

**SAND CREEK PARK LANDOWNERS ASSOCIATION  
BOARD OF DIRECTORS  
JUNE 24, 2025 MEETING**

**ROLL CALL**

**PRESENT:** Kurt Kniegge  
Marsha Williams  
Chad Washburn  
Debra Kessinger  
Jerome Burke

**ABSENT:** David Mickelson  
Chris Cawdrey  
Carrie Staiano  
Sue Falls

**Guest:** Holly and Rick Suess

Quorum established.

Kurt Kniegge calls meeting to order.

Introductions of Board Members.

Chad Washburn makes a motion to approve April 2, 2025 meeting minutes.  
Seconded by Marsha Williams. Minutes approved.

**Votes Requested via Email (bylaws V.14.i):**

1. Approval of Bull Mountain Dirtworks grading contract: YES Sue, Chris, Jerome, David, Carrie, Kurt, Debra, Marsha, Chad
2. Approval of Mayo Brand Services contract for Wilderness Ranch cattle guard: YES Deb, Jerome, Carrie, Kurt, Sue, Marsha, David, Chris, Chad

3. Mountain Ridge Road gate violation process: YES Chris, Kurt, Jerome, Sue, Carrie, Deb, David, Chad, Marsha
4. Fish stocking postcard approval: YES Marsha, Kurt, Chris, Jerome, Chad, Deb, Sue; ABSTAIN Carrie
5. Spring 2025 Newsletter approval: YES Marsha, Kurt, Carrie, Chad, Deb;
6. Construction App Meth 52250-00-014 Approval: YES Chad, Kurt, Carrie, Sue, Marsha
7. Construction App Land 51040-00-004 Approval: YES Chad, Carrie, Marsha, Kurt, Deb,
8. Construction App Russell 42290-00-006 Denied, Missing Information
9. Construction App Feltis 52200-00-002 Approved: YES Jerome, Marsha, Kurt, Chris, Carrie, Chad
10. Construction App Rush 51050-00-050 Approved: YES Chad, Jerome, Deb, Kurt, Chris, Carrie, Sue, Marsha
11. Construction App Win-Raun 42300-00-006 see below:
  - Cabin Approved: YES Chris, Marsha, Kurt, Jerome, Chad, Sue, Carrie, David
  - Gate Approved: YES Chris, Marsha, Kurt, Jerome, Chad, Sue, Carrie, David
  - Barn Disapproved: YES David; NO Marsha, Kurt, Jerome, Chad, Sue, Carrie; ABSTAIN Chris

Reports of Committee/Officers:

President's Report by Kurt Kniegge:

Plans for Larimer County Assessor and Larimer County Commissioner visitation on July 25, 2025. Kurt Kniegge and Marsha Williams will tour with them around Sand Creek. Board asked to supply talking points.

Vice President's Report: Sue Falls not present. Nothing to report.

Secretary's Report: Carrie Staiano not present. Marsha Williams provides update.

Checks written since last board meeting:

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo/Description</b>	<b>Amount</b>
03/25/2025		International Dues Payment	Wire Fee (invoiced to owner)	15.00
04/08/2025	1788	Alyx Hamilton	Bookkeeping	393.75
04/08/2025	1789	Sara Esparza	Meeting Minutes	100.00
04/29/2025	NSF	Owner Redacted	NSF check 1067 (NSF invoiced to owner)	60.90
04/29/2025	NSF	Owner Redacted	NSF for check 1067 (NSF invoiced to owner)	120.00
04/30/2025	1790		VOID	
04/30/2025	1791	Beavers Fish Farm	Fish	2,350.00
06/05/2025	1792	Carrie Staiano	Miles	204.60
06/05/2025	1793	Marsha Williams	Miles	42.42
06/05/2025	1793	Marsha Williams	Postage & Printing	1,162.81
6/16/2025	1794	USPS	Post office box	268.00
6/20/2025	1795	Bull Mtn Dirtworks	Grading	20,640.00

No questions on financials.

#### Secretary Report by Marsha Williams:

2025 Legislative update meeting attended. Marsha Williams provides update to House Bills below.

1. HB25-1182 Insurers must show owners what wildfire mitigation actions they can take to reduce premiums.
2. HB25-1053 No landowner liability for emergency access to property.
3. HB25-1053 Collections Policy and HOA Registration updates, our policy must be revised again to align with new steps.

Marsha Williams makes a motion to authorize purchase of Policy framework from Altitude Law - \$350 flat rate. Seconded by Kurt Kniegge. Motion passed.

Larimer County splitting previously combined parcels again (25 so far).

Fish stocking postcard and Summer 2025 Newsletter has been mailed.

Wildfire mitigation grant committee status by Marsha Williams:

1. Still have spots left for signing up.

2. Unfilled spots will be assigned to cleaning up slash along the easements on Picnic Pass to allow for upcoming project work.

Roads committee report:

Road grading status by Rick/Holly Suess, work completed for the year. Need to discuss Dewclaw for next year.

Cattleguard repair will begin in 2-3 weeks. Plan is to have an alternative gate so access is still available.

Culvert repair needed ASAP for Forest Service Cir where drainage is undercutting the road. Proposal from Bull Mountain Dirtworks presented.

Picnic Pass contract addendum reviewed.

Road budget financials reviewed and emergency repair requires some funding above budget to accomplish:

Budget - \$42,155

Forecast - \$44,440

Need \$2,285.00 over budget

Kurt Kniegge makes a motion to approve both road contracts, spend the proposed contract amounts, and adopt the budget to pull \$2,285.00 from cash reserves. Seconded by Marsha Williams. Motion unanimously approved.

Holly/Rick Suess and Jerome Burke to manage Forest Service Circle project. Will ensure vendor provides at least one week notice since road will be closed. Holly, Rick, or Jerome will provide info to Marsha for posting on social media.

Holly/Rick Suess and Kurt Kniegge to manage Picnic Pass project.

Cattle gates: advise Bull Mountain Dirtworks to contact Rabbit Creek Ranch directly for status propose plan from 4/2/25 meeting – David Mickelson not present. No update.

Sign Refurb plans Brown sign update SB24-058 finalized. Road committee approved new wording, signs to be ordered at end of year with any remaining funds. Otherwise, budgeted for next year.

Holly reports on Mountain Ridge gate issue. Will send pictures showing all parts of gate removed, Marsha will close issue and Kurt will acknowledge with landowner once received.

Security Committee report. Nothing to report.

Animal Control Committee report by Chad Washburn  
Ron Mahaffey deliverables status – no update.

Architecture Committee update by Chad Washburn:  
Construction application Owens 52340-00-014  
5 to approve; 2 no. Will note neutral grey preference.

Fish report: Chris Cawdrey not present. Nothing to report.

New Business: Marsha Williams requested to schedule a road committee meeting in late July and late August. Marsha Williams will send an email to schedule.

Next Board meeting approved: October 1, 2025 at 700pm.

Kurt Kniegge makes a motion to adjourn. Seconded by Marsha Williams. Meeting adjourned.

## **SCPLOA Road Committee Meeting Minutes**

SCPLOA Road Committee Meeting - July 30th @ 6pm via zoom

Attendees: Kurt Kniegge, Jerome Burke, Chris Cawdrey, Rick Suess, Holly Suess, Marsha Williams

### **Agenda:**

1. Grading Completion Review
2. Wilderness Ranch Cattle Guard Project Progress and Plan
3. Picnic Pass Grading & Culvert Installation – Hunting Season
4. Mountain Ridge Road Gate Violation Status (CLOSED)
5. Brown Sign Quote (COMPLETED)
6. Additional Sign Maintenance Needs – Kids Pond Fishing, Mountain Ridge Road, etc?
7. Culvert Inventory Project Update

### **Action Items:**

- **Holly/Rick** to follow up with Larry Mayo regarding cattle guard installation at Wilderness Ranch
- **Holly/Rick** to take photos of debris issues on Dewclaw road for next year's planning
- **Holly** to contact Mike about culvert ownership/maintenance status on County Road 89
- **Jerome** to update culvert maps to show which culverts are outside association ownership
- **Marsha** to facilitate end of year sign order:
  1. brown signs with liability protection wording
  2. Picnic Pass regarding vehicle size recommendations
  3. fishing pond sign
- **Holly/Rick** to remind Brian and crew about camera monitoring on roads on Picnic Pass and that contract is fixed price so prioritize the installation of culverts.
- **Team** to prioritize road maintenance items for next year's budget during fall road committee meeting
- **Chris** update Google Maps to include the extended portion of Mountain Ridge Road
- **Chris/Jerome** create a map overlay of completed road grading work starting this year so we can track the grading each year.

### **Minutes:**

**Grading:** The team discussed the completion of grading work, with Holly noting that grading was finished except for special projects. Discussed need to get pictures of Dewclaw and perhaps have a special team to move debris on shoulders next year. Will review plans at year-end road meeting.

**Wilderness Ranch Cattle Guard:** Confirming start date with contractor. Guard is staged at location for placement.

**Mountain Ridge Road Gate Violation:** closed

**Picnic Pass:** Culverts purchased. Project should start next week with 10+ day estimate.

**Signs:** Board plan is to purchase needed signs at end of year. Will hopefully include brown liability signs, picnic pass signs, and kids pond sign.

**Culverts:** Jerome updated culvert inventory progress and committee discussed questions regarding boundary culverts which are responsibility of Forest Service.