Sudden Valley Community Association

1850 Lake Whatcom Blvd, Bellingham, WA 98229
www.suddenvalley.com 360-734-6430

Board of Directors Meeting

November 12, 2026, 7:00 PM, 8 Barn View Ct. Multipurpose Room A

Call to Order

Roll Call

1) **Adoption of Agenda**
2) **Announcements**
3) **Property Owner Comments** – 15 Minutes Total
   Please note that comments are limited to 3 minutes per person.
   a) Response to Property Owner Comments
4) **Consent Agenda**
   a) Approval of Minutes – October 22, 2026
5) **Reports**
   a) General Manager's Report
   b) Financial Statements – August 2026
6) **New Business**
   a) Certification of the 2026 Election
   b) Approval of 2026 AGM Minutes
   c) Resolution for Association Signing Authority
   d) Committee Discussion and Appointments
   e) Approval of Architectural Control Committee Members
   f) Approval of Nominations & Elections Committee Members
   g) Board Orientation Schedule
   h) 2027 Meeting Schedule
7) **Executive Session**
   a) Personnel

Adjournment

How to Attend Meetings of the Board of Directors

Meetings can be attended in-person or online. A link to the Zoom meeting can be found at https://suddenvalley.com/board/ or follow these instructions: go to Zoom.com; Click on "Meet" on the top menu bar and select "Join a Meeting"; Enter **86704997445** in the meeting ID box; follow the instructions to enter the meeting.

BOARD OF DIRECTORS REGULAR MEETING

Thursday, October 22, 2026, 7:00 PM

8 Barn View Ct, Multipurpose Room A

Minutes

CALLED TO ORDER AT: 7:00 pm
AUDIENCE MEMBERS: Not Recorded

BOARD MEMBERS PRESENT:

1. Keith McLean, President Present	4. Taimi Van de Polder, Secretary Present	7. Sean Chaffee Present	10. Rob Gibbs, N&E Chair Present
2. Tom Henning, Vice President Present	5. Laurie Robinson Present	8. Mitch Waterman Present	11. Daniel Rodriguez, ACC Chair Excused
3. Jean Maixner, Treasurer Via Zoom	6. Ray Meador Present	9. Linda Bradley Present	10 of 11 BOD members present.

ATTENDING:

STAFF MEMBERS: Jo Anne Jensen, General Manager
Spencer Huston, IT
Joel Heverling, Accounting Manager
Ben Hancock, Larson Gross Auditor

CALL TO ORDER:
Keith McLean, President, called the meeting to order at 7:01 PM

1. **President called for motion to adopt the agenda**
   Motion: Move to adopt the Agenda

Motion By: President McLean		**Seconded By:** Director Robinson	
Approved: X	**Not Approved:**	**Tabled:**	**Died:**
In Favor: Unanimous	**Against:**	**Abstained:**	

2. **Announcements**
   - **2a.** Breakfast with Santa will be December 12th 7:00 PM at El Agave
   - **2b.** Meet and Greet with the candidates this Sunday the 25th, from 2PM – 4PM at the Dance Barn
   - **2c.** We have closed the search for volunteers for the day of the AGM
   - **2d.** We have received 75 e-ballots returned and 191 signed mail ballots received. Through the drop box, we received 55 ballots, only 52 were valid. One didn't come in the blue envelope.

3. **Property Owner Comments:**
   - Sears Taylor wanted say how beautiful the new gym equipment is. Also wanted to thank

DRAFT

Tom for the insightful conversation they had at the "Get out and vote" event. Stated that he is in support of the Fab5. He does not agree with the 6 or 7% increase for dues, he wants to see the Recreation building looked at very carefully, he is not in favor of the 10-foot giveaway on the West Marina Park.

- Linda Bradley wanted to share how much she's enjoyed serving on the board with everyone.
- Carrie Van de Polder spoke about the incident that happened on the west side of the Marina. Many incidents happened after the initial one and it was starting to feel very targeted.
- Laurie Robinson spoke her thoughts about the Facebook page and wanting people to be careful about what you believe on social media.
- Cinda Herren came up to defend her side regarding the incident that happened at the west side of the marina.
- Seth Norman warns people that the image of Sudden Valley will collapse with everything going on.

3a. Response to Property Owner Comments from August 13, 2026

i. None

4. <u>Consent Agenda</u>

Motion: Motion to approve meeting minutes from October 8th meeting.

Motion By: President McLean		**Seconded By:** Director Bradley	
Approved: X	**Not Approved:**	**Tabled:**	**Died:**
In Favor: Unanimous	**Against:**	**Abstained:**	

5. <u>Reports</u>

5a. Review of 2025 Financial Audit

6. <u>Continuing Business</u>

6a. Committee Business – None

6b. Procedural Actions

Motion: I move to rescind the motion approved by the Board on October 8, 2026, regarding the Marina Trail. The motion stated: "Move that the board approve proposed actions and signage for Marina Trail including no public access between houses and a 10-foot setback."

Motion By: President McLean		**Seconded By:**	
Approved: X	**Not Approved:**	**Tabled:**	**Died:**
In Favor: Majority	**Against:**	**Abstained:**	

Motion: I move that the Board of Directors approve the placement of two small signs on the wooden bollards already in place at the entrance to the Marina Trail with the following wording: Sign #1 will read, "Marina Trail. Open dawn to dusk." ; Sign #2 will read, "No Pets Allowed."

Motion By: President McLean		**Seconded By:** Director Bradley	
Approved: X	**Not Approved:**	**Tabled:**	**Died:**

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In Favor: Majority	**Against:**	**Abstained:**	

Motion: I move that the Board of Directors approve the restriction of foot traffic on the green belt located between 6 and 8 Spinnaker Lane to Maintenance staff only.

Motion By: Director Waterman		**Seconded By:** Director Bradley	
Approved: X	**Not Approved:**	**Tabled:**	**Died:**
In Favor: Majority	**Against:**	**Abstained:**	

Motion: I move that the Board of Directors approve the placement of a painted line at a ten (10) foot setback from the surveyed property boundary to denote the effective boundary of the Marina Trail for park visitors.

Motion By: President McLean		**Seconded By:** Director Bradley	
Approved: X	**Not Approved:**	**Tabled:**	**Died:**
In Favor: Majority	**Against:**	**Abstained:**	

7. New Business

7a. Request for Approval – Proposed Prorated Dry Slip Rental Fee

Motion: I move that the Board of Directors approve a pro-rated fee of $50/month (payable in one installment at the initiation of the rental) for dry slip rentals beginning between September and December.

Motion By: President McLean		**Seconded By:** Director Bradley	
Approved: X	**Not Approved:**	**Tabled:**	**Died:**
In Favor: Unanimous	**Against:**	**Abstained:**	

8. Personnel and Legal

Motion: Motion to go into executive session at 8:10 PM

Motion: Motion to go back into open session at 8:38 PM

Motion By: President McLean		**Seconded By:** Secretary Van de Polder	
Approved: X	**Not Approved:**	**Tabled:**	**Died:**
In Favor: Unanimous	**Against:**	**Abstained:**	

Motion: Move that the Board approves the personnel hiring action as discussed.

Motion By: Secretary Van de Polder		**Seconded By:** Director Bradley	
Approved: X	**Not Approved:**	**Tabled:**	**Died:**
In Favor: Unanimous	**Against:**	**Abstained:**	

Meeting adjourned at 8:39 PM

Approved by:_____

Taimi Van de Polder, Board of Directors Secretary

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Sudden Valley Community Association
Balance Sheet
August 31, 2026 and December 31, 2025

	Unaudited** Aug 31, 2026	See Note** Dec 31, 2025	Inc / (Dec)
OPERATIONS			
Current Assets			
Operating Cash	$ 864,380	$ 496,968	$ 367,412
Building Completion Deposit Fund	753,900	798,900	(45,000)
Member Receivables - Operations*	-	47,957	(47,957)
Other Receivables	3,343	3,445	(102)
Prepaid Expenses	168,916	91,940	76,976
Operating Lease ROU Assets	18,457	23,036	(4,579)
Inventory	6,771	5,704	1,067
Total Current Assets	1,815,767	1,467,950	347,817
Current Liabilities			
Accounts Payable	(65,485)	(173,503)	108,018
Accrued Vacation Liability	(91,300)	(78,129)	(13,171)
Accrued Payroll	-	(96,358)	96,358
Prepaid Assessments	(264,493)	(183,275)	(81,218)
Building Completion Deposits	(753,900)	(798,900)	45,000
Other Refundable Deposits	(10,801)	(11,426)	625
Operating Lease Liability	(18,457)	(23,036)	4,579
Prepaid Golf Memberships	-	(156,649)	156,649
Total Current Liabilities	(1,204,436)	(1,521,276)	316,840
Other Liabilities			
Contingent PPP Loan Liability***	(357,700)	(357,700)	-
Deferred Library Lease Revenue	(22,667)	(28,000)	5,333
Total Other Liabilities	(380,367)	(385,700)	5,333
Operating Reserve Funds			
Emergency Operating Cash	365,195	364,709	486
Undesignated Reserves Cash	368,958	314,936	54,022
Total Operating Reserve Funds	734,153	679,645	54,508
Net Operating Assets	**$ 965,117**	**$ 240,619**	**$ 724,498**
CAPITAL			
Capital Current Assets			
CRRRF (Capital Repair & Replacement) Cash Fund	3,680,636	3,754,490	(73,854)
Roads Reserve Cash Fund	3,108,591	2,992,291	116,300
Board Density Reduction Cash Fund	150,897	150,789	108
Mailbox Cash Fund	196,615	178,900	17,715
CRRRF Capital Reserve Holding Cash	219,608	219,316	292
Mitigation Assignment of Savings Cash	49,952	49,905	47
LWWSD Assignment of Savings Cash	14,962	14,953	9
Member Receivables - Capital**	-	13,020	(13,020)
Total Capital Current Assets	7,421,261	7,373,664	47,597
Capital Fixed Assets			
Fixed Assets	17,423,762	16,681,607	742,155
Finance ROU Assets	38,029	46,977	(8,948)
Lots Held for Sale	188,858	188,858	-
Total Capital Assets	17,650,649	16,917,442	733,207
Long Term Liabilities			
CRRRF Loan 2022	(1,078,385)	(1,267,067)	188,682
Finance Leases	(40,254)	(51,608)	11,354
Total Long Term Liabilities	(1,118,639)	(1,318,675)	200,036
NET ASSETS	***$ 24,918,388***	***$ 23,213,050***	***$1,705,338***
MEMBER EQUITY			
Member Equity			
Current Year Net Income: Operations	712,700	(52,135)	764,834
Transfers Out from Operations to Capital	-	-	-
Current Year Net Income: Capital**	992,640	1,458,960	(466,321)
Transfers Into Capital from Operations	-	-	-
Retained Earnings**	4,145,107	4,197,242	(52,135)
Capital**	19,067,942	17,608,982	1,458,960
TOTAL MEMBER EQUITY	***$ 24,918,388***	***$23,213,050***	***$1,705,338***

***** The Association's internal policy is to write off any member receivables that are 30 days past due as bad debts for internal interim financial statement purposes. As per SVCA policy, Management continues to pursue collection of these receivables via all avenues allowed by Washington State laws. In addition, the Association records and bills finance charges on receivables that are thirty days past due at 1% per month. At August 31, 2026, and December 31, 2025, the balances of receivables written off were $878,488 and $743,506, respectively.

** Beginning with the 2020 year end audited financial statements, Accounting Standards Codification (ASC) 606 requires issued audited financial statements to reclassify unspent capital dues revenue, including related capital transfer fee collections, as a contract liability balance (unearned revenue), which is then reversed out in future years when capital dues/capital transfer fee collections are actually expended on capital related expenditures. This particular accounting standard change is only incorporated into the issued audited financial statements and is not factored into SVCA's internal monthly statements as it would obscure the reality of monthly capital dues/capital transfee fee revenues collected for internal monthly presentation purposes. See SVCA's 2020 through 2025 audited financial statements (2025 represents the most recently issued audited statements), which fully incorporate ASC 606 and comply with Generally Accepted Accounting Principals (GAAP).

*** At 2024 year end, the Association recorded a contingent liability relating to Paycheck Protection Program (PPP) loan funds that were received in May 2020 and then forgiven by the Small Business Administration (SBA) in September 2021, which are funds that the SBA has since subsequently deemed that the Association did not qualify for because of its 501(C)(4) tax exempt status, which was communicated to the Association by the government in April 2025. This contingency was classified by the Association as probable. And upon final resolution with the SBA, the Association believes that the estimated amount of liability will be limited to the original amount of the PPP loan funds received ($357,700) because of the fact that the Association fully disclosed its tax exempt status to the SBA during the PPP loan application process, which the government has especially acknowledged.

Sudden Valley Community Association
Income Statement Summary

UNAUDITED	Current Month - August 2026			Year to Date - 8 Months Ending 8/31/2026			
	Operations & Operating Reserves	Operations Better / (Worse) Budget	Capital Reserves**	Operations & Operating Reserves	Operations Better / (Worse) Budget	Coll %	Capital Reserves**
REVENUE							
Current Year Dues & Assessments Income							
Dues & Assessments Income	269,636		252,924	2,145,813			2,011,669
Bad Debt Reserve	(4,139)		(3,963)	(62,702)			(42,240)
Net Current Year Assessment Income	265,497	11,470	248,961	2,083,111	50,898	97.1%	1,969,429
Bad Debt Recoveries - Prior Years			3,534				17,739
Golf Income	238,923	7,701	-	1,238,744	65,525		-
Marina Income	-	-	-	246,201	3,667		-
Rec Center & Pools Income	9,778	(470)	-	33,811	2,011		-
Legal & Collections Income	-	-	-	-	-		-
Other Income	112,626	84,457	-	258,721	147,770		-
Rental Income - Other	695	336	-	11,660	1,177		-
Area Z Rental Income	1,494	1,494	-	21,976	4,218		-
Lease Income	5,982	-	-	47,252	-		-
New Home Construction Fees	15,500	(11,782)	-	124,050	(34,880)		-
Capital Gain (Loss) on Sale of Assets	-	-	-	-	-		3,004
Capital Gain (Loss) on Sale of Lots	-	-	-	-	-		-
Investment Income	536	(214)	2,991	4,099	(1,901)		23,920
Total Revenue	**651,031**	**92,992**	**255,486**	**4,069,625**	**238,485**		**2,014,092**
EXPENSES							
Salaries & Benefits	239,016	43,611	-	1,764,543	84,232		-
Contracted & Professional Services	32,543	6,934	-	227,216	(12,036)		-
CC&Rs/ Mandates	66,752	(25,194)	-	322,800	10,338		-
Maintenance & Landscaping	38,544	(6,718)	-	352,780	41,676		-
Utilities	33,529	(7,501)	-	180,547	(22,054)		-
Administrative	16,901	734	-	155,055	(4,231)		-
Regulatory Compliance	30,182	1,929	-	179,345	38,310		-
Insurance Premiums	23,149	(1,943)	-	159,768	9,878		-
Other Expenses	15	276	-	15	4,914		-
Depreciation Expense	-	-	120,707	-	-		975,088
Closing Costs - Lot Sales	-	-	-	-	-		-
Interest expense	-	-	3,957	-	-		33,344
Total Expenses	**480,631**	**12,128**	**124,664**	**3,342,069**	**151,027**		**1,008,432**
Net Income (Loss)	**170,400**	**105,120**	**130,822**	**727,556**	**389,512**		**1,005,660**
Net UDR Activity for Operations							
Bylaws and Rules & Reg Revisions-WUCIOA	(2,870)			(10,000)			
2026 Community Survey & Support	-			(18,400)			
Net Income (Loss) with Board Approved UDR	**167,530**	**105,120**	**130,822**	**699,156**	**389,512**		**1,005,660**
Other Activity							
Net Other UDR Activity*	2,947			69,338			
AR Accrual - Prior Year Reversal	-		-	(47,957)			(13,020)
AR Accrual - Current Year	-		-	-			-
Lease Income- Library Prepaid Recognized	667			5,333			
Vacation Liability Accrual	1,819			(13,170)			
Total Other Activity	**5,433**		**-**	**13,544**			**(13,020)**
Grand Total Activity	**172,963**	**105,120**	**130,822**	**712,700**	**389,512**		**992,640**

*Prior year recoveries for operations are deposited into the Undesignated Reserve Account (UDR).

**Refer to the second footnote on the Balance Sheet (prior page) for a discussion of Accounting Standards Codification (ASC) 606 and capital dues revenue collections.

Sudden Valley Community Association
Reserve Cash Balance & Activity
8 Months Actuals, 4 Months Projected

UNAUDITED

	Capital Reserve Funds							Operating Reserve Funds		
	CRRRF	Roads	CRRRF Capital Reserve Holding Cash	Board Density Reduction	Mailbox	Mitigation Assignment of Savings*	Total Capital Reserve Funds	Emergency Ops	UDR	Total Operating Reserve Funds
Net Available Cash 12/31/2025	**3,754,490**	**2,992,291**	**219,316**	**150,789**	**178,900**	**64,858**	**$ 7,360,644**	**364,709**	**314,936**	**$ 679,645**
Dues Received	982,733	978,807		-	17,469		**1,979,009**	-	85,025	**85,025**
Storm Water Mitigation Plan Fee		-					**-**			**-**
Investment Income	12,438	10,780	292	108	246	56	**23,920**	486	436	**921**
Sale of Assets	3,004						**3,004**			**-**
Sale of Lots (Net Proceeds)				-			**-**			**-**
Mitigation Release	-	-				-	**-**			**-**
2026 Expenditures	(1,072,029)	(873,287)	-	-	-		**(1,945,316)**		(31,439)	**(31,439)**
Net Available Cash at 8/31/2026	**3,680,636**	**3,108,591**	**219,608**	**150,897**	**196,615**	**64,914**	**$ 7,421,261**	**365,195**	**368,958**	**$ 734,153**
4 Month Outlook										
Outlook - 2026 Dues (95% collections)	474,106	470,435			8,407		**$ 952,948**			**$ -**
Outlook - Prior Year Collections	6,421	6,371			114		**12,906**		13,761	**13,761**
CRRRF Loan Payments for year 2026	(111,013)						**(111,013)**			**-**
Obligated Expenses/Holdings	(873,875)	(1,025,536)	(219,608)			(64,914)	**(2,183,933)**		(18,412)	**(18,412)**
Net Usable Cash Balance 12/31/2026	**3,176,275**	**2,559,861**	**-**	**150,897**	**205,136**	**-**	**$ 6,092,169**	**365,195**	**364,307**	**$ 729,502**
Board Recommended Carryover Balance	(600,000)	(500,000)					**$ (1,100,000)**			**$ -**
Net Usable Cash 12/31/2026, After Recommendation	**$ 2,576,275**	**$ 2,059,861**	**$ -**	**$ 150,897**	**$ 205,136**	**$ -**	**$ 4,992,169**	**$ 365,195**	**$ 364,307**	**$ 729,502**
Net Current Year Cash Increase (Decrease)	(578,215)	(432,430)	(219,316)	108	26,236	(64,858)	$ (1,268,475)	486	49,371	$ 49,857

*Note, when mitigation period has ended, unspent funds will be returned to the source account, Roads and CRRRF.

Sudden Valley Community Association
Operations - By Department
August 1, 2026 to August 31, 2026
CURRENT MONTH

Whole $

UNAUDITED

Department	Actual Revenue	Revenue B / (W)	Actual Salary Benefits	Salary & Benefits B / (W)	Actual Other Expense *	Other Exp B / (W)*	Net Income / (Loss) *	Net B / (W)*
ACC / Security	16,675	(32,339)	7,878	(409)	68,459	(20,035)	(59,662)	(52,783)
Accounting	3,781	983	30,747	(62)	21,793	1,336	(48,759)	2,257
Administration	2,648	2,486	34,882	(563)	14,909	(1,314)	(47,143)	609
Common Costs	105,458	101,374	-	-	40,941	(5,383)	64,517	95,991
Facilities	7,475	1,328	4,948	2,210	20,410	3,290	(17,883)	6,828
Maintenance	-	-	38,787	1,547	6,022	1,611	(44,809)	3,158
Subtotal	**136,037**	**73,832**	**117,242**	**2,723**	**172,534**	**(20,495)**	**(153,739)**	**56,060**
Golf	238,923	7,701	87,619	3,448	44,860	(7,558)	106,444	3,591
Marina	100	(43)	-	-	(404)	1,339	504	1,296
Rec/ Pools/ Parks	10,473	33	34,155	37,440	24,624	(4,770)	(48,306)	32,703
Subtotal	**249,496**	**7,691**	**121,774**	**40,888**	**69,080**	**(10,989)**	**58,642**	**37,590**
Subtotal Operations before Ops Dues	**385,533**	**81,523**	**239,016**	**43,611**	**241,614**	**(31,484)**	**(95,097)**	**93,650**
Ops Dues Earned	269,636						269,636	
Curr Yr Bad Debts Activity	(4,139)						(4,139)	
Net Ops Dues	265,497	11,470					265,497	11,470
Net Operations	**651,030**	**92,993**	**239,016**	**43,611**	**241,614**	**(31,484)**	**170,400**	**105,120**
Net BOD Approved UDR Activity for Operations								
Bylaws and Rules & Reg Revisions-WUCIOA	-		-		2,870		(2,870)	
2026 Community Survey & Support	-		-		-		-	
Net Operations with Board Approved UDR	**651,030**	**92,993**	**239,016**	**43,611**	**244,484**	**(31,484)**	**167,530**	**105,120**
Other Operating Activity								
UDR Activity	3,782				835		2,947	
AR Accrual - Prior Year Reversal	-				-		-	
AR Accrual - Current Year	-				-		-	
Lease Income- Library Prepaid Recognized	667				-		667	
Vacation Liability Accrual	-				(1,819)		1,819	
Total Other Operating Activity	4,449				(984)		5,433	
Grand Total Operations Activity	**655,479**	**92,993**	**239,016**	**43,611**	**243,500**	**(31,484)**	**172,963**	**105,120**

*** Excludes Depreciation**
B / (W) = Better / (Worse) Than Budget

Sudden Valley Community Association
Operations - By Department
January 1, 2026 to August 31, 2026
YEAR TO DATE

Whole $

UNAUDITED

Department	Actual Revenue	Revenue B / (W)	Actual Salary Benefits	Salary & Benefits B / (W)	Actual Other Expense *	Other Exp B / (W)*	Net Income / (Loss) *	Net B / (W)*
ACC / Security	147,362	(61,927)	66,028	(5,054)	397,770	28,452	(316,436)	(38,529)
Accounting	23,690	(760)	253,880	2,772	58,925	(3,852)	(289,115)	(1,840)
Administration	77,688	74,877	298,323	(11,423)	141,753	(36,897)	(362,388)	26,557
Common Costs	133,742	101,075	-	-	277,097	39,866	(143,355)	140,941
Facilities	69,228	2,885	39,651	299	121,863	28,704	(92,286)	31,888
Maintenance	-	-	277,644	(5,209)	63,450	12,393	(341,094)	7,184
Subtotal	**451,710**	**116,150**	**935,526**	**(18,615)**	**1,060,858**	**68,666**	**(1,544,674)**	**166,201**
Golf	1,238,744	65,525	605,175	47,431	381,384	(6,792)	252,185	106,164
Marina	250,590	1,391	-	-	12,566	5,460	238,024	6,851
Rec/ Pools/ Parks	45,471	4,521	223,842	55,416	122,719	(539)	(301,090)	59,398
Subtotal	**1,534,805**	**71,437**	**829,017**	**102,847**	**516,669**	**(1,871)**	**189,119**	**172,413**
Subtotal Operations before Ops Dues	**1,986,515**	**187,587**	**1,764,543**	**84,232**	**1,577,527**	**66,795**	**(1,355,555)**	**338,614**
Ops Dues Earned	2,145,813						2,145,813	
Curr Yr Bad Debts Activity	(62,702)						(62,702)	
Net Ops Dues	2,083,111	50,898					2,083,111	50,898
Net Operations	**4,069,626**	**238,485**	**1,764,543**	**84,232**	**1,577,527**	**66,795**	**727,556**	**389,512**
Net BOD Approved UDR Activity for Operations								
Bylaws and Rules & Reg Revisions-WUCIOA	-		-		10,000		(10,000)	
2026 Community Survey & Support	-		-		18,400		(18,400)	
Net Operations with Board Approved UDR	**4,069,626**	**238,485**	**1,764,543**	**84,232**	**1,605,927**	**66,795**	**699,156**	**389,512**
Other Operating Activity								
UDR Activity	72,787				3,450		69,337	
AR Accrual - Prior Year Reversal	(47,957)				-		(47,957)	
AR Accrual - Current Year	-				-		-	
Lease Income- Library Prepaid Recognized	5,333				-		5,333	
Vacation Liability Accrual	-				13,170		(13,170)	
Total Other Operating Activity	30,164				16,620		13,544	
Grand Total Operations Activity	**4,099,790**	**238,485**	**1,764,543**	**84,232**	**1,622,547**	**66,795**	**712,700**	**389,512**

*** Excludes Depreciation**
B / (W) = Better / (Worse) Than Budget

SUDDEN VALLEY COMMUNITY ASSOCIATION - LOTS & DUES ANALYSIS 2026

	Actual Year Prepaid			Actual Current			Actual 1 Mth Due		Actual 2 Mth Due		Actual 3 Mth Due		Actual 4+ Mth Due		Pmt Plans		Total Prepaid & Current			Total Not Current			Total Billable Lots			SVCA Owned Lots				LLE & CTB	Dues Exempt	Total Non Billable Lots	Total All Lots
	Vac	Dev	Total	Vac	Dev	Total	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Total	Vac	Dev	Total	Vac	Dev	Total	Restricted Perm	Restricted WD10	Avail.	Total				
Jan	15	84	99	265	2,534	2,799	18	93	4	20	3	9	19	40	2	12	280	2,618	2,898	46	174	220	326	2,792	3,118	775	1	1	777	740	6	1,523	4,641
Feb	18	90	108	265	2,521	2,786	10	85	7	29	4	12	20	43	2	12	283	2,611	2,894	43	181	224	326	2,792	3,118	775	1	1	777	740	6	1,523	4,641
Mar	19	91	110	260	2,540	2,800	18	70	1	22	3	13	23	43	2	13	279	2,631	2,910	47	161	208	326	2,792	3,118	775	1	1	777	740	6	1,523	4,641
Apr	19	96	115	266	2,564	2,830	11	53	3	10	2	10	23	46	2	13	285	2,660	2,945	41	132	173	326	2,792	3,118	775	1	1	777	740	6	1,523	4,641
May	19	102	121	263	2,564	2,827	10	44	5	15	2	4	25	50	2	13	282	2,666	2,948	44	126	170	326	2,792	3,118	775	1	1	777	740	6	1,523	4,641
Jun	22	116	138	258	2,517	2,775	13	73	4	17	1	9	25	47	2	13	280	2,633	2,913	45	159	204	325	2,792	3,117	775	1	1	777	741	6	1,524	4,641
Jul	20	131	151	261	2,512	2,773	13	71	3	14	2	7	24	44	2	13	281	2,643	2,924	44	149	193	325	2,792	3,117	775	1	1	777	741	6	1,524	4,641
Aug	23	142	165	258	2,491	2,749	8	74	9	22	1	8	22	44	2	11	281	2,633	2,914	42	159	201	323	2,792	3,115	775	1	1	777	743	6	1,526	4,641
Sep	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Oct	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nov	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dec	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

LLE = Lot Line Eraser
CTB = Covenant to Bind

Sudden Valley Community Association - Capital Project Report

CRRRF Projects Open in 2026

Updated as of **8/31/2026**

Cost Manager	Approval Date	GL	Project Name	Fund	Status	A BUDGETED Board Approved	B Total Invoiced	A-B Acctg Funds Obligated	
			BOARD APPROVED PROJECT						
Golf Director	11/5/20	**9721.01**	**Golf Cart Fleet**	**CRRRF**	Closed	**183,900**	183,900	-	LE
Maint Manager	10/27/22 & 10/12/23 & 8/22/24	**9722.08**	**Area Z Maintenance Facility Remodel**	**CRRRF**	Open	**503,898**	502,067	1,832	
GM	1/12/23 & 4/25/24 & 5/22/25	**9723.04**	**Austin Creek Repair Design & Permitting**	**CRRRF**	Open	**34,585**	18,537	16,048	
GM	3/9/23	**9723.07**	**Website Improvements**	**CRRRF**	Open	**10,483**	9,459	1,024	
Golf Director	12/14/23	**9723.17**	**10 Additional Golf Carts Lease**	**CRRRF**	Open	**81,600**	35,869	45,731	LE
Maint Manager	1/25/24	**9724.012**	**Turf Building Remodel-Permit/Design**	**CRRRF**	Open	**9,755**	9,736	19	
Maint Manager	5/22/25 & 8/28/25	**9724.013**	**Turf Building Remodel-Construction**	**CRRRF**	Open	**115,691**	114,971	720	
Maint Manager	2/22/24 & 8/28/25 & 2/26/26	**9724.06**	**Club House HVAC 20 Ton Design/permitting/Constructio**	**CRRRF**	Open	**214,114**	202,750	11,364	
Maint Manager	7/25/24	**9724.09**	**Fencing (Adult Cntr/Area Z/Turfcare) & Area Z RV Storag**	**CRRRF**	Open	**71,851**	71,202	649	
Turf Manager	9/26/24	**9724.11**	**#2 Golf Bridge Repair**	**CRRRF**	Open	**25,460**	25,673	(213)	X
Maint Manager	4/10/25	**9725.05**	**Marina Directional Signage**	**CRRRF**	Open	**15,000**	1,937	13,063	
Maint Manager	4/10/25	**9725.06**	**Gate 2 & Welcome Center Directional Signage**	**CRRRF**	Open	**20,000**	4,466	15,534	
Turf Manager	1/22/26	**9726.01**	**NH 42 HP Tractor Model #TN55 Replacement**	**CRRRF**	Open	**48,048**	48,048	-	
Turf Manager	2/12/26	**9726.02**	**2026 Golf Bridge Repairs (#1 & #4)**	**CRRRF**	Open	**59,056**	59,055	1	
Turf Manager	2/26/26	**9726.03**	**2026 Turfcare Equipment Replacement**	**CRRRF**	Open	**232,506**	232,628	(122)	X
GM	2/26/26 & 5/28/26	**9726.04**	**Marina Tennis Court Refurb-Design/Permitting/Construc**	**CRRRF**	Open	**385,460**	24,456	361,005	
GM	3/26/26	**9726.05**	**Marina Security System Upgrade**	**CRRRF**	Open	**19,318**	19,737	(418)	X
GM	4/9/26	**9726.06**	**Barn 6 Design & Permitting**	**CRRRF**	Open	**253,924**	74,085	179,839	
GM	4/23/26	**9726.07**	**Off-Leash Dog Park Fence**	**CRRRF**	Open	**70,067**	11,522	58,545	
GM	4/23/26	**9726.08**	**Marina Community Park Playground Improvements**	**CRRRF**	Open	**24,376**	5,730	18,646	
Golf Director	3/26/26	**9726.09**	**Golf Driving Range Equipment**	**CRRRF**	Open	**22,378**	22,386	(7)	X
GM	5/28/26	**9726.10**	**Replacement of Security Vehicles**	**CRRRF**	Open	**60,000**	58,840	1,160	
GM	5/28/26	**9726.11**	**Fitness Center Equipment (Cardio & Weights)**	**CRRRF**	Open	**125,000**	-	125,000	
GM	6/11/26	**9726.12**	**2026 Clubhouse Renovations**	**CRRRF**	Open	**23,697**	-	23,697	
				Open Projects Total, CRRRF		**$ 2,610,168**	**$ 1,737,054**	**$ 873,114**	

LE These line items represent five-year finance leases, which means the obligated costs will be spread out over five-year periods.

X Overbudget amounts will be charged to operations.

Adjusted Balance

$ 873,875

Sudden Valley Community Association - Capital Project Report

Roads Projects Open in 2026

Updated as of 8/31/2026

Cost Manager	Approval Date	GL	Project Name	Fund	Status		A BUDGETED Board Approved	B Total Invoiced	A-B Acctg Funds Obligated	
			BOARD APPROVED PROJECT							
GM	5/11/23 & 6/8/23	9923.42	2023 Street Pavement Markings	ROADS	Open		31,803	30,981	822	
GM	2/22/24 & 3/27/25	9924.6	Area Z Access Bridge & Culvert #4 Replacement with Bridge (2024 Design/Permitting & 2025 Construction)	ROADS	Open		1,219,468	494,670	724,798	
GM	2/27/25 & 1/22/26	9925.1	2025 Fast Response	ROADS	Closed		71,935	71,935	-	
GM	2/27/25	9925.3	2025 Pot Holes & Minor Road Repairs	ROADS	Closed		37,856	37,855	-	
Maint Manager	2/27/25 & 4/24/25	9925.4	2025 Street signs & Pavement Markings	ROADS	Open		23,731	23,672	59	
Maint Manager	2/27/25	9925.5	Design/Permits for 2026 Road Projects	ROADS	Open		41,888	41,545	343	
Maint Manager	1/22/26	9926.1	2026 Fast Response	ROADS	Open		95,613	5,005	90,608	
Maint Manager	1/22/26	9926.2	2026 On-Call Engineering	ROADS	Open		56,258	34,739	21,519	
Maint Manager	1/22/26	9926.3	2026 Pot Holes & Minor Road Repairs	ROADS	Open		39,370	25,839	13,531	
Maint Manager	2/26/26	9926.4	2026 Bi-Annual Bridge Inspections	ROADS	Open		6,976	6,976	-	
Maint Manager	2/26/26	9926.5	2026 Road Repairs & Culvert Replacements	ROADS	Open		428,714	428,713	1	
Maint Manager	4/23/26	9926.6	2026 Design & Permitting for Culverts 22 & 24	ROADS	Open		167,497	47,474	120,023	
				Subtotal Roads Open Projects			$ 2,221,109	$ 1,249,403	$ 971,705	
Maint Manager	2/27/25	9925.7	2025 CVC Supplies & Outside Contractor	ROADS	Closed		99,559	107,415	-	A
Maint Manager	2/27/25	9925.72	2025 CVC Wages, Taxes, & Benefits	ROADS	Closed		67,774	59,918	-	A
				Subtotal 2025 Roads CVC Project			$ 167,333	$ 167,332	$ -	
Maint Manager	1/22/26	9926.7	2026 CVC Supplies & Outside Contractor	ROADS	Open		85,739	49,148	36,591	B
Maint Manager	1/22/26	9926.72	2026 CVC Wages, Taxes, & Benefits	ROADS	Open		69,807	52,567	17,240	B
				Subtotal 2026 Roads CVC Project			$ 155,546	$ 101,715	$ 53,831	
				Open Project Totals, Roads			$ 2,543,988	$ 1,518,450	$ 1,025,536	

A 9925.7 and 9925.72 are the same project.

B 9926.7 and 9926.72 are the same project.

Sudden Valley Community Association - Capital Project Report

UDR Projects Open in 2026

Updated as of **8/31/2026**

Cost Manager	Approval Date	GL	Project Name	Fund	Status	A BUDGETED Board Approved	B Total Invoiced	A-B Acctg Funds Obligated	
GM	12/19/16 & 5/28/26	**9902**	**Area Z Mitigation**	**UDR**	Closed	**179,053**	179,053	-	
GM	4/13/23 & 5/28/26	**9623**	**Firewise**	**UDR**	Closed	**4,000**	12,457	-	**A**
GM	4/13/23 & 5/28/26	**9623.02**	**Firewise Wages, Taxes, & Benefits**	**UDR**	Closed	**25,503**	17,046	-	**A**
				Total Firewise		**$ 29,503**	**$ 29,503**	**$ -**	
GM	6/13/24 & 5/28/26	**9624.02**	**2024 GM Search**	**UDR**	Closed	**28,399**	28,399	-	
GM	2/26/26	**9626.01**	**Bylaws and Rules & Regs Revisions for WUCIOA**	**UDR**	Open	**10,000**	10,000	-	
GM	3/26/26	**9626.02**	**Community Survey and Support**	**UDR**	Open	**18,400**	18,400	-	
GM	5/14/26	**9626.03**	**2026 AGM Unilect Election Services**	**UDR**	Open	**18,412**	-	18,412	
				Open Project Totals, UDR		**$ 283,767**	**$ 265,355**	**$ 18,412**	

A 9623 and 9623.02 are the same project.

BOARD OF DIRECTORS BUSINESS MEETING MINUTES
Annual General Meeting
November 7, 2026

ASSOCIATION NAME: Sudden Valley Community Association
DATE AND LOCATION: SATURDAY, NOVEMBER 7, 2026, Dance Barn
CALLED TO ORDER AT: 1:06 PM
AUDIENCE MEMBERS: A quorum of sixty-seven members were present.

BOARD MEMBERS PRESENT:

1. Keith McLean - President	**4. Jean Maixner - Treasurer**	**7. Sean Chaffee**	**10. Daniel Rodriguez**
2. Tom Henning – Vice President	**5. Lori Robinson**	**8. Linda Bradley**	**11. Rob Gibbs**
3. Taimi Van de Polder - Secretary	**6. Ray Meador**	**9. Mitch Waterman**	

STAFF MEMBERS: Jo Anne Jensen, General Manager
Spencer Huston, IT
Carmen Urtecho, Office Manager
Kumiko Juker, Administrative Assistant

PARLIAMENTARIAN: John Berg

I. Call to Order
The meeting was called to order by President McLean at 1:06 PM who stated he would be serving as the presiding officer to allow the members to do the work of the annual general meeting.

II. Introduction of Parliamentarian
President McLean introduced the Parliamentarian, John Berg. Berg has worked with Sudden Valley for quite a few years now.

Meeting Procedures
Robert's Rules of Order 12th Edition shall govern this meeting.
The Parliamentarian explained the rules for speaking during the meeting. The President reread the rules for speaking for clarity.
The President announced the proposed rules and asked if any objections. Hearing none, they were adopted.

DRAFT

He recognized his fellow board members, most of whom were present at the meeting. Thanked the Board and committee members for their service this year. Thanked the General Manager, department managers, and staff for their work in support of the day-to-day operations of this community.

III. Certificate of Quorum

As of 1:09 PM there were sixty-seven members present in the Dance Barn. A quorum is present.

IV. Proof of Notice Annual General Meeting
Secretary, Taimi Van de Polder

The notice of the annual meeting addressed to all members at the address on record with the Association Administration Office, ninety-three ballot packets were dropped into the Canada Post mailing system on Thursday, September 24th, 2026. Three thousand-twenty domestic ballots and two international non-Canadian ballot packets were dropped into the U.S. postal system on Tuesday, September 29th, 2026, satisfying the Bylaws requirement that notice be mailed at least 30 days before the meeting. The Secretary is in receipt of the postal service reports of the mailing.

V. Approval of 2025 AGM Minutes

The minutes for the 2025 annual meeting were reviewed by the board and were made available on the Sudden Valley website under the AGM Button for this event for the membership's review. Are there any corrections to the minutes?
Hearing none, the minutes are approved as presented.

As per the advice of our Parliamentarian, based on Roberts Rules, 48.12, we propose to authorize the Board to approve the minutes of the 2026 meeting. Are there any objections?
Hearing none, this proposal is adopted.

VI. Introduction of the Board of Directors Candidates. N&E Chair

N&E Chair commented on the election process. For the sixth straight year, SVCA's balloting is being handled by a third-party election vendor, UniLect Election Services. UniLect is responsible for printing, mailing, emailing, registering, and counting ballots.

Volunteer observers were present during the counting, and a video of the process is available on SVCA's YouTube channel. N&E Chair thanks the community for supporting the third-party process. 2026 is the second year in which the Board of Directors approved an online option for submitting ballots.

It was announced that there were five open positions for the Board of Directors, three directors will have a three (3) year term, one director will have a two (2) year term, and one director will have a one-year term. The list of names appearing on the ballot in order are:

- Brad Edwards
- James Pinkerton
- Tom Henning
- Tomi Flack

DRAFT

- Keith McLean
- Daniel Rodriguez
- Robert Livingston
- Jonathan Elliott

VII. Introduction of the Nominations and Elections Committee Candidates

The N&E Committee has five (5) open positions for the election; each committee member will have a two (2) year term. There was one (1) candidate for the committee.

Matt Bilderback.

Members who were previously elected may stay on the committee until a candidate applies and is elected to replace them.

This committee will be soliciting interested candidates to serve on the 2027 committee. N&E Chair asks those interested in volunteering to fill out an application on the Sudden Valley website.

VIII. Introduction of the Architectural Control Committee Candidates

The Architectural Control Committee has five (5) open positions for the election. Each committee member will have a three (3) year term. There were three (3) candidates for the committee.

Jo Jean Kos
Matt Griscom
Patric Zwolenski

This committee will be soliciting interested candidates to serve on the 2027 committee. N&E Chair asks those interested in volunteering to fill out an application on the Sudden Valley website.

IX. NEW BUSINESS

a. Measure 1

Shall the Sudden Valley Community Association's 2027 Annual Consolidated Budget, which provides for assessment revenue of $6,264,924 and non-assessment revenue of $2,165,474 for a total combined assessment and non-assessment revenue of $8,430,398 be approved or rejected?

The Treasurer presented the 2027 budget.

Discussion: No members addressed the Board on the 2027 budget.

b. Measure 2

Shall the Bylaw revisions proposed to align with 2026 WA WUCIOA statutes be approved or rejected?

No discussion

DRAFT

c. Measure 3

Do you approve or reject the Bylaw revisions proposed to align with WA State statutes to be effective for SVCA on January 1, 2028?

No discussion

This concluded the presentation of the Candidates and ballot measures members instructed to vote their ballots.
N&E members collected any floor ballots voted.

X. Committee Reports

The committee reports will be posted to the Sudden Valley website for viewing after the AGM.

XI. President's Report

President Keith McLean made a report.

XII. Treasurer's Report

Director Maixner, Treasurer, made a report.

XIII. General Manager Report

General Manager Jo Anne Jensen made a report.

XIV. Property Owners' Comments

Property owners made comments.

XV. Election Results

The Chair declares Robert Livingston, Brad Edwards, and James Pinkerton as elected to the Board of Directors for three (3) year terms, Tomi Flack as elected to the Board of Directors for a two (2) year term, and Daniel Rodriguez as elected to the Board of Directors for a one (1) year term.

a. Board of Directors

• Robert Livingston	1055	3-year term
• Brad Edwards	1024	3-year term
• James Pinkerton	1018	3-year term
• Tomi Flack	994	2-year term
• Daniel Rodriguez	989	1-year term
• Jon Elliott	406	
• Keith McLean	363	
• Tom Henning	336	

For the ACC, Jo Jean Kos, Matt Griscom, and Patric Zwolenski has been elected to a three (3) year term on the Architectural Control Committee.

DRAFT

b. ACC Committee

- Jo Jean Kos 907 3-year term
- Matt Griscom 900 3-year term
- Patric Zwolenski 831 3-year term

For the N&E Committee, Matt Bilderback has been elected to a two (w) year term on the Nominations and Elections Committee.

c. N&E Committee

- Matt Bilderback 1041 2-year term

d. Measure 1

Approve the proposed budget.
Approve **617**
Reject **740**
APPROVED
There being less than a majority of total owners rejecting the budget, the budget is approved.

e. Measure 2

Bylaw Amendment
Approve **908**
Reject **405**
APPROVED
There being at least two-thirds approving, this amendment has been adopted.

f. Measure 3

Bylaw Amendment
Approve **900**
Reject **405**
APPROVED
There being at least two-thirds approving, this amendment has been adopted

XVI. Announcements

Announced that an open Organizational meeting of the new board was held immediately following the adjournment of the AGM in Multi-Purpose Room A. Members were invited to attend if they wished.

XVII. Adjourned 2:30 p.m.

Note:
AGM Minutes Approved: As per the advice of our Parliamentarian, based on Roberts Rules, 48.12, we propose to authorize the Board to approve the minutes of the 2026 meeting. Are there any objections?

Hearing none, this proposal is adopted.

DRAFT

Sudden Valley Community Association
1850 Lake Whatcom Boulevard, Bellingham WA 98229
360-734-5320 www.suddenvalley.com

BOARD OF DIRECTORS MEMO

To: **Sudden Valley Community Association Board of Directors**

From: **Jo Anne Jensen, General Manager**

Date: **November12, 2026**

Subject: **Resolution for Association Signing Authority**

Purpose
SVCA bylaws state in Article IV, Section 11, that all agreements, contracts, deeds, leases, and other instruments of the Association shall be executed by at least two officers of the board. The following resolution explicitly grants current officers the authority to execute such documents on behalf of the Association. This type of resolution is sometimes required by the entities with whom we sign contracts, assuring them that the individuals signing contracts have the power to do so.

Recommendation
I recommend that the Sudden Valley Board of Directors adopt the Resolution for Association Signing Authority.

Motion
I move that the Sudden Valley Board of Directors adopt the Resolution for Association Signing Authority.

Resolution for Association Signing Authority

The undersigned officer(s) of the Sudden Valley Community Association, a Washington non-profit corporation, hereby certify that the following resolutions have been adopted by the Board of Directors ("Board"):

RESOLVED, that the Board is hereby authorized and approved to authorize and empower the following individuals to make, execute, endorse, and deliver in the name of and on behalf of the Corporation, but shall not be limited to, any and all written instruments, agreements, documents, execution of deeds, powers of attorney, transfers, assignments, contracts, obligations, certificates, checks, drafts, promissory notes, and other instruments of whatever nature entered into by this Corporation.

FURTHER RESOLVED, that the Board is hereby authorized and approved to authorize and empower the following individuals as signatories on all Corporation bank accounts held at all financial institutions.

FURTHER RESOLVED, that the Board is hereby authorized and approved to authorize that all other signing authority resolutions are superseded by this resolution.

Authorized Individuals:

Daniel Rodriguez, President

Brad Edwards, Vice President

James Pinkerton, Secretary

Robert Livingston, Treasurer

IT IS HEREBY CERTIFIED that the foregoing resolutions were duly adopted at a meeting of the Board held in accordance with the Governing Documents and applicable law. It is further certified that the Board has full power and authority to bind the Corporation in accordance herewith and that the foregoing resolutions are in full force and effect as of this date, that the resolutions have not been altered, amended, modified, or rescinded, and that the same shall be true, valid, and binding upon the Corporation.

Sudden Valley Community Association, a Washington non-profit corporation

By: _____
Daniel Rodriguez, President

By: _____
Brad Edwards, Vice President

By: _____
James Pinkerton, Secretary

By: _____
Robert Livingston, Treasurer