

1 SUDDEN VALLEY COMMUNITY ASSOCIATION
2 BOARD OF DIRECTORS MEETING MINUTES
3 THURSDAY, JUNE 25, 2015
4 DANCE BARN
5 7:00 PM

6 In Attendance:

7 Larry Brown, President
8 Carol Bauman, Vice President – Excused absence
9 Leslie McRoberts, Secretary - Excused absence
10 Carol Houlton, Treasurer
11 Samantha Rorabaugh
12 Nick Flacco
13 Grace Shaffner
14 David Narsico
15 Mike D’Angelo
16 Georgia Allen, Acting N&E Chair
17 Jo Jean Kos, ACC Chair
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20 Community Members: 7
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22 Sudden Valley Staff: Mitch Waterman, Managing Director
23 Jennifer Spidle, Accounting Manager
24 Brittany Melo, Administrative Specialist
25 Norm Smith, Security/Compliance Coordinator
26
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28 I. CALL TO ORDER

29 A. The meeting was called to order at 7:03 PM.

30 II. ROLL CALL

31 a. **MOTION:** Director Bauman moved that Director Shaffner act as Secretary. The
32 motion was seconded by Director Rorabaugh and passed unanimously.

33 III. ADOPTION OF AGENDA

34 a. Amended agenda was adopted by acclamation.

35 IV. ANNOUNCEMENTS

- 36 a. The LRPC will meet June 29 at 6:30pm in MPR.
37 b. Sudden Valley will receive small check from insurance for shoring up the middle
38 barn.
39 c. The EPC will meet the 2nd Tues of every month 9 am at the Fire Station.

40 V. PROPERTY OWNER COMMENTS

41 a. None.

42 VI. BOARD COMMENTS

43 a. None.

44 VII. APPROVAL OF MINUTES AND VOTING AS NECESSARY

- 45 a. May 28, 2015
46 b. June 11, 2015

47 i. **MOTION:** Director Rorabaugh moved to approve the minutes pending
48 correction of the sections in red. Director D'Angelo seconded the motion
49 and it passed by acclamation.

50 VIII. GENERAL MANAGER'S REPORT

51 a) 4th of July Plans

52 i. Fire Chief Dave Ralston and Norm Smith set the schedule – closed down
53 dog park 2 pm on July 3rd for set up and clean-up of the area for the 4th.
54 Preparations will be complete by noon on 4th.

55 ii. Safety Items: 2 containers of water on opposite end of park are for spent
56 fireworks. Check-in for fireworks and aid station will be manned by SV
57 CERT team. There will be a flatbed with 2 large water hoses, portable fire
58 extinguishers, signage in launch areas with dos and don'ts. The viewing
59 area will be outside the barriers. South Whatcom Fire Authority will be
60 staged in canoe area. Monitoring traffic flow for EM response availability.
61 Pacific Security will have 4 officers stationed throughout the valley and 2
62 at the marina for crowd control. Deputy Collins from the WCSO will be on
63 site. The area will be cleared out by midnight. Minor clean-up will be done
64 in morning. Turf will provide one person for clean-up with volunteers.
65 Shooting for noon.

66 1. Assemble 3 teams of two to circulate for safety minor med issue
67 and work on traffic issues.

68 2. CERT members will be identifiable by vests and badges and have
69 push to talk radios.

70 iii. Both liquor and pot will be prohibited in ring of fire to lower risk potential.
71 Both will be enforced.

72 iv. Randy will have staff convene in marina at end to move people out and
73 prevent new people coming.

74 b) We have completed a forest plan, are beginning to thin the forest and go forward with the
75 plan. This work will be paid for by sale of lumber; revenue neutral is goal. We are
76 pursuing a conservative (culling most unhealthy trees and most congested areas) approach
77 to thinning.

78 c) We are gearing up for auditors.

79 d) The collections department will write an article for publication in the Views. To date we
80 have received \$200,000 in repayment cash, plus payment plans. Legal steps are in process
81 for those who haven't made the effort to contact the office or pay.

82 e) Golf revenue is up 8% above last year. The 18 – 28 year old market is growing.

83 f) Vegetation control is complete gate 9 and has started in gate 3.

84 g) Compliance has created a new ACC form requesting review on RV conveyance at home
85 (offer to have ACC review conveyance for residents). Noncompliance will result in a
86 fine.

- 87 h) Traffic enforcement has been testing speed signs. They are still collecting data but getting
88 positive comments.
- 89 i) A news release was received from the fire marshal discussing 4th fireworks discharge
90 dates and times in unincorporated areas. Illegal fireworks will receive a significant
91 citation from the county. Fireworks purchased from reservations are not allowed to be
92 discharged off reservation.

93 IX. TREASURER'S REPORT AND VOTING AS NECESSARY

94 a. Finance Committee

95 i. Approval of Minutes – accepted as presented.

- 96 1. May 20, 2015
97 2. June 3, 2015
98 3. June 8, 2015

99 ii. Capital Funding Requests

100 1. 2015 UDR Funding Request

- 101 a. **MOTION:** Director Houlton moved that the Board of
102 Directors approve transfer of funds not to exceed \$333,599
103 from the UDR to fully fund the Association's Operations
104 through December 2015. The motion was seconded by
105 Director D'Angelo and passed with 5 in favor and one
106 opposed.

107 2. Phone System

- 108 a. **MOTION:** Director Houlton moved that the Board
109 approve purchase of a new phone system not to exceed
110 \$21,300 to be funded from CRRRF. The motion was
111 seconded by Director Rorabaugh and passed unanimously.

112 X. COMMITTEE REPORTS AND VOTING AS NECESSARY

113 a. Architectural Control

114 i. Approval Minutes

- 115 1. May 21, 2015
116 2. June 4, 2015

117 b. Communications

- 118 i. Creation of a Sudden Valley Facebook page is still in discussion phase.
119 ii. Our website will be the one place for announcements.
120 iii. Minutes of May 4, 2015 were accepted as presented.

121 XI. CONTINUING BUSINESS AND VOTING AS NECESSARY – N/A

122 XII. NEW BUSINESS AND VOTING AS NECESSARY

123 a. ACC

- 124 i. Director Casey explained that a resident had misunderstood the ACC
125 guidelines and did not understand that trees on member property are not
126 under responsibility of ACC to remove.

- 127 b. Closed Session Timing – Director D'Angelo suggested the Board have closed
128 sessions prior to open session in the future.

- 129 i. **MOTION:** Director Rorabaugh moved that closed sessions be held at the
130 beginning of meetings from 6:00 to 7:00 one hour prior to the open
131 meeting. Director D'Angelo seconded the motion and it passed with 4 in
132 favor, 2 opposed, and 1 abstained.
- 133 c. The Managing Director discussed options to protect community from vicious
134 attacks at the dog park. Included are closing the entire marina from non-residents,
135 and construction of a fence from the tennis courts to the marina. Alternative
136 locations for the dog park were discussed.
- 137 d. WWU contacted Sudden Valley and requested permission to use the airstrip for
138 overflow parking for an agreed on price. Mitch asked them to look into required
139 permitting. **ACTION:** Further information will be brought to the next meeting.

140 **XIII. CLOSED SESSION**

141 Director D'Angelo moved to go into closed session. It was seconded by Director
142 Rorabaugh and passed by acclamation.

143 **XIV. VOTING IF NECESSARY**

144 The Board returned from closed session at 9:10PM.

145 **XV. ADJOURNMENT**

146 The meeting was adjourned at 9:11 PM.