



2019

**SVCA Special
General Meeting**

**Proposed Bylaws
Amendment**



**Sudden Valley Community Association
NOTICE OF SPECIAL GENERAL MEETING
September 21, 2019 - 1:00 PM - Dance Barn**

Notice is hereby given that a Special General Meeting of the Sudden Valley Community Association, hereinafter referred to as SVCA, will be held at the Dance Barn located within Sudden Valley on Saturday, September 21, 2018 at 1:00 PM, the purpose of which shall be to conduct Association business.

AGENDA

- I. Call to Order
- II. Introduction of Parliamentarian
- III. Certificate of Quorum
- IV. Proof of Notice of Special General Meeting
- V. New Business:
 1. Proposed Bylaw Amendment
 - a. Presentation of Measure by the President and Treasurer
 - b. Discussion*
 - c. Voting Process
- VI. Property Owner Comments
- VII. Election Results/Announcements
- VIII. Adjournment

*In order to give all members who wish to speak an opportunity to do so, individual comments may be limited by the Presiding Officer to no more than 3 minutes in duration.

1. Proposed SVCA 2019 Special General Meeting Proposed Bylaw Amendment

Measure passes if approved by 2/3 of the Members voting by mail-in ballot or in person.

Ballot: Shall Section 19. Annual Dues and Assessments, and Special Assessments of the SVCA Bylaws be amended by INSERTING:

(iv) Limitations on Dues and Assessments

1.
 - a) Annual dues and assessments for any fiscal year shall not be increased greater than seven percent (7%) of the annual dues and assessments for the Association's preceding fiscal year.
 - b) Special assessments for any fiscal year, in aggregate, may not exceed fifteen percent (15%) of the budgeted gross revenues of the Association for that fiscal year excluding any budgeted special assessment revenues.
 2. These limitations do not serve to limit assessment increases necessary for an unbudgeted emergency expense which exceeds 15% of the Budgeted Gross Revenues of the Association for the year in which an emergency assessment is proposed. At least one of the following must apply to the emergency situations expense(s):
 - a) Authorized or required by statute;
 - b) Required by an order of a court;
 - c) Necessary to repair or maintain the common interest development or any part of it for which the Association is responsible where a threat to personal safety on the property is discovered;
 - d) Necessary to repair or maintain the common interest development or any part of it for which the Association is responsible that could not have been reasonably foreseen by the board in preparing and distributing the annual budget.
 3. Upon completion of a special assessment project, any excess funds will be considered common surplus, and shall, at the discretion of the board, either be returned to the unit owners or applied as a credit toward future assessments.
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Voting Instructions

Choose your method of voting

A. BY MAIL:

Mark the Mail-in Ballot to vote your choice.

- ✦ **Read** your enclosed documentation carefully.
- ✦ **Mark** your choice with an **X** in the box, as indicated.
- ✦ **Mark** the measure either **FOR (YES)** or **AGAINST (NO)**.
- ✦ **Place** your completed ballot in the **white** secrecy envelope and **seal** the envelope.
- ✦ **Place** the sealed **secrecy** envelope into the **blue** Official Ballot envelope and **seal** the envelope for **each** SVCA Property. Multiple **blue** envelopes may be mailed in a single large envelope.
- ✦ **Sign** and **complete** your address information on **each** Official Ballot **blue** return envelope. **(Your vote cannot count unless you sign and give your property address or division and lot for registration purposes).**
- ✦ **Stamp** and **mail**, OR **drop off** at the Administration Office.

Your **mail-in ballot** must be **received** either by mail or at the Administration Office by **4:30 PM, Friday, September 20, 2019** (the day before the election).

OR

B. IN PERSON:

- ✦ You **must register before you vote in person; registration is Saturday, September 21st, 2019 from 9 AM to 12:30 PM in the Community Center.**
- ✦ If you choose to vote in person, **DO NOT** bring the enclosed mail-in ballot; **you will be issued a new ballot** at registration on which to cast your vote.
- ✦ You may cast your ballot **during registration** and deposit it in a ballot box at the Community Center; **OR**, you can wait and cast your registered ballot at the Special General Meeting.
- ✦ The **Special General Meeting** starts at **1:00 PM** in the Dance Barn.

OUT-OF-STATE PROPERTY OWNERS

Protect your vote and
ensure on-time delivery

Vote & Mail your Ballot early*

Mail-in Ballots **MUST BE RECEIVED** at the
Administration Office **NO LATER THAN:**

4:30 PM on Friday, September 20, 2019

OWNERS WITH MULTIPLE SVCA PROPERTIES

Ensure **ALL** your Votes count!

Each Vote **MUST** be in a **separate Secrecy
Envelope** and **enclosed** in a **separate
Official BLUE Ballot Envelope.**

Multiple **Blue Envelopes** may be mailed in
one large envelope.

If you have any questions, please contact the N&E Chair at BODLANGDON@suddenvalley.com

Or contact the Administration Office at 360-734-6430