

The Lodge at Suncadia Master Association
Regular Board Meeting Real Estate Sales Center
October 23, 2025 – 2-3:00 p.m.
Minutes

1. Meeting Call to Order – Verification of Quorum – meeting called to order at 2:01 PM, and the quorum was verified (Tucker).
 - a. Tucker Stevens, Board President, Kirsten Brunker, Secretary-Treasurer, Jamie Fate, Vice President
 - b. Others in attendance: Edward Simpkins, Director of Community Association, Jennifer Kramer, Deputy Director of Community Association, Mark Rhoton, Director of Operations, Courtney Kephart, Assistant Director of Operations, Brandi Darnall, HOA Owner Relations Manager, Annalisa Johnson, CFO, Luis Arvizu, Director of Engineering, Megan Huddleston, Senior Accountant, Debbie Dibb, Executive Assistant, Owners – Lindsey Fay, Ryan Jacobson, and Jamie Fate
2. Approval of Agenda: 2:01 PM motion passed to approve the agenda.
3. Approval of previous minutes:
 - a. Regular Board Meeting August 7, 2025 – no comments from the board, so moved and approved at 2:02 PM.
4. Correspondence:
 - a. LMCA 2024 Tax Forms – the forms were accepted via email
5. Consent Calendar: all items were ratified over email, so the items were moved and approved unanimously at 2:04 PM.
6. Owner’s Forum: No questions or comments at this time.
7. Treasurer’s Report for Q3 2025:
 - a. Megan Huddleston presented the Treasurer’s Report, including the balance sheet, income statement, and reserve statement. Assessments increased 7% due to rising utility costs and higher reserve contributions. Overall expenses rose above forecasted levels due to increased management fees, although general expenses decreased as a result of lower insurance costs. Maintenance and repair expenses are trending upward, and reserves increased by 20% to help fund future projects. The board discussed upcoming savings on utilities, the new Telkonet contract, and future funding needs for the HVAC system, which may require replacement within five years. Discussion also covered elevator upgrades and funding adequacy, with \$18K budgeted for elevator work. Vanessa confirmed reserve funds are available without increasing contributions. The 2025 budget was moved and unanimously approved at 2:42 PM.
8. Management Report
 - a. Staff Report – Jennifer welcomed Courtney Kephart our new Assistant Director of Operations. She also reported on all the items listed in the management report, as presented in the board packet.
 - b. Insurance – Brandi noted that we have four action items from the May inspection that may impact our premiums if not addressed. We currently lack cost estimates and have 90 days to report our action plan to the carrier. Tucker reminded the board that outdoor sprinklers cannot be installed due to freezing risks.

LMCA.Minutes.10.23.25finaljpk

Final Audit Report

2026-02-12

Created:	2026-02-11
By:	Jennifer Kramer (jkramer@suncadia.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMObEaM6bDj8Ea9jkLeG8NPGBhzXNqN1s

"LMCA.Minutes.10.23.25finaljpk" History

-  Document created by Jennifer Kramer (jkramer@suncadia.com)
2026-02-11 - 11:02:51 PM GMT
-  Document emailed to Kirsten Brunker (kbrunker@suncadia.com) for signature
2026-02-11 - 11:03:26 PM GMT
-  Email viewed by Kirsten Brunker (kbrunker@suncadia.com)
2026-02-12 - 3:02:34 PM GMT
-  Document e-signed by Kirsten Brunker (kbrunker@suncadia.com)
Signature Date: 2026-02-12 - 3:04:57 PM GMT - Time Source: server
-  Agreement completed.
2026-02-12 - 3:04:57 PM GMT