

Buckskin Heights Road Association
BOARD MEETING MINUTES • Thursday, January 23, 2025
Zoom Meeting • 6:30 pm

ATTENDANCE:

Board Members: Donna Braun, Rich Evans, Allan Heese, Sue Weber, Justin Wilson, Brittany Woods
Community Members: Mary Arnold, Gregg Griffenhagen, Sanjeev Karki, Mike Lowe, Dave Smith

CALL TO ORDER, WELCOME/INTRODUCTIONS, QUORUM:

President Justin Wilson called the meeting to order at 6:30pm and declared that a quorum was present.

APPROVAL OF AGENDA:

Sue Weber made a motion to approve the agenda as distributed. It was seconded and **approved**.

Community Input: None at this time.

Secretary's Report:

1. Secretary Sue Weber made a motion to confirm the email vote to approve the minutes of the November 4, 2024 Board meeting. It was seconded and **approved**.
2. Sue reported that Denise Jackson and Michael Bane have combined their two properties on Lower Otter Rd. We now have 66 properties and 59 owners in the Association.

Treasurer's Report:

3. Treasurer Brittany Woods made a motion to approve the 2024 year-end report and proposed 2025 budget (attached). It was seconded and **approved** as presented after review and discussion.
4. 2025 dues invoices (\$500) will be sent out by January 31.
5. Brittany made a motion to appoint Jodi Abbott and Bonnie Torrey to audit the 2024 financial records. It was seconded and **approved**.
6. Real Estate Transactions – Brittany reported that the Culley property at 13428 Otter Rd was sold to Justin Bone and Michelle Musgrave.

Road Report:

7. VP Rich Evans described the priority road maintenance activities for 2025:
 - A. Culverts: He will work with Allan Heese to inspect culverts to prioritize those needing attention – one above Heese on Woodchuck and near Karki on Otter are already candidates. The problem culverts at the bottom of Otter would be a major complex project, \$3-4K if even feasible.
 - B. He has asked Aggregate Logistics to estimate cost of using a motor-grader to spread materials plus a commercial vibration tamper with water to address resistant problem areas on the road. If too expensive, then perhaps we could rent a smaller tamper and do it ourselves.
 - C. Projects for 2025:
 - Continue to work with Bill Torrey this year, probably with 4 major materials drops/grading starting as early as April.
 - Utilize double tandems to deliver materials as far up Otter as possible to save hauling costs, using turnaround above water tank as staging area.
 - Stick to 80:20 ratio of below-the-gate to above-the-gate effort.
 - Use only recycled asphalt – last year's experiments with other materials confirmed its effectiveness. It was about \$575/15-ton load delivered in 2024.
 - Rich asks for community input to identify on priority areas. Sue Weber suggested the uphill section immediately above the curve between the McBride and Jackson/Bane properties.
 - Probably apply remaining pile of otherwise unusable small round rocks to areas that get muddy when wet.
 - D. There are more reflective markers if anyone has suggestions of where they should go.

- E. Allan Heese has access to a jackhammer and generator for dealing with emergent rocks.
- F. Allan also reminded everyone that property owners can purchase loads of RAP and designate where it is applied; BHRA will spread it at no cost to property owner. Such purchases must be coordinated with VP.
- G. Rich will continue to use Max McGowan's box scraper this year where it makes sense.

Gate Report/Security:

- 8. Donna Braun (At Large) reported that:
 - A. The Gate Committee has not met again to consider options/costs for future gate replacement.
 - B. The contractor with vender Artistic Metal that Brian Lodwig has been working with has given him a quote of \$27k for a new gate installed with all the electronics. The separate quote for the solar supply panels seemed unreasonable: \$30k for 2 panels. We will talk with Michael Fallon who has recently installed a solar setup to power his house.
 - C. The gate contractor is willing to meet with the committee. Donna will organize this as soon as possible, picking several dates when the key individuals – Brian, the contractor, Michael Fallon and others – can attend. Sue Weber offered to help schedule the meeting with the rest of the committee once a few such dates are chosen.

Fire Committee Report:

- 9. No report. Fire Committee Co-Chair Rick Stahl sent a message to the Board indicating a meeting is planned in February.

Old Business:

- 10. President Justin Wilson and Treasurer Brittany Woods did not complete the previously approved registration required by the Beneficial Ownership Information (BOI) Act because the legality of the requirement was held up in the courts. The Supreme Court recently ruled that business must comply, so they will do this soon.

New Business:

- 11. Proposal to extend Loveland Fire & Rescue Authority (LFRA) service area to Buckskin Heights
 - A. Project depends on final approval by 51% of parcels not in the current service area.
 - B. Con is that taxes would go up. Pros include LFRA support for efforts to make individual properties more fire-resilient, increasing the likelihood of continued insurance availability and less steep rate increases; and providing grant support for community fire mitigation projects as we have had in the past.
 - C. There will be another town hall meeting where a petition will be available. If signed by 20% of property owners, a vote on the proposal will be triggered.
 - D. Justin Wilson is the point person working with LFRA as an interested individual; this is not a Board initiative.

ADJOURN TO EXECUTIVE SESSION: The public session was adjourned at 8:05pm to discuss personnel matters.

ADJOURNMENT: The meeting was adjourned at 8:25pm.

Note: On January 25, 2025, the Board announced on GroupsIO the appointment of Sanjeev Karki to complete the term of Sue Weber (August 2023 – August 2025), who will be moving off the mountain this spring.

Respectfully submitted,
Sue Weber, Out-Going Secretary

Buckskin Heights Road Association Treasurer's Report for FY2024

With **APPROVED** 2025 Budget • January 23, 2025

EXPENSE/INCOME SUMMARY

A	B	C	D	E	F
Category	2023 Actual	2024 Approved Budget	2024 Actual	2024 Difference Over	2025 APPROVED Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$0	\$0	\$0	\$0	\$0
Gate Maintenance	\$1,005	\$1,000	\$1,184	\$184	\$1,000
Grant Expense	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,535	\$1,650	\$1,736	\$86	\$1,900
Legal/Financial/Procedural	\$398	\$350	\$106	(\$244)	\$150
Mailings	\$206	\$150	\$304	\$154	\$300
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Road Signs & Accessories	\$0	\$500	\$1,027	\$527	\$700
Office Supplies	\$23	\$100	\$86	(\$14)	\$100
Technology	\$196	\$400	\$401	\$1	\$400
Transfer to Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$951	\$0	\$0	\$0	\$0
Road Culverts & Ditchwork	\$855	\$1,000	\$3,172	\$2,172	\$2,500
Road Grader Operator	\$9,100	\$10,000	\$649	(\$9,351)	\$9,000
Road Base	\$27,438	\$19,000	\$24,124	\$5,124	\$21,000
BHRA Road Expense Subtotal	\$37,393	\$30,000	\$27,945	(\$2,055)	\$32,500
Expense Subtotal	\$41,707	\$34,150	\$32,789	(\$1,361)	\$37,050
Dues & Late Fees	\$30,095	\$33,000	\$34,341	\$1,341	\$33,000
Emergency Donations	\$0	\$0	\$0	\$0	\$0
Interest	\$8	\$8	\$1	(\$7)	\$1
Grant Income	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$32	\$50	\$38	(\$12)	\$50
Road Base Homeowner Reimburse	\$1,750	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Transfer from Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0
Income Subtotal	\$31,885	\$33,058	\$34,380	\$1,322	\$33,051
Cash Flow Balance	(\$9,822)	(\$1,092)	\$1,590		(\$3,999)

NOTES

Budgeted Dues Income...
...assumes 66 properties of 66 properties pay \$500 annual dues (includes undesignated donations)

ASSET SUMMARY

A	B	C	D	E	F
Category	2023 Actual Ending Balance	2024 Budgeted Ending Balance	2024 Actual Ending Balance	2024 Difference Over (Under)	2025 Budget Ending Balance
Checking Balance	\$1,732	\$1,159	\$4,547	\$3,388	\$548
Savings Balance	\$5,015	\$5,015	\$5,015	\$0	\$5,016
Total Assets	\$6,747	\$6,174	\$9,562		\$5,564

Budgeted Checking Ending Balance...
...for 2025 is the 2024 actual ending balance plus the net budgeted 2024 cash flow balance. The target of >\$500 allows for minimum bank balance to avoid fees.

Fiscal Year 2024 Data Respectfully Submitted for Audit by:

Fiscal Year 2024 Data Audited and Approved by:

Brittany Woods, Treasurer, September 2024-Present Date

Jodi Abbott, BHRA Member Date

Sue Weber, Treasurer, September 2021-August 2024 Date

Bonnie Torrey, BHRA Member Date