

**Suncadia Community Council**  
**Regular Board Meeting – October 24, 2025 – 9:00-10:00 a.m.**  
**Minutes**

1. Meeting Call to Order – Verification of Quorum: The meeting was called to order at 9:00 AM, and the quorum was verified.
  - a. Noni Hughes, President; Mark Thorne, Vice President; Gary Kittleson, Secretary/Treasurer
  - b. Others in Attendance: Edward Simpkins, Director of Community Associations; Jennifer Kramer, Deputy Director of Community Associations; Vanessa Reust, Senior Manager Accounting; Annalisa Johnson, CFO; Kerie Swepston, Senior Director of Finance; Tonie Heath, HOA Accountant; Mark Rhoton, Director of Operations; Courtney Kephart, Assistant Director of Operations; Nicole Madison, Director of Property Management; Sarah Stills, Property Management; JP Perugini, Owner; Brandi Darnall, Owner Relations Manager; Derek Coffinger, Account Manager Allied; Megan Huddleston, Senior Accountant; and Owners – Bruce Chattin, Doug Beck, Chris Collins and Denny.
2. Approval of Agenda – Approved at 9:01 AM
3. Approval of Minutes – Moved and approved at 9:01 AM
  - a. Regular Board Meeting July 25, 2025
4. Correspondence-N/A
5. Owners Forum – Doug Beck had a question about some of the wording in the Forest Management Agreement.
6. Consent Calendar – These items below were briefly reviewed. Moved and approved unanimously at 9:07 AM.
  - a. Ratify the Email Vote for the SCC Financials Finance Committee Approval
  - b. Ratify the Email Vote for the Suncadia Resort-SCC Forest Management Agreement
  - c. Ratify the Email Vote for a Dedication Bench Approval
  - d. Ratify the Email Vote for a 2025 Reserve Funds Request for Asphalt Repairs
  - e. Ratify the Email Vote for the SCC Cash Investment Recommendation
  - f. Ratify the Email Vote for a 2025 Reserve Funds Request for Playground and Sports Equipment
  - g. Ratify the Email Vote for the SCC 2024 and 2025 Audit engagement and fees
  - h. Ratify the Email Vote for the SCC 2026 Sign Fees
  - i. Ratify the Email Vote for the SCC 2023 Audit Draft
  - j. Ratify the Email Vote for the SCC Pavement Management Plan Reserve Expense
  - k. Ratify the Email Vote for the SCC 2024 Tax Return Filing

1. Treasurer's Report – Vanessa presented the Treasurer's Report, covering the Q3 2025 financials, including assets, liabilities, equity, and reserves. Expenses increased for landscaping, utilities, and firewising, primarily due to higher raw water rates. A question was raised regarding the \$300K forest health allocation from the prior year, and Vanessa confirmed that more than \$300K was spent, with a detailed report to follow. The new building materials waste fees for remodels and was reviewed and unanimously approved at 9:26 AM. Vanessa also presented the proposed 2026 operating budget, noting increases in administration, contracts, and maintenance, offset by efficiency efforts such as potential rental of park equipment. Utility costs are expected to rise with rate increases, and forest management funding will increase. The board approved the 2026 budget unanimously at 9:37 AM.
7. Management reports:
  - a. Staff Report – Edward presented the Staff Report. A copy is included in these minutes.
8. Unfinished Business
9. New Business
  - a. Discuss, Deliberate and Act Upon the Selection of a Controlled Access and Safety Patrol Services Provider – Edward explained the process and compared elements of the various bids then gave his recommendation to award Allied the contract to serve us for another three years. The board members all shared a few thoughts in support for continuing with Allied. Owner survey comments were also supportive regarding security. The contract award was moved and approved unanimously by the board at 9:57 AM.
  - b. There were also a few owner comments in support of Allied.
10. Adjournment – we adjourned at 9:59 AM.

Attest:

Gary A Kittleson  
Gary A Kittleson (Feb 16, 2026 08:53:50 PST)  
Gary Kittleson – Secretary / Treasurer

Feb 16, 2026  
Date

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Final Audit Report

2026-02-16

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-  Signer gkittleson@suncadia.com entered name at signing as Gary A Kittleson  
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