



## BPLA BOARD OF DIRECTORS MEETING MINUTES

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November 14<sup>th</sup>, 2024; 6:30 p.m.  
Vancil Residence

**CALL TO ORDER - The meeting was called to order by the President at 18:37.**

a) Board members present:

- Henry Vancil (President)
- Lynda Eldred (Assistant Secretary)
- Tom Mitchell (Treasurer)
- Keith Gallie (Vice President)
- Michael Royals (Secretary)
- John Eldred (Assistant Treasurer)

b) Board Members absent: None

c) Landowner's present:

- Doug Gibbs
- Joel Meeter

1. The September 2024 Board Meeting Minutes were approved

2. MEMBER COMMUNICATIONS AND CONCERNS

Joel Meeter –

- Updated Board on hunter trespassing incident and flyers he uses to let suspected trespassers know of their status.
- Offered to present options for electric front gate at Winter Member's meeting.
- Saturday November 9<sup>th</sup> the Drummond's house on Red Bear Road burned completely to the ground. All family members were evacuated, and nobody was injured. They plan to rebuild using the original foundation, and there might be inspectors on the property in the coming days. If you would like to help in the recovery, a GoFundMe page has been set up:  
<https://gofund.me/a7811c2f>.

### 3. ROAD REPORT

- i. Equipment Summary
  - a. Grader – No changes
  - b. Snow Plow Truck – Front end repairs completed. External temp sensor replaced. New blade shoes manufactured and installed. Electrical harnesses to plow malfunctioning.
- ii. Work Completed (last 30 days)
  - a. Maintained various locations on BSRR, Juniper Ridge, N Greyrock, and Red Bear Rd
  - b. Truck fuel ordered and delivered
- iii. Work Planned (mid Nov to mid Dec)
  - a. Complete snowplow truck electrical repairs (Jim G)
  - b. Re-install snow fences at key drifting locations
  - c. Continue road maintenance as weather allows (trim vegetation and clean culverts)
  - d. Monitor roads for muddy areas, significant washboards, and any other maintenance / safety issues

### 4. REGULAR BUSINESS

#### 4.1. Reports of Officers:

- President - none
- Vice President – none
- Treasurer – see Appendix 1, Monthly Summary Report
- Secretary – Round Cube, the current email client provided by our webhosting company is intermittently failing to send out Ranch-wide communication (all addresses are rejected), causing issues with expedient communication with the community. An alternative email client is being evaluated.
- Additional Reports of Standing Committees:
  - ACC – November meeting 11/19/24
  - ALCC - none
  - Neighborhood Crime Watch – Dianne France reported parked hunters watching deer on lower Obenchain Rd. from a blue Ford pickup, license CKO-V23.

### 5. OLD BUSINESS

#### 5.1. Front Entrance update –

5.1.1. Front Entrance sign completed. Empire carpentry notified and will trigger final inspection and closeout of account.

5.1.2. Camera installed and point-to-point radio to get signal to package box ongoing.

## 6. NEW BUSINESS –

6.1. Joel Meeter appointed (volunteered) to serve as a “Welcome” point of contact for new residents. The goal is to cover the following:

- Website – map, directory
- Vehicle stickers
- Package Shed
- Road Maintenance
- Obenchain easement to State Trust Land for hunting, fishing
- Volunteer opportunities – Board, ACC, ALCC
- Livestock rules
- ACC guidelines
- Member Meetings, BOD meetings, ACC meetings
- Fire Department information, burn permits
- Noco alerts, watch duty ap

6.2. The Treasurer presented a detailed 2025 operations budget. A motion was made to present the budget, as presented, to the members at the Winter Meeting for approval. MR, HV, TM, KG voted in the affirmative, LE abstained, and JE voted against the motion. The motion passed and will be presented. See Appendix 2 for line item budget.

6.3. Winter Members Meeting – MR to secure location and send notices to the community. Meeting date is Saturday, December 14<sup>th</sup>.

Next Board meeting – Jan 16<sup>th</sup>, location TBD

21:02 – the Board meeting was adjourned.



## ...*Cardboard*

That the community and environmental benefits of recycling cardboard are so compelling that for eleven years now it has been illegal to throw cardboard in the trash in Fort Collins?

That every week Bonner Peak residents place about 300 pounds of cardboard boxes (15,600 pounds/year) into our dumpsters? At nine cubic yards per ton our cardboard occupies the volume of two F-250 pickup trucks at the landfill each year.

That recycling *just* our cardboard each year would:

- Save 3,120 kWh of energy; enough electricity to power four of our homes for a year.
- Save 5,600 gallons of water
- Extend the life of our landfill and help manage our trash disposal costs

Recycling Locations:

- Larimer County Landfill - 5887 S. Taft Hill Rd.
- Timberline Recycling Center - 1903 S. Timberline Rd.

# Appendix 1

## Bonner Peak Landowners' Association October Treasury Report

### General Monthly Summary:

Four major budgetary events have been incorporated into our spending plan that manifests in October close:

- Recognition of the significant assessment shortfall and dealing with the loss of income
- Absorbing the substantial increase in legal expenses
- Adding provisions to accelerate the deployment of the new entrance surveillance system
- Adjusting for unanticipated snowplow repair costs

### Heavy lifting included:

- The unpaid annual assessments have been moved to an isolated account receivable location so that they can continue to be tracked and do not muddy the water for 2025 assessments tracking. Impact to operational plan was -\$4475.28 which needed to be absorbed.
- The unplanned legal charges have been operationalized into the plan. Cost to apply the liens is coming in at \$970. Further, an incremental spend of \$500 added to update our governance procedures and finally, another \$500 has been added as a hedge against additional consulting. We had ~\$1000 set aside in the budget, so overall overrun is -\$970 unfavorable.
- As with the unpaid annual assessments, we have unpaid special assessments as well. The headgate financials have been updated and reviewed to get a read on the situation. The income shortfall amounts to -\$2212.90 in expected headgate funding. Fortunately, the actual development cost is projected to be under plan by ~\$4329. This means when we finish and close the book, we will realize an estimated favorable windfall of \$2,116.58.
- CenturyLink liability contingency has been shifted to help offset the loss of income from unpaid assessments \$3,401.62.
- Amazingly, the spending changes above roughly offset. That leaves us with the issue of surveillance funding and vandalism repair.
  - For surveillance, Cost estimate is sitting at \$3000 to implement. Recognizing this was an unplanned activity, the board has approved tapping reserve to accelerate the effort into CY2024. It will not impact operational spending plans. Current spend is \$828.56
  - Vandalism repair has been limited to \$403.32 due to home grown efforts of Michael, Henry, Paul, and Doug. This is currently being absorbed as an operational expense.
- Lastly, looking at ho hum operational expenses, we have lost a bit of ground. Foolishly thinking the snowplow had finally been fully repaired, the front blade control stopped working. Jim looked at the control box and discovered significant rodent damage and corrosion issues. This, along with some aggressive culvert work has now put the overall projected road budget over target at \$678.67 hot.

When all the smoke clears the overall summary puts us at an end-of-year surplus of \$209.74. That is down from previous roll ups and a bit too close for depth to keel. I will request we consider \$500 reserve buffer pull, just to provide a budget cushion for December.

Some specifics

- End of October, the accounts receivable tallies up as follows:

Oct 31 Values	Annual Assessment Receivable	Special Assessment Receivable
Base Assessment	\$4,475.00	\$2,100.00
Finance Charges	\$210.30	\$98.70
Other Fees	\$505.25	\$505.25
<b>Total Receivable</b>	<b>\$5190.55</b>	<b>\$2703.95</b>

Grand total owed the association: \$7894.50

Property liens have been applied.

- Headgate Fund Status: As of *November 13, 2024*

Approved Budget	\$78,660.72
Actual Cost	\$73,014.24
Estimate at Completion	\$74,936.53
Variance at Completion	\$3,724.19

Recall the approved budget includes assessments that have not been paid.

Total cash in hand amounted to \$76,447.82

All “original project” construction work has been completed. The lights are on! Reapplication of the letters and inspections is all that remains. The only final charge is expected to come from Empire for closing out the inspections. Latest from them is it is expected to be ~\$600 less than forecasted. We will know when final billing from Empire is received.

### On 2025 Budget...

I spend a lot of time chasing down details with the above budget and have not gotten to pretty slides for 2025 budget. The summary is year to year increases in

Insurance	\$1000
Accountant	\$280
Grader Labor	\$500
Fuel	\$350
Culvert Labor	\$500
Auto Registration	\$41
Contingency (assmt rounding)	\$199
<b>Total</b>	<b>\$2870</b>

This triggers an assessment increase of \$35/lot from \$895 to \$930 or a 4% year to year increase. I will also propose a \$70 reserve booster to backfill any reserve dipping we need to do in 2024 as well as bolster for the future. That would take our overall assessment ask to \$1K per lot.

### Other news:

No HOA Status updates were received in October. It is with a heavy heart to hear the news on the Drummond residence. Further discussion by the board is expected at the next meeting.

**Winter Meeting Preparation:**

In addition to the October Financial Summary, two detailed reports are appended.

1. The First is our line-by-line estimated 2024 close. It is accompanied by a narrative which provides color commentary on the WAGs made for November to December spend.
2. The Second is the latest proposed 2025 budget. Narrative for this is mostly embedded in the proposal. Final discussion and board approval will be needed at the meeting of the 14<sup>th</sup>.

## Appendix 2

### 2024 Bonner Peak Projected Budget Detail/2025 Proposed

October 31, 2024

#### SUMMARY

Very Significant Shifts in Accounting Structure Approach with

- Recognition of the significant assessment shortfall and dealing with the loss of income
- Absorbing the substantial increase in legal expenses
- Absorbing loss of special assessment
- Reassessing Headgate development cost compared to budget
- Shifting CenturyLink Liability to assist with assessment shortfalls

Amazingly, the above measures roughly offset

Additionally we

- Accelerate the deployment of the new entrance surveillance system using reserve
- Absorbed the current vandalism charges

In November we expect

- More Snowplow repair charges
- Additional Culvert Labor Charges

Net Result, we now project finishing the year at

	<b>2024 Assmt</b>		<b>2025 Assmt Prop</b>		
	\$895.00		\$930.00	\$35.00	3.91%
			\$70.00	\$70.00	\$5,740.00

	<b>2024</b>	<b>Proj 2024</b>	<b>Budget</b>		<b>Y to Y</b>	
<b>INCOME (Actual received)</b>	<b>Budget</b>	<b>Total</b>	<b>Delta</b>	<b>2025 Prop</b>	<b>Change</b>	<b>2025 Change Narrative</b>
% of year completed						
4000 - Assessments	\$73,390.00	\$68,933.93	(\$4,456.07)	\$76,260.00	\$2,870.00	2025 assessment increase driven by increases in 2025 spend plan
4001 - Special Assessments		\$2,116.58	\$2,116.58			
4002 - Equipment Reserve Assessment						2024 had unpaid assessments. Liens have been placed. 2025 assumes new assessments will be paid normally
4006 - Prior YR Budget Surplus		\$0.00	\$0.00			
4010 - Snow Removal						Assumes typical payment behavior
4020 - Finance Charges	\$55.00	\$35.79	(\$19.21)	\$55.00	\$0.00	
4030 - Transfer from Reserve		\$3,000.00	\$3,000.00			Note: 2025 will include a proposed reserve boost plan
4040 - Miscellaneous income						
4900 - Interest Income						
8005 - Sale of Asset						
<b>Total Operational Income</b>	<b>\$73,445.00</b>	<b>\$74,086.30</b>	<b>\$641.30</b>	<b>\$76,315.00</b>	<b>\$2,870.00</b>	



EXPENSES	2024 Budget	Proj 2024 Total	Budget Delta	2025 Prop	Y to Y Change	
<b>Administration</b>						
5000 - Bank Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5625 - Dumpster	\$6,000.00	\$4,956.98	(\$1,043.02)	\$6,000.00	\$0.00	Under in 2024. 8% YtY incr. \$5691+one boo boo
5650 - Administrative	\$385.00	\$385.00	\$0.00	\$385.00	\$0.00	Historically under @ \$330, \$385 should be fine
5675 - Insurance	\$6,499.90	\$6,499.90	\$0.00	\$7,499.90	\$1,000.00	Assume 15% YtY increase
5725 - Meeting Expense	\$600.00	\$600.00	\$0.00	\$600.00	\$0.00	Assume flat cost for LCC, refreshments
5750 - Miscellaneous Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5775 - Office Supplies & Postage	\$300.00	\$502.96	\$202.96	\$300.00	\$0.00	Assume No Check Order in 2025
5800 - Ranch Protection	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	Gift Donation flat
5825 - Professional Services	\$5,620.00	\$6,590.00	\$970.00	\$5,900.00	\$280.00	Acct \$4.6K>\$4.9K, retain \$1K for legal
5850 - Contingency Funds	\$989.75	(\$2,411.87)	(\$3,401.62)	\$1,188.75	\$199.00	Assume roughly flat with assessment rounding
5870 - Vandalism Repair/Camera	\$0.00	\$3,403.32	\$3,403.32	\$0.00	\$0.00	No long term expenses expected
<b>Total Administration</b>	<b>\$21,394.65</b>	<b>\$21,526.29</b>	<b>\$131.64</b>	<b>\$22,873.65</b>	<b>\$1,479.00</b>	
<b>Road Expenses</b>						
<b>Road Expenses (Wages)</b>						
5926.1 - Equipment Maint & Repa	\$5,000.00	\$5,212.50	\$212.50	\$5,000.00	\$0.00	2024 Vehicle labor slightly over Expecting 2025 to be more back to normal
5926.2 - Equipment Maint & Repa						
5927 - Grader Operation	\$7,700.00	\$7,700.00	\$0.00	\$8,200.00	\$500.00	2024 likely spot on, Doug proj 2025 up 14 hours
5928.1 - Snow Removal Operation	\$2,280.00	\$2,280.00	\$0.00	\$2,280.00	\$0.00	As with grader, cost factors = 2024
5928.2 - Snow Removal Operation						Actual cost in Ullr's hands
<b>Road Expenses (Equip. Repair &amp; Maint.)</b>						
5930 - Grader Parts	\$2,500.00	\$1,823.41	(\$676.59)	\$2,500.00	\$0.00	2024 highly anomalous in snowplow parts, no reason to carry to 2025
5931 - Snow Plow parts	\$2,700.00	\$3,830.16	\$1,130.16	\$2,700.00	\$0.00	
<b>Road Expenses (Other)</b>						
5940 - Fuel	\$3,050.75	\$2,861.81	(\$188.94)	\$3,400.75	\$350.00	Project 11% YtY increase in Fuel
5950.1 - Road Maint & Culverts - L	\$2,000.00	\$4,221.14	\$2,221.14	\$2,500.00	\$500.00	2024 was 2X target. That said, Doug advised 2025 should be held to 2024 budget
5950.2 - Road Maint & Culverts - M						
5951.1 - BPLA Facilities Maint - Lal	\$900.00	\$900.00	\$0.00	\$900.00	\$0.00	Leave at 2024 Level
5951.2 - BPLA Facilities Maint - Mi						
5960.1 - Road Material - Rock Proc	\$23,500.00	\$21,480.40	(\$2,019.60)	\$23,500.00	\$0.00	Leave at 2024 Level
5960.2 - Road Material - Contract						
<b>Total Road Expenses</b>	<b>\$49,630.75</b>	<b>\$50,309.42</b>	<b>\$678.67</b>	<b>\$50,980.75</b>	<b>\$1,350.00</b>	
<b>Government &amp; Utilities</b>						
<b>Taxes and Licenses</b>						
6005 - Colorado Registrations	\$53.00	\$53.00	\$0.00	\$53.00	\$0.00	Assume CO Fees flat
6010 - FICA & Medicare	\$1,026.00	\$940.27	(\$85.73)	\$1,026.00	\$0.00	Hold Flat
6020 - Federal Unemployment	\$79.80	\$60.50	(\$19.30)	\$79.80	\$0.00	Hold Flat
6030 - Snow Plow Vehicle Registra	\$174.00	\$211.07	\$37.07	\$215.00	\$41.00	Adjust to 2024 actual
6560 - Colorado Unemployment	\$136.80	\$114.32	(\$22.48)	\$136.80	\$0.00	Hold Flat
<b>Utilities/Entrance Light</b>						
7000 Utilities/Entrance Light	\$950.00	\$661.68	(\$288.32)	\$950.00	\$0.00	Hold Flat
<b>Total Government &amp; Utilities</b>	<b>\$2,419.60</b>	<b>\$2,040.85</b>	<b>(\$378.75)</b>	<b>\$2,460.60</b>	<b>\$41.00</b>	
<b>Total Expenses =</b>	<b>\$73,445.00</b>	<b>\$73,876.56</b>	<b>\$431.56</b>	<b>\$76,315.00</b>	<b>\$2,870.00</b>	

1.2

<b>Net Income</b>	<b>2024 Bud</b> \$0.00	<b>2024 Proj</b> \$209.74	<b>Proj Delta</b> \$209.74	<b>2025 Prop</b> \$0.00	Positive is favorable
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