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Buckskin Heights Road Association

BOARD MEETING MINUTES

Tuesday, June 30, 2026 ● Zoom Meeting, 6:30 pm

ATTENDANCE:

Board Members : Paul Rutt, Rich Evans, Allan Hesse, Dave Smith and Sanjeev Karki

Community Members: Mary Arnold, JD Bone, Bill and Bonney Torrey

CALL TO ORDER, WELCOME/INTRODUCTIONS, QUORUM

The Meeting was called to order @ 6:34 pm by President Paul Rutt and welcomed all the community members and the board members present at the meeting. Board Member Donna Braun was not present.

APPROVAL OF AGENDA:

Secretary's Report: March 2026 Meeting Minutes were shared at the meeting and sent out to the board for review.

Treasurer's Report: Budget update: See Full Reports at End of Document

Treasurer Dave Smith presented the budget showing total $20,055.65 in total funds in checking and savings accounts. There are currently two property owners that are delinquent. The board discussed plans to place a lien on delinquent property owner's property after two months of non-payment.

Approximately $20,936 had been spent on Road maintenance of the $30,700 budgeted for this budget cycle.

Road Report: Road Maintenance Update: See Full Report at End of Document

Vice President Rich Evans provided an update on recent road work completed on May 22nd, including grading on Otter Road and delivery of 193 tons of road base at a total cost of $7,216. He reported that due to budget constraints, there will be one more large road project planned for August with approximately $1,500-$2,000 remaining for smaller repairs.

The board addressed concerns about metal debris in road materials, noting that Arkins Park has taken steps to mitigate the issue.
The Board has purchased a magnetic bar tool to pick up metals and is available for community use..

Fire Committee: Update:

Community Member JD Bone provided fire safety recommendations for the community, noting that fuel moistures have dropped to unusually low levels due to dry winter conditions. He emphasized the importance of creating defensible space by mowing, weed-whacking, clearing gutters, and reducing vegetation around structures. JD Bone also recommended that properties with more than 25 trees per acre should consider selective thinning and offered to help residents assess their properties for fire mitigation.

New Gate: Status Update:

The Board provided an update on the new gate that it has been operational for nearly a month with no complaints about functionality. Discussed comments from a community member about the closing time taking longer. The old gate has been put into dormant status and the gate will be secured with a more rigid fastening tool. Discussed considering an annual preventive gate maintenance of $400.

Secretary Sanjeev Karki reported distributing 94 out of 100 clickers, with 6 remaining, and President Paul Rutt confirmed that more can be purchased from Amazon if needed.The gate project's fund from Community Assessment and Donation has $958 to spend.

Community Input:

Discussed community concerns about individuals carrying firearms, clarifying that the board's charter does not address safety or law enforcement matters, which are handled by the Larimer Sheriff's Department.

New Business:

The group decided to hold the annual meeting on Sunday, August 23rd at 1:00 PM Mountain Time at Dave and Cindy Smiths' garage, with social activities starting at 1 PM and the main meeting at 2 PM.

The board acknowledged issues with timely publication of meeting minutes on the website and committed to improving this process. The conversation ended with a brief discussion about board responsibilities and the need for better organization of roles and meeting documentation.

Executive Session

The Board discussed sending the preliminary social media courtesy policy to the community for feedback, with a goal to review it at the next regular board meeting.

The board discussed filing a lien against property owners who are delinquent and agreeing to authorize Treasurer Dave Smith to proceed with the lien if payment is not received by July 1. The board also considered posting a notice on the property owner's door with a sheriff present, though they determined that posting at the gate had worked in the past and would be sufficient with proper documentation.

ADJOURNMENT: Meeting adjourned @ 8:00 pm

Respectfully Submitted,
Sanjeev Karki, Secretary

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Buckskin Heights Road Association Treasurer's Report

David Smith, Treasurer – June 30, 2026

- **Checking Account Balance - June 27, 2026**
  - Ending collected balance $ 15,038.88
  - Current posted balance $ 15,038.88
  - Pending withdrawals/debits $ 0.00
  - Pending deposits/credits $ 0.00
  - Deposits Not Available for Withdrawal $ 0.00
  - Checking Available $ 15,038.88
  - Savings account balance $ 5,016.77
  - **Total Available** **$ 20,055.65**

- **Dues:**
  - 2026 dues for 64 of 66 properties (57 of 59 owners) are paid in full as of today
  - One member is had payment plan setup for 2026 dues
  - One member has not responded to any written communication
    - a lien will be placed on their property in early July
    - Starting May 1, a $20 late fee/month has been added to their dues payment.
  - Members who are delinquent will not be able to vote at the annual or special meetings.

- **Gate Assessment and Donations**
  - Member Income (paid in full) $ 3,300.00
  - Donations to date $ 20,500.00
  - **Total Income** **$23,800.00**
  - Total Expenses to date $22,841.50
  - **Left to spend** **$958.50**

- **Road Maintenance**
  - 2026 Budget $30,700
  - Spent to date $20,936
  - **Remaining for 2026** **$9,764**

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Banking Summary 2026 - Year to Date

1/1/2026 through 6/29/2026

Category	1/1/2026-6/29/2026
INCOME	
Dues Income-BHRA Dues	
Donation	267.62
Dues	31,871.00
Late Fee	180.00
TOTAL Dues Income-BHRA Dues	32,318.62
Interest Income-Emergency Savings Account	0.21
Remote Income	80.00
Special Assessment Electronic Gate	
Assessment	750.00
Donation	3,000.00
TOTAL Special Assessment Electronic G...	3,750.00
TOTAL INCOME	**36,148.83**
EXPENSES	
Gate	
Gate New	12,297.50
TOTAL Gate	12,297.50
Insurance	238.00
Legal Financial	35.00
Mailings-Miscellaneous Expenses	
PO Box Renewal	78.00
Postage	26.93
TOTAL Mailings-Miscellaneous Expenses	104.93
Road Maintenance	
Road Base	2,450.00
Exterior Road Below Gate	6,508.95
Interior Roads Above Gate	4,307.04
TOTAL Road Base	13,265.99
Road Base Trucking	
Exterior Road Below Gate	3,196.80
Interior Road Above Gate	1,123.20
TOTAL Road Base Trucking	4,320.00
Road Grader Operator	1,750.00
Exterior Road Below Gate	1,184.00
Interior Roads Above Gate	416.00
TOTAL Road Grader Operator	3,350.00
TOTAL Road Maintenance	20,935.99
Road Signs&Accessories	162.43
TOTAL EXPENSES	**33,773.85**
OVERALL TOTAL	**2,374.98**

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Road Maintenance Update – May 22 Project

Vice President Rich Evans provided an update on the road maintenance project completed on May 22. The work included the application of road base material on Otter Road and Wolverine Court. The total project cost was $7,216, which included the road base material, delivery, and 10 hours of contracted grading services.

Rich reported that the remaining road maintenance budget is expected to be sufficient to fund one additional major maintenance project in August or September while retaining approximately $1,500 for smaller spot repairs throughout the remainder of the year.

The Board also addressed concerns regarding metal debris found in some of the road base material supplied by Arkins Park Stone. The supplier has taken steps to mitigate the issue, and the Board has purchased a magnetic debris sweeper to collect surface metal objects such as nails and screws. The sweeper is available for community members to borrow and use on their own properties or roadways as needed.

Project Cost Breakdown

