

**SAND CREEK PARK LAND OWNERS ASSOCIATION
BOARD OF DIRECTORS
APRIL 2, 2025 ORGANIZATIONAL MEETING**

ROLL CALL

PRESENT: Debra Kessinger
Kurt Kniegge
Marsha Williams
David Mickelson
Carrie Staiano
Sue Falls
Chris Cawdrey
Jerome Burke
Chad Washburn

ABSENT:

Guests: Holly and Rick Suess
TC Helberg
Linda Omundson
Ron Mahaffey

Quorum established.

Kurt Kniegge calls meeting to order.

Approval of minutes from January 3rd Board meeting. Marsha Williams makes a motion to approve minutes from January 3, 2025 meeting, after correction. David Mickelson was listed as both being present and not present. David Mickelson was not present. Seconded by Kurt Kniegge. Motion approved.

Landowner speaking request: Ron Mahaffey. Requesting help from the Board regarding issues he is having with a horse that was left behind by Nina Archer

causing damage. Ron to reply whether he has paperwork regarding confirmed ownership of animal due to recent legal proceedings. Ron is asking Board to enforce the governing document clause regarding animal control and maintenance. Board agreed to assign to Animal Committee for research and recommendation.

Landowner presentation by TC Helberg and Linda Omundson regarding Larimer County wildfire mitigation grant. Grant would likely be \$3,000 if anything due to high number of applications. Narrowed scope to chipping slash piles that landowners would create. Funding would re-imburse landowner owned equipment cost, dump fees, etc. Larimer County requests that the Association collect receipts, turn them in to Larimer County, and then disburse funds. Further details to be worked out via project outline supplied to BoD if the grant is received. Marsha Williams makes a motion that the board will become a point of contact for funding and reimbursements if the grant is successful. Seconded by Sue Falls, David Mickelson does not approve. All others approve. Motion approved.

David Mickelson requests agenda revision to follow the order listed in the bylaws and requests to move the position nominations to after the officer/committee reports. The order of the agenda is modified.

Reports of officers/committees:

President's Report by Kurt Kniegge.

Plans for County Assessor and County Commissioner to visit Sand Creek and to lead tour. Goals discussed and Kurt will reach out to establish date, advise BoD. Numerous Board Members will plan to attend.

Vice President's report by David Mickelson – Nothing to report.

Treasurer and Financial Report by Carrie Staiano:

Total Income: \$50,273.70

Total Expenses: \$2,351.40

Net Income: \$47,922.30

Total Assets: 172.541.63

Checks written since last board meeting:

3/17/25	Sarah Esparza	Meeting Minutes	\$103.00
3/17/25	State Farm	Insurance	\$734.00
3/17/25	IRS	2024 Taxes	\$1,349.30
3/17/25	Carris Staiano	Board Expenses	\$123.50
	Carrie Staiano	Office supplies	\$41.60

Secretary Report by Marsha Williams:

Minutes to reflect a vote for zoom versus in-person meeting for April 2, 2025 organizational meeting per bylaws V. 14.i. Result: 6 voted for zoom. 2 voted for in- person. 1 abstained.

Newsletter is coming up and will include: Fishing cover page, year-end financials and committee reports. Newsletter mailing date planned to be prior to fish stocking date if possible, pending confirmation of date.

Pending contracts: Road grading, cattle guard and picnic pass to be discussed in road committee report.

Annual Board member conflict of interest policy review. All members except David Mickelson (absent) and Jerome Burke (new) completed during last meeting, David acknowledges and has no conflict of interest. Jerome Burke, review completed and no conflict of interest.

Board accomplishments since 2020 submitted to record:

- Ensured that vendors providing services are contracted and that the contract language protects the Association from unnecessary liability.
- Modernized and updated website to provide landowners with additional information, access to required materials, and links to additional points of interest.
- Completed legal review of Association insurance policies and ensured they meet the stipulations in the governing documents.
- Updated Association registrations with Colorado agencies allowing us to legally collect on past due accounts.
- Implemented web-based software for board meetings, eliminating the association expense of board members traveling to a central location, and providing more time in the meetings for Association business.
- Reorganized historical records retention and ensured compliance with governing documents and Colorado non-profit corporation requirements.
- Managed through a period dramatically increased service costs without raising dues and continued to maintain or increase service levels.
- Implemented a process of timely response to landowner complaints that is documented in accordance with CCIOA requirements.
- Worked with landowners to rectify several areas of covenant violations to ensure practices are consistent with Association governing documents.
- Successfully defended Association fishing access rights for landowners ensuring no change to the easements as originally designated.
- Created comprehensive landowner database to facilitate emergency contacts when needed.
- Updated the accounting system to provide increased reporting capability and full disaster recovery capability.
- Facilitated the collection of numerous past due accounts resulting in the lowest number of past due accounts in many years.
- Created the legally required Reserve Study and implemented a plan to build reserves to help shield landowners from special assessments.
- Updated the newsletter process to include professional printing, reduced bulk mailing costs, and delivery tracking.
- Initiated process for one cattle guard refurbishment each year to improve cattle trespassing issues.
- Construction application updated to better align with county records and historical SCP files.
- Doubled revenue recognized from newsletter ad sales used to offset printing costs.
- Implemented new private access signage on entry points to SCP and worked with Google maps to mark SCP roads as private, resulting in a noticeable decrease in non-landowner traffic.
- Retained a new legal firm with extensive experience in Colorado HOA law who also provides frequent no cost board member education sessions.

- Worked with several cattle owners to decrease cattle encroachment in SCP and to clarify fence out vs. covenant regulations regarding livestock in SCP.

Roads Committee report by David Mickelson:

Requested for grading: Mountain Ridge and clarification of driveway vs road.
Assigned to road committee after discussion to research.

Reviewed new contract terms for snow pass grading.

Motor grader requests maintenance of culvert markings with T-posts as many have gone missing over the past several years.

Picnic Pass contract addendum to be submitted for committee and Board review by Chris Cawdrey.

Cattle Guard plans – Wilderness Ranch per 2024 plans. Chad Washburn makes a motion to execute the cattleguard plan. Seconded by Chris Cawdrey. Carrie Staiano abstains. All others approve. Motion approved.

Cattle gates: Andrew Seidel purchased Wapiti cattle gate of 2ea 8ft gates. Per David Mickelson not acceptable to Forest Service (wants one 16 ft gate). David Mickelson makes a motion that he will reach out to Bull Mtn Dirtworks (proposed installation contractor) to work with Rabbit Creek Ranch directly. Seconded by Sue Falls. Motion approved.

Sign refurbish plans from 2024: Brown sign update. New wording SB 24-058 is still required. Signs to be updated with new wording. Committee will inventory, measure, order, and get installed.

USFS Application Communications: David Mickelson makes a motion to table until later. Seconded by Marsha Williams, Motion approved.

Security Committee report by David Mickelson: Issue raised regarding frequent sightings of trespassers recently. Open case with Sheriff exists for any reports from Landowners, send to Marsha Williams for forwarding.

Animal control report by Chad Washburn: Will review Ron Mahaffey's horse issue and make recommendation to Board.

Architecture report by Chad Washburn: Two applications. Spofford conditionally approved with color needing final approval. Russell denied for lack of detail, landowner working with vendors and will resubmit when determined.

Fish report by Chris Cawdrey: Contacted Beavers Fish Farm. There is a 5% increase in price. The best time to stock is mid-to-late May. Chris Cawdrey is able to do mid-May but not late May. If stocking needs to happen in late May, Rick Sues can help with team of other landowners/board members. Chris Cawdrey will work to finalize date and report to Board.

Public Relations – Nothing to report.

Old Business: David Mickelson notes bylaws require President's home address to be posted in newsletter and on website. Clarified it is required to be posted in one or the other. *ARTICLE III, OFFICES: The Association official mailing address will be, P.O. Box 270791, Ft. Collins, Colorado 80527, and service of summon shall be made at the home address of the President as published in the last Association newsletter or posted online at <http://scploa.org>.* Currently address is posted on website, Kurt Kniegge agrees to post in both places for transparency. Kurt has recently moved and will supply a new address.

New business:

Position nominations for Board positions and committees:

President – Kurt Kniegge. Marsha Williams makes a motion to approve Kurt Kniegge as President, Seconded by Chad Washburn, David Mickelson opposed. All others approve. Motion approved.

Vice President – Sue Falls. Marsha makes a motion to approve Sue Falls as Vice President, Seconded by David Mickelson, Motion approved.

Secretary – Marsha Williams. Kurt Kniegge makes a motion to approve Marsha Williams as Secretary, Seconded by Chad Washburn, Motion approved.

Treasurer – Carrie Staiano. Kurt Kniegge makes a motion to approve Carrie Staiano as Treasurer, Seconded by Marsha Williams, Motion approved.

Committees:

Fish committee – Chris Cawdrey, Jerome Burke, Rick Suess, Kurt as president

Roads committee – Chris Cawdrey, Jerome Burke, Rick Suess, Kurt as president

Security committee – All board members except for Chris Cawdrey.

Legal committee – Board agrees to continue this committee, All board members.

Animal control committee – Chad Washburn, Sue Falls, Marsha Williams, Kurt as president.

Architecture committee – All board members.

Public Relations committee – not required in governing documents. Dissolve or remain? Chad Washburn makes a motion to dissolve. Seconded by Marsha Williams. Motion approved.

New Business: None discussed.

Next Board meeting: Moved to Tuesday June 24, 2025 at 7pm due to July 4 holiday.

Kurt Kniegge makes a motion to adjourn. Seconded by Sue Falls. Meeting adjourned.