



BUCKSKIN HEIGHTS ROAD ASSOCIATION

2015 MINUTES

Board & Association Minutes with Summary of Board Membership

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

Buckskin Heights Road Association • 2015-16 Board Members (Status July 2016)

Name	Term & Year Elected	Status
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
Gonzalez, Robert, At Large	1 st term 2015	Serving through Aug 2017
Hesson, Paul, Treasurer	1 st term 2015	Serving through Aug 2017
Willette, Fr Don, At Large/President†	1 st term 2015	Serving through Aug 2017

* 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 prior to end of 1st term and is ineligible for election

† Willette elected President after Pettee resigned

BHRA Board meeting, January 13, 2015

Location: Pettee's house

Time: 6:30 pm

Directors Present: Chuck Pettee, Bob Faris, Sue Weber

Meeting was called to order by Chuck

It was noted that three out of six Directors does not constitute a quorum.

Tom Carroll submitted his request for resignation from the Board for personal reasons. The resignation was accepted by four members of the Board (Chuck, Bob, Sue, and Tom). With Tom's resignation, three out of five Directors now constituted a quorum.

Minutes of the previous Board meeting were not available and so are not yet approved.

Treasurer's report:

Checking account balance on 13 Jan 2015 = \$ 873.15 (w/o dues pending)

Savings account balance on 31 Dec 2014 = \$ 5,034.54

TOTAL = \$ 5,907.69

Treasurer's report approved.

Status of 2014 dues:

64 of 66 properties (62 of 64 ownerships) paid in full. 2 properties (2 ownerships) not paid. Total dues income for 2014 = \$24,670.

- Wright paid \$2,670 in delinquent dues reinstating his membership in good standing. All liens were released.
- Conrad is 2 years in arrears, \$1,082 as of 1 Nov 2014. A new lien was filed in 2014.
- R. Long is 5 years in arrears, \$3095 as of 1 Nov 2014. A new lien was filed in 2014.

2015 Dues notice:

A template was distributed via email earlier in the week. The template was approved with the exception of the language about donating money in addition to dues for additional road base. After input from Directors via email and further discussion, the draft language was abbreviated to simply note the opportunity to send more money that will be used to purchase additional road base. The revised notice was approved. Notices will go out this week.

Property Sales in 2014:

- April: Freeding/Wolverine Ct to Scott and Cindy Lazarowicz
- June: Bull/Otter Rd to Thomas Brown and Janine Buchal
- July: Flax/Woodchuck Dr to Jerry, Jerry Jr., and Linda Campbell
(now own 2 properties)
- July: Westcott/Lower Otter Rd to Scott Roth
(now owns 2 properties)
- August: Tesar/Wolverine Ct to John Niesel and July Weaver
- August: Glanz/Otter Rd to Robert Gonzalez
- October: Shropshire/Raccoon Ct to Donald and Tanya Pope
- October: Shropshire/Raccoon Ct to Community Foundation Serving
Greeley and Weld County
- December: Tesar/Wolverine Ct to Patrick and Mary Thompson
- Walding/Otter Rd property is under foreclosure

We now have 67 properties with 64 ownerships. The increase of one is because the Shropshire properties had been combined into one lot by Larimer County and now have been separated again.

The annual Report to the Colorado Secretary of State to maintain our status as a Colorado Nonprofit Corporation in good standing was filed on 13 Jan 2015, with the \$10 fee paid.

Tax work planned

Tax Form 1099-Misc for Bucknum Grading will be sent to the IRS with 1096 Transmittal Form and to Bucknum Grading by 30 Jan 2015 as required.

2014 State/Federal tax forms are due by 15 March 2015. No (\$0) tax anticipated.

BHRA fiscal year 2014 financial records audit:

Bylaws require an audit annually. Pending their acceptance, Paul Hesson and Linda Bilsing are appointed to conduct the audit by 28 Feb 2015.

BHRA fiscal year 2015 Budget:

A proposed 2015 budget was distributed via email a few days before this meeting. The proposed budget (see attached) was discussed and approved without modification.

New Board Director:

The Board may appoint a Director to fill the Tom Carroll vacancy until the next BHRA general meeting. A discussion identified the longer term goal to appoint someone with appropriate computer skills and accounting aptitude whom is willing to run for a Director position at the next general meeting and be available to continue on as Treasurer. No further action was taken.

The meeting was adjourned at 7:45.

In the absence of our Secretary, these notes were recorded and are submitted by Chuck Pettee.

Buckskin Heights Road Association Treasurer's Report for FY2014 With Proposed 2015 Budget

©2014 Buckskin Heights Road Association

January 13, 2015

EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D	E	F
Category	2013 Actual	2014 Approved Budget	2014 Actual	2014 Difference (Actual-Budget)	2015 Proposed Budget
Bank Fees	\$28	\$15	\$17	\$2	\$20
Gate Maintenance	\$28	\$100	\$163	\$63	\$150
Grader Operator	\$9,450	\$9,325	\$9,950	\$625	\$9,325
Grant Expense	\$0	\$0	\$4,400	\$4,400	\$5,600
Insurance	\$1,076	\$1,100	\$1,108	\$8	\$1,140
Legal/Financial	\$80	\$100	\$90	(\$10)	\$50
Mailings	\$216	\$100	\$112	\$12	\$50
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Road Base	\$13,200	\$11,275	\$14,085	\$2,810	\$11,440
Homeowner Road Base	\$0	\$0	\$2,132	\$2,132	\$0
Signs & Culverts	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$50	\$5	(\$45)	\$100
Expense Subtotal	\$24,078	\$22,065	\$32,061	\$9,996	\$27,875
Dues & Late Fees	\$22,010	\$22,050	\$24,670	\$2,620	\$22,750
Interest	\$3	\$3	\$2	(\$1)	\$2
Grant Income	\$0	\$0	\$4,400	\$4,400	\$5,600
Remote Control Sales	\$32	\$0	\$145	\$145	\$0
Homeowner Road Base	\$0	\$0	\$2,200	\$2,200	\$0
Other	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$22,045	\$22,053	\$31,417	\$9,364	\$28,352
Cash Flow Balance	(\$2,033)	(\$12)	(\$644)	(\$632)	\$477

Budgeted Grader Operator Expenditure
Reflects grader operator contract valid through September 2016; assumes fuel remains below \$4.40/gal

Budgeted Road Base Expenditure
About 44 loads of recycled asphalt @\$260/load [2014=64(54+10HO), 2013=56(48+8HO), 2012=51, 2011=33(25+8HO), 2010=43, 2009=55,

Budgeted Dues Income
Assumes 65 of 67 properties pay \$350 annual dues (2 chronic delinquencies; no foreclosure delinquencies)

Cash Flow Balance...
...for 2015 is targeted to maintain a budgeted \$1,400-\$1,500 ending checking balance.

ASSET SUMMARY

A	B	C	D	E	F
Category	2013 Ending Balance	2014 Budgeted Ending Balance	2014 Actual Ending Balance	2014 Difference (Actual-Budget)	2015 Budgeted Ending Balance
Checking Balance	\$1,598	\$1,586	\$952	(\$634)	\$1,429
Savings Balance	\$5,029	\$5,035	\$5,035	\$0	\$5,037
Total Assets	\$6,627	\$6,621	\$5,986	(\$634)	\$6,465

Budgeted Checking Ending Balance...
...for 2015 (\$1,429) is the 2013 ending balance (\$952) plus the net budgeted 2015 cash flow balance (\$477). It includes \$750 for January grader operator contract; \$50 for January mailings; \$300 to avoid bank fees; and a \$329 margin of error.

Fiscal Year 2014 Data Respectfully Submitted for Audit by:

Fiscal Year 2014 Data Audited and Approved by:

Suzanne Weber, Treasurer August 2011 - December 2014

BHRA Member

Date

BHRA Member

Date

Sue

Buckskin Heights Road Association Treasurer's Report

Sue Weber – January 13, 2015

1. Checking account balance as of January 13, 2015 = \$ 873.15 (+ \$0.00 dues pending)
Savings account balance as of December 31, 2014 = \$ 5,034.54
TOTAL = \$ 5,907.69
Deposit pending 2015 dues checks (\$0.00) = \$ 5,907.69
2. 2014 dues: 64 of 66 properties (62 of 64 owners) paid in full; 2 properties/2 owners not paid.
Total Dues Income for 2013 = \$24,670
 - [REDACTED] paid \$2,670 in delinquent dues this year, bringing that Lower Otter Rd property up to date. All real estate liens filed by BHRA were released. Mr. [REDACTED] is now a BHRA member in good standing.
 - [REDACTED] is 2 years in arrears, \$1,082 as of 11/01/14, based on the new Bylaws formula. A new lien was filed in 2014.
 - [REDACTED] is 5 years in arrears, \$3,095 as of 11/01/14, based on the new Bylaws formula. A new lien was filed in 2014.
3. 2015 dues notices will be sent this week. **MOTION: Approve draft letter (attached) as amended.**
4. (Many!) Property Sales for 2014:
 - April 2014: Freeding/Wolverine Ct to Scott and Cindy Lazarowicz
 - June 2014: Bull/Otter Rd to Thomas Brown and Janine Buchal
 - July 2014: Flax/Woodchuck Dr to Jerry, Jerry Jr, and Linda Campbell (owns 2 properties)
 - July 2014: Westcott/Lower Otter Rd to Scott Roth (owns 2 properties)
 - August 2014: Tesar/Wolverine Ct to John Niesel and Julie Weaver
 - August 2014: Glanz/Otter Rd to Robert Gonzalez
 - October 2014: Shropshire/Raccoon Ct to Donald and Tanya Pope
 - October 2014: Shropshire/Raccoon Ct to Community Foundation Serving Greeley and Weld County
 - December 2014: Tesar/Wolverine Ct to Patrick and Mary Thompson
 - Walding/Otter Rd property is under foreclosure.

We now have 64 owners of 67 properties, including 7 new owners and 3 new resident tenants (Brown, Heese and Hansch properties).

5. Required periodic report to Colorado Secretary of State to keep our status as a Colorado Nonprofit Corporation in good standing was filed online on 1/13/15 (now due annually in February). \$10 fee paid.
6. 1099-Misc tax form for Bucknum will be sent to IRS (with 1096 transmittal form) and Bucknum on 1/30/15 as required.
7. State/federal tax forms for 2014 are due on March 15, 2015. I anticipate that no tax will be owed.
8. Audit of BHRA fiscal year 2014 financial records as per Bylaws Article II, Section 3 needs to be organized and scheduled.
MOTION: Appoint BHRA property owners Linda Bilsing and Paul Hesson to conduct audit of BHRA 2014 financial records by February 28, 2015.
9. Review Proposed 2015 Budget. 5
MOTION: Approve proposed 2015 budget as modified by discussion among Board members.

10. Mailing receipt from Chuck 352

BUCKSKIN HEIGHTS ROAD ASSOCIATION
PO Box 352
MASONVILLE CO 80541

BILL TO:

January 12, 2015

2015 BALANCE DUE: \$350

«Name»
«USPS_Address»
«CityState»

CONTACT INFORMATION
(Please update if necessary):

Email: «Email1»
«Email2»
Phone: «Telephone1»
«Telephone2»
«Telephone3»

PROPERTY:

«Larimer_Address»
Buckskin Heights Lot «SUBLOT»
Larimer County Parcel Number «Parcel_Number»

DONATE AN EXTRA LOAD OF RECYCLED ASPHALT TO THE NEIGHBORHOOD? THANK YOU!

Each load of recycled asphalt we put on the road last summer cost about \$260. If you'd like to donate an extra load (or more) to the neighborhood, spread at no additional cost to you, please contact ~~Bob Paris~~ bhra80541@gmail.com or 970-204-0700. You may have extra load(s) of recycled asphalt placed near your home or on a priority area anywhere on the road.

DONATE MONEY TOWARD ADDITIONAL ROAD BASE? THANK YOU! If you can voluntarily afford to increase your dues payment, we may be able to postpone a general dues increase, which hits our less fortunate neighbors the hardest. If you can add an extra \$20, \$50, \$100 or more to your check, we can buy and spread a little more road base over the worst parts of the road this year.



WHAT IS THE BEST WAY FOR US TO CONTACT YOU ABOUT BHRA MATTERS?

I/we («Name») prefer to have official BHRA correspondence sent by:

- Email (PDF) to this address: _____
- OR (We save money to buy more road base if we can send your correspondence by email.)
- US Postal Service to the mailing address above.

NOTE: Please remember that it is your responsibility to notify BHRA with any change of contact information. It's important that we stay in touch with you.

2015 BHRA Dues (Buckskin Heights Lot «SUBLOT»)	Amount
Payment in full is due on April 1, 2015 (late fees of \$20/mo begin May 1). Make check payable to: Buckskin Heights Road Association PO Box 352, Masonville CO 80541	\$350.00
If you have any questions about this invoice, please contact Sue Weber, BHRA Treasurer at bhra80541@gmail.com or 970-225-1830.	
Total Due	\$350.00

Buckskin Heights Road Association (BHRA) Board Meeting



BHRA Board meeting, March 19, 2015

Location: Pettee's house

Time: 7:30 pm

Directors Present: Chuck Pettee, Bob Faris, Sue Weber, Terry Schuyler

Meeting was called to order by Chuck

It was noted that 3 out of six Directors does constitute a quorum.

Minutes of the previous two Board meetings were presented and approved.

Sue arrived late after minutes were approved.

Treasurer's report:

1. Sue was not prepared to share her usual full report as the meeting was on short notice.

Checking account balance on 13 Jan 2015 = \$ 9,234.19

Includes \$410 in extra donations.

Less than half of dues collected to date.

2. We now have 67 properties with 64 ownerships.

Treasurer's report approved.

New Business:

1. Chuck asked about any outstanding keys- looking for a gate key
2. Sign on the post about the pending Mobile home delivery- sign needs to be larger type
3. What to do with Steve Buknum resignation:

Steve is resigning and folding his grading business. He was prepaid through March and graded yesterday. No further funds are owed.

Road Report

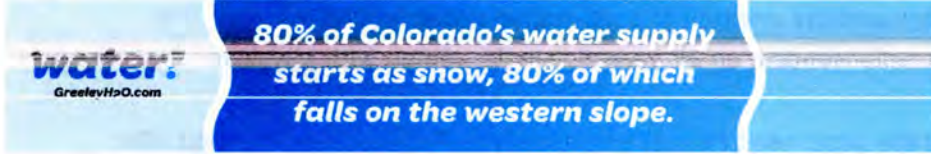
- What do we currently know about how to best maintain the road?
 - Grading better than scraping,
 - Recycled road base better than other materials used in the past.
 - Current grading contract was not working out well and the road condition was suffering.
- Decided that a professional grader would condition the road better than the drag behind scraper. Look at evaluating optional bids.
- Suggested we hire the grader for their first attempt come in early May.
- Decided to re-evaluate a question of rates with one of the contractors. Both had pros and cons. Could also use Jerry ? for periodic patching and spot calls.
- Motion- chuck will ask White Trucking and Construction about hourly rate and longer term contracts. If answers prove negative, we will choose Road Runner. The Board approved to assign Chuck to negotiate with the chosen contractor.
- Sue suggested putting out an informational sign educating folks on going slow etc.

New Board Director:

The Board may appoint a Director to fill the Tom Carroll vacancy until the next BHRA general meeting. A discussion identified the longer term goal to appoint someone with appropriate computer skills and accounting aptitude that is willing to run for a Director position at the next general meeting and be available to continue on as Treasurer and or Secretary. No further action was taken.

Meeting Adjourned

The meeting was adjourned at 9:25.



Buckskin Heights Community Group

Bulletin: Announcements

Posted: April 28, 2015 - 10:41 am by

Tags: None

National Wildfire Community Preparedness Day: Event in Buckskin Heights

EVENT DETAILS:

Cold Drinks and Lunch will be provided for Volunteers.

Volunteers will have first choice of cut wood.

Equipment to wear or bring: everyone should bring safety gear, (chaps for chain saw operators), protective eye wear, hard hats, long sleeves, and long pants, work gloves, sunscreen, loppers, and bow saws would all be useful.

Three or four chain saw operators are needed. No one will be allowed to operate a chainsaw without chaps, and hard hats. Pam Robinson will have a few extras, if needed.

Everyone working will have to sign a liability waiver.

If you can't attend on May 2, and want to participate, smaller groups can be arranged on alternate dates (contact Pam).

PROJECT DESCRIPTION FOR EVENT FROM PAM ROBINSON:

In February the Fire Committee applied for a competitive grant with the National Fire Protection Association. The grant was to be awarded to the organizations with the best project proposals for a community project on National Wildfire Community Preparedness

Day May2, 2015.

Our submitted project description: The project activity is thinning and limbing a 15 acre property for fire mitigation and the creation of a defensible space around a home. The home is occupied by Marcella Mendell, an 87 year old single woman with physical challenges.

On March 9 we received the good news from the National Fire Protection Association: On behalf of the National Fire Protection Association (NFPA) and State Farm, we're pleased to share the great news that the 2015 Wildfire Community Preparedness Day project application that you recently submitted is the recipient of a \$500 funding award. Project funding was generously provided by State Farm. There were 338 project applications submitted from throughout 37 states and due to the high caliber of the projects it was an unimaginably difficult process narrowing it down to only sixty-five recipients. Our sincere congratulations on being one of those selected!

Now it is up to the Buckskin Heights community members to come through with a good showing of our community spirit and pride and turnout on May 2 to make the project a success.

Please contact me (Pam) and let me know if you will be attending on the morning of May 2. While May 2 is our priority, you can participate at an earlier date if you have a scheduling conflict. Liability waivers must be executed prior to working on the project. Volunteers will have first chance at the fire wood generated by the project.

Let's come together and pitch in to get the job done and have a good time working with our neighbors.

Event Details

What: National Wildfire Community Preparedness Day: Event in Buckskin Heights
Who: Buckskin Heights Community Group
When: Sat May 2, 2015, 9 am - 5 pm MDT
Where: Mendell Property
12724 OTTER RD, LOVELAND, CO 80538

Link: <http://www.bigtent.com/home/calendar/event/91606551>

Comments





Buckskin Heights Community Group

Bulletin: Announcements

Posted: May 5, 2015 - 5:28 pm by

[Lynn Thompson](#)

Tags: *None*

A Big "Thank You" From Pam Robinson for May 2 Event Participation!

Hearty Thanks and Appreciation!!

I would like to send out a personal note of thanks to all of those that came out and helped with the Wildfire Mitigation Project at Marcella Mendell's house last Saturday, May 2nd. We had a great turn-out and accomplished about 90% of the cutting and limbing up work that we had hoped to complete. Marcella was not feeling well on the day that we were working there, however, she wanted very much for me to convey to all of you her gratitude for all of your hard work!

I would like to invite all of you to recognize your neighbors that came out and worked so hard!

Donna Braun & Jae Sheddy – you cut and hauled your hearts out!

Jennifer and Calvin Appelman – for bringing fresh energy to the project!

Sarah Carroll & the Branch Brigade (Timothy, Joshua, and Thomas) – you did an amazing job hauling the branches to the road!

Lynette McGowan & Tanya Pope – slash hauler extraordinaire!

Julie, John and Ian Niesel – (Awesome work on clearing the back yard!)

Terry Schyuler, Andrew Mischler, Don Pope, Pete and Nick Weber - our terrific cutting crew - you certainly brought down a lot of trees with skill and safety!

Denise Jackson and MaryAnne Long for contributing lunch for all!

There continues to be more opportunities to do a bit more cutting, as well as, hauling and stacking of the slash in preparation of the chipper coming in mid June. Anyone that would be interested in helping with this ongoing work, please contact me at (970) 203-5910.

Sincerely, Pam Robinson, Event Project Manager

Comments



[bhra_buckskinheights](#)

5/6/2015

(2 yrs ago)

Pam,

Thanks to you too, for organizing the project, and for your leadership.

And I would also like to add my thanks to all of the participants!

Your efforts are appreciated, Kathy Merlo



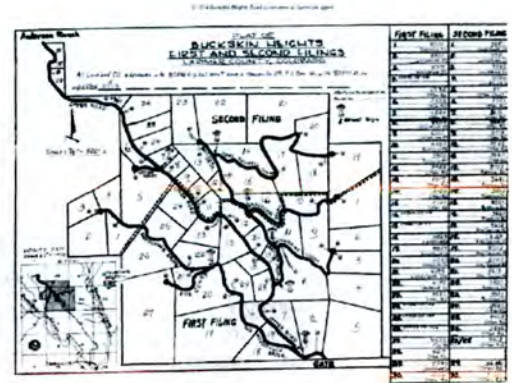
[pennysp](#)

5/7/2015

(2 yrs ago)

Pam, thank you for organizing this project and a sincere thanks to each and every one of you who who spent hours last Saturday cutting, hauling and preparing food. What a great experience for the young adults to spend time helping out for a worthwhile cause/community project. We will get up there and do our part also....waiting for decent weather! I am loving the moisture and the promise of sunshine and wildflowers ahead!





Buckskin Heights Road Association (BHRA) Board Meeting

BHRA Board meeting, June 11, 2015

Location: Pettee's house

Time: 7:15 pm

Directors Present: Chuck Pettee, Bob Faris, Sue Weber, Terry Schuyler, John Appleman

Meeting was called to order by Chuck

Quorum in place.

Minutes of the previous March Board meeting was presented and approved.

Treasurer's report:

Sue presented the following report:

Buckskin Heights Road Association Treasurer's Report Sue Weber – June 11, 2015

1. Checking account balance as of June 11, 2015 = \$ 19,665.23 (+ \$406.25 deposits pending)
- Savings account balance as of June 11, 2015 = \$ 5,035.17
- TOTAL = \$ 24,700.40
- Deposit pending checks (\$406.25) = \$ 25,106.65

2. 2015 dues: 63 of 67 properties (59 of 63 owners) paid in full; 4 properties/4 owners not paid in full.
 - Total Dues Income for 2015 so far = \$22,915, including \$510 in donations. Expect up to \$630 in possible payments from 2 delinquent owners.
 - [REDACTED] is 3 years in arrears; [REDACTED] is 6 years in arrears. Liens to be filed in July.

3. (Many!) Property Sales for 2014-15:
 - April 2014: Freeding/Wolverine Ct to Scott and Cindy Lazarowicz
 - June 2014: Bull/Otter Rd to Thomas Brown and Janine Buchal
 - July 2014: Flax/Woodchuck Dr to Jerry, Jerry Jr, and Linda Campbell (owns 2 properties)
 - July 2014: Westcott/Lower Otter Rd to Scott Roth (owns 2 properties)
 - August 2014: Tesar/Wolverine Ct to John Niesel and Julie Weaver
 - August 2014: Glanz/Otter Rd to Robert Gonzalez
 - October 2014: Shropshire/Raccoon Ct to Donald and Tanya Pope
 - October 2014: Shropshire/Raccoon Ct to Community Foundation Serving Greeley and Weld County
 - December 2014: Tesar/Wolverine Ct to Patrick and Mary Thompson
 - January 2015: Jones/Woodchuck Dr to Jerry & Linda Campbell (owns 3 properties)
 - April 2015: Community Foundation Raccoon Ct to Heather Speicher & Steven Ische
 - April 2015: Rice/Otter Rd to Kevin & Carrie Stewart
 - April 2015: Bucknum/Woodchuck Dr to Angela & Mark Mortenson
 - May 2015: Schaffer/Raccoon Ct to Eric & Tammy Severson
 - To Date: Walding/Otter Rd property is still under foreclosure and empty!

4. 1099-Misc tax form for Bucknum was sent to IRS (with 1096 transmittal form) and Bucknum on 2/5/15 as required.

5. State/federal tax forms for 2014 were filed on March 10, 2015. No tax was owed.

EXPENSE/INCOME SUMMARY

A	B	C	D	E	F	G
Category	2014 Actual	Approved 2015 Budget	2015 Actual To Date	2015 Budget Remaining (Budget-Actual)	2015 Projected Expenses & Income 6/11/15 to 12/31/15	2015 Projected Total Expense & Income
Bank Fees	\$17	\$20	\$0	\$20	\$20	\$20
Gate Maintenance	\$163	\$150	\$0	\$150	\$150	\$150
Grader Operator	\$9,950	\$9,325	\$2,881	\$6,444	\$6,444	\$9,325
Grant Expense	\$4,400	\$5,600	\$850	\$4,750	\$4,750	\$5,600
Insurance	\$1,108	\$1,140	\$0	\$1,140	\$1,140	\$1,140
Legal/Financial	\$90	\$50	\$10	\$40	\$40	\$50
Mailings	\$112	\$50	\$86	(\$36)	\$0	\$86
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0
Road Base	\$14,085	\$11,440	\$0	\$11,440	\$12,480	\$12,480
Homeowner Road Base	\$2,132	\$0	\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$5	\$100	\$0	\$100	\$100	\$100
Expense Subtotal	\$32,061	\$27,875	\$3,828	\$24,047	\$25,124	\$28,952
Dues & Late Fees	\$24,670	\$22,750	\$22,915	(\$165)	\$630	\$23,545
Interest	\$2	\$2	\$1	\$1	\$2	\$3
Grant Income	\$4,400	\$5,600	\$0	\$5,600	\$5,600	\$5,600
Remote Control Sales	\$145	\$0	h nnnnnnn	#VALUE!	\$0	#VALUE!
Homeowner Road Base	\$2,200	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$31,417	\$28,352	\$22,916	(\$5,436)	\$6,232	\$29,148
Cash Flow Balance	(\$644)	\$477	\$19,088			\$196

Budgeted Grader Operator Expenditure...
 First grading was \$1,375 for 3/4 lower road, \$460 still to do, so about \$1,835 for total, leaving about \$6,000 remaining for the year. At \$1,500-\$1,800/subsequent gradings, we can afford 4 or 3 more gradings.

Budgeted Road Base Expenditure
 About 48 loads of recycled asphalt @\$260/load [2014=64(54+10HO), 2013=56(48+8HO), 2012=51, 2011=33(25+8HO), 2010=43, 2009=55, 2008=52]

Budgeted & Projected Dues Income
 \$510 in donations, one delinquent property paid up, but one more potential delinquent property.

Cash Flow Gain/Loss...

ASSET SUMMARY

A	B	C	D	E	D	E
Category	2014 Actual Ending Balance	Budgeted 2015 Ending Balance	2015 Actual To Date Balance			2015 Projected Ending Balance
Checking Balance	\$952	\$1,429	\$19,665			\$1,148
Savings Balance	\$5,035	\$5,037	\$5,036			\$5,037
Total Assets	\$5,986	\$6,465	\$24,701			\$6,185

Projected Checking Ending Balance...

Our funds collected have been more than budgeted. Including some donated funds.

Shropshire's had two properties previously treated as one. We should have been collecting fees for two rather than one lot. Result is we could lose revenue based on the number of lots rather than land owners.

Treasurer's report approved.

New Business:

1. Discussion over state of Randy's lot. May have to eliminate his gate code.

2. Issue with gate- nobody had a key when the modular home was being brought in. Key to bottom of removable post is now with Chuck.
3. Complaint from resident about a driveway that needs a culvert, owner involved agreed to put in culvert.
4. Andrew Mason complied with BOD requirements.
5. Next meeting should be scheduled for July 28, Tuesday.

Road Report

1. Otter Ct needs one or more culverts. Schuyler and Ed Croteau offered to contribute to cover a culvert at bottom. Eric may have equipment to handle job. BOD will investigate possible solutions. Bod agrees to allow homeowners to repair and pay the BOD.
2. Chose Road Runner- performed first partial grade. Difficult to coordinate time with. Jeremy struggled and could not reclaim much of the material. Costs are covered in the Treasurers report.
3. Discussion on rough spots and mud from first grade.
4. Chuck suggests we put some of the road base budget into grading. The timing of the application of road base is critical.
5. Next schedule grade to be coincident with road base application sometime in July.
6. Agreed to leave projected use of funds as budgeted.
7. Road Runner should not come back to finish until road base application.
8. Discussions to possibly increase dues next year.

Meeting Adjourned

The meeting was adjourned at 8:25.

2015 Annual Meeting Minutes
Buckskin Heights Road Association

August 30, 2015

(Approved 9/15/15; Amended & Approved 4/20/16)

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

Members:

Present: Chuck Pettee, Sue Weber, John Appelman, Terry Schuyler

Association Members: Roll was called and 25 lots were represented by end of meeting.

Quorum present (min. 10 lots) Yes

Proceedings – Meeting called to order at 4:05 pm. by Chuck Pettee, President.

Welcome – Attendance and review Agenda

The Proposed Meeting Agenda was reviewed by Chuck Pettee and roll was called by Terry Schuyler. 25 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 2014 Annual Meeting Minutes
3. Treasurer's report
4. Road grading and road conditions, Gate report
5. Vote on possible increase in road associate dues, currently \$350/year
6. Update on Community Wildfire Protection Plan (CWPP) by Paul Hesson
7. Open floor for additional BHRA-related items
8. Nomination and election of BHRA board members
9. Vote on proposed addition to the Bylaws, Article II (Board of Directors), Section 1 (Duties), Part J: "Review, approve and publish the minutes of the annual meeting on the Association website in a timely manner."
10. Set date for next year's meeting
11. Adjourn

Adoption of Minutes from the 2014 Meeting

The 2014 Annual Meeting minutes had been previously adopted by the BOD. The minutes were handed out to all present. Chuck explained the issue of the BOD approving the minutes with just a review here. Motion was made to approve all previous minutes. Approved.

Treasurer's Report See copies attached below.

Sue Weber handed out and reviewed the BHRA Treasurer's Report. It consisted of 1) the audited 2015 expenditures/income report details, Audited by Paul Hesson and Linda Bilsing, and 2) the Board-approved 2015 budget and updated actual expenditures/income.

Sue Weber reviewed the line items on the 2015 budget update and balance sheet highlighting the major expenditures, which are Improvements with Road Base and Annual Maintenance (grading costs). Sue explained the issue of trying to spend down the budget each year to zero.

Dick Dixon asked about delinquent dues and when dues were paid, where does it show up in the balance sheet. Sue explained where it shows up in the balance sheet. 65/67 properties are up to date and current. Liens have been placed on the long term delinquent properties.

Question was asked about taking delinquent members to small claims court, there has been precedent. Discussion on the effectiveness and cost of pursuing this approach. Sue explained the whole process of legal fees and filings. Chuck explained the subjective judgment and the worthiness of taking it to small claims.

Question about what happens when a member combines multiple lots. Sue explained that there is an exception for Associations and Dues. So BHRA can still collect per lot regardless of legal combining of lots.

Sue explained the BOD can take hardship and payment issues into consideration for discrete payment installment plans on an individual and as needed basis.

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.

Road Grading & Road Conditions – Chuck Pettee read the road report submitted by Bob Faris below:

Road Report – 2015 Buckskin Heights Road Association Annual Meeting

The maintenance of our road is split into two portions. The first is the grading of the road. Up until March, we had a grading contract with Bucknum Grading LLC (Steve Bucknum, one of our residents) for monthly grading of the road. This was done year around and did not necessarily coincide with times when the road was wet. The grader used had a straight blade that did not allow the road to be crowned. When Steve left in March, the contract was terminated and we did a search for a new grader and operator.

We decided on Roadrunner Grading to grade the road on an as needed basis. The cost is about 1.5-2 times what we had been paying Steve, but the equipment is much better suited for our needs with a grader that has an angled blade that can be adjusted. The first grade was planned for May, to coincide with spring rains. Most of the road below the gate was graded and there was almost too much moisture, but I think there was a real improvement and the road was crowned. The next grade was planned for July to work with the application of new road base. This grade was not done because our preferred type of road base (recycled asphalt) was not available. Instead, a grade was made in August, when recycled asphalt became available.

The primary portion of our road maintenance budget is the annual application of road base. The decision was made to use only recycled asphalt, rather than other types of road base, due to a number of factors.

1. Lower cost
1. Binding of the asphalt results in a longer lasting road
2. Less erosion in heavy rains
3. Dust suppression
4. More rapid snow and ice melting

Recycled asphalt was not available until the latter part of July due to high usage by oil drilling companies, due to the heavy spring rains and higher than normal usage by CDOT in rebuilding local roads due to the 2013 flood damage. We were able to get the required material, trucks to haul the material and a grader operator for application in mid-August. Because Roadrunner Grading was not available, we used Foster Dirt for the grader operator. Due to the budget we have, the decision was made to work on the area of the road that is used by all property owners, the 3.5 miles below the gate. Only a few areas had much road base remaining due to several factors.

1. Previous applications of non-asphalt road base did not last,
2. heavy rains eroded the base and
3. the use over the last few years of a grader without an angled blade caused a major loss of base.

The areas of the road that are in very good condition are those where recycled asphalt was previously used and had consolidated.

In August this year, 650 tons of recycled asphalt were hauled and graded over the course of 3 days. The application was directed primarily at the steeper grades of the road that were heavily eroded and the areas that were worn down to rock. This translated to about 4200 linear feet of new road base, but varied in depth depending on the degree of previous wear. Combining the cost of the material, trucking and the grader, this works out to about \$3.75/foot.

The placement went well and the material was spread with a crown on the road to help keep the road base intact. The road below the gate was also graded, *where there was road base present*. The area on Otter directly above the gate where there were potholes was graded as well. No other areas that I found on upper Otter would have benefited from grading due to either the dry road conditions or lack of road base.

It was hoped that the road base would harden with the high temperatures and give a long lasting product. Unfortunately, due to a combination of some people driving too fast and/or not using 4WD, much of the new area, especially on the steep grades, has washboards and base damage. When a vehicle bounces or tires spin, this causes the problem.

The week after the new road base was placed on Otter, a number of property owners along Woodchuck purchased and spread recycled asphalt for that road. 6 loads of recycled asphalt, about 85 tons, were spread along several problem areas of Woodchuck and it is working well and not showing wear. Thank you to the property owners who purchased and spread this extra road base.

Going forward, the grading will be done when the road has soil moisture and is not frozen and can be coordinated with the grader availability. **This will not be on a monthly basis.** Grading when the road is dry or frozen destroys the road integrity and brings up rocks. This has been proven in the past and is also the opinion of both grader operators we have used. I would recommend shifting the budget to allow more road base application and less grading. At the present budget level, we should be able to build up the road base back to an acceptable level below the gate over the next several years and greatly improve the quality of our road, especially where it has the steepest grades.

The gate report is much simpler than the road report. There have been no issues with the gate, other than a failure of the keypad this summer. The keypad was replaced at a cost of \$85 and seems to be working well. The new gate code for both the padlock and the keypad will be effective September 1.

Bob Faris
Vice President BHRA

We have purchased some new remotes for purchase at \$16each.

Road Questions and Issues

- Rick, stated Steve's grader capable to 19 degrees to crown. Says new grader not capable of proper maintenance. Likely can get even less experience person using older machine could do a better job more often. Need more material. 8 inches supposed to be crowned but will never hold the crown. Get away from crowning. Thinks the road base would be better applied shallower and more expansively.
- Terry mentioned that the current situation is experimental and we are learning. Terry agreed with Rick about the older method of more regular and frequent grading.
- Debate over importance of crowning.
- Agreement that Steve's work in the past was well done and we should try to emulate it.
- Could be an emulsifier available to consolidate the road base better. We could look at this and possibly Chip Seal.
- Chuck suggested people can write in ideas.
- Andrew mentioned that each load has its own characteristics. Varies quite a bit

- What can be done to repair the current application. Cannot really be reworked.
- Dry nature of the loads we got are the biggest issue.
- Paul Hesson asked if we could get a load of base dumped so residents can access to fill pot holes. Rick motioned to drop one load next time likely at Erin's location on South Side of property. Motion approved.

Proposed increase in dues

- An Informational presentation with historical accounting and options was presented by Terry, with hard copies distributed for members to follow along. The slide relative to the potential effect of the incremental increases is presented below:

What contributes to condition of our road ?

- **Weather** (heavy rains, dry spells)
- **Increased traffic** (more drives per lot, new homes)
- **Speed of traffic** (washboard)
- **2 WD vs. 4 WD** (washboard)
- **Construction traffic** (heavy equipment vehicles)
- **Material available to grade** (wash off)

Factors not within control of the BHRA

Historical Budget for Maintenance and Road Base* since 2012

Year	Total Annual Revenue \$300/ Lot	Maintenance/ Grader Budget *	%	Road Base Budget **	%	# of Loads
2012	\$ 22,400.00	\$ 9,200.00	41%	\$ 14,000.00	63%	51
2013	\$ 22,400.00	\$ 9,300.00	42%	\$ 13,430.00	60%	48
2014	\$ 22,055.00	\$ 9,325.00	42%	\$ 11,275.00	51%	41
2015	\$ 22,750.00	\$ 9,325.00	41%	\$ 11,440.00	50%	41

* Assumes 120 hrs per year at \$75/ hr
 ** ave \$275/ load of road base

* Since applying recycled Asphalt

Effect of proposed dues increase on Grading and Road Base budgets 2016

Option	Status for 2016	Annual Dues Lot/ yr	Total Annual Revenue	Maintenance/ Grader Budget *	Road Base Budget **	# of Loads	Difference from 2015
2015		\$350	\$ 22,750	\$ 9,325	\$ 12,797	43	-
0	No Change***	\$350	\$ 22,750	\$ 9,325	\$ 11,725	39	-4
1	Up \$50	\$400	\$ 26,000	\$ 9,325	\$ 14,975	50	7
2	Up \$100	\$450	\$ 29,250	\$ 9,325	\$ 18,225	61	18
3	Up \$150	\$500	\$ 32,500	\$ 9,325	\$ 21,475	72	29

* Assumes no change in grader budget from 2015
 ** ave \$300/ load of road base
 *** assumes \$1700 admin costs remains the same as 2015

This chart compares the effect of various increments of increased dues on the quantity of road base for 2016 compared to the 2015 budget. It assumes no increase in the maintenance/grader expenses at this time. The ratio of road base to grader expenses could vary depending on circumstances and costs

Note: option #3 does not exist and was a mistake in the slide-

- Rick Stahl asked if option #0 could include the use of existing level of funds but allocated differently than in the presentation (i.e. look for alternatives to the higher cost blade grader). It was explained that the example projected use of funds was based on current 2015 cost to present an apples to apples comparison on the effect of various increments of increased dues. Regardless of how the funds may be distributed in 2016, the effect on Total Annual Revenues from each proposed increment is included in the slide.

- Chuck also explained that the VP position on the BOD primarily determines the road maintenance and road base placement issues. Suggestions for future road maintenance ideas can be emailed to Chuck or Bob for review and consideration for the remaining funds, or members can run for a Board position to have greater influence on 2016 BOD decisions. The assignment of the VP Officer is held during the first meeting of the new BOD scheduled within a month of the Annual Meeting.
- A Motion was made to increase dues to \$500 (option #4 in presentation) – A vote of hands showed only 5 members in favor (not a majority) - Motion did not pass - failed.
- A Motion was made to increase dues to \$450 (option # 2 in presentation). No vote was made directly. This Motion was then amended to conduct a private paper vote for options # 0, 1, and 2. (0\$, \$50, and \$100 increase respectively). A vote of hands approved the amendment and paper tabs were passed out to all eligible members. Private ballots were collected and tallied.
 - First ballot cast scored with 22 paper votes received
 - 9 votes for option #0
 - 4 votes for option #1
 - 9 votes for option #2
- The results of the first ballot did not reveal a simple majority (more than half the votes cast) for any option, so a second private paper ballot was conducted eliminating option #1. Votes would be cast for option #0 or #2 (no increase or \$100 increase)
 - 22 paper votes received
 - 10 votes for option #0
 - 12 votes for option #2
- At this point a mistake was made by the officers running the meeting: The motion was declared to have passed with a majority vote, in violation of the Article V, Section 1(b) of the BHRA Bylaws. As a result, since there was not a 2/3 majority, as required by the Bylaws, the dues for 2016 will remain at \$350/lot.

Update on Community Wildfire Protection Plan (CWPP)

Paul Hesson gave a quick update and his report is presented here.

- *2014 2015 Colorado State Forest Service Grant*
 - *\$4,400 reimbursed June 2014 for chipping*
 - *\$2,475 reimbursed for chipping June 2015*
- *Wildfire Community Preparedness Day May 2, 2015*
 - *sponsored by the National Fire Protection Association*
 - *Competitive grant with 338 project entries from 37 states*
 - *Our project was a defensible space and roadside thinning for Marcella Mendell our 87 year old member*
 - *We were one of 65 award winners of \$500 funded by State Farm Insurance*
 - *Project was executed on May 2 with 20 people supplying 104 hours*
 - *Thanks to the project manager Pam Robinson*
- *2015 2016 Colorado State Forest Service Grant*
 - *\$10,000 matching grant for our labor in fire mitigation \$25.10 per hour*
 - *Let's get busy with the fall mitigation keep track of your hours worked*
 - *We will be organizing a community effort for additional roadside thinning stay tuned for big tent announcement*
- *At the conclusion of our meeting today I will give a 15 minute demonstration of a class A Foam fire suppression system Demonstration in front of the garage*

Nominations for BHRA Board

- Board vacancies available – 3 openings. Sue Weber and John Appleman are not eligible.
- Paul Hesson nominated Don Willette. Joe Hesson nominated Rob Gonzalez. Sue Weber nominated Paul Hesson. Motion to accept candidates passed. The new BOD members will meet at the first BOD meeting to delegate new Board positions.

Motion by Board to amend the bylaws Article II, Section 1 (Duties),Part J

“Review, approve and publish the minutes of the annual meeting on the Association website in a timely manner.” Intent to have timely manner be defined within the next two months.

Approved

Next Meeting: The 2016 Annual meeting will be held on Sunday, Aug. 21, 2016 at 4:00 pm. Location TBD. Agreed by unanimous vote.

Meeting Adjourned at 6:05 pm.

**Buckskin Heights Road Association
 Board Meeting Annual Update
 August 30, 2015**

EXPENSE/INCOME SUMMARY							NOTES
A	B	C	D	E	F	G	
Category	2014 Actual	Approved 2015 Budget	2015 Actual To Date	2015 Budget Remaining (Budget-Actual)	2015 Projected Expenses & Income 9/1/15 to 12/31/15	2015 Projected Total Expense & Income	
Bank Fees	\$17	\$20	\$0	\$20	\$0	\$0	
Gate Maintenance	\$163	\$150	\$402	(\$252)	\$0	-\$402	
Grader Operator	\$9,950	\$9,325	\$5,933	\$3,393	\$2,900	\$8,833	Grader Operator Expenditure... Jan-Mar 2015: 3 Bucknum gradings, 20hr=\$1,500 (Jan grading, 10hr=\$750 paid in 2014); May 2015: 1 Road Runner grading, 3/4 lower road, 9.5hr= \$1,378; Aug 2015: 1 Justin Foster Dirt grading/spread base, 22hr=\$3,055.
Grant Expense	\$4,400	\$5,600	\$2,475	\$3,125	\$0	\$2,475	
Insurance	\$1,108	\$1,140	\$0	\$1,140	\$1,140	\$1,140	
Legal/Financial	\$90	\$50	\$10	\$40	\$40	\$50	
Mailings	\$112	\$50	\$185	(\$135)	\$0	\$185	
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	
Road Base	\$14,085	\$11,440	\$12,797	(\$1,357)	\$0	\$12,797	Road Base Expenditure About 43 loads of recycled asphalt @\$300/load (asphalt \$140/load, trucking \$160/load) (2014=64(54+10HO), 2013=56(48+8HO), 2012=51, 2011=33(25+8HO), 2010=43, 2009=55, 2008=52]
Homeowner Road Base	\$2,132	\$0	\$0	\$0	\$0	\$0	
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	\$0	
Supplies	\$5	\$100	\$0	\$100	-\$25	\$25	
Expense Subtotal	\$32,061	\$27,875	\$21,801	\$6,074	\$4,105	\$25,906	
Dues & Late Fees	\$24,670	\$22,750	\$23,195	(\$445)	\$0	\$23,195	Dues Income 64 of 67 properties (60 of 63 owners) paid \$350 in full, 95% compliance; \$510 in donations; \$285 balance 2014 dues+late fees 3 properties/3 owners delinquent, liens to be filed in September.
Interest	\$2	\$2	\$1	\$1	\$0	\$1	
Grant Income	\$4,400	\$5,600	\$2,475	\$3,125	\$0	\$2,475	
Remote Control Sales	\$145	\$0	\$33	(\$33)	\$0	\$33	
Homeowner Road Base	\$2,200	\$0	\$0	\$0	\$0	\$0	
Other	\$0	\$0	\$0	\$0	\$0	\$0	
Income Subtotal	\$31,417	\$28,352	\$25,703	(\$2,649)	\$0	\$25,703	
Cash Flow Balance	(\$644)	\$477	\$3,902			(\$203)	Cash Flow Gain/Loss... We aim to have a cash flow gain/loss of \$0 each year.

ASSET SUMMARY						
A	B	C	D	E	D	E
Category	2014 Actual Ending Balance	Budgeted 2015 Ending Balance	2015 Actual To Date Balance			2015 Projected Ending Balance
Checking Balance	\$952	\$1,429	\$4,853			\$749
Savings Balance	\$5,035	\$5,037	\$5,036			\$5,037
Total Assets	\$5,986	\$6,465	\$9,889			\$6,465

Projected Checking Ending Balance...
 We now need a minimum checking ending balance of about \$700 to cover expenses in January (no grading in January; \$100 for January mailings, \$300 to avoid bank fees, and \$300 margin of error).

Buckskin Heights Road Association Treasurer's Report for FY2014 With Approved 2015 Budget January 13, 2015

EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D	E	F
Category	2013 Actual	2014 Approved Budget	2014 Actual	2014 Difference (Actual-Budget)	2015 Approved Budget
Bank Fees	\$28	\$15	\$17	\$2	\$20
Gate Maintenance	\$28	\$100	\$163	\$63	\$150
Grader Operator	\$9,450	\$9,325	\$9,950	\$625	\$9,325
Grant Expense	\$0	\$0	\$4,400	\$4,400	\$5,600
Insurance	\$1,076	\$1,100	\$1,108	\$8	\$1,140
Legal/Financial	\$80	\$100	\$90	(\$10)	\$50
Mailings	\$216	\$100	\$112	\$12	\$50
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Road Base	\$13,200	\$11,275	\$14,085	\$2,810	\$11,440
Homeowner Road Base	\$0	\$0	\$2,132	\$2,132	\$0
Signs & Culverts	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$50	\$5	(\$45)	\$100
Expense Subtotal	\$24,078	\$22,065	\$32,061	\$9,996	\$27,875
Dues & Late Fees	\$22,010	\$22,050	\$24,670	\$2,620	\$22,750
Interest	\$3	\$3	\$2	(\$1)	\$2
Grant Income	\$0	\$0	\$4,400	\$4,400	\$5,600
Remote Control Sales	\$32	\$0	\$145	\$145	\$0
Homeowner Road Base	\$0	\$0	\$2,200	\$2,200	\$0
Other	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$22,045	\$22,053	\$31,417	\$9,364	\$28,352
Cash Flow Balance	(\$2,033)	(\$12)	(\$644)	(\$632)	\$477

Budgeted Grader Operator Expenditure
 Reflects grader operator contract valid through September 2016; assumes fuel remains below \$4.40/gal). Actual 2014 expenditure (\$9,950) included 13 payments (Jan14 through Jan15).

Budgeted Road Base Expenditure
 About 44 loads of recycled asphalt @\$260/load (2014=64(54+10HO), 2013=56(48+8HO), 2012=51, 2011=33(25+8HO), 2010=43, 2009=55,

Budgeted Dues Income
 Assumes 65 of 67 properties pay \$350 annual dues (2 chronic delinquencies; no foreclosure delinquencies)

Cash Flow Balance...
 ...for 2015 is targeted to maintain a budgeted \$1,400-\$1,500 ending checking balance.

ASSET SUMMARY

A	B	C	D	E	F
Category	2013 Ending Balance	2014 Budgeted Ending Balance	2014 Actual Ending Balance	2014 Difference (Actual-Budget)	2015 Budgeted Ending Balance
Checking Balance	\$1,598	\$1,586	\$952	(\$634)	\$1,429
Savings Balance	\$5,032	\$5,035	\$5,035	\$0	\$5,037
Total Assets	\$6,630	\$6,621	\$5,986	(\$634)	\$6,465

Budgeted Checking Ending Balance...
 ...for 2015 (\$1,429) is the 2013 ending balance (\$952) plus the net budgeted 2015 cash flow balance (\$477). It includes \$750 for January grader operator contract; \$50 for January mailings; \$300 to avoid bank fees; and a \$329 margin of error.

Fiscal Year 2014 Data Respectfully Submitted for Audit by:

Suzanne Weber

Suzanne Weber, Treasurer August 2011 - December 2014

February 26, 2015

Date

Fiscal Year 2014 Data Audited and Approved by:

Linda Blasing
 Linda Blasing, BHRA Member

3/2/15

Date

Paul Hesson
 Paul Hesson, BHRA Member

2/27/15

Date

Buckskin Heights Road Association 2015 Annual Meeting & Social Hour

- When:** Sunday, August 30, 2015 at 4 pm
Please bring a lawn chair and this copy of the Agenda and 2014 Annual Meeting Minutes (attached).
- Plus:** Social Hour starting at 3 pm
Please bring a snack/dish to share if you like; and your own drink.
- Where:** Mary Ann Long's Basement Garage, 8220 Gray Squirrel Ct

Meeting Agenda

1. Welcome; attendance; review agenda
2. Review of the Board-approved 2014 Annual Meeting Minutes
(Please bring your attached copy)
3. Treasurer's report
4. Road grading and road conditions
5. Vote on possible increase in road association dues, currently \$350/year
6. Gate report
7. Update on Community Wildfire Protection Plan (CWPP) by Paul Hesson
8. Open floor for additional BHRA-related items
9. Nomination and election of BHRA board members
10. Vote on proposed addition to the *Bylaws*, Article II (Board of Directors), Section 1 (Duties), Part J: "Review, approve and publish the minutes of the annual meeting on the Association website in a timely manner."
11. Set date for next year's meeting
12. Adjourn

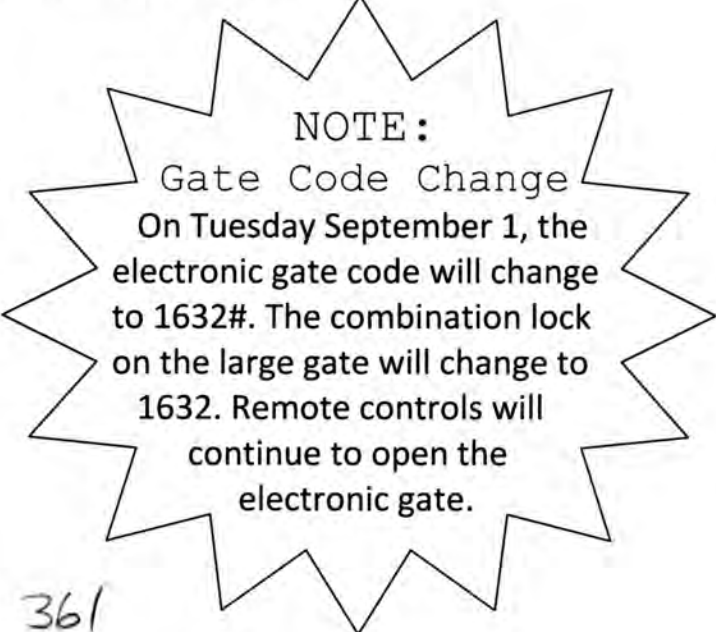
Attachment : Minutes of the August 19, 2014 Annual Meeting

Current BHRA Board Members

Chuck Pettee..... President
 Bob Faris Vice President
 Sue Weber** Treasurer
 Terry Schuyler Secretary
 John Appelmann** At Large
 [Tom Carroll***] At Large

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

*** Indicates a board member who resigned prior to end of 2nd term, and is ineligible for another 2-yr term this year



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Buckskin Heights Road Association • Current Board Member Status 2015

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

* 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



When love gets real!
Allstate offers plans starting at \$20/mo.

Buckskin Heights Community Group

Bulletin: Announcements

Posted: September 1, 2015 - 12:53 pm by

Author:

Tags: *None*

Vote on Annual Dues for 2016

At the annual meeting on Sunday, a paper ballot was taken by those present to increase road dues for 2016 by \$100, to \$450/year/property. The vote was 12 in favor, 10 opposed. A declaration was made IN ERROR that this constituted a valid vote to increase the dues. In fact, our Bylaws in Article V, Section 1(b) clearly state that:

“Increases or decreases to dues shall be by two-thirds (2/3) majority of those memberships in good standing voting at an annual meeting or special meeting called for the purpose of changing dues.”

THE RESULT OF THE VOTE TO INCREASE DUES AT THE ANNUAL MEETING DID NOT MEET THIS 2/3 MAJORITY CRITERIA. THE MOTION THEREFORE FAILED. AS A RESULT, THE DUES FOR 2016 WILL REMAIN AT \$350/YEAR/PROPERTY AT THE PRESENT TIME.

The current Board members who took responsibility for running the meeting – Chuck Pettee (President), Terry Schuyler (Secretary), and Sue Weber (Treasurer) – also had a responsibility to conduct this vote according to the Bylaws. We three take full responsibility for this mistake – no excuses – and sincerely apologize to all our neighbors for the error. We vow never to let this happen again.

We also thank neighbor Rick Stahl for bringing this error to our attention.

Chuck Pettee (President)
Terry Schuyler (Secretary)
Sue Weber (Treasurer)

Comments

Buckskin Heights Road Association
Minutes of the Transitional Board Meeting
September 15, 2015 • Father Don Willette's Pole Barn

ATTENDANCE: Old Board – Sue Weber
New Board – Bob Faris, Paul Hesson, Robert Gonzalez, Father Don Willette

Meeting convened at 1910 hours on 15th of September at Don Willette's pole barn with attendance by members of old and new boards.

NEW OFFICERS: New officers were nominated and elected unanimously as follows:

President: Chuck Pettee
Vice President: Bob Faris
Treasurer: Paul Hesson
Secretary: Don Willette
At Large: Robert Gonzalez
Terry Schuyler

Bob Faris made a motion to appoint Sue Weber to function as the non-board-member bookkeeper for the Association. The motion was approved.

Bob Faris made a motion to appoint Sue Weber to continue to function as the non-board-member webmaster for the Association. The motion was approved.

Paul Hesson will secure new signature cards from the BHRA bank with transfer from Sue Weber.

MINUTES OF THE ANNUAL MEETING: Paul Hesson moved that the minutes of the BHRA Annual Meeting held on August 30, 2015 be approved as corrected. The motion was approved.

SPECIAL MEETING: Terry Schuyler disclosed in a previous email that there had been two formal requests for a special meeting from Airn Hartwig and Richard Stahl that did not meet Bylaws requirements of five members. Issue would have included providing an opportunity for a "re-vote" to include all members on issue of road maintenance costs by means either of mail or e-mail or both.

OTHER BUSINESS:

1. Paul Hesson moved that Randy Long's 'code for remote' be removed from the gate security. The motion was approved.
2. Bob Faris made the following motion that the remaining 2015 budget for road maintenance be proportioned as follows. The motion was approved.
 - \$1,700.00 for grading (approximately 1.5 days worth).
 - \$1,800.00 for recycled asphalt road base.
 - In addition, one separate load as approved by the BHRA membership at the 2015 annual meeting.

Respectfully Submitted by
Don Willette, Secretary for BHRA
Masonville, CO 80541

Buckskin Heights Road Association Treasurer's Report

Sue Weber – September 15, 2015

1. Checking account balance as of Sept 15, 2015 = \$ 5,523.99 (+ \$0.00 deposits pending)
Savings account balance as of Sept 15, 2015 = \$ 5,035.55
TOTAL = \$ 10,559.54
Deposit pending checks (\$0.00) = \$ 10,559.54

2. 2015 dues: 65 of 67 properties (61 of 63 owners) paid in full; 2 properties/2 owners delinquent.
 - Total Dues Income for 2015 so far = \$23,625 including \$510 in donations.
 - No additional dues income is expected from 2 long-term delinquent Conrad (3 years in arrears) or R. Long (6 years in arrears). Liens to be filed in September.

3. Property Sales/Changes for 2014 to Date:
 - April 2014: Freeding/Wolverine Ct to Scott and Cindy Lazarowicz
 - June 2014: Bull/Otter Rd to Thomas Brown and Janine Buchal
 - July 2014: Flax/Woodchuck Dr to Jerry, Jerry Jr, and Linda Campbell (owns 2 properties)
 - July 2014: Westcott/Lower Otter Rd to Scott Roth (owns 2 properties)
 - August 2014: Tesar/Wolverine Ct to John Niesel and Julie Weaver
 - August 2014: Glanz/Otter Rd to Robert Gonzalez
 - October 2014: Shropshire/Raccoon Ct to Donald and Tanya Pope
 - October 2014: Shropshire/Raccoon Ct to Community Foundation Serving Greeley and Weld County
 - December 2014: Tesar/Wolverine Ct to Patrick and Mary Thompson
 - January 2015: Jones/Woodchuck Dr to Jerry & Linda Campbell (owns 3 properties)
 - April 2015: Community Foundation/Raccoon Ct to Heather Speicher & Steven Ische
 - April 2015: Rice/Otter Rd to Kevin & Carrie Stewart
 - April 2015: Bucknum/Woodchuck Dr to Angela & Mark Mortenson
 - August 2015: Schaffer/Raccoon Ct to Sena Hitt-Laustsen & Ray Johnson
 - September 2015: Warrington/Woodchuck Rd to be rented to Greg & Cindy Cain, Heese's current tenants.
 - To Date: Walding/Otter Rd property is still under foreclosure and empty.

4. Review budget update.

Buckskin Heights Road Association Transitional Meeting Update September 15, 2015

EXPENSE/INCOME SUMMARY

NOTES

A	B	C	D	E	F	G
Category	2014 Actual	Approved 2015 Budget	2015 Actual To Date	2015 Budget Remaining (Budget- Actual)	2015 Projected Expenses & Income 9/1/15 to 12/31/15	2015 Projected Total Expense & Income
Bank Fees	\$17	\$20	\$0	\$20	\$0	\$0
Gate Maintenance	\$163	\$150	\$402	(\$252)	\$0	\$402
Grader Operator	\$9,950	\$9,325	\$5,933	\$3,393	\$2,900	\$8,833
Grant Expense	\$4,400	\$5,600	\$2,475	\$3,125	\$0	\$2,475
Insurance	\$1,108	\$1,140	\$0	\$1,140	\$1,140	\$1,140
Legal/Financial	\$90	\$50	\$10	\$40	\$40	\$50
Mailings	\$112	\$50	\$185	(\$135)	\$0	\$185
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0
Road Base	\$14,085	\$11,440	\$12,797	(\$1,357)	\$600	\$13,397
Homeowner Road Base	\$2,132	\$0	\$0	\$0	\$0	\$0
Signs & Culverts	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$5	\$100	\$0	\$100	\$25	\$25
Expense Subtotal	\$32,061	\$27,875	\$21,801	\$6,074	\$4,705	\$26,506
Dues & Late Fees	\$24,670	\$22,750	\$23,625	(\$875)	\$0	\$23,625
Interest	\$2	\$2	\$1	\$1	\$0	\$1
Grant Income	\$4,400	\$5,600	\$2,475	\$3,125	\$0	\$2,475
Remote Control Sales	\$145	\$0	\$274	(\$274)	\$0	\$274
Homeowner Road Base	\$2,200	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$31,417	\$28,352	\$26,374	(\$1,978)	\$0	\$26,374
Cash Flow Balance	(\$644)	\$477	\$4,573			(\$132)

Grader Operator Expenditure...

Jan-Mar 2015: 3 Bucknum gradings, 20hr=\$1,500 (Jan grading, 10hr=\$750 paid in 2014); May 2015: 1 Road Runner grading, 3/4 lower road, 9.5hr= \$1,378; Aug 2015: 1 Justin Foster Dirt grading/spread base, 22hr=\$3,055.

Road Base Expenditure

About 43 loads of recycled asphalt @\$300/load (asphalt \$140/load, trucking \$160/load) [2014=64(54+10HO), 2013=56(48+8HO), 2012=51, 2011=33(25+8HO), 2010=43, 2009=55, 2008=52]

Dues Income

64 of 67 properties (60 of 63 owners) paid \$350 in full, 95% compliance; \$510 in donations; \$285 balance 2014 dues+late fees
3 properties/3 owners delinquent; liens to be filed in September.

Cash Flow Gain/Loss...

We aim to have a cash flow gain/loss of \$0 each year.

ASSET SUMMARY

A	B	C	D	E	F	G
Category	2014 Actual Ending Balance	Budgeted 2015 Ending Balance	2015 Actual To Date Balance			2015 Projected Ending Balance
Checking Balance	\$952	\$1,429	\$5,524			\$820
Savings Balance	\$5,035	\$5,037	\$5,036			\$5,037
Total Assets	\$5,986	\$6,465	\$10,560			\$6,465

Projected Checking Ending Balance...

We now need a minimum checking ending balance of about \$700 to cover expenses in January (no grading in January; \$100 for January mailings; \$300 to avoid bank fees; and \$300 margin of error).

Buckskin Heights Road Association
Board of Directors Meeting • November 25, 2015

Call to Order: The meeting convened at 1700 hours on 25 November 2015 at the home of Chuck Pettee (13312 Woodchuck Drive).

Attendance: Chuck Pettee (president), Bob Faris (vice president), Paul Hesson (treasurer), Don Willette (secretary), and Bob Gonzalez and Terry Schuyler (members at large).

Minutes: The minutes from 15 September 2015 were reviewed and approved.

Treasurer's Report:

- Paul Hesson announced that signature cards for transfer of bank accounts were completed.
- Paul presented a current summary of income and expenses.
- New liens were filed for properties of William Conrad & Randy Long. Paul is negotiating with Conrad for reasonable settlement of delinquent dues.
- The insurance for BHRA due for current year is \$1,126.00.
- Dues for 2016 should be mailed out on or before 16 January 2016.

New Business:

1. Road Maintenance – Discussion involved the overall priority and use of funds for road maintenance and improvements. Basically, the issue regards timing and priority for when to grade and or when to apply more road base. Both efforts are seasonal based on temperature and condition of road surface. The decision was left to Bob Faris.
2. Fire Committee Signs – Paul Hesson presented a request from the Fire Committee for \$500.00. The purpose would be to purchase street signs to identify properties which have access to cisterns for fire suppression. The request was tabled.
3. 2016 Budget – The budget for 2016 was approved as attached.

Adjournment: The meeting was adjourned.

Submitted by Don Willette
Secretary for BHRA

Buckskin Heights Road Association Budget Update 11/30/2015

EXPENSE/INCOME SUMMARY

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