

**Elk Falls Property Owners Association  
Board of Directors Meeting Minutes  
February 13, 2024 @ 7:00pm**

**Board Members Present:**

**(In Person – Dan Mueller house)**

Dan Mueller, President  
Cyndie Van Buskirk, Treasurer  
Kim Stammer, Secretary

Not Present: Wayne Gneiser, Vice President/Architectural Chair  
Roads Chair: Remains Vacant  
Guests: None

- I. **Call to Order (Dan Mueller)**  
The meeting was called to order at 7:07 p.m.
  
- II. **Approve Meeting Minutes (Dan Mueller).** Dan moved to approve Minutes from 1/16/2024 Board Meeting. Seconded by Cyndie. All voted in favor. Motion passed.
  
- III. **Treasurer Report (Cyndie Van Buskirk)**
  - a. **Financial Reports:**
    - i. **Budget v. Actual Accrued (2024):** Currently negative because no income received yet. 2 snowplowing expenses in January, but payments did not clear the bank until February. So, the February report will include the 2 snowplowing expenses. Another large expense is the \$225.95 to mail out Budget meeting notice.
    - ii. **Balance Sheet:** During the last meeting, discussed liquidating \$1,800 from escrow account and depositing into an interest earning savings account. Unable to do so yet because account is not showing online. She will call manager to fix this issue and will then move money.
    - iii. **Delinquent Accounts:** Only change is accrual of late fees and interest.
  - b. **2024 Budget.** Dan moved to approve 2024 proposed budget. Kim seconded the Motion. All voted in favor. Motion passed.
  - c. **2024 Budget meeting.** Purpose is to present budget to anyone who is interested or who has questions and to make ourselves available to go through the line items. No questions asked in past 2 years. Cyndie to go through highlights included in the letter to the residents enclosing the budget. Quorum needed to veto. Dan will kick off meeting to discuss agenda and order of speaking. Cyndie to create pie chart for budget with categories, particularly road maintenance, and individual road costs such as grading. Meeting will be recorded.
  - d. **Snowplow expenses paid in February.** Motion to approve Invoice 2454 for plowing on 1/15 for \$875 by Cyndie. Seconded by Dan. All in favor.

Motion passed. Cyndie also moved to approve Invoice 2457 snowplowing 1/26 \$875. Dan seconded. All in favor. Motion passed.

**IV. Roads Report (Dan Mueller)**

- a. Roads chair position is still open.
- b. Joe/Wayne/Dan – Created Google spreadsheet to log snowfalls. Dan just started for this year. Wayne to check with Dave about existing log.
- c. Sand/Salt Supply. Not purchased yet. Wayne to handle.

**V. Firewise Report (Dan Mueller)**

- a. Chipping Program 2024 – Ambassadors’ meeting held on 2/12/2024 at Elk Creek Fire Dept. with chipping crew leaders. Sign up will be on March 1<sup>st</sup> at approximately 9:00 a.m. Dan to draft article for newsletter. Maximum 15 slash piles per address with dimensions no larger than 5’ x 5’ x 5’. 10” diameter maximum. Using a different portal this year instead of fire department website. This year the fire department is not communicating chipping sign-up information directly with general public at all. Rather, it will be up to ambassadors for each neighborhood to notify their residents. Fire Dept. will be publishing a notice in the newspaper to be on the look out for chipping information from ambassador. 28 of 34 neighborhoods have ambassadors. Dan plans to ask residents to respond to him if interested. In the past, the Fire dept. has not told Dan who has signed up. The slash program usually fills within a few hours from the opening of registration. Once they have the list of sign ups, the fire department will project dates based on # of persons in each neighborhood. They will provide an estimated start date and then as each neighborhood start date approaches, will provide a better idea of timing. Slash pickup should start in May.

**VI. Architecture report (Dan Mueller)**

- a. **Pending**
  - i. 34667 Circle Drive. New home build. Abby and Shane Florian. They have a temporary Certificate of Occupancy. Still waiting for permanent COA.
  - ii. 34457 Circle Drive. New garage build. Awaiting drawings. Estimate Summer 2024.
- b. **New requests (Inquiry Only).** None

**VII. Transactions**

**34481 Jensen Road** – Morton selling to Estes on March 07, 2024. Kim to draft title request letter and send to title company before due date of 2/22/2024. \$300 for 2024. No back dues owed.

**VIII. Other Business (Dan Mueller)**

- a. **Document any decisions made outside board meeting**

- i. 1/6/2024 Invoice in the amount of \$270 prepared to reimburse Wayne for tractor use and fuel. Dan sent via email to Board members on 1/6/2024. Dan moves to acknowledge approval of payment through email. Cyndie seconded. All voted in favor. Motion passed.
- b. **Discussion of possible Covenant revisions.** Deferred.
- c. **2022 HOA legislative updates to Annual Fee & Special Assessment Collection Policy.** Deferred. Dan to share drafts and Board to pick up when ready and available to work on updates.
- d. **Crime Insurance policy.** Dan forwarded email from insurance agency to Cyndie with quote. Questionnaire to be completed and returned by Dan & Cyndie.
- e. **Website updates.** None.
- f. **Roads Chairman replacement.** Remains vacant.
- g. **Speed bumps update.** On February 7, 2024, Dan received an email from Mike Smith, Director of Park County Operations, that Mike determined the portion of Elk Creek Road west of the West Gate, and all of Juniper and Jensen Roads that lie within the property of the Dunwody's, is an easement for the use of Elk creek property owners but is not open for public travel. Therefore, Park County will not deal with issue because any dispute or disagreements related to the use of easements is a civil matter. On February 8, 2024, Dan responded to Mike that the speed bumps lie on the public section of South Elk Creek road, which is East of the West Gate, and the area between the County line on South Elk Creek to the West Gate was defined as a public highway in Judge Groome's 2012 Judgment. Waiting for response from Park Co. No recent complaints from residents about speed bumps.
- h. **Staunton State Park CPW Hunter Certification Program and Rifle range.** 1/29/2024 presentation by CPW at Staunton visitor's center. Dan and Kim attended. Dan sent the Board the PowerPoint used at the presentation to review and discuss how to transmit to residents. Among other things, it included work from engineers, diagrams, and a map showing the new location of the range. On the Elk Falls Facebook page, Christine Groves recently posted a link to an article by the Canyon Courier, which stated that during the meeting CPW agreed to pause the range. Neither Dan or Kim recalled such a statement, so Dan will reach out to Zach to confirm and also ask about the timing of the MOU. Dan will convert PowerPoint to PDF and transmit to residents.

Below are the highlights from the new information provided at the meeting:

- i. CPW/Staunton to draft Memorandum of Understanding ("MOU") defining use of range and that not it will not be for public use. Staunton is also in the process of drafting master plan and will include long-term range use. Both the MOU and master plan will add provision allowing for public comment.
- ii. 15-20 yards from range to target. Targets to be placed near existing sawmill/maintenance building to address concerns about

noise and disturbance of natural environment. Target will also be surrounded by a steep hill with abundant trees and no homes or trails will be within sight of shooting students. Will build earthen berm (8' tall x 20' wide) as target backstop. Suggestion made by resident to build a shooter stall to prevent the ability to shoot towards the homes, which will be considered by CPW.

- iii. Using .22 rifles with low-velocity, low volume ammunition. Rounds to be used are 68 decibels, compared to the normal decibel level of ~128. As comparison, a normal conversation is ~60 decibels.
- iv. Anticipates 3-5 classes/year. Shootings are usually on Sunday afternoon and last around 1-2 hours at most, depending on # of students. If student took internet course, shooting portion can be on Saturday. Approximately 25 students per class. 10 rounds per student. 750-1250 rounds to be shot annually by students while supervised by certified hunter ed. instructor.
- v. Class shooting schedule can be sent in advance to Friends of Staunton, POA Board and posted at visitor center. On days of shootings, they will post signs and inform volunteers who are handling parking.
- vi. Dan requested classes be limited to winter months and requested additional classes not be added to the existing proposal of 3-5 classes until evaluation of range conducted regarding safety and noise.
- vii. Range to be built by the end of the year.
- viii. CPW can also provide more information about other locations considered. Started considering range in 2016 and can share evaluation. CPW did not provide details about the alternative options in the meeting.

- i. **Broadband update** – Bev sent update to residents. Dan to confirm updated timeline with Bev and check to see if our neighborhood will still be last on the schedule.

**IX. New Business (Dan Mueller).**

- j. **Next newsletter:** Include hunter certification meeting, chipping program announcement, broadband update, and that approved Board meeting minutes are in PayHOA.
- k. **PayHOA Resident Directory.** Board to look at survey options in PayHOA. Also, waiting for response from PayHOA about email opt in/out options for residents.

**X. Next Board Meeting date: March 12, 2024 at 7:00 p.m. at Cyndie's.**

**XI. Meeting adjourned at 8:34 p.m.** Motion by Dan. Seconded by Cyndie. All in favor. Motion passed.

Respectfully submitted by Kim Stammer, EFPOA Secretary.