



Long-Range Planning Committee Regular Meeting

October 2, 2025, 6:30 PM, ZOOM

- 1) Call to order:
- 2) Land acknowledgement & anti-racism statements:
 - Land Acknowledgment
I would like to begin by acknowledging that we gather today on the ancestral homelands of the Coast Salish Peoples

 - Anti-Racism Statement
The Sudden Valley Community Association (SVCA) stands against racism in all forms.
- 3) Roll call: Ray Meador-chair, Rick Asai-vice chair, Chad Avery, Gary Bara, Elizabeth Huthert, Ken Van de Polder, Mitch Waterman, April West, Jeff Mildner.
- 4) Adoption of the agenda
- 5) Adopt minutes for August 13, 2025 (see attached)
- 6) Announcements:
- 7) Business:
 - Continuing:
 - a. Updates on coffee shop
 - b. Updates on parking stickers
 - c. Updates on solar panel proposal to PSE
 - d. Updates on Area Y lease
 - e. Updates on Barn 6

 - New:
 - f. Member survey barn 8. Listed below are some of the responsibilities that we need to consider as we develop our member survey:
 - Review LRPC Charter in By-Laws and Article III “purposes of SVCA Corporation”.
 - Note in By-Laws, that a Community Plan(Section 8. LRPC. (b)(i)), is to be presented no later than the second meeting of the newly elected BOD.(Section 8. LRPC. (c)(ii).
 - The Community Plan is to focus on Association Community Development, Services, Parks and Recreation, Infrastructure, Facilities, and Non-dues Revenue.(Section 8. LRPC. (b)(ii)).
 - The Community Plan can be modified by the BOD but requires a 2/3 vote. (Section 8. LRPC. (d)).

- Mission Statement: “Our mission is to foster a livable and inclusive community through exceptional service, transparency, and responsible stewardship of our shared resources.”
- Vision: “ We envision Sudden Valley as a sustainable and collaborative community where natural beauty, recreation and civic engagement create a sense of belonging for our diverse membership.”
- PC may also make policy recommendations to the BOD in order to accomplish the Community Plan.
- Advocate to the BOD for incorporating planning into the annual budget.
- Update member survey annually, with deeper dive every 3 years. (The last survey was done as a deep dive in 2020).
- Discussion of survey plan as to methods, scope and timing.

8) Next meeting: TBA

9) Adjourn



Minutes

Long-Range Planning Committee Regular Meeting August 13, 2025, 6:30 PM, MULTIPURPOSE ROOM A

- 1) Call to order by Ray Meador at 6:31 PM
- 2) Land acknowledgement & Anti-Racism Statement summaries read
- 3) In attendance: Ray Meador(chair), Rick Asai (Vice-chair), Chad Avery, Gary Bara(excused), Ken Van de Polder, Mitch Waterman, April West (one opening on committee).

Also in attendance by invitation: Jeff and Suzanne Mildner.

- 4) The agenda was adopted.
- 5) The minutes for July 3, 2025 were reviewed and adopted as presented.
- 6) Announcements

The crosswalk between the Lake Louise trail and the mailbox across the road near the salon will be striped and crosswalk signs unveiled next Monday weather permitting.

A recap of the Town Hall on the Barn 6 presentation was discussed. The presentation was stated as accomplishing the objective of presenting what the LRPC had formulated in concept. Most were reported to support the Barn 6 rebuild, but some were concerned about the cost. Others were concerned about the long term viability of Barn 8 even after engineering structured repairs. The Q & A that followed was determined to be largely polite and respectful. The suggestion by Jeff Mildner near the end of the Q & A suggesting a pavilion type structure for Barn 6 and a rebuild of Barn 8 was heard. The goal of the Town Hall was two-fold; to present the current plans for Barn 6 and to receive feedback from attendees on those plans

Jeff Mildner then presented his concepts for Barns 6 & 8. He and his wife have lived in SVCA for 32 years and raised their family here. He has a background in drafting and autocad and is very familiar in reading blueprints and is experienced in construction at the planning/design level. His written summary that he distributed is included in these minutes as an addendum. Some discussion ensued. The committee thanked Jeff for his presentation and Suzanne for attending. Jeff was invited to apply for an open position on the LRPC and then they both left the meeting.

A review of the Valley Fair comments then followed. First of all, it was agreed that the Valley Fair was well attended and deemed a success, with highlights being the horses and dunk tank. Elizabeth commented that though she was rambling at the Library booth, the comments she heard were all positive. Some other committee members who tabled the LRPC booth with the blueprints and rendering received comments similar to those heard at the Town Hall-largely positive with some concerns about cost.

Parking pass sticker update: Ray reported that 731 stickers had been issued so far. He referenced the front page article of the Views as good information for our members.

Coffee shop update is that this is still in planning stages with Ryan West.

Assisted living update: Ray reported that the commercial realtor had brought forward a company interested in a shared financial partnership, which is not our goal. We are looking to lease the land and a developer to develop. Ray will reach out to Carlotti Architects to obtain companies that they have worked with to build/design assisted living communities recently.

Still waiting to hear back on the lease of the defunct airstrip for a solar array built and maintained by PSE.

Ray mentioned that he received 15-20 emails regarding Barn 6 Town Hall presentation, which he responded to. Most were in support with some concerns about cost.

Ray then asked for any additional ideas to generate non-dues income:

these were suggested:

Self storage-area Z?

Or under solar panels?

County council representative.

Claw back tax money.

Equestrian camp area? At campground? 40 acres;

Erosion at Marina was raised as an ongoing issue of concern needing to be addressed as parking on the south side of the slip area no longer is wide enough to safely park vehicles due to erosion;

Ray thanked the committee for their participation tonight and this year.

Rick suggested that we have some discussion on the Barn 6 pavilion concept. Mitch then suggested a separate single issue sub committee meeting before the next regularly scheduled LRPC meeting to discuss Barn 6 and to meet budget timelines. It was agreed to hold this Subcommittee meeting on August 20th at 6:30 pm.

Meeting adjourned: 7:35

Next meeting: September 4, 2025, Multipurpose room A 6:30pm

Proposal for the Long-Range Planning Committee on Barns 6, 7, and 8.

August 13, 2025

By: Jeff Mildner
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While attending the July 23 LRPC meeting and listening to the architect's (and board member) presentations, it occurred to me that there might be an alternative proposal worth considering. I quickly formulated my thoughts and stood in line to speak at the podium when the floor was opened to residents. Here is a recap of what I'd said with a bit more detail and context as to why I feel that an alternative plan is worthy of consideration and further development.

Though the architect's rendering and floor plans were well-conceived and nearly construction ready, making the highest use of barns 6 and barn 8 should be rethought. Here's my plan:

- 1) Demolish barn 6 and make an outdoor amphitheater with a roof. This space can serve as a place for a basketball court, covered pickleball, volleyball, roller skating, farmer's markets and music on a small stage. Orient the stage to face the parking lot with seating facing the pool area. This will help direct the sound to the recreation corridor instead of the townhomes bordering the golf course. Include year-round rest room facilities. Consider piping in the concrete slab to accommodate a radiant floor for late season venues. Explore if the same piping can accommodate chilled water for creating a skating rink. Adding the piping without connecting it immediately creates a phased multi-use approach.
- 2) Demolish barn 8 except for any pool related infrastructure, provide a permanent enclosure to keep the pool filtration and heating systems operational for next season so there is no interruption of services.
- 3) Bring in rental trailers for housing the gym and restroom facilities and locate them near the library through the term of construction. Tie into existing water, sewer and electrical service at the library. Repatriate the gym to the new building when construction is complete.
- 4) Design a new plan to accommodate the footprint of barn 8 and possibly 7 that has restrooms on each floor, meeting rooms, a common area for annual meetings and a working code-compliant kitchen. Take the basketball court OUT of the plan since a basketball game and any other concurrent use is mutually exclusive. Include the shower and locker facilities for the pool. Consider a covered entrance on the upper road that serves the second-floor meeting rooms / common area to allow people with disabilities the opportunity to be dropped off undercover and be spared a walk or wheelchair ride in the rain to the lower level.
- 5) Since there would be an elevator servicing the lower and possibly upper, third floor, make it large enough to accommodate the moving of carts and tables.
- 6) Include a covered deck for outdoor venues serviced by the kitchen on the second floor. Make this deck adjacent to any indoor eating space.

ARTICLE V COMMITTEES

Section 1. General.

(a) Operation. The Board is authorized to organize committees to perform tasks and to serve for such periods as the Board may, by resolution, specify. Committees shall perform the specific duties as provided in the resolution adopted by the Board. Subject to approval of the Board, each committee shall adopt its own rules or procedures; provided that

(i) a minimum of four (4) meetings shall be held each year,

(ii) notice of each meeting shall be posted pursuant to Section VI.3., normally including an agenda.

(iii) no business shall be conducted with less than a quorum of voting members present, as may be established pursuant to Robert's Rules of Order or by the Board, and

(iv) minutes of each meeting shall be filed with the Secretary of the Board.

(b) Membership.

(i) The members of these committees shall be members in good standing throughout their term and shall be appointed by the Board, except as otherwise provided herein.

(ii) Other than committees whose members are elected by the members – for which the provisions of Section III.A.5. shall apply – committees may request that the Board consider whether one (1) or more members of the requesting committee shall be removed.

(1) A committee decision to make such a request of the Board shall be reached only in a public session of the requesting committee,

(2) which session shall be held with a quorum of the committee in attendance, in addition to the affected member(s), and

(3) which decision shall be obtained by an affirmative vote of two-thirds (2/3) of the committee members actually present, regardless of abstentions, but not including the affected member(s) who shall have no vote.

(iii) The standard for any and all evaluation of removal from a committee shall be conduct severely disruptive to, or interfering with, assigned activities and responsibilities of the committee, or other seriously egregious conduct unbecoming of a committee member, including a violation of these Bylaws.

Section 8. Long Range Planning Committee. There shall be a Long Range Planning Committee (LRPC).

(a) Membership. The Committee shall be composed of eleven (11) voting members and one (1) staff member: two (2) Board members and nine (9) Association community members. Annually, the Board shall appoint the two (2) Board members and one (1) staff member. One (1) of the appointed Board members shall serve as the Chair of the Committee. The remaining members

shall serve terms of three (3) years, with three (3) members' terms expiring annually. Each year, the Chair and at least one (1) other Committee member shall choose from amongst applicants for the Committee three (3) candidates to present to the Board for approval. In the event that a member of the Committee resigns or otherwise ceases to be a member, the Committee shall choose from applicants one (1) individual to serve the remainder of that member's term. After the expiration of one (1) year, a member whose term has expired shall be eligible for a new term. Members who are serving the remainder of a term may immediately serve another term if selected to do so. The Committee may further establish subcommittees, task teams and/or advisory committees consisting of members and/or outside professional resources as required for specific planning elements.

(b) Purpose.

(i) The Committee shall continually maintain a comprehensive, relevant, and vital Sudden Valley Community Plan, covering the next three (3), five (5), and ten (10) years, including a formal assessment of community membership needs, with annual updates, and a major review at least every three (3) years.

(ii) The Sudden Valley Community Plan shall focus on Association community development, services, parks and recreation, infrastructure, facilities, and increasing non-dues revenue. The Plan shall also provide recommendations for the creation or elimination of specific policies essential to achieving the goals of the Plan.

(c) Responsibilities.

(i) The Committee shall provide written and oral reports to the Board periodically throughout the year. At least once annually, the Committee shall provide to the Board the Sudden Valley Community Plan as described above.

(ii) When new Boards are elected, no later than the second meeting of that Board, leadership from the Committee will present the current three (3), five (5) and ten (10) year Plans to the new Board.

(iii) It is the responsibility of the Board to ensure the Sudden Valley Community Plan is utilized in annual departmental budget development as well as in development of the annual budget proposed for approval by the members.

(d) The Board may approve specific amendments to the Sudden Valley Community Plan if necessary to meet changed circumstances, including but not limited to introduction of new state/county laws, changes in financial circumstances, loss of Association assets, etc. Such amendments must be approved by a two-thirds (2/3) majority of the Board.

(i) The Committee shall coordinate with the Communication Committee to communicate with the community as needed.

(ii) The Committee shall coordinate with the Finance Committee to maintain awareness of financial issues and to assist in budget planning processes as necessary to ensure strategic goals are met

Strategic Facilities Planning

When the Association is faced with the decision to refurbish or replace a building, several critical factors must be considered:

- **Building Condition and Age:**
 - Is the building structurally sound? Are core systems in good condition?
 - Consider energy efficiency and sustainability. Upgrading insulation, windows, and HVAC systems can enhance energy efficiency. Retrofitting existing structures aligns with sustainability goals, while new buildings can be designed with modern energy-efficient features from the outset.
- **Purpose and Function:**
 - Does the existing layout and design align with the building's intended use. Can it be adapted to meet current needs? Does the Building serve the community's needs effectively?
 - Consider accessibility issues (e.g., ramps, elevators) in existing building, and ensure compliance with safety codes. New buildings must be designed with universal accessibility (and associated costs) in mind.
- **Community Needs:**
 - Understand the existing facilities and services. Identify gaps or areas where improvements are needed.
 - Consider how refurbishing or replacing the building will impact the community.
- **Stakeholder Engagement:**
 - Involve community members, staff, and other stakeholders. Gather input on priorities, preferences, and desired facility types.
- **Historical Significance:**
 - Historically significant buildings warrant preservation efforts. Restoration / refurbishment can maintain its character while improving functionality.
- **Adaptive Reuse Potential:**
 - Explore creative uses for the existing building. Can it be repurposed for different functions?

- **Cost Analysis:**
 - How does the cost of repairs, upgrades, and maintenance compare to new construction costs, including demolition and site preparation? Evaluate members' ability and desire to fund the Project.
- **Funding Plan:**
 - Estimate costs for constructing, maintaining, and operating facilities. Identify funding source(s).
- **Design and Construction:**
 - Collaborate with architects, engineers, and project managers. Ensure facilities meet safety standards, are energy-efficient, and blend well with the Sudden Valley's character - fostering community interaction
- **Permitting and Zoning Regulations:**
 - Understand all local ordinances, regulations, and requirements impacting the building and surrounding area before any work begins.
- **Location:**
 - When replacing a building, current and alternative locations should be evaluated. Consider environmental impact.
- **Long-Term Vision:**
 - Consider the building's role in the community's future. Will it remain relevant and functional? When considering replacement, evaluate whether a new building aligns with the community's needs, purpose, and vision.

In summary, the SVCA must balance practicality, historical value, community impact, and financial considerations when making facility refurbishment or replacement decisions.

The effectiveness and level of service delivered by all SVCA buildings should be periodically assessed and the budgeting and budgeting and planning adjusted accordingly.

Evaluation Criteria for all SVCA Capital Projects

1. Project maintains, repairs, improves, protects, replaces a Sudden Valley common area, facility, or asset.
2. Project prioritizes the Sudden Valley Community's *Needs* over *Wants*. Project considers current needs while planning and budgeting for the end of the useful life of the Project - ensuring adequate resources are available for future generations.
3. Project considers SVCA Articles, Bylaws, policies, input from membership and other stakeholders.
4. Project promotes the general welfare of residents, employees, and guests by adhering to all applicable Codes, ordinances, regulations, and providing opportunities that are accessible and inclusive.
5. Project's impacts on the immediate surroundings and overall Sudden Valley environment are considered.
6. Project is fiscally sound and responsible. Financial Impact on Association considers members' ability and desire to fund the Capital Project.

SVCA Purpose

- as stated in its Articles of Incorporation

Capital Projects must not conflict with the SVCA's stated purpose.

ARTICLE III

The purposes for which this corporation is organized are as follows:

- 1) To acquire and hold title in trust to the common areas within the platted area of the Sudden Valley Development in Whatcom County, Washington, for the benefit of all lot owners and condominium owners, which original facilities and common areas shall be transferred to said corporation by Sudden Valley, Inc., the developer of the Sudden Valley properties.
- 2) To establish and collect assessments against each member of the corporation to provide for maintenance and operation of all the common areas and facilities transferred to it within the Sudden Valley Development for the mutual benefit of all its members. Minimum monthly dues of Nine Dollars (\$9.00) shall be assessed and collected against each lot and condominium to provide the funds required to maintain and control all roads, parks, reserve areas, community beach areas and recreational areas, and to provide for architectural and building controls within the limitations of the Restrictive Covenants of the plats of the Sudden Valley Development, and to provide and pay all taxes and assessments, if and when levied by the State or any municipal corporation on said community facilities, and to provide and pay for a security guard and patrol at all times on said property.
- 3) To engage in social and community activities, including the development, construction, maintenance and operation of any other community facilities within the area of the Sudden Valley Development, subject to applicable provisions of these Articles and of the By-Laws of this corporation.

ARTICLE IV

The corporation shall have all powers provided for nonprofit corporations under Section 24.03.035 of the Revised Code of Washington, except that said corporation shall have no power to sell real property or real property interests held in trust by it for the benefit of all lot and condominium owners.

ARTICLE V

The corporation shall have one class of members, which shall be all lot owners and condominium owners within the Sudden Valley Development. The owner of each lot or condominium shall have one membership for each lot or condominium owned and be entitled to one vote for each lot or condominium owned. Each and every lot owner and condominium owner within the Sudden Valley Development shall be required to become and remain a member of this corporation and required to abide by its Articles, By-Laws and rules and regulations.