

Suncadia Community Council
Regular Board Meeting – July 25, 2025 – 9:00-10:00 a.m.
Minutes

- A) Meeting Call to Order – Verification of Quorum: Meeting called to order at 9:00 AM, and quorum was verified.
- a. Noni Hughes, President; Mark Thorne, Vice President; Gary Kittleson, Secretary/Treasurer; Edward Simpkins, Director of Community Associations; Jennifer Kramer, Deputy Director of Community Associations; Vanessa Reust, Senior Manager Accounting Shared Services; Annalisa Johnson, CFO; Kerie Swepston, Senior Director of Finance; Brandi Darnall, HOA Owner Relations Manager; Derek Coffinger, Account Manager Allied; Megan Huddleston, Senior Accountant; and Owners – Bruce Chattin, Doug Beck, Val O’Leary, Diane Sumner, Julie Washburn, Ira and Ali Astrachan, Steve (online), Kellene Gilbrough (online), JP Perugini, Owner and Georganne Smith.
- B) Approval of Agenda – Approved at 9:00 AM
- C) Approval of Minutes – Gary noted a typo on item 3 of the minutes, voted and approved unanimously at 9:02 AM.
- a. Regular Board Meeting April 25, 2025
- D) Correspondence
- a. Mark Thorne has been discussing the possibility of an indoor pickleball facility with owners and developers, but it isn't financially viable. He suggests considering building more outdoor courts instead.
 - b. Engrossed Substitute Senate Bill 5129 will change HOA operations but won’t take effect until 2028. We’ll work towards compliance in the meantime. Edward confirmed we are currently compliant.
- E) Owners Forum- Doug sought clarification on the responsibilities of the HOA and SCC regarding pickleball courts due to ongoing issues and proposed a RACI chart for rule enforcement. Noni mentioned Hospitality's desire for increased court usage but raised concerns about advance reservation times. Val asked about Dawson Park's status; Noni clarified that while it should be private per original CC&Rs, parks are typically public. Doug expressed concerns over instructors charging for pickleball lessons..
- F) Consent Calendar
- a. Ratify the Email Vote for SCC Streets Crack Filling Using Reserve Funds
 - b. Ratify the Email Vote for the SCC 2022 Audit Draft Acceptance
 - c. Ratify the Email Vote for TC Drive #1 Forest Health and Fire Resiliency Work Using Reserve Funds
 - d. Ratify the Email Vote for Re-Striping the Streets in Suncadia Using Reserve Funds
 - e. Ratify the Email Vote for Big Country Contract
 - f. Management Investment – Vanessa reported that they recommended putting \$1.2M into a CD account. Approved unanimously at 9:18 AM.

- G) Treasurer's Report – Vanessa presented the report, covering the following points:
 - a. The balance sheet showed increased assets and operating cash compared to last quarter, with some A/P reserve spends and smaller A/R balances being paid back. Increased capital was allocated for two vehicles, which were motioned and approved unanimously at 9:09 AM.
 - b. Income exceeded budget, with the \$5K allocated for an owner survey and M&R under budget by \$7K due to park equipment savings. Program expenses were over budget, and utilities costs are rising sewer and water by 25-35%, electric by 12%, and gas by 10%. The Q2 contribution is complete, and reserves of \$2.2M are invested and earning interest. We're expecting a \$55K refund from the DNR. Mark inquired about the last reserve study for streets, which was completed last year.
- H) Management Report – Edward presented the Management Report which included a proposal to accept the staff report be accepted and written as presented in the meeting packet. There was some discussion about the owner picnic on 7/26, and there are over 1200 registrations. Noni commented that she has noticed the fire-wising efforts and that it looks much better. SCC is responsible for the street easements. Mark had a clarifying question about the DRC report.
- I) Allied Q2 operational business review – Edward reported that he meets with Allied on a quarterly basis to review stats, as well as the fact that they receive daily reports. He shared it at the last quarterly meeting and intends to do so in the future. There were no comments.
- J) Reserve Fund Project Update – Edward reported that we shared all of the pertinent information during the financial review. There are 65 miles of streets and 35 miles of paths, so we need to have a plan set in place for managing these. We have received 3 proposals to the board for their consideration.
- K) Construction Debris Analysis Discussion 2026 Fee: Management isn't suggesting a fee increase. Kelsey reported a rise in remodels but lacks a process for charging solid waste removal. There's no system to notify management of ongoing remodels. We are considering adding a transponder gate for project workers, with access hours from M-F and no weekend access. This will be presented to the board, and Mark believes remodels will continue to rise, so we need to address this promptly.
- L) Mailbox Discussion 2026 Budget – Vanessa reported a shortfall in the mailbox program and recommended increasing box fees from \$240 to \$300 per owner for 2026, effective 1/1/26. Accounting plans to include this in the 2026 budget. They will also email the board their sign fee recommendations by the end of August. The proposal was unanimously approved at 9:41 AM.
- M) No Unfinished Business
- N) New Business – Discussed and approved the reserve spend for Dawson Park irrigation repairs. Edward reported the urgent purchase of new sprinkler heads, and the spending remains under the reserve allocation. Unanimously approved at 9:44 AM.
- O) Owner's Forum:
 - a. Ira inquired if the board had noticed improvements in speed enforcement since its implementation and requested details on spending for policies and equipment, as well as revenue from violation fees. He asked for specifics on speed violations and contacts made, along with a report on the effectiveness of the measures. Noni stated that the board would compile this data for the annual owners' meeting in the fall.
 - b. Weeds, open space, and wildlife were discussed regarding the \$50K weed control budget. There are concerns about the effectiveness of these efforts and a push for ongoing

noxious weed management. Edward highlighted DRC's compliance work with a vendor, while an increase in environmentally friendly spraying requests was noted by Brandi. This is an opt-in program, and management can report on treated areas. There were concerns about contractors primarily mowing instead of manually removing weeds. Confusion arose over forest management funds and potential overpayment charges, with Noni stating this is on the SROA agenda and Mark mentioning a potential insurance settlement by year-end. Annalisa indicated it relates to contractual issues around fund distribution. Finally, there was a thank you for the landscaping and fire-wising efforts.

P) End of Agenda – The meeting was adjourned at 10:01 AM.

Attest:

Gary A Kittleson

[Gary A Kittleson \(Nov 17, 2025 13:55:59 PST\)](#)

Gary Kittleson – Secretary / Treasurer

Nov 17, 2025

Date

SCC-Minutes-07252025

Final Audit Report

2025-11-17

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