

**Minutes of the Lodge at Suncadia Residential Condominium Association  
Board of Directors Regular Meeting  
August 12, 2019  
141 Firehouse Road**

**Call to Order**

The meeting was called to order at 9:47 am

A quorum was present with the following directors in attendance: Gary Kittleson – President; Jim O’Donnell – 1st Vice President; Jason Fay- Secretary; Brian Jacobson– Treasurer (by telephone); Shanna Tomko – 2nd Vice-President (by telephone).

Other attendees: Management: Michael Bennett - Community Association Director; Hank Thiess – Suncadia Resort General Manager, Brain Horstman – Director of Finance; Neal Tackett – Operations Manager, Ron Smith – Lodge Chief Engineer, Brian Lee – Lodge Assistant Chief Engineer.

**Owners:** Donna McCaslin

**Owners Forum:** *Owner Donna McCaslin requested the Board consider additional temporary bicycle storage near the Lodge entrance to address bicycles and “e-bikes” being brought into the Lodge units for storage / safekeeping. Hank Thiess suggested constructing another “bike corral” near the Lodge entrance (adjacent to the Real Estate sales outside entrance), which would allow temporary storage.*

*Owner / Director Jason Fay reported several Lodge locations where wiring was visible and unsecured (low voltage ground light near the pool and a rain gutter heat tape cable which was flapping in the wind causing noise nuisance for owners and guests nearby.*

*Owner / Director Brian Jacobson and Jason Fay asked questions concerning use of the Lodge shuttle by non-Lodge owners and guests as well as use of the “Guest Laundry” by non-Lodge rental / housekeeping services.*

*It was reported that a gas-fired Bar B Que is currently located on the deck of a Lodge unit on the 5<sup>th</sup> floor above the Spa. This will be addressed by Association Management compliance staff ASAP.*

*Association management and Lodge Engineering will examine possible permanent fasteners to allow new screens to be installed in approximately 20 Lodge units without sliding screen doors on those units with no patio or balcony. Several screen doors in some units have not been replaced following high winds blowing the screen doors off, which caused a hazard to persons below. Installing permanent fasteners on these screen doors, which do not need to open, have presented challenges accessing the outside of the screen doors since access on the upper floors to the outside is not possible except by rope or other risky access for personnel from the rooftop.*

### Approval of Minutes

*The Minutes of the May 20 2019 Regular Meeting were approved as distributed.*

### Treasurer's Report

Brian Horstman presented the Treasurer's Report, which will be filed with these minutes.

The Income Statement was reviewed with some discussion concerning cable television cost increases from SONIFI resulting in an unfavorable variance for the six months ending June 30, 2019 of \$2,713 or 12%).

Staff included copies of the current Cable Contract for information on cost containment and / or rate increase provisions. The original five (5) year agreement signed in September 2015 provides in Section 2.4 that: ***“Monthly fees for the FTG (free to guest) Programming are subject to annual increase in accordance with price adjustments imposed by third-party providers of FTG programming. Within the first quarter of every year following the Commencement Date, the monthly fees for FTG Programming may increase by up to 5% annually...”***

Insurance renewals will occur in September 2019 and staff will be presenting renewal options to the Board as they are received in August 2019, outside of a regular Board meeting, prior to 2020 budget work in September.

Brian gave an update on capital projects. Reserves are funded per the reserve study.

The collection report was given.

The Independent Auditors Report management letter from Clifton, Larson, Allen was presented and reviewed the board, noting that the auditors encountered no difficulties in performing the audit, that there were no uncorrected misstatements, that there were no disagreements with management and that all management representations were included and considered accurate in the audit.

### Management Report

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

The Portals kitchen is now back in operation serving ala carte, off the menu selections and the temporary kitchen and related equipment are in the process of being removed and / or stored inside the Lodge storage areas previously unavailable following the Lodge fire.

### Unfinished Business

The Board reviewed unit door lock (SafeLok) replacement schedule planned for November 1 to November 15, 2019. A firm schedule showing specific floors and unit replacement dates will be emailed to owners as soon as finalized..

Status update on unit balcony furniture samples – owner choices recommended by property management.

**Management Report August 2019**  
**LRCA - LMCA**

**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. Changed fire system monitoring vendor.
  - b. Added new parking garage signage.
  - c. Trash compactor replaced.
  - d. Completed exterior window washing in June, 2019
  - e. Removal of damaged and defective solar lights outside great room near steps.
3. In Process
  - a. Installing corner guards at 465 remaining Lodge hallway corners.
  - b. Obtaining bids for repair or replacement of defective HVAC Chiller system.
  - c. Obtaining bids for repair or replacement of hot water system boilers.
  - d. Obtaining property / casualty insurance renewal quotes for September renewal.
  - e. Preparing for SafeLok unit door lock replacement in November 2019.
  - f. Working with supplier of the replacement unit doors damaged in Lodge Fire evacuation to correct issue with doors that were received not matching existing doors or the door sample provided.
  - g. Lodge Property Management is sourcing balcony furniture samples that closely match existing furniture for final Board review and owner purchase / replacements.
4. Planning
  - a. Repair or replacement of inoperative Lodge Hot Tub / Spa.
  - b. Replacement of damaged bollard lights. Five replacements were purchased and will be installed in appropriate replacement locations.

Status update on damaged unit door replacements.

Hank Thiess advised that Property Management would research and recommend samples of balcony furniture for the Board to consider offering owners by the next Board meeting. If approved, this will be the standard for balcony furniture. Owners would be able to order from these standard pieces to replace balcony furniture as needed at their own expense.

**Secure Internet System.** The previous meeting decision was postponed pending more data. Board will look at increase of bandwidth

**New Business**

The Board and Lodge Resort engineering and management discussed the Lodge hot tub – spa out of service issues. Alternatives to make the amenity operational again include both “exploratory” repair to discover leak source(s). Prior repairs of the same lines in different locations caused significant disruption to Lodge owners located above and near the defective water and air lines.

A much more costly, but feasible recommendation includes complete replacement (of supply lines, electrical service line and natural gas service lines) and relocation of the Spa – Hot tub systems, including the filter, heater and related equipment from the present equipment room to an area west of the pool, below the swimming pool area retaining wall. Lodge engineering and management will be obtaining cost estimates and recommend a proposed repair period for Board discussion and possible approval of these emergency costs.

The meeting adjourned at 11:22 am. Next meeting is November 11, 2019

**Submitted:**

  
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**Jason Fay, Secretary.**

11/13/2019  
\_\_\_\_\_  
Date

JIM O'DONNELL, SECRETARY PRO TEM