

**Suncadia Residential Owners Association  
Board of Directors Special Meeting  
February 12, 2019  
141 Firehouse Road – Conference Call**

**Call to Order**

The meeting was called to order at 4:04 Pm.

**Verification of Quorum and Meeting Attendance by Telephone**

A quorum was present with the following directors in attendance: Gary Kittleson – President, Brianne Kelsey– Vice President, Kurt Fresh – Secretary/Treasurer.

Other attendees: Management: Pat Simpson - Community Association

The purpose of the meeting was to discuss the Owner Cabin bid comparisons and the next steps in the project.

**Special Orders**

The Board made the following decisions:

Place the project on hold until the following steps have been taken:

- Continue with Building Permit Application.
- Do a detailed analysis of the line by line costs and examine the differences, between the bidders, in the bid amount for each line item .
- Discuss with each bidder where they could realize savings with value engineering without compromising the design or making major scope changes
- Jennifer to find out what the current cost per square foot is for residential homes.
- Board to meet to discuss the realistic budget range to build the Cabin in the current market and to add a project cost inflation factor, to provide for the estimated increase in costs if project is delayed.
- Management to do various 5 year cash flow scenarios based on expected range of costs over approved budgets. The analysis will also address the timing of contributions. This is to measure the impact on the financial health of the Association and future Owner assessments. Management will also show the impact on Owners if there was a special assessment.
- Kurt Fresh and Pat Simpson will meet to compose communication to the Owner Cabin Study Group who will then prepare a Board vetted communication to all Owners.
- Kurt Fresh volunteered to do Owner “Town Hall” meetings to better inform Owners of the reasons for the Owner Cabin.
- After gathering the necessary data for communication, a survey of Owners will be created to understand the community thoughts on going forward with the Owner Cabin with either increased cost and/or scope change.

**Executive Session**

The Executive session convened at 4:40 pm

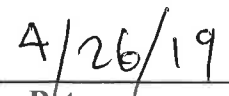
The Executive session adjourned at 4:50 pm

The Board discussed project management but made no decisions.

The meeting was adjourned at 4:51 pm.

**Submitted:**

  
\_\_\_\_\_  
Kurt Fresh, Secretary

  
\_\_\_\_\_  
Date