

**Minutes of the Lodge at Suncadia Master Condominium Association
Board of Directors Regular Meeting
May 10, 2021 – 8:00 a.m.
Remote meeting via Zoom due to COVID-19 restrictions**

Call to Order

The meeting was called to order at 8:04 am

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

Other attendees: Management: Michael Bennett - Community Association Director, Neal Tackett – Operations Manager, Noni Hughes – Resort General Manager, Jeremy DeJong – Resort Director of Maintenance, Kirsten Brunker – Director of Lodging Operations

Owners: Jerry Heinz, Donna McCaslin, “Marie”, “Lee Ann”

Approval of Minutes

The Minutes of the February 8, 2021 Regular Meeting were approved as distributed.

Treasurer’s Report

Brian Horstman presented the 2021 Q1 Treasurer’s report (unaudited), which are filed with these minutes. Brian also reviewed Association related expenditures, balance sheet, income statements and reserve statement.

Management Report

Michael Bennett, Neal Tackett, Noni Hughes, Kirsten Brunker and Jeremy DeJong Lee gave the Management report. A copy will be filed with these minutes.

Unfinished Business - None

New Business

- a. *The Board approved the LMCA telephone system switch upgrade / replacement project. Mitel phone switch and LMCA portion of total project = NTE \$45,000 (Reserve line item = CATV / Telephone system, 2023 reserve fund budget = \$172,501)*
- b. *The Board approved the 2021 onsite reserve study engagement (Hughes Reserves & Asset Management, LLC)*

The meeting adjourned at 9:18 am.

The next regular board meeting is August 9, 2021 at 8:00 am.

Submitted:

Jim O'Donnell

Jim O'Donnell (May 14, 2021 08:21 PDT)

Secretary – Jim O’Donnell

May 14, 2021

Date

The Lodge at Suncadia Residential / Master Condominium Association
May 2021 - 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. Projects / Major Repairs Completed
 - a. Two streetlights reinstalled on pathway behind parking garage.
 - b. Hot Tub operational.

3. In Process
 - a. Fire Access roadway sealcoat scheduled for May 18-19.

 - b. Lodge Property Management / Rental Management is finalizing budgets to accommodate the unit balcony furniture replacements. Property Management / Rental Management and the HOA management teams will communicate with owners to coordinate details, owner FF&E account charges and / or billings for the furniture replacement.

 - c. Lodge balcony railing refurbishment for selected units is continuing, with additional reserve funds allocated in the 2021 budget year. Railings will be removed and refurbished by powder coating the rails and painting the posts. The timing of the refurbishment of each Railing will be according to their current condition and appearance. This project and the Reserve funding for the railings are in three phases and the refurbishment does not apply to ALL units.

 - d. LMCA Lodge phone switching upgrade for Board approval is on the May, 2021 LMCA agenda (Reserve replacement of hardware and software upgrades in conjunction and concurrent with Hospitality Division phone switch upgrade).

4. Planning
 - a. 2021 Capital Reserve Fund projects include:
 - Telkonet unit energy management upgrades (\$10,000)
 - Rain gutter R/R (\$13,000)
 - Door hardware R/R additional SafeLok for exit doors (\$3,000)
 - Fire access road asphalt seal coat (\$4,500) – *Scheduled for mid-May*
 - Rain gutter heat tape R/R (\$7,000)
 - Hallway painting (\$90,000) – *Deferred pending designer input / work product – Hyatt – Destination Hotels*
 - Privacy fence painting (\$8,000)
 - Lodge balcony railing refinish (\$96,000)

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Final Audit Report

2021-05-14

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