officers:** Discussion ensued and decisions were made to appoint the following Board Members to the following positions for the next year (2014-2015). All present voted to accept the new positions.

Position	Board Member
President	Chuck Pettee
Vice President	Bob Faris
Treasurer	Sue Weber
Secretary	Terry Schuyler, John Appelman alternate
At Large	John Appelman and Tom Carroll

2. **Treasures Report:** Sue Weber submitted hard copies and discussed the updated Treasurer's Report. See reports on the next page.

Buckskin Heights Road Association Treasurer's Report

Sue Weber – September 4, 2014

1. Checking account balance as of Sept 4, 2014	=	\$ 5,211.85 (+ \$0 deposit pending)
Savings account balance as of Sept 4, 2014	=	\$ 5,034.00
TOTAL	=	<u>\$ 10,245.85</u>

Deposit pending 2014 checks \$0.00 = \$ 10,245.85

2. **2014 dues:** 63 of 66 properties (59 of 62 owners) are paid in full; 1 property owner is paying in installments and expected to soon be paid in full – 97% compliance.

Two property owners are long-term delinquencies.

Total Dues Income for 2014 to date = \$24,670, with \$140 more expected.

Do we want to file liens on two delinquent properties/owners (R. Long and Conrad)? Costs money and we already have multiple liens on these two properties.

3. **Membership Roster and Property Sales/Prospective Changes in 2014:**

Bull property on Otter/Woodchuck Rd was sold to Thomas Brown and Janine Buchal.

Freeding property on Wolverine Ct was sold to Scott and Sharon Lazarowicz.

Flax property on Woodchuck Rd was sold to Jerry Campbell (adjoins current property).

Glanz/Eulenfeld property on Otter was sold to Robert Gonzalez.

Westcott property on Lower Otter Rd was sold to Scott Roth (adjoins current property).

Tesar undeveloped property on Raccoon Ct was sold to Julie Weaver and John Niesel.

Hansch (Barakatt) property being rented by Lynn Derry.

Steve Brown's property to be rented by Airn Tolnoy's mother in November.

Shropshires intend to sell/donate (?) property on Raccoon Rd/Gray Squirrel Ct.

Rice, Tesar and Walding properties are still on the market.

4. **Review updated 2014 budget.**

- All agreed that Sue would file the liens on the two delinquent properties
- Sue distributed the new Membership Roster, discussions over various new residents and their locations.
- The updated budget presented is shown below.

**Buckskin Heights Road Association
Board Transition Meeting Budget Update
September 4, 2014**

EXPENSE/INCOME SUMMARY							NOTES
A	B	C	D	E	F	G	
Category	2013 Actual	Approved 2014 Budget	2014 Actual To Date	2014 To Date Difference (Actual-Budget)	2014 Projected Expenses & Income 8/18/14 to 12/31/14	2014 Projected Total Expense & Income	
Bank Fees	\$28	\$15	\$14	(\$1)	\$0	\$14	
Gate Maintenance	\$28	\$100	\$163	\$63	\$0	\$163	
Grader Operator	\$9,450	\$9,325	\$6,750	(\$2,575)	\$2,575	\$9,325	Budgeted Grader Operator Expenditure ...reflects grader operator contract valid through September 2014; customary \$200 end-of-year bonus; and \$125 snow removal
Grant Expense	\$0	\$0	\$4,400	\$4,400	\$0	\$4,400	
Insurance	\$1,076	\$1,100	\$0	(\$1,100)	\$1,100	\$1,100	
Legal/Financial	\$80	\$100	\$46	(\$54)	\$30	\$76	
Mailings	\$216	\$100	\$105	\$5	\$0	\$105	Budgeted Road Base Expenditure
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	54 loads of recycled asphalt @\$261/load
Road Base	\$13,200	\$11,275	\$14,085	\$2,810	\$0	\$14,085	[2013=56(48+8HO), 2012=51, 2011=33(25+8HO)]
Homeowner Road Base	\$0	\$0	\$2,132	\$2,132	\$0	\$2,132	Projected (\$14,080) includes unexpected \$2,670 delinquent dues payment. Homeowner purchased 8 additional loads (\$2,131)
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	\$0	
Supplies	\$0	\$50	\$5	(\$45)	\$30	\$35	
Expense Subtotal	\$24,078	\$22,065	\$27,699	\$5,634	\$3,735	\$31,434	
Dues & Late Fees	\$22,010	\$22,050	\$24,670	\$2,620	\$140	\$24,810	Budgeted & Projected Dues Income
Interest	\$3	\$3	\$2	(\$1)	\$1	\$3	Budgeted assumed 63 of 66 properties pay \$350 annual dues (3 chronic delinquencies; no foreclosure delinquencies). Actual includes unexpected \$2,670 delinquent dues payment. 2 properties are currently delinquent (97% compliance); liens not yet filed.
Grant Income	\$0	\$0	\$4,400	\$4,400	\$0	\$4,400	
Remote Control Sales	\$32	\$0	\$112	\$112	\$33	\$145	
Homeowner Road Base	\$0	\$0	\$2,132	\$2,132	\$0	\$2,132	
Other	\$0	\$0	\$0	\$0	\$0	\$0	
Income Subtotal	\$22,045	\$22,053	\$31,315	\$9,262	\$174	\$31,489	
Cash Flow Balance	(\$2,033)	(\$12)	\$3,616			\$54	Cash Flow Loss ...in 2013 (\$2,033) was offset by substantial checking balance from 2012, which included several foreclosure settlements. Net cash flow balance for 2014 is targeted to be near \$0.

ASSET SUMMARY						
A	B	C	D	E	D	E
Category	2013 Actual Ending Balance	Budgeted 2014 Ending Balance	2014 Actual To Date Balance			2014 Projected Ending Balance
Checking Balance	\$1,598	\$1,586	\$5,212			\$1,652
Savings Balance	\$5,032	\$5,035	\$5,034			\$5,034
Total Assets	\$6,630	\$6,621	\$10,246			\$6,686

Projected Checking Ending Balance...
...for 2014 (\$1,652) is the 2013 ending balance (\$1,598) plus the net projected 2014 cash flow balance (\$54). It includes \$750 for January grader operator contract, \$100 for January dues mailings; \$300 to avoid bank fees; and a \$502 margin of error.

3. Terry presented a power point of several ideas regarding how to modify the current annual membership dues to include a means for segregating a portion of the dues based on member road use. The basic premise being that some use the road very seldom while others drive the road 2-3 round trips per day – yet all pay the same amount to keep the road maintained. The heavy users are causing the most need for routine road maintenance. Can a method be devised to enable a more equitable fee arrangement that credits lighter users (especially vacant land owners) and places more burden for maintenance costs on the heavier users? One proposal was to request each member to self-assess their use habits and volunteer more payment for higher than average use (likely through a check box with suggested amounts defined, on the annual bill mailings). Sue mentioned that we did offer individual members the means to purchase road base at the BHRA price last year. Some members did purchase personal loads, but could then dictate where they were placed. Another idea was brought up that we could potentially cost share loads with those that volunteer to purchase their own (e.g. the BHRA pays half the load amount out of the annual road base budget for those wishing to contribute to the fund, like a matching fund). Other discussions were focused on just raising the annual dues for all members to an amount more in keeping with other nearby local Road Associations (several of which

pay \$500/yr.) The voluntary adder was agreed to be best option, next to raising the amounts for all. No decisions were made and the issue was tabled until next meeting.

4. Sue Weber mentioned that based on our classification we are supposed to have open board meetings. No actions proposed at this time
5. Suggestion was made that the Chairman of Fire Committee or his appointed representative from the Fire Committed should attend our BOD meetings. Currently Terry Schuyler could serve as the liaison as he is on both Committee and BOD.
6. Chuck will head to Wells Fargo to get signature card signed.
7. Numbers for gate code should be given to Fire depts. Responsibility of Board. Chuck will contact Mary Sue about getting gate codes to Emergency Services
8. Sign will be placed on gate and website with new BOD members.

Road Issue

1. The grading contract is due to expire with Bucknum Grading on Sept 30th. Chuck Pettee and Bob Faris will negotiate new contract. Suggestions were made to alter contract to address these issues:
 - Question on possibly auditing the time spent by our grader operator. We should request a monthly record of time spent grading, to enable full transparency and archiving of work completed
 - Steve Bucknum suggested that he might cut grading down to 10 months per year instead of 12 due to the increased level of Road base applied. Some portion of his time would be divided between grading and ditch work.
 - Sue suggested that regardless of hours worked each month that we divide his total contracted hours / yr into regular monthly payments to maintain payment continuity.
 - Another suggestion is that the new contract includes some language to request or encourage grading when the road is wet or just after being wet.

Fire Committee: The fire committee met in July.

- Chuck Pettee and Paul Hesson are co-chairpersons
- Terry gave a summary of recent research regarding potential Inclusion in the Poudre Valley Fire District – the potential advantages and costs. More information will be presented on this topic in the next Fire Committee meeting to be held next week at Terry's house (originally scheduled for Kathy Merlo's house).

Next Board Meeting: Proposed for Jan 8, 2015 at Pettee residence

Meeting Adjourned: Eric proposed the meeting be adjourned. All agreed and the meeting was adjourned at 8:53 PM

Buckskin Heights Road Association (BHRA) Board Meeting

Nov 14, 2014

Summary documented by Terry Schuyler, Secretary.



Board Members Present: Sue Weber, John Appelman, Chuck Pettee, Bob Faris, and Terry Schuyler
Paul Hesson also attended to assist with new business from the perspective of the Fire Comittee

Call to Order: The Meeting was held at Eric Wallington’s and Eric called the meeting to order at 6:40 PM. This is the new Board Transition meeting.

Meeting Minutes: All reviewed the Sept Meeting minutes. Motion was made and seconded to approve the minutes as presented.

New Business

1. **Treasures Report:** Sue Weber submitted hard copies and discussed the updated Treasurer’s Report. See reports on the next page.

Balance \$2603.85

Budget update presented at last meeting

Only outstanding payments\$750 for grading and Steve’s bonus \$200

Remaining balance is on track with projections.

Approved.

- Outstanding leans on delinquent property owners were filed on Nov 6, 2014.
- 3 sales or impending property sales since last meeting.

2. Andrew Mason Road Pile Issue:

- Chuck describes some confusion as to the authority we have and what is trespass and or violation of the roadway right of way.
- Road right of way sits on our own properties and road cannot be encumbered from free passage and maintenance.
- Slash placed on other private property is trespassing. Not a BHRA issue. Becomes a law enforcement issue.
- Idea of getting Tony to assess fire situation of spreading and recommend mitigation. Put in letter and have Andrew present to Dixie.
- Chuck has spoken to him 3 times and his plans are to clear it off his land to prepare for putting a fence on his side of the road. Chuck has spoken to him about the chipping difficulty based the way piles are stacked. Chuck thinks about 90% was chippable. Andrew intends to chip himself.
- Fire hazard is now reduced due to weather.
- Paul’s proposal.

1. He chips on his own by April 1 – prior to fire season. Grant reimburses him \$500 with invoice – all wood must be removed.

2. Must by April 1, properly stack slash, remove usable fire wood and large chunks and restack on his side of road and the Fire Committee will pay for all chipping.
 3. BHRA removes the wood (maybe pushing), and invoice him at discretion of the board. This becomes default option. Possibly change date to April 31 instead since we don't chip until May. Mention that our research shows it may cost as much as \$2200.
- All agreed Paul's three-option proposal and suggest that a letter be both hand delivered and sent registered mail with return receipt to enable a formal paper trail. Approved.
3. Revisited the two for one load base cost sharing idea. Also the idea of asking for additional funds from those who view their use higher. Dues notices go out first two weeks of Jan. the suggested text to go out in letter. Terry will craft some suggested text and send to BOD for comment and editing.

Road Issue

1. The grading contract was put in place. Some minor changes to times of grading totaling about 12 per year and hours will be recorded. Two year contract. Chuck has signed copy

Next Board Meeting: Remains proposed for Jan 8, 2015 at Pettee residence

Meeting Adjourned: Terry proposed the meeting be adjourned. All agreed and the meeting was adjourned at 8:10 PM