



BPLA Board of Directors Meeting Minutes

July 24, 2025, 6:30 p.m.

Mitchell's Residence

Board Meeting Call to Order - The meeting was called to order by the President at 6:40 PM

1. Board members present:
 - Henry Vancil (President)
 - Tom Mitchell (Treasurer)
 - Keith Gallie (Vice President)
 - Lisa Mitchell (Secretary)
 - Donna Bathory (At Large)
 - Michael Royals (At Large)
2. Board Members absent
 - Lynda Eldred (Assistant Secretary and Assistant Treasurer)

Approval of June 28 Board Meeting Minutes

- The June 28, 2025 Board Meeting Minutes were approved

Member Issues and Concerns: None to report. However, we wish to pass on that Holly and Eddie Taylor will be hosting the Annual Ranch Picnic at their residence this year on September 13th. It will be a potluck, with more details to follow.

Road Report

Doug Gibbs was out of town, his road report submitted later is presented below.

- 1) Equipment Summary
 - a. Grader – No changes
 - b. Snow Plow Truck – No issues

- 2) Work Completed (last 30 days)
 - a. Trimmed hazard trees/branches and vegetation along BSRR and Obenchain
 - b. Inspected and cleaned culverts along BSRR, NGR, Granite View and Obenchain
 - c. Jackhammered and removed boulders along Obenchain and BSRR
 - d. Completed general road maintenance at the gate and BSRR/Juniper Ridge intersection

- 3) Work Planned (mid July to mid Aug)
 - a. Review all roads and culverts after July 23 storm
 - b. Clean blocked culverts, repair washouts, clean out blocked water turn outs, blade roads as needed to repair storm damage
 - c. Clean out underneath cattle guard at front entrance
 - d. Continue monitoring roads for muddy areas, significant washboards, and any other maintenance / safety issues

Regular Business

Reports of Officers

1. President: nothing to report
2. Vice President: Insurance quotes discussed under New Business

3. Treasurer: See attached Treasury Report Slides, presented at the meeting. Highlights: we are on track for the year, light spend in July, with 49% of year completed, 54% of the budget spent. We still have delinquent assessments, with liens on the 5 lots, which we hope to finally get paid when the pending sale of these lots to the Smith's close, now projected to be July 31st. Projected total is \$13,528.30 in August to account for assessments/fees/finance charges owed

in 2023, 2024, and 2025. Tom did an analysis of what amounts should go back into which accounts, and had a summary recommendation that \$6,445.60 should go to the Operating Budget for this year, and \$7,082.70 go into Reserves to account for 2023/2024 Reserve contributions we would have made, if we these assessments had been paid in those years. Further for 2025, we had set up a Mitigation Fund for our Operating Budget, should the assessments fall short as the year before. Upon receiving the expected payment above, all 2025 assessments would be paid in full, alleviating the need for mitigation. This would allow repurposing this fund (\$5,740.00) to go into reserve for 2025. This would keep our yearly Reserve contribution on track for 2025 as well. The Board approved Tom's recommendation for the allocation of the funds contingent on payment receipt.

4. Secretary: Nothing to report
5. Michael Royals reported he had purchased a projector for Bonner Peak to use in homeowner meetings, from CSU used equipment.

Additional Reports of Standing Committees:

1. ACC: The ACC met July 15, and minutes were distributed to the membership.
2. ALCC: The ALCC met this month, and sent minutes to the Board, which are attached. The ALCC requested that the Board confirm the membership of the ALCC committee to consist of Diane France, Laurie Merrell, and John Eldred. Since the Covenants say the Board appoints these committee members, a motion was made, seconded and passed to appoint these three members to the ALCC committee. Lisa will request our website to be updated to show the new committee members.

Hi-lites were that Doug Gibbs reported McMurry cattle seen on Bonner Peak property, but when Diane checked the next day they were gone. Ranch residents are reminded that the process for ALCC to call McMurry when their cattle get on the ranch and stay there, and ask them to remove their cattle. Alternatively, residents near state land can fence the cattle out, to prevent entry.

Also, ALCC reiterated the policy in our covenants that any animal, including cattle, can free range on the ranch if less than 50% of an owner's property is fenced.

3. Neighborhood Crime Watch: nothing reported. However, Lisa has an action item to contact the Sheriff's office about our June trespassing incident, where we had a temporary license number, and could also offer camera footage.

Old Business

- Responsible Governance Policy Discussion: Because of the new House Bill HB25-1043, becoming effective Oct 1st, our lawyer has sent us a letter offering to give us an updated Policy for Collection of Unpaid Assessments to cover the new requirements of this bill, and a new Policy for maintaining a directory of all landowner's emails and phone numbers, which the new law requires. He will charge us \$225 to purchase these two updates. While there are some questions about ongoing billing for updates, and what is included in our first policy package, versus this update, a motion was made, seconded and approved to approve this expense, and to approve Tom contacting Pete to purchase these updates.

Meanwhile, the board was in general agreement with my latest version 9, that corrected the bullet numbering and formatting errors, and a few wording changes and corrections in the Supplemental Operating Procedures Section from the version sent out to landowners previously.

As far as other changes suggested to the lawyer's section from landowner feedback, the board agreed we want to keep the lawyers' section of the document unchanged, to facilitate updates as laws change, and get the legal protections that adopting his policies provides.

One of the biggest concerns from landowner feedback was the Policy for Enforcement of Covenants and Rules, which lays out a schedule of fines, and describes the process for fines to be levied against landowners for violations. BPLA has never levied fines for violations in its history, though nothing has been documented about fines in our Covenants. The Board believes that adopting this policy does not mandate us to start levying fines for violations. The Board does not intend to start levying fines after we adopt this policy. Henry felt that should there be a proposal to start levying fines in the future, it should be proposed as an amendment to the covenants and put up for landowner vote. In an email Tom expressed the concern that fines might be an appropriate

tool should a landowner become a public nuisance or demonstrate chronic non-compliance to our covenants or by-laws. For now, we will proceed to adopt the policy as provided by our lawyer, for our next revision. This will cover us in the event we ever make a policy change to levy fines, and keep us in compliance with state laws.

Board members were curious about what CCIOA Laws do not apply to older HOA's like ours that were formed before 1992. We don't want to change the lawyers document to mention them, since we the majority of current laws now apply to us, but Lisa is to invite Art to the next board meeting to help inform the board on what specific laws may not apply to us.

Therefore, the process moving forward is to get the new policies from the lawyer, then incorporate the new policies in our document, on top of Lisa's Rev 9, and distribute the new version to landowners for a second review. Then we hold an open Board Meeting to adopt them.

- HOA management software for BPLA: With our current Website provider, HOA Expert, going out of business at the end of this year, it is urgent that we find a new vendor ASAP to port our website and email to, so we don't lose data. A motion was made, seconded and approved to engage Bluehost for website hosting, pay for an account, and start working with them on the website migration. See attached slides that detail the situation and the Bluehost cost data for web hosting and email. While Bluehost also had a reasonably priced email solution we could port to as well, we are holding off on setting up email migration until Michael gets feedback from Google Workspace that we qualify as a non-profit, for which they would provide free email accounts. This would be a cheaper solution, also giving us also the benefit of Google Docs for a document repository. Henry also stated regardless of cost, he wants to obtain an email account for each board member, not just the 3 we have now.

Keith enquired as to what migration will mean for all the users on the current website with logins and passwords, will we all have to re-register? Lisa will ask the Bluehost folks how this will work, after we set up our account with them.

- Entrance Camera Procedures: The following were suggested as procedures for requesting camera footage, and for the retrieval of data:
 - Camera footage is only to be requested by the Larimer County Sheriff for crimes. If a homeowner, or board member detects a crime or potential crime (trespassing, vandalism, theft, etc.) they are to contact the Sheriff, report the incident, and mention we may have camera footage, if relevant to catch a car or person at the front entrance or the package box. If the sheriff wants the camera footage, they are to request it from the Board, and the board will then provide it.
 - We want to have 3 board members trained to retrieve footage from the camera, and each camera retrieval is to be attended by 2 board members.
 - It can be hard to go through days of footage looking for the issue, so it is important to have a description of suspicious vehicles, suspicious people, license plate numbers and date and time of the incident, to look at the hours the suspect might have been on our camera.
 - Michael will work on the technical procedures to train other board members.
 - Lisa will work on a proposal to add to our Supplemental Operating Procedures incorporating the above suggestions.
- Front Entry Gate: Next steps in preparing a plan to vote on at the Winter Meeting were discussed. It was agreed that the having the gate time to open being around 5 seconds would be an important criterion. We need to investigate where to put the pin pad, and it was thought dual actuators may be needed so both gate sides open at once. The cost of a special assessment should be kept to under \$100/lot. Donna asserted not all residents are in favor of an entry gate to keep out trespassers, but it was thought from the straw vote to continue investigation at the meeting that it seems to have majority support.

New Business

- Quotes for new Insurance Providers for BPLA: Keith presented quotes from 3 other Insurance companies to compare to our current Brown and Brown Package, but the results need more analysis, as the quotes are hard to compare. Each vendor did things differently, did not necessarily offer the same things or make their coverage that clear in their quotes. Keith will be analyzing the results in more detail and we will review again at the next board meeting. Meanwhile, regardless of whether we decide to switch to

new providers, it makes sense now to save money by increasing the deductible on the snow plow truck to \$1000, from the current \$250. A motion was made, seconded, and approved for Keith to go ahead with our current provider and make this change, and see if we can get savings for our December bill from that change.

- Smith's impending purchase of Weiler lots, will there be new road requirements, changes to livestock management? Henry will be planning to talk to the Smith's soon about their plans, maybe before the scheduled July 31st closing.

Meanwhile, there have been incidents with the state of the Weiler gate, that has been locked for many years blocking a portion of North Greyrock Road, that goes through two Bonner Peak lots beyond the gate. Volunteer firemen previously had the combination to the lock with an agreement it could be used in fire emergencies, since this road connects to Jack Rabbit Road for an exit from the Ranch to Livermore. Ongoing discussion of the Board concluded their belief that the locked gate was a Covenant violation and flagged as such in the HOA status report for the impending sale. After that, the lock was replaced with a carabiner latch for a while. Subsequently, the gate ended up getting left open, and the Weiler's horses got out, prompting a Ranch wide letter to tell folks to leave that gate closed for livestock containment. Later in July, after an incident where some friends of the Weiler's rode ATVs on that road, a padlock was placed on the gate for awhile, but after some recent conversations with both the Weiler's and the Smith's the locks were removed, and the carabiner latch put back in place, with the agreement the gate is to remain closed for livestock containment and privacy of the owner of the lots.

Closing of Meeting

The next Board meeting will be held at the Royal's residence on Thursday, August 21.

The meeting was closed at 9:00 PM

Executive Session Meeting

An executive session was held after the board meeting to discuss the delinquent assessments.