

**Minutes of the Lodge at Suncadia Master Condominium
Association Board of Directors Regular Meeting
November 13, 2019
141 Firehouse Road**

Call to Order

The meeting was called to order at 8:10 am

A quorum was present with the following directors in attendance: *Gary Kittleson –President, Vacant- Vice-President, and Jim O’Donnell - Secretary/Treasurer.*

Other attendees: Management: Michael Bennett - Community Association Director, Brian Horstman – Director of Finance, Neal Tackett – Operations Manager

Owners: None

Approval of Minutes

The Minutes of the August 12, 2019 Regular Meeting were approved as distributed.

Treasurer’s Report

Brian Horstman presented the Treasurer’s report, which will be filed with these minutes. Brian presented Association related expenditures, balance sheet, income statements and reserve statement.

The capital plan and Reserve Study were reviewed to assure funding options going forward for the Lodge Boiler replacement and the Lodge Chiller replacement projects.

Brian presented an overview of the accounts receivable aging and reported that the Reserves are funded.

Management Report

Michael Bennett gave the Management report. A copy will be filed with these minutes.

Unfinished Business

Secure Internet System - *The Board reviewed the proposed Atlas Bulk internet pricing for the Lodge. This is an agenda item on the Lodge Residential Agenda.*

Insurance Renewal – *The Board discussed and ratified previously approved USI Insurance Services property / casualty insurance policy, which increased from \$98K to \$148K, due to extremely stringent fire coverage underwriting changes throughout the insurance industry due to recent wildfire losses throughout the western US.*

New Business

2020 Budget Approval – *The Board discussed, amended and approved the 2020 LMCA Operational Budget and Reserve Fund Capital Budget pending final ratification at December 7, 2019 Annual Meeting. This budget was approved with a 4% increase over 2019 due to several increased cost factors, including Lodge property – casualty (fire insurance) premium increase from \$97K to \$248K.*

LMCA Snow Removal Agreement 2020-2021 - *The Board approved the LMCA Snow Removal Agreement 2020-2021 (ZBK Contracting Company, LLC), which includes an increase of 10%. The Board noted that ZBK has not increased their rates in the last 4 years.*

Lodge Heat Boiler replacement –*The Board reviewed and approved the proposal from MacDonald-Miller to replace the Lodge Hot Water system boilers with the Intellihot IQ 3001, 3 Million BTU instant on hot water system (<https://intellihot.com/resources/downloads/gen-ii/profile/b-iq-b-3001-gen-ii>). The board noted that the Lodge and has the potential to realize energy savings of 15% to 30% while enabling the Lodge to eliminate Legionella bacteria risks inherent in traditional boiler systems where water is stored in tanks.*

Lodge HVAC Chiller repair – replacement and equipment relocation – *Staff presented several cost estimates from MacDonald-Miller and Apollo Heating and Air Conditioning. The current system first installed in the Lodge is no longer able to cool the public spaces and residential / rental units reliably during peak summer conditions. The Board discussed reserve fund cash flow scenarios related to the replacement of the lodge HVAC chiller system.*

The Board will review and consider approval of the replacement chiller unit at the February 2020 Board meeting.

Lodge Chiller Pad – *The Board ratified the previously approved 42' x 16' concrete Chiller Pad construction (Belsaas & Smith Construction, Inc.). The new location moves the chiller system to ground level away from Lodge Units and to a location with increased air circulation, which will greatly improve the chiller performance once the new chiller is approved and installed in early spring 2020.*

The meeting adjourned at 9:40 am.

The Annual Owners meeting is December 7, 2019. There is an 8:00am Lodge Owners breakfast and Q&A with Suncadia Property / Rental Management and the Lodge Owners Annual Meeting begins at 9:30 am.

The next regular board meeting is February 10, 2020.

Submitted:



Jim O'Donnell, Secretary Pro

GARY A KITTLESON

TEM

2/10/2020

Date

The Lodge at Suncadia Residential / Master Condominium Association
November 2019 - Management Report

Master and Residential

1. Ongoing tasks (Both Master and Residential)
 - a. Regular communications and unscheduled inspections of the Lodge, along with the monthly inspections.
 - b. Custodial and maintenance contracts are being monitored.
2. Completed
 - a. Replaced two double-post directional signs at each entrance to Lodge.
 - b. Stained sign posts along Lodge driveway.
 - c. Replaced streetlight along Lodge driveway – damaged in MVA, recovered costs from driver.
 - d. Replaced two damaged/missing bollard lights along Lodge walkways.
 - e. Replaced corner guards at 465 remaining Lodge hallway corners.
3. In Process
 - a. SafeLok unit door lock replacement originally scheduled for November 2019 will be moved to January 2020 to avoid high occupancy periods over the winter holidays.
 - b. Awaiting Lodge Fire incident damaged replacement doors for installation.
 - c. Lodge Property Management / Rental Management is sourcing balcony furniture samples that closely match existing furniture for final Board review and owner purchase / replacements.
4. Planning
 - a. The Lodge Hospitality Management group in researching options for the repair or replacement of the inoperative Lodge Hot Tub / Spa. Options include: 1) Continue to repair compromised water and air supply lines as they fail—with significant disruption to Lodge Owner Units, 2) relocation of Pool / Spa equipment from current location to a new structure constructed near the pool (\$300K to \$500K).
 - b. Requests for proposal and bids for replacement of the Lodge Hot Water Boiler System are in process and on the November 13, 2019 LMCA Board agenda. This updated system is necessary to update the ageing heat exchangers and to insure hot water safety and eliminate possible Legionella bacteria from domestic water sources within the Lodge.
 - c. Requests for proposal and bids for replacement of the Lodge Chiller system (air conditioning – HVAC) system is in progress and replacement planned for early 2020, before the hot summer months. This is necessary to address issues where Lodge Units and hallways become uncomfortably hot on summer days and to address noise issues created by the current rooftop location of the existing chiller system.