



# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

Addendum to the Agenda for the October 27, 2022 Board of Directors Meeting

The following meeting minutes are included in this addendum:

- May 26, 2022
- June 9, 2022
- June 23, 2022
- June 3, 2022
- July 14, 2022
- July 26, 2022
- August 1, 2022
- August 17, 2022
- September 1, 2022
- September 8, 2022
- September 22, 2022
- October 13, 2022

1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Thursday, May 26, 2022 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:04 PM  
6 **AUDIENCE MEMBERS:** Not Recorded

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8 **BOARD MEMBERS PRESENT:**

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1. Andrew Tischleder	3. Sam Shahan	5. Brian Cope	7. Nancy Alyanak
2. Sonia Voldt	4. Sandi Mitchell	6. Taimi Van de Polder	8. Kanu Sharma

10 **BOARD MEMBERS ABSENT:** Joshua Bowens; excused, Keith McLean; excused

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12 **STAFF MEMBERS:** Dan Pike, *General Manager*, Joel Heverling, *Account Manager*, Jon Kaer,  
13 *Technology Administrator*

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15 **GUESTS:** Tyler Andrews, *PNW Services*, Leora Watson, *Editor of The Views*

16  
17 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-**  
18 **Racism Statements.**

19  
20 **1. ADOPTION OF AGENDA**

21  
22 **MOTION TO:** Adopt the Agenda

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24 **MOTION BY:** Director Cope **SECONDED BY:** Director Tischleder  
25 **APPROVED:** X **NOT APPROVED:**                      **TABLED:**                      **DIED:**                       
26 **IN FAVOR:** Unanimous  
27 **AGAINST:** None **ABSTAINED:** None

28  
29 **2. ANNOUNCEMENTS**

30 a. Dan Pike announced the next Clean Green event on Saturday, June 11<sup>th</sup> from 9:00 AM to  
31 3:00 PM

32  
33 **3. PROPERTY OWNER COMMENTS**

34 a. Property owner made comments and asked various questions and the Board responded

35  
36 **4. GENERAL MANAGER’S REPORT**

- 37 a. Dan Pike presented the General Manager’s Report  
38 i. Announced events  
39 1. Clean Green Saturday, June 11<sup>th</sup>, 9:00 AM to 3:00 PM  
40 2. Parks & Rec has completed seasonal hiring  
41 3. Pool will be opening this weekend  
42 4. Golf has tournaments lined up for the month ahead  
43 5. Golf has hired a new Turf Care Superintendent, Greg Wadden  
44 6. Maintenance has completed repairs on the AM/PM park bathroom

- b. Board discussion occurred regarding the loading and launching boats at the Marina
- c. Dan Pike announced a series of E-blasts and other information will be put out on a regular basis to make sure questions from the community regarding a variety of issues

## 5. PROJECT UPDATES

- a. Tyler Andrews presented project updates
  - i. Clubhouse building assessment has been completed
    - 1. Air handler unit to be replaced this year
    - 2. Kitchen asbestos and water remediation is complete
  - ii. All potholes included in 2022 Potholes Project contract are marked in white paint
    - 1. Contract was executed with Huizinga Enterprises
    - 2. Work will tentatively begin at the end of next week with saw cutting
    - 3. The following week the repairs will begin and last approximately two weeks
    - 4. The overall project is weather-dependent
    - 5. By the beginning to mid next week a better schedule detailing how they will be moving throughout the valley by gate will be provided
  - iii. 2022 Road Project design has been completed
    - 1. Permit applications have been submitted to Whatcom County
    - 2. Bid Package has been issued to numerous contractors
      - a. Bids due back on Monday, June 6<sup>th</sup>
      - b. Will be presented to the Board for contract award June 9<sup>th</sup>
    - 3. Project is anticipated to start June 5<sup>th</sup>, pending permit approval, and completed by the end of September
    - 4. Once the project is awarded, we will be getting a schedule from the contractors to be shared with the community
      - a. Better updates on overall start time
      - b. Which roads they're doing and when
  - iv. 2022 Road and Drainage Notice of Activity Project
    - 1. Currently in design
    - 2. Design anticipated to be complete with a Notice of Activity application submitted to Whatcom County in approximately two weeks
    - 3. Bid package anticipated to be issued to contractors the week of June 6<sup>th</sup>
    - 4. Currently goal is to present this to the Board at the June 23<sup>rd</sup> meeting for contract award
    - 5. Construction anticipated to start later in July and completed by September
  - v. Playgrounds
    - 1. Landscape architect, Pacific Landscape Architecture, has completed the As-Built at each of the five playgrounds
    - 2. Design is about 75% done, to be complete in about a week
  - vi. Barn 7 Foundation Removal Project
    - 1. Permit application has been submitted to Whatcom County
    - 2. Removal of the foundation is anticipated to be completed this summer
  - vii. Barn 8 Siding Replacement Project
    - 1. Currently awaiting proposals from architects for assisting with designing for the siding replacement to maintain the barn look





1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Thursday, June 9, 2022 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:07 PM  
6 **AUDIENCE MEMBERS:** Not Recorded

7  
8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	4. Sam Shahan	7. Sandi Mitchell	10. Kanu Sharma
2. Josh Bowens	5. Nancy Alyanak	8. Keith McLean	11.
3. Sonia Voldt	6. Taimi Van de Polder	9. Brian Cope	12.

9  
10 **BOARD MEMBERS ABSENT:** None

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12 **STAFF MEMBERS:** Dan Pike, *General Manager*, Richard Johnson, *Operations Manager*

13  
14 **GUESTS:** Leora Watson, *Editor for The Views*

15  
16 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-**  
17 **Racism Statements.**

18  
19 **1. ADOPTION OF AMENDED AGENDA**

- 20 a. Director Tischleder moved to amend the agenda
- 21 i. Add a Closed Session – Legal after Item 3, Property Owner Comments

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23 **MOTION TO:** Amended the Agenda

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25 **MOTION BY:** Director Tischleder **SECONDED BY:** Director Bowens  
26 **APPROVED:** X **NOT APPROVED:** \_\_\_\_\_ **TABLED:** \_\_\_\_\_ **DIED:** \_\_\_\_\_  
27 **IN FAVOR:** Unanimous  
28 **AGAINST:** None **ABSTAINED:** None

29  
30 **MOTION TO:** Adopt the Amended Agenda

31  
32 **MOTION BY:** Director Tischleder **SECONDED BY:** Director Bowens  
33 **APPROVED:** X **NOT APPROVED:** \_\_\_\_\_ **TABLED:** \_\_\_\_\_ **DIED:** \_\_\_\_\_  
34 **IN FAVOR:** Unanimous  
35 **AGAINST:** None **ABSTAINED:** None

36  
37 **2. ANNOUNCEMENTS**

- 38 a. Director Alyanak announced that the Board of Directors Vacancy Application period is in
- 39 progress for one open seat on the Board
- 40 b. Director Alyanak announced the 2022 Annual General Meeting will be held on
- 41 November 5<sup>th</sup> with five Board seats open
- 42 c. Director Alyanak announced the Architectural Control Committee has eight open
- 43 positions



91 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
92 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
93 IN FAVOR: Unanimous  
94 AGAINST: None ABSTAINED: None

- 95  
96 b. Bylaws – WUCIOA Footnote  
97 i. Director Alyanak presented and explained how WUCIOA affected Sudden Valley  
98 Bylaws  
99 ii. Board discussion occurred  
100 iii. Voting on this item is postponed until the next meeting pending a lawyer’s review  
101 of the language  
102

103 **7. NEW BUSINESS**

- 104 a. Marina Parking Lot Grading  
105 i. Rich Johnson presented Marina Parking Lot updates being taken care of  
106 1. Existing gravel surface graded  
107 2. Filling potholes  
108 3. Maintenance will be adjusting curb stops, purchasing new ones, and  
109 replacing the ones that are missing or damaged  
110 4. Staff will be numbering all the curb stops, painting parking lines, and add  
111 signage to clarify parking  
112

113 **MOTION TO:** Approve the allocation of \$29,856.37 from the Roads Reserve Fund for the Marina  
114 Parking Lot regrading project  
115

116 MOTION BY: Director Tischleder SECONDED BY: Director Van de Polder  
117 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
118 IN FAVOR: Unanimous  
119 AGAINST: None ABSTAINED: None

- 120  
121 b. Guardian Security Services  
122 i. Rich Johnson presented contract proposal from Guardian Security  
123 ii. Board discussion occurred  
124

125 **MOTION TO:** Approve the allocation of \$45,716.68 from the CRRF Fund for new security and access  
126 equipment, and commit to a monthly service agreement \$774.00 out of the Operations Budget  
127

128 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
129 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
130 IN FAVOR: Unanimous  
131 AGAINST: None ABSTAINED: None

- 132  
133 c. Re-keying All Facilities  
134 i. Rich Johnson presented proposal to award A1 Mobile Lock & Key to re-key the  
135 entire campus, including common area facilities  
136 ii. Board discussion occurred  
137

138 **MOTION TO:** Approve allocation of \$25,000.00 from the CRRF Fund for the lock and key re-keying  
139 project and approve a contract with A1 Mobile Lock & Key

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141 MOTION BY: Director Tischleder SECONDED BY: Director Cope  
142 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
143 IN FAVOR: Unanimous  
144 AGAINST: None ABSTAINED: None

145 d. Policies – DRC Recommendations

- 146 i. Director Voldt presented the Budget Development Policy and recommended  
147 removing Policy 2019.02 to avoid confusion by the membership or any future  
148 Board  
149 ii. Board discussion occurred

150  
151 **MOTION TO:** Rescind Policy #2019.02, the Budget Development Policy

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153 MOTION BY: Director Voldt SECONDED BY: Director Tischleder  
154 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
155 IN FAVOR: Unanimous  
156 AGAINST: None ABSTAINED: None

157  
158 **8. PROPERTY OWNER COMMENTS**

159 Property owner made comments and asked various questions and the Board responded

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161 **9. ADJOURNMENT**

- 162 a. The meeting adjourned at 9:12 PM

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164 **MOTION TO:** Adjourn.

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166 MOTION BY: Director Tischleder SECONDED BY: Director Cope  
167 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
168 IN FAVOR: Unanimous  
169 AGAINST: None ABSTAINED: None

170  
171  
172 Approved by: \_\_\_\_\_  
173 Brian Cope, Secretary; Andrew Tischleder, SVCA Board President



- 47                   iv. SVCA staff will be working on parking layout starting July 5<sup>th</sup>  
48 d. Rich Johnson announced that the 8<sup>th</sup> Hole golf course bridge will be delivered  
49                   Wednesday, June 29<sup>th</sup>  
50                   i. Bridge to be stored in the Recreation Corridor Parking Lot  
51                   ii. SVCA is waiting on permits from Whatcom County  
52 e. Rich Johnson announced, regarding the 2022 Roads Project:  
53                   i. Tiger Construction will be mobilizing onsite Tuesday, June 28<sup>th</sup>, 2022  
54                   ii. Work will begin on Cascade Lane and Green Hill and is anticipated to be  
55                   completed around the end of July  
56                   iii. Work on Spring Road will not be completed until September due to material  
57                   availability for the treatments vault  
58                   iv. Residents along these roads will be provided notices of any road closures  
59 f. Rich Johnson announced bid request updates:  
60                   i. Bid request were issued to contractor for the 2022 Roads & Drainage NOA  
61                   Project, along with the Barn 7 Foundation Removal Project, on 6.23.2022  
62                   ii. Possible presentation to the Board at the next Board Meeting on July 14  
63 g. Director Alyanak announced the Board of Directors application period for an  
64                   appointment to the one open seat ends Thursday, June 30<sup>th</sup>  
65                   i. The signed, hardcopy is due at the Admin Office by 4:30PM  
66                   ii. Emailed applications will not be accepted  
67 h. Director Alyanak announced the 2022 Annual General Meeting will be the afternoon of  
68                   November 5<sup>th</sup>  
69                   i. Candidate applications will be available starting July 5<sup>th</sup>  
70                   ii. 5 Board seats will be open on the 9-member Board of Directors  
71                   iii. ACC has 8 open positions on a 9-member committee  
72                   iv. Nominations & Elections Committee has 5 open positions on a 5-member  
73                   committee  
74 i. Director Alyanak announced that the Board has received petitions for the recall of 3  
75                   Board members  
76                   i. N&E Committee previously estimated approximately 2 weeks to verify signatures  
77                   from those petitions and we are within the 2-week estimate  
78                   ii. We think one of the petitions have enough signature to require an SGM  
79                   iii. Once all 3 petitions have been verified an official announcement will be made by  
80                   the President via the Association webpage  
81

### 82 **3. PROPERTY OWNER COMMENTS**

- 83 a. Property owner made comments and asked various questions and the Board responded  
84

### 85 **4. GENERAL MANAGER'S REPORT**

- 86 a. Dan Pike presented the General Manager's Report  
87                   i. Covid is on an upsurge with major impacts in the Administration, Finance, and  
88                   Turfcare Departments this month  
89                   ii. Administration is closed to in-person service through next week  
90                   iii. We are getting ready for the budget and creating an Asset Management Plan  
91                   iv. New staff:  
92                   1. Greg Wadden in Turfcare  
93                   2. Matt Alba is the new Maintenance Foreman  
94                   3. Temporary Staff at Rec and Golf



143 **MOTION TO:** Adjourn.

144

145 MOTION BY: Director Bowens SECONDED BY: Director McLean

146 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

147 IN FAVOR: Unanimous

148 AGAINST: None ABSTAINED: None

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151 Approved by: \_\_\_\_\_

152 Brian Cope, Secretary; Andrew Tischleder, SVCA Board President

DRAFT



- 45 i. There will be additional asphalt paving occurring within the next two weeks, but  
46 roads will be open  
47 d. Director Bowens announced a reminder that fireworks are prohibited during the 4<sup>th</sup> of  
48 July holiday  
49

50 **3. PROPERTY OWNER COMMENTS**

- 51 a. Property owner made comments and asked various questions and the Board responded  
52

53 **4. NEW BUSINESS**

- 54 a. SGM Packet  
55 i. Board discussion occurred  
56

57 **MOTION TO:** Send the package of the Ballot Booklet, and the Ballot with small corrections, to  
58 UniLect  
59

60 MOTION BY: Director Alyanak SECONDED BY: Director Bowens  
61 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
62 IN FAVOR: Unanimous  
63 AGAINST: None ABSTAINED: None  
64

- 65 b. Ratify UniLect Contract  
66 i. Director Alyanak presented the UniLect Contract ratification  
67

68 **MOTION TO:** Ratify the UniLect Contract for the SGM on August 13<sup>th</sup>  
69

70 MOTION BY: Director Alyanak SECONDED BY: Director Voldt  
71 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
72 IN FAVOR: Unanimous  
73 AGAINST: None ABSTAINED: None  
74

75 **5. ADJOURNMENT**

- 76 a. The meeting adjourned at 7:26 PM  
77

78 **MOTION TO:** Adjourn.  
79

80 MOTION BY: Director Bowens SECONDED BY: Director Cope  
81 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
82 IN FAVOR: Unanimous  
83 AGAINST: None ABSTAINED: None  
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86 Approved by: \_\_\_\_\_  
87 Brian Cope, Secretary; Andrew Tischleder, SVCA Board President

1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Thursday, July 14, 2022 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:03 PM  
6 **AUDIENCE MEMBERS:** Not Recorded

7  
8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	3. Sam Shahan	5. Nancy Alyanak	7. Kanu Sharma
2. Sonia Voldt	4. Sandi Mitchell	6. Taimi Van de Polder	8. Brian Cope

9  
10 **BOARD MEMBERS ABSENT:** Keith McLean; excused, Josh Bowens; excused

11  
12 **STAFF MEMBERS:** Dan Pike, *General Manager*, Jon Kaer, *Technology Administrator*

13  
14 **GUESTS:** Leora Watson, *Editor for The Views*; Tyler Andrews, *PNW Services*

15  
16 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-Racism Statements.**

17  
18  
19 **1. ADOPTION OF AGENDA**

- 20 a. The agenda was adopted

21  
22 **MOTION TO:** Adopt the Agenda

23  
24 **MOTION BY:** Director Cope \_\_\_\_\_ **SECONDED BY:** Director Shahan \_\_\_\_\_  
25 **APPROVED:** X \_\_\_\_\_ **NOT APPROVED:** \_\_\_\_\_ **TABLED:** \_\_\_\_\_ **DIED:** \_\_\_\_\_  
26 **IN FAVOR:** Unanimous \_\_\_\_\_  
27 **AGAINST:** None \_\_\_\_\_ **ABSTAINED:** None \_\_\_\_\_

28  
29 **2. BOARD VACANCY CANDIDATE INTRODUCTION & INTERVIEWS**

- 30 a. Morgan Libby  
31 i. Director Alyanak introduced the candidate  
32 ii. Candidate gave their background  
33 iii. Board interviewed the candidate  
34 b. Laurie Robinson  
35 i. Director Alyanak introduced the candidate  
36 ii. Director Alyanak read the candidate’s written statement  
37 iii. Board discussion occurred

38  
39 **3. BOARD VOTING**

- 40 a. The Board voted by Show of Hands for the new Board Member  
41 b. The Board voted 5 to 2 in favor of Morgan Libby

42  
43 **4. ANNOUNCEMENT OF BOARD CANDIDATE APPOINTMENT**

- 44 a. Director Tischleder announced Morgan Libby as the new Board Director  
45 b. Term will run through the November AGM  
46

47 **5. ANNOUNCEMENTS**

- 48 a. Director Alyanak announced the Recall Election ballots mailed today  
49 i. Members should be getting ballots by next week  
50 ii. Friday the Committee Members are going to set up the Ballot Box in the  
51 Administration building  
52 b. Dan Pike announced the Rec Center parking lot will be closed Friday, July 15<sup>th</sup> for  
53 paving  
54 i. Access will be available to the Library and Adult Pool for pedestrian walking but  
55 there will be no parking available until the lot is reopened  
56 c. Dan Pike announced a burn ban is taking effect this Friday morning at 8:00 AM due to  
57 warm weather conditions ahead and a decrease in moisture levels  
58 i. More information is available on the website  
59 d. Director Voldt announced starting Sunday the Golf Course will be open Sunday evening  
60 at 6:00 PM for members to walk the cart path  
61 e. Director Volt announced that Firewise is still ongoing  
62 f. Tyler Andrews clarified the parking situation for the Rec Center parking lot  
63 i. There will be alternate parking available with signage  
64 g. Dan Pike announced that Sudden Valley is finalizing a contract for Swimming Lessons  
65 h. Director Voldt announced the Operations Manager, Rich Johnson, was married today  
66

67 **6. PROPERTY OWNER COMMENTS**

- 68 a. Property owner made comments and asked various questions and the Board responded  
69

70 **7. OLD BUSINESS**

- 71 a. 2022 Road & Drainage NOA Project Contract Award  
72 i. Tyler Andrews presented Board Scope Letter  
73 1. 22 repair locations, plus the Marina Parking Lot  
74 2. This contract would repair roads and improve drainage at 58 locations  
75 throughout Sudden Valley  
76 3. Ditch cleaning for 3,800 feet which will protect the edges of roads from  
77 eroding and prevent water from overflowing onto the road creating other  
78 issues  
79 a. Fixing additional asphalt repairs  
80 4. Existing culverts will be cleaned and replaced where a few have failed  
81 a. At each location this will prevent water from backing up which is  
82 also creating other issues  
83 5. All work is proposed to be completed under Sudden Valley's  
84 Programmatic Permit with Whatcom County  
85 a. A Notice of Activity has been submitted to Whatcom County  
86 b. Project would be scheduled to start later this month if approved,  
87 and all work will be completed by September 30<sup>th</sup> of this year  
88 ii. PNW is recommending that the Board approve awarding the contract to P&P  
89 Excavating  
90 iii. Board discussion occurred  
91

92 **MOTION TO:** Approve additional project funding from the Roads Reserves for Roads Project 9922.5  
93 in the amount of \$556,489.43 per the below breakdown which includes the amount that will be award  
94 for the construction contract

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MOTION BY: Director Tischleder SECONDED BY: Director Voldt  
APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None ABSTAINED: None

**MOTION TO:** Award P&P Excavating LLC the 2022 Road and Drainage NOA Project Contract in the amount of \$525,814.43 per their attached bid to be funded from the Roads Reserve Project code 9922.5

MOTION BY: Director Tischleder SECONDED BY: Director Cope  
APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None ABSTAINED: None

- b. Southern Court Update
  - i. Tyler Andrews presented a summary of where they're at on the road and what's taken place over the last six months
  - ii. Board discussion occurred
- c. Barn 7 Foundation Removal Project Contract Award
  - i. Tyler Andrews presented Contract Award Letter for the Barn 7 Foundation Removal Project
  - ii. If this Board elects to award this project, it is scheduled to start September 12<sup>th</sup> after the main pool closes for the season and will be completed prior to September 30<sup>th</sup> when the Lake Whatcom Watershed window closes
  - iii. PNW is recommending the Board approve awarding the contract to P&P Excavating
  - iv. Board discussion occurred

**MOTION TO:** Award P&P Excavating LLC the contract to remove the Barn 7 foundation in the amount of \$51,982.48 per their attached bid to be funded from the Roads Reserved Project code 9919.07

MOTION BY: Director Tischleder SECONDED BY: Director Cope  
APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None ABSTAINED: None

**MOTION TO:** Approve additional funds to Capital code 9919.07 in the amount of \$27,312.83 which includes the amount stated in the motion for the award of contract to P&P Excavating

MOTION BY: Director Tischleder SECONDED BY: Director Van de Polder  
APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None ABSTAINED: None

- d. El Agave Kitchen Repairs
  - i. Tyler Andrews presented a summary of the project Scope Letter to Sudden Valley
  - ii. Water damage in the kitchen has been removed

- 142 iii. Proposal repairs the kitchen to match what was previously existing, no upgrades
- 143 or additional improvements
- 144 iv. Scope Letter assumes Sudden Valley will hire two contractors to complete repairs
- 145 1. Spectrum Plumbing will replace the piping, rough, and new drains, and
- 146 trim out with resetting equipment
- 147 2. Sudden Valley will hire, as proposed, Cool Runnings Construction to
- 148 complete the framing, wall resurfacing, flooring, electrical repairs via their
- 149 electrical subcontractor, and ceiling repairs in the basement
- 150 v. Whatcom County Health Department has been consulted to review the proposed
- 151 repair scope and has concurred that just repairing the kitchen to match what was
- 152 existing is acceptable
- 153 vi. Board discussion occurred
- 154

155 **MOTION TO:** Approve funding in the amount of \$76,058.40 from the UDR Reserves to complete the

156 repair of the water damage in the restaurant kitchen area

157

158 MOTION BY: Director Tischleder SECONDED BY: Director Shahan

159 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

160 IN FAVOR: Unanimous

161 AGAINST: None ABSTAINED: None

162

163 **8. ADJOURNMENT**

- 164 a. The meeting adjourned at 8:33 PM
- 165

166 **MOTION TO:** Adjourn.

167

168 MOTION BY: Director Tischleder SECONDED BY: Director Cope

169 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

170 IN FAVOR: Unanimous

171 AGAINST: None ABSTAINED: None

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174 Approved by: \_\_\_\_\_

175 Brian Cope, Secretary; Andrew Tischleder, SVCA Board President



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**3. ADJOURNMENT**

a. The meeting adjourned at 9:55 PM

**MOTION TO:** Adjourn.

MOTION BY: Committee Member Cass      SECONDED BY: Director Tischleder

APPROVED: X      NOT APPROVED: \_\_\_\_\_      TABLED: \_\_\_\_\_      DIED: \_\_\_\_\_

IN FAVOR: Unanimous

AGAINST: None      ABSTAINED: None

Approved by: \_\_\_\_\_

Brian Cope, Secretary; Andrew Tischleder, SVCA Board President

DRAFT

1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Monday, August 1, 2022 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:03 PM  
6 **AUDIENCE MEMBERS:** Not Recorded  
7

8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	4. Sandi Mitchell	7. Morgan Libby	10.
2. Sonia Voldt	5. Nancy Alyanak	8. Taimi Van de Polder	11.
3. Joshua Bowens	6. Brian Cope	9. Sam Shahan	12.

9  
10 **BOARD MEMBERS ABSENT:** Keith McLean; *excused*, Kanu Sharma; *excused*

11  
12 **STAFF MEMBERS:** Dan Pike, *General Manager*; Rich Johnson, *Operations Manager*; Jon Kaer,  
13 *Technology Administrator*

14  
15 **GUESTS:** Richard Davis, *Chmelik Sitkin & Davis*; Leora Watson, *The Views*

16  
17 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-**  
18 **Racism Statements.**

19  
20 **1. ADOPTION OF AMENDED AGENDA**

- 21 a. Director Alyanak moved to amend the agenda
  - 22 i. Removed New Business Item 6a and 6a-1, N&E Manual Amendment to Clarify
  - 23 Required Elements on Petitions

24  
25 **MOTION TO:** Amend the Agenda

26  
27 MOTION BY: Director Alyanak SECONDED BY: Director Tischleder  
28 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
29 IN FAVOR: Unanimous  
30 AGAINST: None ABSTAINED: None

31  
32 **MOTION TO:** Adopt the Amended Agenda

33  
34 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
35 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
36 IN FAVOR: Unanimous  
37 AGAINST: None ABSTAINED: None

38  
39 **2. CONSENT AGENDA**

40  
41 **MOTION TO:** Adopt the Consent Agenda  
42 a. The motion was approved by Acclamation  
43

44 MOTION BY: Director Tischleder SECONDED BY: \_\_\_\_\_  
45 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
46 IN FAVOR: Unanimous  
47 AGAINST: None ABSTAINED: None

48  
49 **3. ANNOUNCEMENTS**

- 50 a. Director Voldt announced Wednesday the 3<sup>rd</sup> at 7:00 PM will be the continuation of the  
51 Joint Board and Finance Committee Budget Meeting  
52 b. Director Voldt that Swim Lessons are starting this week and Rec will be contacting  
53 everybody who signed up  
54 i. Board discussion occurred  
55 c. Director Alyanak announced and clarified how Ballot signatures work regarding the  
56 N&E Manual, Uni-Lect, and the upcoming election  
57 d. Director Alyanak announced a Call to Action to Vote

58  
59 **4a. PROPERTY OWNER COMMENTS**

- 60 a. Property owners made comments and asked various questions and the Board responded

61  
62 **4b. GENERAL MANAGER'S REPORT**

- 63 a. Dan Pike introduced Richard Davis  
64 b. In lieu of the General Manager's Report, SVCA Attorney, Richard Davis, provided  
65 perspective on his role and some legal issues that SVCA is facing  
66 i. Clarification of SVCA's legal counsel's role  
67 ii. Addressed issues with Records Request  
68 iii. Addressed removal of the Dock  
69 iv. Addressed the Transfer Fee  
70 v. Addressed concerns regarding the invoices for legal work for the Board  
71 vi. Addressed the purchase of the Sun-Mark property

72  
73 **6. CONTINUING BUSINESS**

- 74 a. Guardian Security Contract Amendment  
75 i. Rich Johnson recommended the Board approve to increase the Guardian Contract  
76 amount by \$10,285.79 from the CRRRF Fund and by \$155.00 per month for the  
77 service portion from Operations  
78 ii. Board discussion occurred

79  
80 **MOTION TO:** Approve to increase the Guardian Security contract amount by \$10,285.79 to be funded  
81 from the CRRRF Account and by \$155.00 per month for the service portion from the Operations

82  
83 MOTION BY: Director Tischleder SECONDED BY: Director Shahan  
84 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
85 IN FAVOR: Unanimous  
86 AGAINST: None ABSTAINED: None



1 **BOARD OF DIRECTORS SPECIAL MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Wednesday, August 17, 2022 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:02 PM  
6 **AUDIENCE MEMBERS:** Not Recorded  
7

8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	3. Joshua Bowens	5. Nancy Alyanak	7. Morgan Libby
2. Sonia Voldt	4. Sandi Mitchell	6. Brian Cope	8. Taimi Van de Polder

9  
10 **BOARD MEMBERS ABSENT:** Sam Shahan; excused, Keith McLean; *excused*, Kanu Sharma;  
11 *excused*

12  
13 **STAFF MEMBERS:** Joel Heverling, *Accounting Manager*, Jon Kaer, *Technology Administrator*

14  
15 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-**  
16 **Racism Statements.**

17  
18 **1. ADOPTION OF AGENDA**

19  
20 **MOTION TO:** Adopt the Agenda

21  
22 MOTION BY: Director Van de Polder SECONDED BY: Director Libby  
23 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
24 IN FAVOR: Unanimous  
25 AGAINST: None ABSTAINED: None  
26

27 **2. CONTINUING BUSINESS – 2023 Draft Budget Presentation**

- 28 a. Budgeting Process Overview
  - 29 i. Joel Heverling presented the Budgeting Process Overview
- 30 b. DRAFT 2023 Capital Budgeting and Planning Presentation
  - 31 i. Joel Heverling presented the 2023 Capital Budgeting and Planning
  - 32 ii. Board discussion occurred

33  
34 **3. ADJOURNMENT**

- 35 a. The meeting adjourned at 8:11 PM

36  
37 **MOTION TO:** Adjourn.

38  
39 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
40 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
41 IN FAVOR: Unanimous  
42 AGAINST: None ABSTAINED: None  
43  
44

45  
46

Approved by: \_\_\_\_\_  
Brian Cope, Secretary; Andrew Tischleder, SVCA Board President

DRAFT

1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Thursday, September 1, 2022 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:04 PM  
6 **AUDIENCE MEMBERS:** Not Recorded

7  
8 **BOARD MEMBERS PRESENT:**

9

1. Andrew Tischleder	4. Sam Shahan	5. Taimi Van de Polder	7.
2. Sonia Voldt	3. Nancy Alyanak	6. Morgan Libby	8.

10 **BOARD MEMBERS ABSENT:** Joshua Bowens; *excused*, Brian Cope; excused, Kanu Sharma;  
11 *excused*, Sandi Mitchell, *excused*.

12  
13 **STAFF MEMBERS:** Jo Anne Jensen, *Operations Manager*; Jon Kaer, *Technology Administrator*

14  
15 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-**  
16 **Racism Statements.**

17  
18 **1. ADOPTION OF AGENDA**

19  
20 **MOTION TO:** Adopt the Agenda

21  
22 MOTION BY: Director Tischleder SECONDED BY: Director Voldt  
23 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
24 IN FAVOR: Unanimous  
25 AGAINST: None ABSTAINED: None

26  
27 **2. ANNOUNCEMENTS**

- 28 a. Director Tischleder announced Jo Anne Jensen is the new Operations Manager  
29 i. Jo Anne Jensen introduced herself and discussed her background  
30 b. Director Alyanak announced a reminder that Tuesday at 4:30 is the deadline to get your  
31 hardcopy signed application into the Admin office for a Board of Directors seat  
32 c. Joel Heverling announced the Property Transfer Fee Refund Program is live  
33 i. The main portal is on the website  
34 ii. There is an announcement on the website and an announcement will be coming  
35 out in The Views  
36 iii. The deadline for filing is September 30<sup>th</sup>  
37 iv. You want to have your final closing statement, state-issued ID, and division and  
38 lot number

39  
40 **3. PROPERTY OWNER COMMENTS**

- 41 a. Property owners made comments and asked various questions and the Board responded

42  
43 **4. FINANCIAL REPORT**

- 44 a. Joel Heverling presented the June 2022 Financial Reports

47 **5. NEW BUSINESS**

- 48 a. Draft Reserve Study
  - 49 i. Joel Heverling presented proposed changes to the Draft Reserve Study
  - 50 ii. Board discussion occurred
- 51 b. 2022 SGM – Certification of Results
  - 52 i. Director Alyanak presented the results of the 2022 SGM
  - 53 ii. Board discussion occurred

54  
55 **MOTION TO:** Approve the SGM Certification Report dated August 13<sup>th</sup>

56  
57 MOTION BY: Director Alyanak SECONDED BY: Director Libby  
 58 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
 59 IN FAVOR: Unanimous  
 60 AGAINST: None ABSTAINED: None

- 61  
62 c. N&E Manual – Petition Process Addendum
  - 63 i. Director Alyanak presented the N&E Manual Addendum
  - 64 ii. Board discussion occurred

65  
66 **MOTION TO:** Approve putting the petition process addendum as Addendum D in the back of the N&E  
67 Manual

68  
69 MOTION BY: Director Alyanak SECONDED BY: Director Shahan  
 70 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
 71 IN FAVOR: Unanimous  
 72 AGAINST: None ABSTAINED: None

- 73  
74 d. Capital Request – Roadside Mower Replacement
  - 75 i. Director Tischleder presented the Capital Request from maintenance to replace
  - 76 the roadside mower
  - 77 ii. Board discussion occurred

78  
79 **MOTION TO:** Approve the allocation of \$101,617.02 from the CRRRF for purchasing a new roadside  
80 mower with attachments and the sale of existing unit through consignment at the tractor dealership

81  
82 MOTION BY: Director Tischleder SECONDED BY: Director Shahan  
 83 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
 84 IN FAVOR: Unanimous  
 85 AGAINST: None ABSTAINED: None

86  
87 **MOTION TO:** Request staff to bring back a training program to ensure staff has the abilities and skills  
88 needed to run this piece of equipment

89  
90 MOTION BY: Director Tischleder SECONDED BY: Director Voldt  
 91 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
 92 IN FAVOR: Unanimous  
 93 AGAINST: None ABSTAINED: None

- 95 e. Proposed Bylaw Amendment
- 96 i. Director Voldt presented the proposed Bylaw amendment
- 97 ii. Board discussion occurred
- 98

99 **MOTION TO:** Draft, with legal counsel’s support, a bylaw amendment for requiring a vote of the  
100 membership to sell non-trust lands and bring it back to the next [INAUDIBLE]

101  
102 MOTION BY: Director Tischleder SECONDED BY: Director Shahan  
103 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
104 IN FAVOR: Unanimous  
105 AGAINST: None ABSTAINED: None

106  
107 **MOTION TO:** Work on drafting a bylaw amendment to require petitions to have a Sudden Valley  
108 member representative when they’re submitted

109  
110 MOTION BY: Director Tischleder SECONDED BY: Director Shahan  
111 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
112 IN FAVOR: Unanimous  
113 AGAINST: None ABSTAINED: None

114  
115 **6. ADJOURNMENT**

- 116 a. The meeting adjourned at 8:43 PM
- 117

118 **MOTION TO:** Adjourn.

119  
120 MOTION BY: Director Tischleder SECONDED BY: Director Shahan  
121 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
122 IN FAVOR: Unanimous  
123 AGAINST: None ABSTAINED: None

124  
125  
126 Approved by: \_\_\_\_\_  
127 Brian Cope, Secretary; Andrew Tischleder, SVCA Board President





89 **MOTION TO:** Adopt the 2023 Annual Consolidated Budget with a total combined assessment and  
90 non-assessment revenue of \$6,610,880.00

91  
92 MOTION BY: Director Tischleder SECONDED BY: Director Cope  
93 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
94 IN FAVOR: Unanimous  
95 AGAINST: None ABSTAINED: None

- 96  
97 2. Board discussion occurred  
98 a. Director Alyanak made a friendly amendment  
99 iii. Approval of Draft AGM Election Booklet  
100 1. Director Tischleder introduced the Draft AGM Election Booklet  
101 2. Board discussion occurred  
102 3. Changes to the Ballot Packet were approved by acclimation

103  
104 **5. ADJOURNMENT**

- 105 a. The meeting adjourned at 7:54 PM

106  
107 **MOTION TO:** Adjourn.

108  
109 MOTION BY: Director Tischleder SECONDED BY: Director Voldt  
110 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
111 IN FAVOR: Unanimous  
112 AGAINST: None ABSTAINED: None

113  
114  
115 Approved by: \_\_\_\_\_  
116 Brian Cope, Secretary; Andrew Tischleder, SVCA Board President

1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Thursday, September 22, 2022 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:03 PM  
6 **AUDIENCE MEMBERS:** Not Recorded

7  
8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	3. Nancy Alyanak	5. Keith McLean	7. Sandi Mitchell
2. Sonia Voldt	4. Taimi Van de Polder	6. Morgan Libby	8.

9  
10 **BOARD MEMBERS ABSENT:** Brian Cope; *excused*, Joshua Bowens; *excused*, Kanu Sharma;  
11 *excused*, Sam Shahan, *excused*

12  
13 **STAFF MEMBERS:** Jo Anne Jensen, *Operations Manager*; Jon Kaer, *Technology Administrator*

14  
15 **GUESTS:** Leora Watson, *Editor for The Views*

16  
17 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-**  
18 **Racism Statements.**

19  
20 **1. ADOPTION OF AMENDED AGENDA**

- 21 a. Director Tischleder moved to amend the agenda
  - 22 i. Remove 5b, Capital Request – Replacement Zero Turn Mower
  - 23 ii. Adding 5a-ii, Appointing Second Board Member to Communications Committee

24  
25 **MOTION TO:** Amend the Agenda

26  
27 MOTION BY: Director Tischleder SECONDED BY: Director Voldt  
28 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
29 IN FAVOR: Unanimous  
30 AGAINST: None ABSTAINED: None

31  
32 **MOTION TO:** Adopt the Amended Agenda

33  
34 MOTION BY: Director Tischleder SECONDED BY: Director Libby  
35 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
36 IN FAVOR: Unanimous  
37 AGAINST: None ABSTAINED: None

38  
39 **2. ANNOUNCEMENTS**

- 40 a. Jo Anne Jensen announced project updates
  - 41 i. The Barn 7 foundation removal is about ¾ of the way removed and the remainder  
42 will be finished next week
    - 43 1. Grading and hydroseeding will be completed after foundation removal
  - 44 ii. The 8<sup>th</sup> Hole Bridge was set today



91 **5. NEW BUSINESS**

92 a. Appoint Communications Committee Chair

93 i. Director Voldt nominated Director Mitchell as Chair of the Communications  
94 Committee, Director Van de Polder seconded the nomination

95 1. Director Mitchell was approved as Chair of the by acclamation

96 ii. Appointing Second Board Member to Communications Committee

97 1. Director Voldt nominated Director Libby for the Communications  
98 Committee

99 iii. Designate Staff Member to Assist Communications Committee Chair

100 1. Director Tischleder announced that Jo Anne Jensen will be the staff  
101 member designated to assist the Communications Committee

102 2. Board discussion occurred

103  
104 **MOTION TO:** Approve Jo Anne Jensen as the staff member designated to the Communications  
105 Committee

106  
107 MOTION BY: Director Tischleder SECONDED BY: Director Mitchell

108 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

109 IN FAVOR: Unanimous

110 AGAINST: None ABSTAINED: None

111  
112 **6. ADJOURNMENT**

113 a. The meeting adjourned at 7:50 PM

114  
115 **MOTION TO:** Adjourn.

116  
117 MOTION BY: Director SECONDED BY: Director

118 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

119 IN FAVOR: Unanimous

120 AGAINST: None ABSTAINED: None

121  
122  
123 Approved by: \_\_\_\_\_

124 Brian Cope, Secretary; Andrew Tischleder, SVCA Board President

1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Thursday, October 13, 2022 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:07 pm  
6 **AUDIENCE MEMBERS:** Not Recorded

7  
8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	4. Nancy Alyanak	7. Sandi Mitchell	10.
2. Joshua Bowens	5. Morgan Libby	8. Sam Shahan	11.
3. Taimi Van de Polder	6. Sonia Voldt	9. Brian Cope	12.

9  
10 **BOARD MEMBERS ABSENT:** Kanu Sharma, Keith McLean

11  
12 **STAFF MEMBERS:** Jo Anne Jensen, *Operations Manager*; Jon Kaer, *Technology Administrator*; Joel  
13 Heverling, *Accounting Manager*

14  
15 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-Racism**  
16 **Statements.**

17  
18 **Item 1) ADOPTION OF AGENDA**

19 **1a.** The agenda was adopted

20  
21 **MOTION TO:** Adopt the agenda and approve.

22  
23 **MOTION BY:** Director Tischleder \_\_\_\_\_ **SECONDED BY:** Director Bowens \_\_\_\_\_  
24 **APPROVED:** X **NOT APPROVED:** \_\_\_\_\_ **TABLED:** \_\_\_\_\_ **DIED:** \_\_\_\_\_  
25 **IN FAVOR:** Unanimous  
26 **AGAINST:** None. **ABSTAINED:** None

27  
28 **Item 2) ANNOUNCEMENTS**

- 29 **2a.** Operations Manager JoAnne Jensen announced where to email the questions for the
- 30 candidates for the AGM on Saturday, November 5;
- 31 **2a i.** Holiday Craft Fair entries can be sent to us at the Welcome Center for vendors;
- 32 **2a ii.** Information regarding the new Welcome Center parking and gate’s hours;
- 33 **2b.** Nancy Alyanak presented information about ballots for the AGM and how to obtain them;
- 34 **2b i.** Encouraged turnout for election.
- 35 **2b ii.** Location of drop box and mailbox; allow 5-7 days to get to voting center.
- 36 **2c.** Director Van de Polder asked about hours of Welcome Center gate, dawn to dusk

37  
38 **Item 3) PROPERTY OWNER COMMENTS & BOARD RESPONSES**

39 Property Owners asked various questions and the Board responded.

40 **Item 4) PROJECT UPDATES**

- 41 **4a.** Jo Anne Jensen, Ops Manager, updated us about these projects:
- 42 **4a i.** Barn 7 Foundation removal project is completed and within budget;
- 43 **4a ii.** 8<sup>th</sup> Golf Bridge has been installed and railing is currently being installed;
- 44 **4a iii.** 2022 Roads projects (unintelligible ) **Under budget;**

45 4a iv. Clubhouse kitchen/El Agave project is almost complete, and clean-up is scheduled.

46  
47 **Item 5) TREASURER’S REPORT**

48 **5a. July 2022 Financial Reports**

49 Accounting Manager Joel Heverling presented the financial reports of July 2022.

50  
51 **Item 6) NEW BUSINESS**

52 **6a. CAPITAL REQUEST-COLD SPRING LANE & PERMITTING IN 2023**  
53 **for repairs and drainage basin**

54  
55 **MOTION:** For the Board Directors approve the allocation of \$35,596 from the Road Reserves for the  
56 Cold Spring drainage repair.

57  
58 MOTION BY: Director Tischleder SECONDED BY: Director Voldt  
59 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
60 IN FAVOR: Unanimous  
61 AGAINST: None. ABSTAINED: None

62  
63 **6b. CAPITAL REQUEST-MAINTENANCE DEPARTMENT DUMP TRAILER**

64  
65 **MOTION:** That the Board of Directors approve the allocation of \$14,051.91 from the CRRRF fund for  
66 the purchase of a Maintenance Department 14 ft. Dump Trailer for road repair.

67  
68 MOTION BY: Director Tischleder SECONDED BY: Director Voldt  
69 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
70 IN FAVOR: Unanimous  
71 AGAINST: None. ABSTAINED: None

72  
73 **6c. OPERATIONS CONTRACT APPROVAL-PHONE SERVICE UPGRADE**

74  
75 **MOTION:** The BOD approve the proposed Comcast contract that upgrades phone services to the VOIP  
76 and increases internet service speeds.

77  
78 MOTION BY: Director Tischleder SECONDED BY: Director Voldt  
79 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
80 IN FAVOR: Unanimous  
81 AGAINST: None. ABSTAINED: None

82  
83 **6d. POOL REPAIR**

84  
85 **MOTION:** That the BOD ratify the executive committee’s decision to obligate \$ 26,932.80 from CRRRF  
86 toward foundation restoration for the repair of the main pool gutter leak.

87  
88 MOTION BY: Director Tischleder SECONDED BY: Director Shahan  
89 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
90 IN FAVOR: Unanimous  
91 AGAINST: None. ABSTAINED: None

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**6e. REMOTE MEETINGS ITEM**

Director Tischleder spoke to the Board reminding them about Governor Enslee’s COVID proclamation ending October 31 and that it doesn’t seem necessary to continue having meetings via Zoom. He would leave that to the future Board to determine with Jo Anne.

**Item 7) CLOSED SESSION-PERSONNEL ADJOURNMENT**

MOTION BY: Director Tischleder SECONDED BY: Director Shahan  
APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None. ABSTAINED: None

**MOVED TO CLOSED SESSION: 8:44 pm**

**APPROVED BY:** \_\_\_\_\_  
**ANDREW TISCHLEDER, SVCA PRESIDENT or BRIAN COPE, SECRETARY**