



**REGULAR SESSION OF THE BOARD OF DIRECTORS**

Thursday, April 25, 2024

Minutes

**DATE AND LOCATION:** Dance Barn

**CALLED TO ORDER AT:** 7:00PM.

**AUDIENCE MEMBERS:** Not Recorded

**BOARD MEMBERS PRESENT:**

1. Keith McLean	4. Laurie Robinson	7. AJ Tischleder	10. Robb Gibbs-zoom
2. Taimi Van de Polder	5. Sonia Voldt	8. Rick Asai	11. Daniel Rodriguez
3. Linda Bradley	6. Ray Meador	9. Stu Mitchell	

**ATTENDING:**

**Staff Members:** Jo Anne Jensen, General Manager, Spencer Huston, IT.

**Call to Order**

President McLean Called the meeting to order at 7:00 PM.

Land Acknowledgement and Anti-Racism Statement.

**1. President Moved to Amend the Agenda to add new ACC member approval, Item 7F.**

**President Moved to Adopt Amended Agenda.**

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Van De Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b>	<b>Against:</b>	<b>Abstained</b>	
<b>Unanimous:</b> X			

**2. Motion: To remove both of those minutes for discussion.**

<b>Motion By:</b> Director Voldt		<b>Seconded By:</b> Director Tischleder	
<b>Approved:</b>	<b>Not Approved:</b> X	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> 4	<b>Against:</b> 5	<b>Abstained</b>	

**2a. Move that the minutes from March 14<sup>th</sup> be approved as submitted.**

<b>Motion By:</b> Director Bradley		<b>Seconded By:</b> Director Van De Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> 7	<b>Against:</b> 2	<b>Abstained</b>	

**2b. Move to approve the minutes from March 28<sup>th</sup> as submitted.**

<b>Motion By:</b> Director Bradley		<b>Seconded By:</b> Director Van De Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> 7	<b>Against:</b> 1	<b>Abstained</b> 1	

**3. Announcements.**

Firewise underway.

**4. Property Owner Comments-15 Minutes Total**

An owner made a request to have the waitlist reviewed. Submitted paperwork.

**5. Financial Report-February 2024**

**6. Continuing Business**

**6a) Code of Conduct**

Forms provided for directors to sign.

**6b) Motion 1: Road and Drainage Project-Contract Award**-Move that SVCA Board of Directors authorize the General Manager to execute SVCA standard contract with Powered Tech Surveying with a not to exceed amount of \$9,500 for the purpose of completing the monument preservation on Deer Run Lane

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Bradley	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained</b>	

**6b) Motion 2:** Move that SVCA Board of Directors approve \$240,779 in additional funding for capital project 9924.4 from the Roads Reserve Fund.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Bradley	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> 8	<b>Against:</b> 1	<b>Abstained</b>	

**6b) Motion 3:** Move that SVCA board of directors approve Granite Construction Inc. named as the contractor for the 2024 Roads and Drainage Projects 9924.4 and 9922.8 and authorize the General Manager to execute SVCA standard construction contract with Granite Construction, with a not to exceed amount of \$916,153.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Bradley	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> 8	<b>Against:</b> 1	<b>Abstained</b>	

**6c) LRPC Strategic Planning Meeting**

Discussion

Note: After the discussion ended Director Tischleder and Director Voldt left the meeting at 8:06pm.

**6d) Motion 1: Reallocation of Expense for Backhoe 420E Repair**- Move that the Board of Directors approve an additional allocation of \$32,798.84 from the CRRRF Fund for the final Cat backhoe 420e repair cost job number 9723.15. Effective November 30, 2023.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Van De Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained</b>	

**6d) Motion 2:** Move that the Board of Directors approve a transfer of \$32,798.84 from the Operating Fund to the CRRRF Fund, effective November 30, 2023.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Bradley	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained</b>	

**7. New Business**

**7a) Capital Request-Adult Center HVAC & Water Heater Repair-**

**Motion:** Move that the SVCA Board of Directors approve the allocation of \$13,108.22 from CRRRF, and authorize the General Manager execute SVCA’s Standard Construction Contract agreement with Lynden Sheet Metal.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Bradley	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> 4	<b>Against:</b>	<b>Abstained:</b> 2	

**7b) Appointment of Safety Committee Members**

**Motion:** I would like to offer to the board 3 names for appointment to the Safety Committee. Those names are Judy White, Colleen Mitchell, and Ted Wang.

<b>Motion By:</b> Director Robinson		<b>Seconded By:</b> N/A	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained:</b>	

**7c) Motion:** Move that the SVCA Board of Directors approve the proposed amendment to the 2008 agreement with the Lynden Tribune and authorize the General Manager to execute the contract on their behalf.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Bradley	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained</b>	

**7d) Austin Creek Repair-Updated Estimate and Report**

Move that the SVCA Board of Directors approve moving the unspent \$22,868 previously obligated for capital project 9723.4 to the general CRRRF fund, effectively placing the Austin Creek Erosion Repair Project in a monitoring status.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Van De Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained</b>	

**7e) Request for Approval-ACC Policies Update**

**Motion:** We will review this over this next week and bring back all our changes hopefully by the end of next week. And that could be via email. Or, however, you want to do it, and that way on our next board meeting. Then we will review the final document.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Van De Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained</b>	

**7f) ACC Committee New Member Approval**

**Motion:** Our committee is putting forward Allen Helvajian.

<b>Motion By:</b> Director Rodriguez		<b>Seconded By:</b> N/A	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained</b>	

**Adjourned: 9:18 PM**

Approved by:  \_\_\_\_\_  
Linda Bradley, Board of Directors Secretary