



## REGULAR SESSION OF THE BOARD OF DIRECTORS

Thursday, April 24, 2025 Minutes

**DATE AND LOCATION:** MULTIPURPOSE ROOM A

**CALLED TO ORDER AT:** 7:01 PM

**AUDIENCE MEMBERS:** Not Recorded

### BOARD MEMBERS PRESENT:

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

### ATTENDING:

**Staff Members:** Michael Bennet General Manager via Zoom, Spencer Huston, IT and Mike Brock Maintenance & Facilities Manager

#### Call to Order

President McLean called the meeting to order at 7:01 PM.  
Land Acknowledgement and Anti-Racism Statement.

#### 1. Vice President called for motion to adopt the agenda.

**Motion:** Move to amend the agenda for two items.

1. Add a closed session. Director McLean
2. Approve STR Taskforce members. Director Rodriguez

<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 X	<b>Against:</b>	<b>Abstained</b>	

#### 2. Announcements.

- Upcoming May Firewise Event May 12<sup>th</sup>.
- June 10 "Map Your Neighborhood" Presentation.
- The N & E Committee has a vacancy for a volunteer member.
- Recognition of Volunteer Month-thanking all our Sudden Valley volunteers. You are helping your neighbors and want to acknowledge that and really appreciate everyone that is putting in time and helping this community

#### 3. Property owner comments.

There were no property owner comments.

#### 4. Approval of Minutes-None

#### 5. Reports

**5a. GM April Report (Pages2-7)**

**5b. February Financial Report-Joel Heverling, Financer Director (Pages 8-13)**

**6. Continuing Business -NONE.**

**7. New Business**

**7a. 2025 Budget Calendar Approval-approved by consensus of the Board.**

**7b. Collection Policy 2025 Approval**

**Motion:** Move that the Board approve this updated policy for the changes in RCW 64.38.100. Note: to modify \$35 fee to read "an additional" \$35 late fee.

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

**7c. Capital Request: 2025 Pavement Marking Bids**

**Motion 1:** Move that the Board of Directors approve the General Manager to execute a contract with Specialized Pavement Marking LLC in the amount of \$18,223.91, utilizing SVCA's standard construction contract for painting the center line of the main roads. Second.

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

**Motion 2:** Move that the Board of Directors approve returning the unused funds (approximately \$8,000) give or take to be deducted from the Roads capital code 9925.4, and have it credited back to the Roads Fund. An exact amount cannot be specified due to the unknown contingencies which are allowed in the contract.

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

**7d. Capital Request 2025-Welcome Center Exterior Painting**

**Motion:** Move that the SVCA Board of Directors approve the allocation of \$7,611.21 from the CRRRF for the exterior painting of the Welcome Center and authorize the General Manager to execute SVCA's standard construction contract with CertaPro Painters in the amount not to exceed \$7,611. 21.

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

**7e. Approval Request-De-Obligate-Reclassify Capital Projects**

**Motion:** Move that the Board of Directors de-obligate \$228,131 from Capital Project GL # 8004 Roads Fund, and to also de-obligate \$251,424 from Capital Project GL #8003 CRRRF and to approve the reclassification of all related. November 2024 Storm event cleanup costs charged for these funds to the operating fund in the fiscal years for which these costs were incurred, thereby also reimbursing these capital funds from the operating funds.

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

**Motion to Amend:** Move to amend the request to read: Move that the Board of Directors de-obligate \$228,131 from Capital Project GL # 8004 Roads Fund, and to also de-obligate \$251,424 from Capital Project GL #8003 CRRRF and approve the reclassification of all related. November 2024 Storm event cleanup costs charged for these funds to the operating fund in the fiscal years for which these costs were incurred, thereby also reimbursing these capital funds from the operating funds. At the same time, it is recommended that the 2025 year to date residual November storm cleanup event costs be reclassified from capital to operations for the same purpose.

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

**7f. Capital Request 2025-Barn 6 Pre-Design Fee Proposal**

**Motion:** To approve the expenditure of \$19,025 in the 2025 CRRRF budget GL Account 9722.09 for the Barn 6.pre-design phase and architectural services, to be formed by Carlotti Architects. PS., as detailed in their April 10, 2025 proposal.

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

**7g. STR Taskforce Member approval.**

**Motion:** Approve Mark Fairhart, Jane David, Michael Davolio, Ariel Szilagyi, Anthony Singer and Barbara Michelson-Harder.

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

**8. Closed Session-Legal**

**Motion:** Move to closed session at 8:30 PM.

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

**Motion:** Move to open session at 9:06 PM.

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

There were no motions coming out of closed session.

Move to adjourn.

**Adjournment: 9:06 PM**

Approved by:   
Linda Bradley, Board of Directors Secretary