

Buckskin Heights Road Association
BOARD MEETING MINUTES
Tuesday, July 15, 2025
Zoom Meeting • 6:35 pm

Attendance:

Board Members: Donna Braun, Rich Evans, Justin Wilson, Brittany Woods, Sanjeev Karki
Community Members: Mary Arnold, Mike Lowe

Call to Order, Welcome / Introduction, Quorum:

President Justin Wilson called the meeting to order at 6:35pm and declared that a quorum was present (five out of six board members).

Approval of Agenda:

Justin Wilson made a motion to approve the agenda as distributed. It was seconded and approved.

Community Input: None at this time

Secretary's Report:

1. President Justin Wilson made a motion to confirm the email vote to approve the minutes of the April 29, 2025 Board meeting and Motion to approve of June 24, 2025 Special Meeting Minutes It was seconded and **approved**.

Treasurer's Report: (received via email from Treasurer on 8/2/25)

1. Checking account balance 7/15/25

Pending Expenses		\$164.54 (Zoom)
Pending Deposits		\$0.00
Checking available		\$16,763.54
Savings account balance	7/15/25	\$5,016.31
TOTAL AVAILABLE	7/15/25	\$21,779.85

2. **Dues:** 2025 dues for 55 of the 66 properties (59 owners) are in progress or paid in full.
3. **Budget Update** as of July 15, 2025. Highlights include:
 - One commercial motor-grading this year so far with material purchased and spread, one more commercial grading is anticipated.
 - Special notices were mailed out regarding potential gate relocation
4. **Recently Completed Property Sales**
 - 2021=8 sales; 2022=9 sales; 2023=6 sales; 2024=5 sales YTD.
 - Total 2021-YTD = 28 sales, 42% since Cameron Peak Fire in October 2020
5. **Current Properties for Sale/Pending Closings**
 - Sue and Peter Weber (13236 Otter Rd)

Road Report:

2025 Road Maintenance:

1. Vice President Rich Evans shared that a grader operator was hired in May to do a full grading of Otter road from the gate up and down. About 20 Loads or so of Recycled Asphalt. The ratio cost of personal grader to the materials is about 4-1, or 4 times more money on the material and transportation for each hour of professional grader. So gives him an estimate going forward of how the cost looks. After the grading Bill and Rich have done some work on the road 2 weeks after that.
2. Last weekend Bill, Rich, Sanjeev were out working on the road. We had delivered 4 loads to two spots: one by the Communication Tower and one by the water tank. We used most of the material at the water tank and the 2 loads of about 20 -30 tons at the communication tower. Have contacted Jessi Moore about scheduling grading about late July or beginning of August, before the Annual Meeting. We're waiting for some precipitation which will make it much easier for grading. Bill and Rich will continue to work on the road once Bill comes back from his trip.

Gate Report:

1. Next steps on mail vote for special assessment:
 - a. We had a Special meeting a couple weeks ago and due to vacation it took a couple weeks to finalize and approve and post on the website. We agreed to do a Mail in Vote, it needs $\frac{2}{3}$ vote to approve and pass. Justin created a template for the mail in vote based on our bylaws. We will need to send out Signature-Ready Paper Ballots or electronic email ballots (based on resident's communication preference) with reasons for and against and the details.
 - b. Justin mentioned that none of the current board members have done this in the past and Rich suggested leaning on Sue.
 - c. Sanjeev agreed to take charge of mailing out the ballots, working with Brittany, Donna, and Sue as needed.

Fire Committee Report:

1. No Fire Committee Report

Old Business:

1. Proposal to extend Loveland Fire & Rescue Authority (LFRA) service area to Buckskin Heights
 - a. There will no longer be a petition process from BHRA community members to join LFRA, it will simply be a direct voting process.
 - b. Residents were allowed to submit an exclusion request and there were a couple of community members who submitted one. They ended up denying all the requests and now it comes down to a simple majority vote.

- c. August 26th is the election. The deadline to request an Absentee ballot is August 19th.
- d. More information at:
<https://lfra.org/404/LRFPD-August-26-2025-Inclusion-Election>

New Business:

- 1. Annual Meeting
 - a. Location
 - i. Given no residents have volunteered their space, we will meet at the Buckhorn Presbyterian Church in Masonville. **Note: in the days after the meeting, Mary Arnold offered her property for the meeting. We agreed to move the location to her property and notified all residents via mail and email.**
 - b. Logistics
 - i. Justin will run the meeting.
 - c. Notice to Members
 - i. Sanjeev will take responsibility for sending notification to all members either by mail or email (per their communication preference).
 - d. Proposed Agenda
 - i. Call to order; attendance; review agenda
 - ii. Review of the Board-approved 2024 Annual Meeting Minutes
 - iii. Date for next year's meeting: Sun, Aug 23, 2026.
 - iv. Treasurer's Report, review/introduction of new BHRA residents
 - v. Road Report – Work done to date, recommended future work to be done
 - vi. Gate Report - outcome of special assessment vote and next steps
 - vii. Fire Committee Report
 - viii. Nomination and election of BHRA Board members for 2025-2026
 - 1. Board members at the end of their term and eligible for reelection: Justin, Sanjeev, Rich
 - a. Rich suggested that the board should send out an email to all members who want to run for the board to let the board know and so the individual can be prepared to be nominated.
 - ix. Open floor for additional BHRA-related items
 - x. Adjourn

Justin motioned to approve the proposed agenda and location for the annual meeting. **The motion was seconded and approved.**

Adjournment:

- 1. Meeting Adjourned at 7:35 pm