



Sudden Valley Community Association

1850 Lake Whatcom Blvd Bellingham, WA 98229

www.suddenvalley.com 360-734-6430

Board of Directors Meeting

February 26, 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.
- 4) **Consent Agenda**
 - a) Approval of Minutes – February 12, 2026 page 2
- 5) **Reports**
 - b) None
- 6) **Continuing Business**
 - a) Committee Business
 - b) Approval Request – Whatcom County stormwater easement for 101 Polo Park page 5
 - c) Approval Request – Area Z Garden Club License page 16
- 7) **New Business**
 - a) Capital Requests
 - (i) Bridge Inspections page 35
 - (ii) Turfcare Equipment page 41
 - (iii) 2026 Road Repairs page 52
 - (iv) Clubhouse HVAC page 83
 - (v) Marina Tennis Court Refurbishment page 163
 - (vi) Funding for Revision of SVCA Bylaws page 169
 - b) Approval Request – Rules & Regulations Revisions page 171
- 8) **Executive Session -- Legal**

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, February 12, 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 Absent - Excused
2. Tom Henning, Vice President Present	5. Laurie Robinson Present	8. Joseph Adams Present	11. Daniel Rodriguez, ACC Chair Present
3. Jean Maixner, Treasurer Present	6. Ray Meador Absent - Excused	9. Linda Bradley Present	9 of 11 BOD members present.

ATTENDING:

Staff Members: Jo Anne Jensen, General Manager
Joel Heverling, Finance Director
Spencer Huston, IT

Call to Order:

Keith McLean, President, called the meeting to order at 7:00 PM.

1. President called for motion to adopt the agenda

Motion 1: Move to amend the agenda to add a capital request for golf bridge repairs (item 8c) and remove the executive session for legal (item 7).

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

Motion 2: Move to adopt the amended agenda.

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

2. Announcements

- SVCA offices will be closed on February 16th for Presidents' Day.
- Board members will receive online anti-harassment training.
- Trivia in the Barn on February 20th at 7PM in the Dance Barn.
- Spring Market on March 28th from 10AM to 3PM at the Community Center.
- Senior High Tea February 17th from 2PM to 4PM in the Dance Barn.

3. Property Owner Comments

- A resident spoke about home construction concerns from a nearby property and asked why the lot was allowed to be developed.

4. Consent Agenda

Motion: Move to approve the minutes for the January 22, 2026 meeting with corrections.

Motion By: President McLean		Seconded By: Vice President Henning	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained:	

5. Reports

- 5a. General Manager Report
- 5b. November Financial Statements
- 5c. Committee Reports:
 - i. Architectural Control
 - Spoke about construction noise.
 - ii. Document Review
 - Meeting on 2/18/26 at 3:00PM. Will focus on WUCIOA and current Sudden Valley bylaws.
 - iii. Executive
 - iv. Finance
 - Held an introductory meeting.
 - v. Long-Range Planning
 - February meeting had to be cancelled due to member vacations.
 - Continuing to work on a member survey. An updated draft will be brought to the next meeting with updates that were voted on.
 - vi. Nominations & Elections
 - Meeting on 2/23/2026 at 6:30PM. Will discuss tasks and timelines for the 2026 AGM cycle.
 - N&E Committee has been reset to comply with the 1/1/2026 WUCIOA requirements.
 - Linda Bradley and Joseph Adams have joined the N&E Committee as its two directors.
 - The N&E Committee will select its 2026 Chair and Secretary during the February 23rd meeting.
 - vii. Safety
 - The committee is still seeking a space available to meet.

6. Continuing Business

6a. Committee Business: committee appointments and in-person vs. Zoom meeting discussion.

Motion: Move to appoint Forest Cat, Brad Edwards, and David Gustafson to the Long-Range Planning Committee.

Motion By: President McLean		Seconded By: Vice President Henning	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained:	

- 6b. Security Proposals, Discussion, and Next Steps
 6c. Recreation Corridor Update and Discussion of Next Steps

7. **Executive Session – Legal**

Removed from agenda.

8. **New Business**

8a. Resolution Regarding WUCIOA-related Statutory Amendments

Motion: Move that the Sudden Valley Board of Directors adopt the proposed resolution regarding WUCIOA related statutory changes which became effective on January 1, 2026.

Motion By: President McLean		Seconded By: Vice President Henning	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

8b. Request for Approval – ACC Policy Revisions

Motion: Move that the SVCA Board of Directors approve the proposed revisions to the ACC Policies document with changes.

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

8c. Capital Request – Golf Bridge Repairs

Motion: Move that the SVCA Board of Directors authorize the spend of \$56,243 from the CRRRF fund to be used for 2026 golf bridge repairs and authorize the Finance Director to close the 2025 golf cart path repair project (9725.09) and move \$2,813 in residual funds to the 2026 golf bridge repairs project.

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

Motion: Move that the meeting be adjourned at 9:24 PM.

Motion By: President McLean		Seconded By: Vice President Henning.	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

Meeting adjourned at 9:24 PM.

Approved by: _____

Taimi Van de Polder, Board of Directors Secretary

BOARD OF DIRECTORS MEMO

To: Sudden Valley Community Association Board of Directors
From: Jo Anne Jensen, General Manager
Date: February 26, 2026
Subject: Approval Request – Whatcom County Easement for 101 Polo Park Dr.

Purpose

The purpose of this memo is to request approval of an easement granting Whatcom County the right to inspect the stormwater system that 101 Polo Park Dr. will be installing in SVCA's right-of-way (ROW).

Background

The SVCA Board of Directors approved an easement on January 8th for 101 Polo Park Dr. that will allow the homeowner to locate elements of the stormwater system for the property on SVCA's ROW. Because Whatcom County may need to inspect the stormwater system, they require a second easement, giving them the right to enter both the homeowner's property and SVCA's ROW for that purpose.

Analysis

The requested easement (attached) is a boilerplate agreement that has been approved by SVCA for other properties. Going forward, we will know that both these documents are required in certain situations and we will bring them to the board at the same time.

Requests

I request that the SVCA Board of Directors approve the proposed easement for 101 Polo Park Dr., to allow access to Whatcom County for the purpose of inspecting the stormwater system.

Motions

I move that the SVCA Board of Directors approve the proposed easement for 101 Polo Park Dr., to allow access to Whatcom County for the purpose of inspecting the stormwater system.

Approvals

Approved: _____ Not Approved: _____ SVCA Board of Directors

Signed: _____ Date: _____

Return Document To:

**Declaration of Covenant and Grant of Easement
For
Stormwater Management Facilities Privately Operated and Maintained on
Grantor's and SVCA's Parcels, That Serve Development on Grantor's Parcel**

Grantors:

_____ ("Grantor") and Sudden Valley Community Association ("SVCA")

Grantee(s):

Whatcom County

Full Legal
Description;

OR

Abbreviated
Legal
Description:
(Insert Lot,
Block, & Plat;

OR

Quarter/Quarter,
Section, Township,
& Range;

OR

Unit, Building,
Phase, & Condo
Name)

Grantor's Property:
SVCA's Property:

Assessor's 16-digit
parcel numbers:

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Full Legal Description of Grantor’s Property (the “Grantor’s Property”) (complete only if cover page reflects abbreviated legal description, otherwise leave blank):

Full Legal Description of SVCA’s Property (the “SVCA’s Property”) (complete only if cover page reflects abbreviated legal description, otherwise leave blank):

1. Declaration Effective Date: _____

2. Declaration Expiration Date: Indefinite.

3. Parties: The Parties to this Declaration are:

- (1) The Grantor and Grantor’s subsequent successors, heirs, and/or assigns;
- (2) SVCA and SVCA’s subsequent successors, heirs, and/or assigns, and;
- (3) The Grantee and any jurisdiction that annexes said parcel in the future.

WHEREAS, as of the Declaration Effective Date above, the following stormwater management facilities exist, or will be constructed, on the Grantor’s Property (check all that apply):

- Flow conveyance and/or control,
- Treatment,
- On-site best management practices (OSBMP),

to serve development on the Grantor’s Property, and;

WHEREAS, as of the Declaration Effective Date above, the following stormwater management facilities exist, or will be constructed, on the SVCA's Property (check all that apply):

- Flow conveyance and/or control,
- Treatment,
- On-site best management practices (OSBMP),

to serve development on the Grantor's Property, and;

WHEREAS, said facilities located on the Grantor's Property and the SVCA's Property shall be collectively referred to herein as the "Facilities", and;

WHEREAS, Grantee has approved said Facilities, and;

WHEREAS, the 2012 Washington State Department of Ecology *Stormwater Management Manual for Western Washington* (2012 WSDOE SWMMWW) applies to said Facilities' design, and;

WHEREAS, 2012 WSDOE SWMMWW Volume I on page 3-16 states, in part, the following:

"Declaration of Covenant for Privately Maintained Flow Control and Treatment Facilities

To ensure future maintenance and allow access for inspection by the local government, any flow control [and/or conveyance per 2012 WSDOE SWMMWW Minimum Requirement No. 7] and treatment [per 2012 WSDOE SWMMWW Minimum Requirement No. 6] facilities for which the applicant identifies operation and maintenance to be the responsibility of a private party must have a declaration of covenant and grant of easement. After approval by the local government, the declaration of covenant and grant of easement must be signed and recorded at the appropriate records office of the local government.

Declaration of Covenant for Privately Maintained On-site Stormwater Management BMPs [OSBMPs]

To ensure future maintenance and allow access for inspection by the local government, any On-site Stormwater Management BMPs [per 2012 WSDOE SWMMWW Volume I Glossary definition and 2012 WSDOE SWMMWW Minimum Requirement No. 5] for which the applicant identifies operation and maintenance to be the responsibility of a private party must have a declaration of covenant and grant of easement. Design details, figures, and maintenance instructions for each On-site Stormwater Management BMP shall be attached. A map showing the location of newly planted and retained trees claimed as flow reduction credits shall also be attached. This applies to every lot within a subdivision on which an On-site Stormwater Management BMP is proposed. After approval by the local government, the declaration of covenant and grant of easement must be signed and recorded at the appropriate records office of the local government.", and;

WHEREAS, for the purposes of this Declaration, 2012 WSDOE SWMMWW Minimum Requirement No. 5 applies to OSBMPs, and;

WHEREAS, for the purposes of this Declaration, 2012 WSDOE SWMMWW Minimum Requirement No. 6 applies to stormwater "treatment" facilities, and;

WHEREAS, for the purposes of this Declaration, 2012 WSDOE SWMMWW Minimum Requirement No. 7 applies to stormwater "flow control and/or conveyance" facilities, and;

WHEREAS, if OSBMPs exist, or will be constructed, on the Grantor's Property and the SVCA's Property, Exhibit A to this Declaration reflects the design details, figures, and maintenance instructions for each OSBMP, and;

WHEREAS, Grantor desires to install a portion of the Facilities on the SVCA's Property, and;

WHEREAS, SVCA is willing to grant the Grantor an easement to locate a portion of the Facilities on that portion of SVCA's Property legally described on Exhibit [REDACTED] hereto and depicted on Exhibit [REDACTED] hereto (the "SVCA Easement Area").

NOW THEREFORE:

1. Grantor hereby declares as follows:

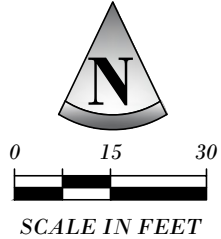
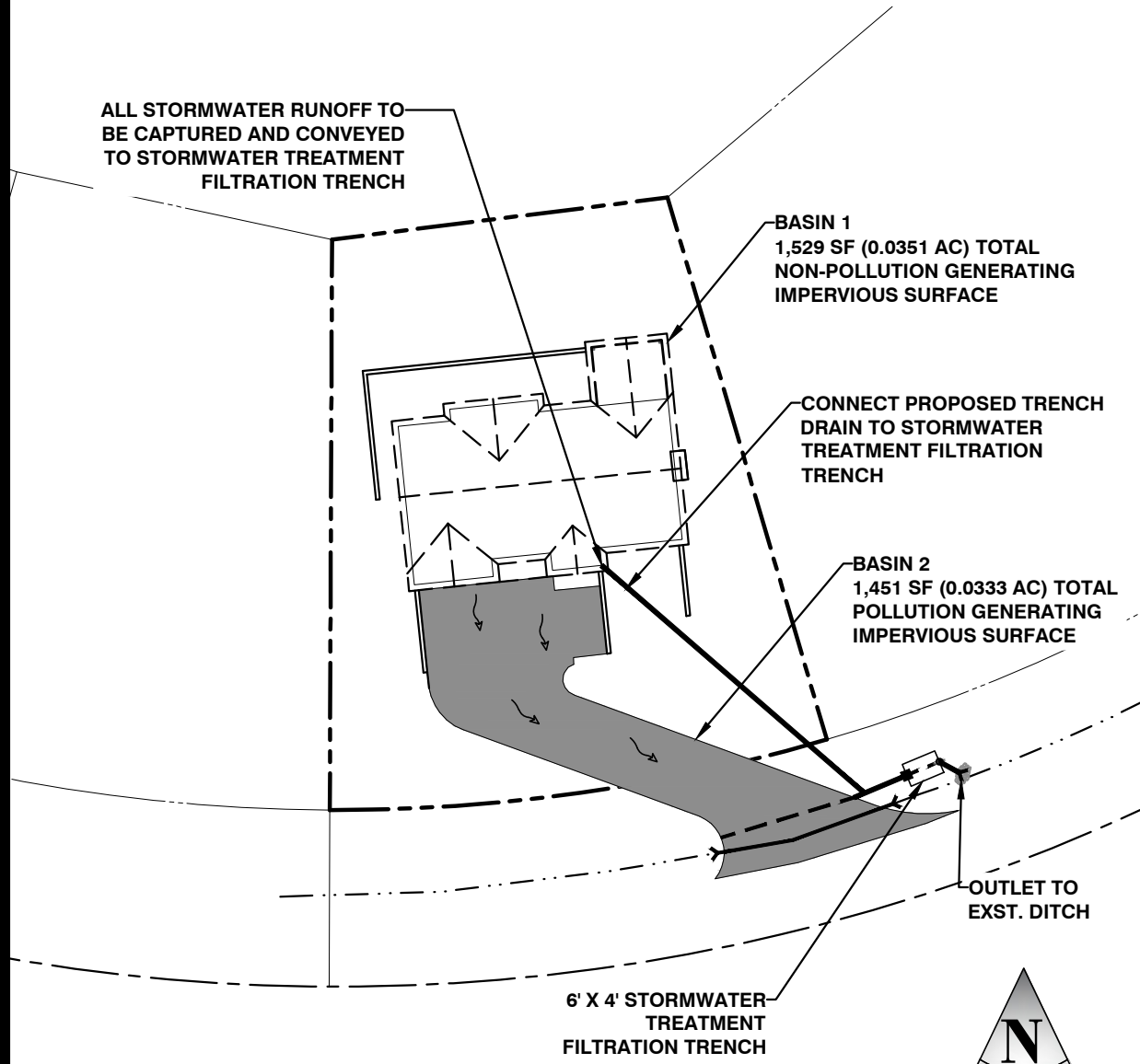
- 1.1. The routine operation and maintenance of said Facilities, whether located on Grantor's Property or SVCA's Property, will be the sole and exclusive responsibility of the Grantor.
- 1.2. For stormwater flow control and/or conveyance facilities, and/or stormwater treatment facilities, Grantor or Grantor's duly appointed agent shall operate and maintain said Facilities, whether located on Grantor's Property or SVCA's Property, in accordance with the Sudden Valley Community Association Stormwater Management and Phosphorous Mitigation Plan Attachment 3, *SVCA Residential Stormwater Management System Inspection and Maintenance Manual*, at its sole cost and expense.
- 1.3. For OSBMPs, Grantor or Grantor's duly appointed agent shall operate and maintain said Facilities, whether located on Grantor's Property or SVCA's Property, in accordance with Exhibit A at its sole cost and expense.
- 1.4. Grantor authorizes Grantee or Grantee's duly appointed agent(s) to periodically enter onto Grantor's Property to inspect and assess said Facilities' physical condition and functionality, and to determine if Grantor or Grantor's duly appointed agent has accomplished any of Grantee or Grantee's duly appointed agent(s)' directed maintenance and/or repair of said Facilities as determined per Paragraph 1.5 below. Paragraph 3.1 advance visitation notice provisions below also apply.
- 1.5. If, after conducting physical condition inspection and assessment of said Facilities, Grantee or Grantee's duly appointed agent(s) determines that said Facilities' maintenance and/or repair is necessary, Grantor or Grantor's duly appointed agent will accomplish same within thirty (30) calendar days after receipt of a formal corrective action notice from Grantee or Grantee's duly appointed agent(s).
- 1.6. If Grantor or Grantor's duly appointed agent fails to timely accomplish said Facility maintenance and/or repair in accordance with said formal corrective action notice, Grantor authorizes Grantee or Grantee's duly appointed agent(s) to access onto said parcel to accomplish said Facility maintenance and/or repair. Paragraph 3.1 advance visitation notice provisions below also apply.

- 1.7. If at any time that Grantee or Grantee's duly appointed agent(s) reasonably determines that said Facilities pose an immediate hazard to life and limb, or endanger property, or adversely affect the safety and operations of a public way, due to failure of, damage to, or non-maintenance of said Facilities, and that the situation is so adverse as to preclude advance visitation notice to Grantor, Grantor authorizes Grantee or Grantee's duly appointed agent(s), without prior advance visitation notice to Grantor by Grantee or by Grantee's duly appointed agent(s), to access onto Grantor's Property to take any mitigation or preservative actions that Grantee or Grantee's duly appointed agent(s) determine necessary.
 - 1.8. Grantor will reimburse Grantee for Grantee's costs to accomplish maintenance and/or repair of said Facilities per Paragraph 1.6 above, and for emergency response mitigation or preservation actions per Paragraph 1.7 above.
 - 1.9. Grantor shall assume full responsibility and liability for acts of its employees, agents, contractors or other authorized people including, but not limited to, the Grantee, working within the SVCA Easement Area. In this regard, Grantor shall indemnify, defend, and hold SVCA harmless against any and all loss, claim, or liability incurred as a result of Grantor's construction, operation, maintenance, repair, replacement and use of Facilities within the SVCA Easement Area. Without limiting the generality of the foregoing, Grantor shall defend, indemnify, and hold harmless SVCA from any and all fines, charges, costs, or other claims imposed by Grantee, or any other entity with jurisdiction, in any way related to or arising out of the Facilities located on the SVCA Easement Area.
 - 1.10. The Grantor shall not disturb the SVCA Easement Area more than is reasonably necessary for the purposes of the easement granted under Paragraph 3.1 below. After completing any work on the SVCA Easement Area permitted by Paragraph 3.1, the Grantor shall return the SVCA's Property as near as possible to the condition it was in immediately prior to the work performed by the Grantor.
2. SVCA hereby declares as follows:
 - 2.1. SVCA hereby grants, imposes, and conveys, for the benefit of the Grantor's Property, a perpetual, non-exclusive easement over, under, upon and across the SVCA Easement Area allowing the Grantor to construct, install, operate, inspect, maintain, repair, modify, replace, remove, and update the Facilities as further depicted on Exhibit [REDACTED] hereto.
 - 2.2. SVCA authorizes Grantee or Grantee's duly appointed agent(s) to periodically enter onto the SVCA Easement Area to inspect and assess the Facilities' physical condition and functionality, and to determine if Grantor or Grantor's duly appointed agent has accomplished any Grantee- or Grantee's duly appointed agent(s)-directed maintenance and/or repair of said Facilities as determined per Paragraph 1.5, above. Paragraph 3.1 advance visitation notice provisions below also apply. Notwithstanding the foregoing, Grantor shall be solely responsible for all maintenance and/or repair of said Facilities as set forth in Paragraph 1 above.

- 2.3. If at any time that Grantee or Grantee's duly appointed agent(s) reasonably determines that the Facilities located on the SVCA Easement Area pose an immediate hazard to life and limb, or endanger property, or adversely affect the safety and operations of a public way, due to failure of, damage to, or non-maintenance of said Facilities, and that the situation is so adverse as to preclude advance visitation notice to SVCA, SVCA authorizes Grantee or Grantee's duly appointed agent(s), without prior advance visitation notice to SVCA by Grantee or by Grantee's duly appointed agent(s), to access onto the SVCA Easement Area to take any mitigation or preservative actions that Grantee or Grantee's duly appointed agent(s) determine necessary. Notwithstanding the foregoing, Grantor shall be solely responsible for any costs incurred by Grantee pursuant to Paragraph 1.8 above.
3. Grantee hereby declares as follows:
- 3.1. Unless circumstances described in Paragraphs 1.7 and/or 2.3 above exist, Grantee or Grantee's duly appointed agent(s) shall provide to Grantor and SVCA a minimum of (2) two work days advance notice of any visit.
4. The Parties further agree to the following general terms and conditions:
- 4.1. This Declaration shall be perpetual in duration, shall constitute covenants running with the land, and shall be binding on the undersigned and all successors, assignees, devisees, or transferees of the parties and shall, in all respects, attach to the individual properties legally described in this Declaration. Each of the properties shall be subject to this Declaration, and all subsequent owners, successors and assigns of the properties shall take said real property subject to this Declaration, and;
- 4.2. This Declaration may not be amended or abrogated, in part or entirely, without the express written consent of all Parties hereto, and;
- 4.3. This Declaration shall survive and apply to any subsequent divisions the properties legally described in this Declaration.
- 4.4. Nothing herein contained shall be deemed to be a gift or dedication of any portion of real property described herein to the general public, or for any public use or purpose whatsoever, except as may be specifically provided herein.
- 4.5. In case any one or more of the provisions contained in this Declaration shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Declaration shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
- 4.6. If, by reason of any default or breach on the part of any Party in the performance of any of the provisions of this Declaration, a legal action is instituted, the substantially prevailing party shall be entitled to an award of its attorneys' fees and costs incurred in connection therewith.

NOTE:
RESIDENCE SITE PLAN AS PROVIDED
BY FULLER BUILDING DESIGN,
AUGUST 2020

**TOTAL PROPOSED IMPERVIOUS SURFACES
AREA: 2,980 SF (0.0684 AC)**



AXE ENGINEERING SERVICES, LLC
"CUTTING THROUGH PROJECT BARRIERS"
851 COHO WAY #306
BELLINGHAM, WA 98225
360 - 922 - 0549
WWW.AXEENGINEERING.COM

WHATCOM COUNTY, WA
101 POLO PARK DR. RESIDENCE
STORMWATER SITE PLAN
POST-DEVELOPED BASIN PLAN

07/11/2025
20067
Ex. A

BOARD OF DIRECTORS MEMO

To: Sudden Valley Community Association Board of Directors
From: Jo Anne Jensen, General Manager
Date: February 26, 2026
Subject: Approval Request – Area Z Garden Club License

Purpose

The purpose of this memo is to request approval of the revised license agreement between SVCA and the Area Z Garden Club.

Background

The SVCA Board of Directors has been working with the Area Z Garden Club to develop a revised license agreement. When a revised document was presented to the board on January 22, 2026, the board had many questions about it. Those questions have been answered and the document was revised to address the concerns raised. A copy of the revised agreement is attached for review.

Analysis

Questions raised by the board:

- **Why does the agreement refer to Plot 1 and Plot 2?**

Former GM Michael Bennett suggested to the Area Z Garden Club that they could expand their current site. The club did not think the suggested addition ground would be appropriate for gardening because it was wet for several months of the year. They agreed to put down a layer of wood chips on the proposed site and see if the quality of the ground improved after a year. At this time, the club does not want to take on the additional space.

- **Why does the agreement include rules for the Barn View Garden?**

At some point it may have been the intent to create a single agreement that would work for both garden clubs, but that is no longer the case. The agreement has been revised to remove the language that does not apply to the Area Z Garden Club.

- **How many plots will be built in the additional space being requested by the club?**

Since the club does not want to take on the additional space in 2026, they have not developed a layout for the space. If the ground improves, a layout will be presented along with a request for the additional space.

Requests

I request that the SVCA Board of Directors approve the revised Area Z Garden Club License Agreement.

Motions

I move that the SVCA Board of Directors approve the revised Area Z Garden Club License Agreement.

Approvals

Approved: _____ Not Approved: _____ SVCA Board of Directors

Signed: _____ Date: _____

LICENSE FOR COMMUNITY GARDEN

THIS LICENSE FOR COMMUNITY GARDEN (the "License") is made and entered into on the date of the last signature below by the **Sudden Valley Community Association**, a Washington nonprofit corporation (the "Association") and the **Sudden Valley Community Garden Club**, an unincorporated member-run group (the "Club"). The Association and the Club shall be collectively referred to as the Parties.

WHEREAS, the Association owns certain real property within the Sudden Valley Community as common area for the benefit of its members;

WHEREAS, with permission of the Association, the Club currently utilizes a plot of the Association's real property described and/or depicted on Exhibit B hereto as a community garden ("Garden Plot");

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the Parties agree to the following terms and conditions:

1. **Grant of License.** The Association hereby grants the Club a non-exclusive, revocable license to utilize the Garden Plot as community gardens. The Club shall not use the Garden Plot for any other purpose without the express prior written permission of the Association, which approval the Association has sole and exclusive authority to deny, condition, or delay. The Club shall not utilize any of the Association's real property outside of the Garden Plot for community garden purposes.

1.1 **No Interest in Real Property.** This License shall not be deemed to transfer any interest in the underlying Association's real property to the Club or its members. Rather, it grants a permission to the Club and its members to use the Association's property under the terms and conditions and for the purposes set forth herein.

2. **Compliance with Club Rules.** The Club and its members shall, at all times, utilize the Garden Plot in compliance with the **Sudden Valley Community Garden Rules** dated January 1, 2026, and which are attached hereto as Exhibit C (the "Club Rules"). The Club shall not modify, alter, or otherwise change the Club Rules without the Association's express prior written approval, which approval the Association has sole and exclusive authority to deny, condition, or delay.

2.1 **Indemnification.** Without limiting the generality of Paragraph 2 above, the Club shall ensure that it receives and transmits hold harmless agreements, as shown in Exhibit A, to the Association from all Club members utilizing the Garden Plot no later than January 1st of each year and within three (3) days of a new member joining the Club after February 1st of each year.

2.2 **Irrigation Water Reimbursement.** Beginning in the 2026 season, and payable at the beginning of the 2026 growing season, and at the beginning of each subsequent growing season under this agreement, the Club agrees to reimburse the Association for irrigation water obtained by SVCA from Lake Whatcom Water and Sewer at the rate of \$10 per Area Z garden plot, per year (e.g. 50 plots x \$10 = \$500 per year).

3. **Duration.** This License shall expire five (5) years from the date of the last signature below unless terminated earlier as provided below. Either party may terminate this License upon 30 days' advance written notice. The parties recognize that the Association would not enter into this License if a longer termination period was required because it would eliminate flexibility which the Association requires for the benefit of the community. However, notwithstanding the 30 day notice period, if the Association is the terminating party,

the Association will endeavor to provide as much advance notice as may be reasonably practicable under the circumstances. Termination of this License shall not give rise to any claim for damages. Upon termination of this License, the Club shall remove all improvements installed on the Garden Plots including, but not limited to, the raised beds, storage sheds, hoses, netting, and any other gardening equipment or tools. The Club may leave all accumulated soil and the gravel placed on site in 2019 for walkways and parking areas. If the Club fails to complete such removal within thirty (30) days following termination, the Association may remove the improvements and restore the area at the Club members' collective expense. The Association shall be entitled to recover all reasonable costs incurred in such removal and restoration, including labor, disposal, and administrative expenses. The Club agrees that such costs shall be assessed as a special charge to its members referencing Club plot assignments to assign fees. If any Club member fails to pay their share of such costs within the timeframe specified by the Association's governing documents, the Association may enforce collection through the remedies available under the Association's governing documents and applicable Washington State law, including but not limited to the recording of a lien against the delinquent member's real property and foreclosure thereof in accordance with RCW 64.38 and the Association's governing documents.

4. Not a Public Dedication. Nothing herein contained shall be deemed to be a gift or dedication of any portion of real property described herein to the general public, or for any public use or purpose whatsoever, except as may be specifically provided herein.

5. Severability. In case any one or more of the provisions contained in this License shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this License shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

6. Litigation. If, by reason of any default or breach on the part of either Party in the performance of any of the provisions of this License, a legal action is instituted, the substantially prevailing Party shall be entitled to an award of its attorneys' fees and costs incurred in connection therewith. It is agreed that the jurisdiction and venue of any legal actions brought under the terms of this Agreement shall be exclusively in the Superior Court for Whatcom County, Washington. Washington law shall apply to this Agreement.

7. Amendments. This License may not be modified, amended, or terminated except by the written agreement of all Parties or their successors and assigns.

8. Entire Agreement. The entire agreement between the Parties with respect to the subject matter herein is contained in this License; this supersedes all of their previous understandings and agreements, written and oral, with respect to the subject matter herein.

IN WITNESS WHEREOF, the Parties have set their hands and signed this License on the day and year written below.

SUDDEN VALLEY COMMUNITY GARDEN CLUB

SUDDEN VALLEY COMMUNITY ASSOCIATION

Ahndia's Davidson
Area Z Club Manger

date

Jo Anne Jensen
General Manager

date

Exhibit A

**WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT FOR
SUDDEN VALLEY COMMUNITY ASSOCIATION**

In consideration for receiving permission to participate in the upcoming growing season for the Sudden Valley Community Garden, known as **Sudden Valley Community Garden Area Z** at 2650 Lake Louise Road, Bellingham WA 98229 (the "Activity").

1. **I RELEASE, WAIVE, DISCHARGE AND COVENANT NOT TO SUE** Sudden Valley Community Association, Sudden Valley Community Garden Group, their directors, officers, agents, servants, or employees (hereinafter referred to as RELEASEES) from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me, or any of the property belonging to me, **WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES**, or otherwise, while participating in such Activity, or while in, on, or upon the premises where the Activity is being conducted.
2. **I AM FULLY AWARE OF THE RISKS** involved and hazards connected with the Activity, including but not limited to travel risks and/or animal activities. I hereby elect to voluntarily participate in said Activity with full knowledge that said Activity may be hazardous to my property and me. **I VOLUNTARILY ASSUME FULL RESPONSIBILITY FOR ANY RISKS OF LOSS, PROPERTY DAMAGE OR PERSONAL INJURY, INCLUDING DEATH**, that may be sustained by me, or any loss or damage to property owned by me, as a result of being engaged in such an Activity, **WHETHER CAUSED BY NEGLIGENCE OF RELEASEES** or otherwise.
3. I further hereby **AGREE TO INDEMNIFY AND HOLD HARMLESS the RELEASEES** from any loss, liability, damage or costs, including court costs and attorney fees, that they may incur due to my participation in said activity, **WHETHER CAUSED BY NEGLIGENCE OF RELEASEES** or otherwise.
4. It is my express intent that this Waiver of Liability and Hold Harmless Agreement **shall bind the members of my family**, if I am alive, and my heirs, assigns and personal representative, if I am deceased and shall be deemed as a **RELEASE, WAIVER, DISCHARGE and COVENANT NOT TO USE** the above named RELEASES. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of Washington. Each portion of this agreement is severable: if any portion is deemed to be unenforceable, it is my intent that the remainder of the agreement be fully enforceable.
5. **IN SIGNING THIS RELEASE, I ACKNOWLEDGE AND REPRESENT THAT** I have read the foregoing Waiver of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements or inducements, apart from the foregoing written agreement, have been made; I am at least 18 years of age and fully competent and represent those under 18 that are in my charge; I execute the Release for full, adequate and complete consideration fully intending to be bound by same. Electronic signatures are accepted.

PARTICIPANT: _____

PRINTED NAME: _____

SIGNATURE: _____

ASSIGNED GARDEN PLOT: _____ DATE: _____

EMAIL: _____ PHONE: _____

EXHIBIT B | GARDEN PLOT | Area Z Community Garden

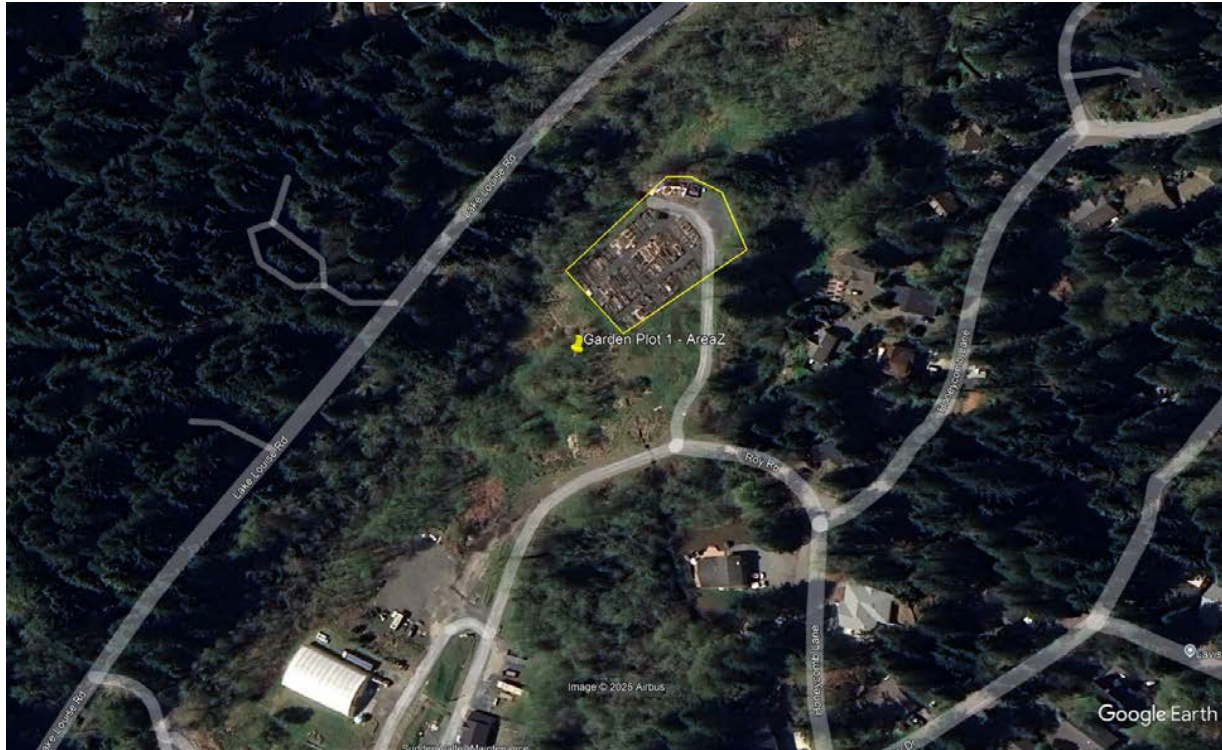


Exhibit C | Area Z Club Rules

About the Garden Club

With over 130 members and two community garden locations, the **Sudden Valley Garden Club** (the “Club”) is one of the oldest organizations in Sudden Valley. Founded in 2009 under the Sudden Valley Community Association (SVA)'s fiscal sponsorship—approved by the Sudden Valley Board of Directors on June 30, 2010—the Club was established with funding from the WSU Community First Grant program. It serves as a recreational gardening space for Sudden Valley residents and fosters community engagement through gardening. We grow plants and community!

How to join the Club

All Sudden Valley residents **in good standing with the SVA** are eligible to join the Club and may have **one plot per address**. To join the waitlist, email your **name, address, phone number, and preferred garden location (Area Z, Barn View, or first available)** to **suddenvalleycommunitygarden@gmail.com**.

On average, two to three plots become available per year, and the **wait time is typically three or more years**. As a courtesy, the Club will send an **annual waitlist update by March**, informing you of your position.

When a plot becomes available, **current members have the first opportunity to swap plots** before it is offered to waitlisted applicants.

Tours of the Community Garden

Access to the community garden is **limited to Club members**. If you would like a tour, please email us to request a **calendar of public events** or **schedule a guided tour** with a Club volunteer.

Membership Fees

- **Club Join Fee:** \$60 (One-time fee paid when joining the Club.)
- **Annual Club Registration:** \$50 (Paid annually during registration renewals. Due October 1. Annual dues include a \$10 per-plot contribution to reimburse SVCA for irrigation water costs.)
- **Double Plots Registration:** \$100 (There are several Club members who are grandfathered in and allowed “double plots” and pay \$100 for their 2 plots. These double plots will be separated into single plots when rotated. Due October 1.)
- **Moving Half Year Registration:** \$25 (This is an option for members who are moving and would like a shortened final registration for access after winter freeze to transplant garden items to a new location. This registration fee covers access January 1 - June 1. Due October 1.)
- **Half Year Registration:** \$25 (For new members joining the garden based on plot rotation after June 1. Due upon registration.)

Payment Options

Cash or Check:

- Members can **submit deposits** directly at any **WECU**:
(*cash or checks are never given directly to the Club admins for dues to ensure accounting and transparency.*)
 - **Account:** 404593437
 - **Business Name:** Sudden Valley Community Garden
 - **Memo Field:** “A” for “Area Z” or “B” for “Barn View” plus the **Plot Number**. (e.g., “A49” or “B49”).
 - Adding extra text risks cutting off important information, preventing proper payment crediting.
 - Keep the deposit receipt for records, as errors have occurred in the past.
 - Email the details of your deposit so the treasurer can credit your plot payment.

Venmo:

- **Area Z Account:** @svcgAreaZ
- **Barn View Account:** @suddenvalleybarnviewgarden
- “A” for “Area Z” or “B” for “Barn View” plus the **Plot Number**. (e.g., “A49” or “B49”).
 - Avoid emojis or additional text.
- Add \$2 to cover the Venmo transaction fee.
 - Example: \$60 join fee + \$50 annual fee + \$2 Venmo fee = \$102.

No Refunds: Membership fees are non-refundable.

Account reconciliation: In the event there is a clerical error or overpayment of dues, the treasurer will mail a check to the Club members residential address on file from registration. Cash is never given for account reconciliation.

Club Membership

Includes:

- Year-round access to the community garden and use of **one plot** (10' x 20' at Barn View, 10' x 23' at Area Z).
- Invitation to all **Club events**.
- **One vote** per residential address on Club policy decisions.
- Shared access to **community tools** (donated to the Club), **water service** (April–October, weather permitting), and **wood chips** provided by SVA when available.

Does Not Include:

- Individual **plot infrastructure** (e.g., plants, seeds, raised beds, soil, compost, fencing, pest barriers, etc).
- **Trash or garden waste removal.** Gardeners must pack out all waste and debris.
 - Community buy-ins for soil and compost may be arranged annually. Based on a Club vote at the General Meeting, dumpsters for trash and garden waste may be provided in some years.

Membership Cancellation:

- Members may **cancel at any time** by emailing Club administration with a move-out date. Relinquishing a plot in good condition allows the member to rejoin later.
Membership fees are non-refundable.
- **Non-compliance notices** will be issued via email to members who violate the License and Rules.
Resolution is required within 15-days. A cumulative third non-compliance notice will result in membership cancellation and the member will not be eligible to rejoin in the future.

Non-Transferable Plots:

- Plots are assigned by Club administration and **cannot be transferred, sublet, or reassigned** by members. Members moving out of Sudden Valley must notify Club administration for plot reassignment.

Registration:

- Each adult (**18 or older**) at the registered address must complete a **Registration Form** and **Liability Waiver** upon joining the Club and every **five years** if there are any changes in this *License for Community Garden* document as approved by the Club. Electronic signatures collected from the Garden Manager.

Membership Duties

Communication:

- Add **suddenvalleycommunitygarden@gmail.com** to your contacts and send a test email to confirm receipt.
- **Members are responsible for ensuring they receive Club communications.** The Club will use the email provided during registration. If your email changes, notify Club administration to update your contact information.
- Members must **pay dues annually by October 1**. Plots will be considered abandoned and **reassigned on October 15th** to the waitlist if these are not received by the deadline.
- Set reminders to **check monthly for newsletters** during the garden season (April - October).
- Members may only contact **Club administration at the designated emails**. This policy protects volunteer privacy, maintains boundaries between administrative tasks and personal life, and ensures centralized record-keeping.
- **Member privacy will be respected.** The Club will not distribute contact information or directories.
Members may exchange contact information directly. Community notes can be posted on the garden communication board.
- **All communications will be conducted via email** between members and Club administration for transparency and record-keeping.
- **Gmail accounts are shared** among Club volunteers, with access transferred between administrators.
At least **three volunteers** must have access at all times to ensure continuity.

- **No phone contact is available** for Club administration.
- **In case of an emergency contact SVA Security** then email the Club.
- Members may not use **unauthorized online platforms** for Club communication, including social media, podcasts, and non-Club-affiliated websites.

Conflict Resolution

The garden community is a **peaceful, respectful, and cooperative space**, but disagreements may occasionally arise. The following process ensures a path to **fair and respectful resolution** to maintain community harmony.

- **No Public Disputes.** Conflicts will not be addressed at General Meetings, Club events, or work parties.
- **Mediation Meetings.** Club admin will hold a private mediation meeting with the involved members to discuss the issue(s) and seek resolution. Club members are required to participate in dispute resolution when the requested mediation involves them directly.
- **Neutral Mediators.** The Club admin will seek out two neutral Club members to aid in mediation, looking first to the Club Managers and other Club admin volunteers, then from general membership.
- **External Mediation.** If after Club mediation a member is not satisfied with the outcome, they may seek external mediation through the Whatcom County Dispute Resolution Center at their own expense, which is offered by a sliding scale fee.
- **No Resolution Reached.** If no agreement is reached, membership may be canceled for all parties involved to preserve community harmony.
- **Member Accountability.** Members who receive three or more dispute resolution meetings from different members on separate issues will be considered non-compliant with the Code of Conduct and have their membership revoked.
- **Admin Accountability.** Because administrators enforce the License and Rules, they cannot be penalized for upholding Club policies. However, admins who receive three or more mediation requests from different members regarding non-policy enforcement issues will be transitioned out of their role and return to general membership.

Safety:

- Maintain a **friendly, safe, and peaceful environment** in the garden.
- A **First Aid Kit** is available in the shed. Report hazards to the Club administration.
- Members are responsible for **supervising children and leashed pets** while at the garden and are required to pick up after them and reimburse others for any damages they may cause.
- Members may use **combination locks** on their plots but must provide the access code to Club administration.

Volunteering:

- Members must complete at least **six volunteer hours** per year. Tasks may include maintaining community areas, assisting with work parties, administrative duties, event planning, or special projects.
- Volunteer work may be done **independently or during scheduled work parties**. Tasks are listed in the monthly newsletter, on the communication board, or by request via email.
- Record volunteer hours in the **shed's logbook** or submit them via email. This helps the Club track maintenance needs, plan work parties, and budget for garden upkeep.

Trash:

- The Club operates on a pack-in-pack-out policy. There is no trash service or composting available on site as a matter of Pest Control.
- Barn View Community Garden operates a small composting set up and has directions for use.

Plot Maintenance:

- Plots must be kept **trash-free and weed-free**, including a **three-foot** buffer into walkways and beyond fences.
- Walkways around plots must remain clear for easy access.
- Plot fencing should be **no taller than four feet** and requires agreement from the neighboring plot holder. The Club encourages **limited fencing** and open pathways to maintain a shared enjoyment in community space. Existing interior fences exceeding this height will be lowered or removed when plots rotate.
- Plots must be **winterized by October 31**, including the removal of any produce that may rot over winter to prevent pests. **Year-round gardening is permitted, but decomposing produce must be removed.**
- Members will receive a **non-compliance notice** if their plot is not maintained and will have **15 days** to correct the issue.
- Members must remove any **broken or unusable materials** when vacating a plot, including rotten boards, broken containers, tall fencing, etc. **Functional infrastructure** and soil may be left behind for the next gardener's use.
- If the Club receives notice the **License will not be renewed**, members must pay a full final year's annual membership fee and remove all plot infrastructure by October of the final year. **Failure to comply may result in fines by the SVA.**
- If the Club receives notice the **License will not be renewed**, the final year's annual membership fees and all reserve funds will be allocated towards removal of all community garden infrastructure, including perimeter fencing, tools, shed, wheelbarrows, etc. Dumpsters will be placed on site for all members to clear infrastructure from their member plots. Members may leave soil from their beds, but nothing else.

Non-Member Garden Access

- Non-members may use the area **outside the perimeter fence** at any time for walking leashed dogs, recreation, and general enjoyment.

- Members may bring visitors inside the perimeter fencing to enjoy the garden, but visitors must be supervised at all times and cannot participate in garden maintenance without signing a **liability waiver**.
- To ensure liability waivers are on file with the SVA, garden helpers must submit them at least **two weeks** before assisting in the garden.
- Members should report trespassers to **security first**, then notify Club administration via email.

General Meetings

- The Club will hold at least **one General Meeting** per year, organized by the **Club Manager**.
- Meeting details (**time, date, method, and location**) will be emailed to all members.
- When possible, the **Club Manager** will schedule the meeting at a time convenient for most members. However, the final decision remains at their discretion.
- General Meetings take place at the **Sudden Valley Dance Barn**, providing a weather proof space for financial and garden-related presentations. As an SVA-sponsored Club, use of this space is free but subject to availability.
- Club members may request additional meetings, with scheduling managed by the Club Manager. A maximum of **three additional meetings** may be held per year, with no more than **one per month**.

License and Rule Changes

- Changes to the **License** agreement between the Club and SVA may only be revised every **five (5) years**, in alignment with the license renewal term.
- The **SVA** may review and edit the terms of the **Lease** and while not mandatory the **Club** may also review the **Rules** and consider edits.
- To formalize a review and consider edits, a **special “Rules Revision” Club meeting** will be held in the **September** before the license renewal. Members from both Community Gardens may propose changes and participate in open discussions. The final decision will be determined by a **Club General Vote**.
- A **Club General Vote** requires more than **60% approval** from all plot holders to pass a rule change.
- Votes may be collected **in person, via email, or through other electronic submissions** using the Club's official emails.
- Votes will be tallied and audited by both the Clubs' General Managers and two other Club members (one from each community garden) to ensure transparency.
- **Vote results will be shared** with the general Club membership, while maintaining voter privacy.
- Club approved Rule revisions **must be submitted to the SVA for final approval** before taking effect in the renewed **License** agreement.

- Rule changes will only occur on this schedule, as more frequent revisions would place an undue burden on **Club administration and SVA**.

Finances

- **Club administration** must maintain financial transparency and adhere to the annual budget reviewed and voted on at the **General Meeting**.
- Membership fees support ongoing maintenance and infrastructure needs, including:
 - Perimeter fencing
 - Hoses and water sprayers
 - Pest control
 - Area Z parking lot maintenance
 - Storage shed upkeep
 - Reserve fund
- The Club will maintain a **\$2,000 reserve fund** for:
 - **Emergency perimeter fence repairs**
 - **Removal** of all community garden infrastructure **if the License is not renewed**
 - A minimum annual contribution of **\$400** will maintain the fund at **\$2,000**.
- While the budget is presented annually at the General Meeting, members may request financial records at any time by emailing the Treasurer. Records include:
 - Bank statements
 - Budget documents
 - Five-year financial plan
 - Ledger and receipts
- All historical and current garden documentation is stored digitally in Google Docs.
- Club administration manages financial records and oversees the Club's Google accounts.

Fiscal Sponsorship & Financial Protection

- The Club does not operate under the Fiscal Sponsorship of the SVCA. The SVCA non-profit status does not extend to the Club.
- All Club funds must be held in a **dedicated business bank account** opened under the Club's EIN and used solely for the Club's financial activities.
- The Club's bank account is:
 - Separate from SVA's general funds and operations.
 - Not tied to any individual Club member's personal finances or accounts.
 - Used only for Club dues, fees, grants, and designated reserve funds.
- The Club manages its own finances and retains full responsibility for depositing, tracking, and reporting on all funds within its dedicated account.
- At least two (2) current Club administrators must maintain access to the bank account at all times to ensure redundancy, transparency, and continuity of operations.
- Access to Club funds must be transferred appropriately between incoming and outgoing Club administrators, such as Garden Managers and Treasurers, as roles change.
- No Club funds may be held in personal accounts under any circumstances.
- In the event of administrative disruption or vacancy, the multiple signers are in place as a safeguard of the Club's account to ensure continuity and proper stewardship of funds on behalf of the Club. They will be charged with ensuring at least two (2) current Club administrators must maintain access to the bank account at all times to ensure redundancy, transparency, and continuity of operations.

Club Volunteer Roles

- The Club is entirely volunteer-run. Volunteers perform their duties at their discretion and are asked to respond to communications within 14-days, allowing for auto-responses during vacations or limited availability.
No volunteer work is conducted in November or December.

Volunteer Responsibilities

- Club administrators and volunteers must represent the Club with **friendliness, respect, and clear communication.**
- All official communication must be sent from the **Club's Gmail account.**
- **BCC** must be used in group emails to protect member privacy.
- The Club Gmail account must be used to **centralize records, maintain accountability, and protect volunteer privacy.**
- Member affiliation or **contact information may not be shared**, except when required for official Club business with the SVA.
- **No member may represent or conduct Club business without written approval from the Club Manager.**

Garden Manager

- Serves as the **primary liaison** between the Club, **SVA General Manager, SVA Board, and SVA Maintenance.**
- Ensures **clear and timely** communication while overseeing garden operations.
- Facilitates the **renewal of the License for Use** every **five years.**
- Electronically collects and maintains **Member Registrations** and **submits Liability Waivers annually by the end of January** to the SVA for compliance with the License for Use.
- Manages **plot assignments, garden policies, and member concerns.**
- Coordinates with volunteers to maintain **Club meetings, budgets, rule updates, and events.**
- Oversees **garden maintenance schedules** and ensures task completion.
- **Disburses funds** for garden expenses, including repairs, supplies, and events, in line with the approved budget.

Garden Assistant Manager

- **Acts as Garden Manager** when they are unavailable.
- Assists with **Club administration and operations.**
- Coordinates and delegates tasks to **support the Garden Manager, Treasurer, and volunteers.**
- Helps **plan and execute** meetings, events, and garden maintenance.
- **Disburses funds** for garden expenses, including repairs, supplies, and events, in line with the approved budget.

Treasurer

- Collects and records **membership dues**, ensuring accurate tracking.
- Maintains **clear and transparent financial records** and provides reports upon request.
- Works with leadership to **prepare and present the annual budget** at General Meetings.
- Oversee **fundraising efforts and grant applications.**
- Ensures compliance with **SVA and financial regulations.**

- **Disburses funds** for garden expenses, including repairs, supplies, and events, in line with the approved budget.

Work Party Coordinator

- Organizes **work parties**, including scheduling and task assignments.
- Ensures all **necessary tools and materials** are available.
- Works with **Club administration** to address garden maintenance and weeding needs.

General Membership

- May not represent themselves as acting on behalf of the Club without authorization.
- Are encouraged to volunteer for any of the Administrative Roles.
- Agree to abide by the Community Garden Code of Conduct.

Community Garden Code of Conduct

- **Be Kind & Respectful.** Treat everyone with patience and courtesy.
- **Assume Good Intent.** We are all here to grow plants and community.
- **Respect Differences.** Every member and gardening method has value.
- **Offer Advice Thoughtfully.** Share guidance only when asked and with encouragement.
- **Resolve Conflicts Privately.** Speak directly to the person first. If needed, involve Club Admin. No public arguments or gossip.
- **Respect Boundaries.** Stay within your plot space and respect when someone does not wish to engage.
- **Take Responsibility.** You are responsible for your actions, plants, and impact on the garden.
- **No Toxic Behavior.** Bullying or repeated disrespect may result in membership revocation.

Calendar

The Club administration is obligated to provide an annual calendar. Events may be listed as TBD, however, registration dates must be set so Members are duly notified of annual deadlines.

- **Feb 2025**, and every 5-years following: “License For Community Garden” renewal between Club manager and SVA General Manager
- **March/April – TBD:** General Meeting
- **April - October:** 1st week of every month Newsletter and Garden Communications
- **April - October:** 2nd Saturday Work Party
- **May – TBD:** Annual Seed Swap
- **June 1:** Unplanted plots are considered delinquent and rotated to the waitlist
- **September – TBD:** Harvest Social and Potluck
- **September 2029 – TBD:** Special Community Meeting to discuss changes to The Club Rules for General Vote. Voting must be completed by October 1 and submitted to SVA for review prior to January 2030 “License For Community Garden” Renewal.
- **October 1-15:** Annual Dues collected; Abandoned p
- **October 16-31:** Club Member Plot Transfers (*based on available plots and members on Transfer Waitlist*)

- **November 1-21:** New Member registrations from the waitlist
- **November 21 - January 2:** During winter holidays there is no Club administration available.

Prohibited: The following are grounds for immediate Club membership termination.

- **Glyphosate-Based Herbicides** (e.g., Round-up): Broad-spectrum herbicides leach into the soil, harm beneficial organisms, and have links to environmental and health risks.
- **2,4-D-Based Herbicides** (e.g., Crossbow or Weed B Gon): Selective herbicides that can harm desirable plants through drift, are toxic to aquatic life, and may pose health risks with prolonged exposure.
- **Dicamba-Based Herbicides** (e.g., Banvel or XtendiMax): Known for its volatility and drift potential, it can damage nearby vegetation and has significant environmental impact.
- **Triclopyr-Based Herbicides** (e.g., Garlon or Ortho Brush-B-Gon): Persistent in soil and harmful to surrounding woody plants and ecosystems, with risks to non-target species.
- **Synthetic Fertilizers** (e.g., Miracle Gro): Can disrupt soil microbial balance, contribute to nutrient runoff, and harm long-term soil health.
- **Sewage Sludge** (e.g., Milorganite): May contain heavy metals, pathogens, or other contaminants unsafe for use in food gardens.
- **DAP and MAP** (Ammonium Phosphates): Highly water-soluble and can lead to nutrient runoff and over-fertilization, harming local waterways and aquatic ecosystems.
- **Chilean Nitrate:** Depletes natural deposits and contributes to soil salinization, which can harm plants and soil structure over time.
- **Superphosphate** (Acidulated Phosphates): Adds phosphorus to soil, potentially causing nutrient imbalances and waterway pollution through runoff.
- **Chilean Nitrate of Potash** (15-0-14): Causes soil salinity issues and depletes mineral resources.
- **Muriate of Potash:** Contains high levels of chloride, which can harm soil microorganisms and reduce soil fertility.
- **KCl** (0-0-60): Excessive use leads to salt buildup in soil, negatively affecting plant growth and beneficial organisms.
- **Charcoal Ashes** (from BBQ, fire pit, wood stove, cigarette ashes, etc.): May contain harmful residues, heavy metals, or salts that can disrupt soil health and plant growth.
- Gardening **outside of raised beds and containers** or **plot boundaries**.
- **Dawn Dish Soap:** Can alter soil chemistry, harm beneficial insects, and is not biodegradable in the concentrations typically used as a herbicide or pesticide.
- **Salt:** Causes soil salinization, killing beneficial microorganisms and making soil inhospitable for future plant growth.
- **Fire:** Propane weed burners or debris fires.
- Plants or structures **above 8' are prohibited**, and plants and structures **above 6' require permission** from neighbors and cannot shade neighboring plots.
- **Plants that shade** out neighboring plots regardless of height.
- **Spreading plants** that are difficult to contain, like morning glories, horseradish, or mints.
- **Woody plants** such as trees, shrubs, and vines including grape, wisteria, hops, and invasive tubers. Bush and cane fruits (i.e. blueberries and raspberries) are permitted, however, they must be trimmed and maintained.
- **Invasive Plant Species:**
<https://www.wnps.org/invasive-species>
- **Noxious Plant Weeds:**
<https://www.whatcomcounty.us/921/What-Are-Noxious-Weeds> and
<https://www.nwcb.wa.gov/printable-noxious-weed-list>
- **Pest control** that includes poison, electric shock, snaps traps or noise emitting that can be heard by humans.
- **Motorized equipment**, except for weed whackers and chainsaws when coordinated with garden manger. Any other equipment use requires authorization through the Club administration and possibly SVA.
- **Radios or Speakers** disturb the quiet peaceful enjoyment of the garden. Please use headphones.
- **Brick, stone, gravel, concrete, asphalt**, and other heavy materials building.

- **Bird and deer netting** as these materials capture animals in the natural ecosystem around the garden. Fine screen and mesh and hardware cloth is permitted.
- **Reclaimed** construction and housing materials, such as bathtubs, sinks, carpets and pallets.
- **Landscape fabric** as it restricts water flow and is ineffective in preventing weeds.

- **Tires, railroad ties**, and other materials containing creosote. Residential treated lumber which is purchased at big box stores and lumber yards is permitted, as arsenic was phased out in the early 2000s.
- Anything so **large** it requires machinery to hoist or move.
- **Unfriendly and confrontational behavior.** Be kind, friendly, and neighborly, treating all with respect
- **No Drama.** Gossip, passive-aggression, aggression, and public callouts won't be tolerated.
- **Only combination style locks** are permitted, and garden administration must be given the code.
- **Unattended** children or **unleashed** pets.
- **Commercial production** of produce for resale.
This restriction is aimed to prohibit large scale commercial resale, which is generally not possible in a single assigned plot. Gardeners are allowed to sell items from their gardens at craft fairs, boutiques, and through independent, small resale opportunities

BOARD OF DIRECTORS MEMO

To: Sudden Valley Community Association Board of Directors
From: Jo Anne Jensen, General Manager
Date: February 26, 2026
Subject: Capital Request – 2026 Bi-Annual Bridge Inspections

Purpose

To request funding for the 2026 Bi-Annual Bridge Inspections project.

Background

The Sudden Valley Community Association (SVCA) 2026 Capital Budget – Roads includes \$6,014.00 to complete bridge inspections by a certified bridge inspector. These inspections are repeated every 2 years, following National Bridge Inspection Standards (NBIS) recommendations. SVCA's bridges were last inspected in 2024 and are due for re-inspection in 2026. On January 14th, Turfcare Superintendent, Greg Wadden, reported a beam failure on the #9 golf bridge, requiring an emergency closure. Golfer traffic was re-routed to another bridge. The need to assess and repair the damage to the #9 bridge caused us to bring forward the timing of the 2026 bridge inspection, which would otherwise have occurred later in the year.

Analysis

SVCA has four road bridges and eight golf course bridges that must be regularly inspected. Integrity Structural Engineering, PLLC completed these inspections in 2022, 2024, and have submitted a proposal to complete inspections again in 2026, (see attached). In 2024, the inspection fee was \$5,561.00, this year the inspection proposal is \$6,976.00. The increase in price is due to SVCA's request that the inspector also complete maintenance repair drawings for the 9th Hole Golf Course bridge. Two reports will be submitted to SVCA, one for the four road bridges and one for the eight golf course bridges.

Request

For these reasons, I request that the board authorize the spend of \$6,976.00 from the 2026 Capital Budget -Roads for the required bi-Annual bridge inspection.

Motion

I move that the board authorize the spend of \$6,976.00 from the 2026 Capital Budget -Roads for the required bi-Annual bridge inspection.

Approvals

Recommended: _____ Not Recommended _____ Finance Committee

Signed: _____ Date: _____

Jean Maixner, Treasurer

Approved: _____ Not Approved: _____ SVCA Board of Directors

Signed: _____ Date: _____

Keith McLean, Board President

Approved: _____ Not Approved: _____ Finance Committee



**INTEGRITY
STRUCTURAL
ENGINEERING
PLLC**

4124 INTERLAKE AVENUE NORTH SEATTLE, WA 98103
TEL: (206) 547-1379 FAX: (206) 547-1381 EMAIL: INTEGRITYSE@ATT.NET

January 19, 2026

Mr. Tyler Andrews
PNW Services, Inc.
P.O. Box 30498
Bellingham, WA 98228

Dear Mr. Andrews:

Re: Proposal for Professional Bridge Inspection Services at Sudden Valley Community Assoc.
Inspection and Reporting for Four Vehicle Bridges & Eight Golf Course Bridges
9th Hole Damaged Bridge Girder Repair with Steel Girder Replacement

Thank you for your request and the opportunity to assist you with a girder repair at the 9th Hole Bridge and inspection of the private Sudden Valley Community Association bridges. Integrity Structural Engineering's (ISE) scope of work is to perform a visual inspection, create/modify existing sketches, and take field measurements, for the four (4) vehicle bridges (one is used primarily for a utility support) and eight (8) golf course pedestrian type bridges some of which may be crossed by golf course maintenance equipment. One golf course bridge was recently damaged and a steel girder repair will be designed. The condition assessments for the vehicle bridge will match to that of the standard WSBIS reporting, while the others will not but shall be similar to my previous reporting containing engineering reporting and criteria consistent for their intended use. Scour observations, creek profile, bridge sketches/measurements, inspection notes, and structural condition state appraisal will be completed for each bridge and shall be provided electronically via email.

Specific work breakdown tasks are:

- Coordinate and perform one (1) site visit to inspect all bridges in a single day.
- Create field sketches, notes, and take measurements/photographs for reporting use.
- Complete a WSDOT type bridge inspection/reporting by a WSDOT/FHWA certified bridge inspector documenting current conditions for the four (4) vehicle bridges.
- Complete a bridge inspection/reporting and condition assessment of the eight (8) golf course bridges by a WSDOT/FHWA certified bridge inspector.
- Create a stamped engineering design Plan for the 9th Hole steel girder replacement.
- Provide two written summary memos one for the vehicle bridges and one for the golf course bridges that will also include statements of the general observed conditions and maintenance recommendations.
- Electronic transmission of the completed reports, sketches, and photographic figures.

SCHEDULE

ISE's inspection work of this project will commence January 19th as per your written authorization with access coordinated directly with SVCA for completion of the inspection work on that day. The Design and steel girder repair replacement necessary at the 9th hole will be provided end of day January 26. The completed inspection reports will be transmitted before the end of February.

In consideration of the mutual covenants and agreements stated below, the parties agree:

I. ISE's Services Provided

A. On a Time & Material Basis for the compensation stated below, ISE shall provide to the Client professional services of:

1. Bridge Inspection and Technical Reporting.
2. 9th Hole Steel girder repair solution Plan, Elevation, & Details.

B. These services are provided exclusively for the Client's use on the Private Sudden Valley Community Association Bridges and may not be used for any other purpose or by any other person or entity without the prior written consent of ISE.

II. Compensation, Fee, and Billing

Services will be provided and billed on a Time and Materials Basis at the consulting rate of \$185.00 per hour for Structural Engineer/Bridge Consultant and expenses at direct cost plus ten percent (10%) mark-up with a not to exceed Budget of \$6,976 without prior Client approval. Fees and costs are billed monthly and at completion of the reporting, which are due and payable upon receipt. Client must notify ISE in writing within ten (10) days of the date of the Invoice of any question, issue or discrepancy with the Invoice. Absent such written notification the Client agrees that the Invoice amount is correct, due and payable, and binding on Client. Client shall pay ISE the amount due within thirty (30) days of the date of each Invoice. Any amount not paid shall accrue interest at the rate of one percent (1%) per month from the date of the Invoice. Failure to pay the fees billed may result in the termination of ISE services.

III. Client's Duties and Responsibilities

In addition to Client's duties stated above with respect to the invoices and payment to ISE and except as otherwise specifically agreed in writing between the parties, the Client shall provide to ISE:

1. Copies of recent permits and repairs for the bridges, if any.
2. Cooperation with ISE for the work and inspection including and not limited to right of access.

IV. Limitations of Liability

1. ISE shall not be responsible for nor held liable for any matter outside its control including, but not limited to: employee or contractor strikes or lockouts at job sites, delays or accidents caused by third parties, failure by Client to provide ISE information necessary to perform its services, and negligent work or intentional acts by other parties.

2. ISE makes no representations regarding the existing bridge structural condition, scour critical classification of foundations/slopes, or any cost figures made in connection with construction costs and/or fees.

3. Client understands and agrees that compensation, as set forth in Paragraph II, is based solely on the Services Provided in Paragraph I.

4. Regardless of the presence or absence of coverage, ISE shall not be liable for loss or damage beyond its control, or for loss of earnings, loss of use or other incidental or consequential damages suffered by Client or others, however caused. *Integrity Structural Engineering, PLLC's* liability hereunder, whether in tort or in contract, for any cause of action shall be limited to one hundred percent (100%) of the fee earned by ISE under this Agreement or \$100,000, whichever is greater.

Thank you for your request of my proposal Mr. Andrews. Please provide me with a counter signed copy of this letter indicating your acceptance to initiate work.



Sincerely,

Kenneth M. Wilson, PE SE
Bridge Consultant / WSDOT Bridge Inspector #D2038

Encl: Cost Estimate Spreadsheet

Notice to proceed and acceptance of this Proposal for Professional Engineering Services,

By:

Name (Printed)

Date

Signature

Title (Printed)

2026 Sudden Valley Br Inspect

Task	PM/Br Engr	Total Hrs ISE, PLLC	
2026 Sudden Valley Community Bridge 9th Hole Repair & Routine Bridge Inspection & Reporting			
1 Inspection, Condition Assessment, and Technical Reporting			
a. Coordination, Phone & Email Technical Discussions, Admin.	1	1	
b. Background Review, Preparation, and Inspection Planning	1	1	
c. Preparation, Travel, Bridge Inspection, Measurements, Photographic Figures, and Sketches (4 Vehicle Bridges+8 Golf Course Bridges, One Day Maximum)	11	11	
d. Damaged Bridge Engineering and Repair Plan, Elevation, Section, & Details (1 sheet)	8	8	
e. Inspection Memorandum and WSBIS Reporting Preparation, Photographic Figures, Maintenance Recommendations, and Email Summary (4 Vehicle Bridges)	8	8	
f. General Bridge Inspection Reporting Memo, Sketches, Maintenance Recommendations, and Photographic Figures, and Email Summary (8 Golf Course Bridges)	8	8	
Subtotal Task 1	37	37	Subtotal Task 1
2026 Sudden Valley Community Bridge 9th Hole Repair & Routine Bridge Inspection & Reporting			
1 Inspection, Condition Assessment, and Technical Reporting	37	37	Subtotal Task 1
	37	37	
Billing Rate	\$ 185.00		
Fee	\$ 6,845	\$ 6,845	
Mileage	\$ 131	labor cost = \$ 6,845	direct costs = \$ 131
Courier, mail	\$ -	ISE, PLLC = \$ 6,976	
Tolls	\$ -		
Reproduction	\$ -		
<u>ISE, PLLC Direct Expenses Subtotal:</u>	\$ 131		

CAPITAL REQUEST MEMO

To: Sudden Valley Community Association Board of Directors
From: Greg Wadden Turfcare Superintendent
Date: February 26, 2026
Subject: Capital Request – Turfcare Equipment Replacement

Purpose

To request funding to replace the following: 2012 Toro 5410 Reelmaster fairway mower; 2012 Toro triplex greens mower Asset ID#1076; Replace 2012 Toro triplex greens mower Asset ID#1303; and 2019 Tru-turf greens roller Asset ID#1082.

Background

The four pieces of Turfcare equipment listed above are scheduled to be replaced in 2026 under the ten-year capital plan. I recommend that these items be replaced with John Deere equivalents as they are of similar quality and less expensive. Additionally, after-sales and service for John Deere products is located nearby and is dependable.

Analysis

The existing units listed below have well exceeded their life expectancy with no residual value left other than private resale or scrap value. The 2026 capital budget includes \$234,000 for the replacement of this equipment.

Asset ID	Description	Budgeted Amount
1076	2012 Toro Triplex Greens Mower	\$65,000
NA	2012 Toro Reelmaster 5410-D Fairway Mower	\$75,000
1303	2012 Toro 3300 Triplex Mower	\$65,000
1082	2019 Tru-turf Greens Roller	\$29,000
	Total Budget	\$234,000

Three equipment suppliers, John Deere, Toro and Jacobsen, were contacted to bid on the above equipment. Two of the suppliers were considered for the replacement, John Deere and Toro, as Jacobsen equipment is manufactured overseas with no reliable parts and service available. The table on the following page compares the quoted prices for the John Deere and Toro equipment.

Current Asset Description	John Deere	Toro
Reelmaster Fairway Mower	6500A Fairway Mower - \$74,484.48	3820 Reelmaster - \$76,566.04
Triplex Greens Mower	Triplex Mower - \$69,408.96	Greenmaster 3420 – \$76,566.04
Triplex Greens Mower	Triplex Mower - \$69,408.96	Greenmaster 3420 – \$76,566.04
Greens Roller	Toro H-11 Greens Roller - \$19,203.20	9071-N Greens Roller – \$27,259.84
Total Cost	\$232,505.60	\$256,957.96

I recommend that SVCA purchase the John Deere equipment at a total cost of \$232,505.60.

Request

I request that the SVCA Board of Directors approve \$232,505.60 from CRRRF for the purchase of a John Deere 6500A fairway mower, two John Deere triplex mowers, and a Toro H-11 greens roller.

Motion

I move that the SVCA Board of Directors approve \$232,505.60 from CRRRF for the purchase of a John Deere 6500A fairway mower, two John Deere triplex mowers, and a Toro H-11 greens roller.

Finance Committee Approval

Recommended _____ Not Recommended _____

Jean Maixner, Treasurer

Board of Directors Approval

Approved: _____ Not Recommended: _____

Keith McLean, President

Quote # 1325264

Exp. 28-May-2026

Balance Due
\$227,440.96

Prepared For

SUDDEN VALLEY COMMUNITY
ASSOCIATION

4 CLUBHOUSE CIR
BELLINGHAM, WA 982292735

Prepared By

RICK MICHEL
1818 Bickford Avenue
Snohomish, WA 98290

Description	QTY	Selling Price
6500A E-Cut Hybrid Fairway Mower PowerGuard - 1000 Total Hours, 36 Total Months, \$0 Deductible, Comprehensive - Full Machine Date Quoted : 08-Jan-2026	1	\$68,460.00
2750 E-Cut Hybrid Triplex Mower PowerGuard - 1800 Total Hours, 36 Total Months, \$0 Deductible, Comprehensive - Full Machine Date Quoted : 25-Nov-2025	1	\$63,795.00
2750 E-Cut Hybrid Triplex Mower PowerGuard - 1800 Total Hours, 36 Total Months, \$0 Deductible, Comprehensive - Full Machine Date Quoted : 25-Nov-2025	1	\$63,795.00
Quick-Adjust 5 Cutting Units for 2500B, 2500E, 2400, 2550, 2700, and 2750 Triplex Mowers	1	\$12,995.00
Subtotal		\$209,045.00
Total Selling Price		\$209,045.00
Total Tax		\$18,395.96
Sub Total		\$227,440.96
Balance Due		\$227,440.96

Configurations

6500A E-Cut Hybrid Fairway Mower

QTY 1

Base / Options

United States and Canada	1		
All Other countries (English/Spanish)	1	QA5 Cutting Unit and Rear Roller Power Brush ONLY Counterweights	1
Quick Adjust 5 (QA5) 7-blade Heavy Section Cutting Units	1	JDLINK™ Modem	1
50.8 mm (2-in.) Diameter Wide Tube / Hollow Smooth Rollers	1	(5) QA5 Rear Roller Power Brush Drive	1
50.8 mm (2-in.) Diameter Wide Tube / Hollow Smooth Rollers	1	(5) QA5 22 In. Rear Roller Power Brushes	1

2750 E-Cut Hybrid Triplex Mower

QTY 1

Base / Options

United States and Canada	1	Cutting Unit ONLY Counterweights	1
All Other Countries (English / Spanish)	1	Cutting Unit Attaching Yokes and Black Grass Catchers	1
Smooth Tires and Wheels (20x10.00-10, 4 ply)	1	Grammer Deluxe Suspension Seat with Left Side Armrest	1
Rear Wheel Assist - GRIP All-Wheel Drive	1	JDLINK™ Modem	1
Quick Adjust 5 (QA5) 11-blade Cutting Units	1	LED Work Light Kit	1
50.8 mm (2-in.) Diameter Machined Grooved Solid Rollers with Solid Endcaps	1	Greens Mower Storage and Convenience Kit	1
50.8 mm (2-in.) Diameter Machined Smooth Solid Rollers	1	Dew Whip Holder	1

2750 E-Cut Hybrid Triplex Mower

QTY 1

Base / Options

United States and Canada	1	Cutting Unit ONLY Counterweights	1
All Other Countries (English / Spanish)	1	Cutting Unit Attaching Yokes and Black Grass Catchers	1
Smooth Tires and Wheels (20x10.00-10, 4 ply)	1	Grammer Deluxe Suspension Seat with Left Side Armrest	1
Rear Wheel Assist - GRIP All-Wheel Drive	1	JDLINK™ Modem	1
Quick Adjust 5 (QA5) 11-blade Cutting Units	1	LED Work Light Kit	1
50.8 mm (2-in.) Diameter Machined Grooved Solid Rollers			

with Solid Endcaps	1	Greens Mower Storage and Convenience Kit	1
50.8 mm (2-in.) Diameter Machined Smooth Solid Rollers	1	Dew Whip Holder	1

Quick-Adjust 5 Cutting Units for 2500B, 2500E, 2400, 2550, 2700, and 2750 Triplex Mowers **QTY**
1

Base / Options

US / Canada	1	2 In. (5 cm) x 22 In. (55.9 cm) Diameter Machined Smooth Solid Roller	1
Verticutter	1	QA5 Cutting Unit Only Counterweight	1
2 In. (5 cm) x 22 In. (55.9 cm) Diameter Machine Grooved Roller with Solid End Caps	1	Cutting Unit Attaching Yokes and Black Grass Catchers for 2700 / 2750 Triplex Mowers	1

Date: January 7, 2026



Quotation for Sudden Valley Community Assoc

Quote No: Q012795

Prepared For:	Greg Wadden	Quote No:	Q012795
	Sudden Valley Community Assoc 4 CLUBHOUSE CIR Bellingham WA 98229-2735 United States of America	Sales Person:	TM Shawn Frisbee Shawn.Frisbee@turfstar.com

Summary

Configuration Name	Qty	Unit Price	Sub Total	Sales Tax	Total
0009071-N-DEMO: DEMO Gas Greens Roller Hp11, 13Hp E-Start Honda W/ Transport Trailer	1	\$17,650.00	\$17,650.00	\$1,553.20	\$19,203.20
03820R: Preowned Reelmaster 3555-D	1	\$30,000.00	\$30,000.00	\$2,640.00	\$32,640.00

Totals			47,650.00	4,193.20	51,843.20
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Accepted By: _____

Date: January 7, 2026



Quotation for Sudden Valley Community Assoc

Quote No: Q012795

Configuration Product Details

0009071-N-DEMO: DEMO Gas Greens Roller Hp11, 13Hp E-Start Honda W/ Transport Trailer

Model	Product Description	Qty	Unit Price	Extended	Sales Tax	Total
0009071-N-DEMO	DEMO Gas Greens Roller Hp11, 13Hp E-Start Honda W/ Transport Trailer	1	\$17,500.00	\$17,500.00	\$1,540.00	\$19,040.00
FSD2	Delivery	1	\$150.00	\$150.00	\$13.20	\$163.20
Totals:						\$19,203.2



Quotation for Sudden Valley Community Assoc

Date: January 7, 2026

Quote No: Q012795

Configuration Product Details

03820R: Preowned Reelmaster 3555-D

Model	Product Description	Qty	Unit Price	Extended	Sales Tax	Total
03820R	Preowned Reelmaster 3555-D	1	\$30,000.00	\$30,000.00	\$2,640.00	\$32,640.00
Totals:						\$32,640



Quotation for Sudden Valley Community Assoc

Date: January 7, 2026

Quote No: Q012795

Standard Terms and Conditions:

All customer orders require a review and either a customer signature on the final TSW quotation or a customer Purchase Order which includes the TSW quotation. In addition the customer must include a preferred delivery date, and any specific set-up requirements, such as Height of Cut, and the payment method must be pre-approved by TSW before proceeding with the order's acceptance.

All equipment sales are final, as most equipment is custom and specific to an application. Order cancellations must be approved in advance by TSW and will incur a 15% restock and handling fee.

Office Locations:

Northern California:

3928 N. Blattela Lane
Ereano, CA 93727

Southern California:

79-893 Country Club Drive
Bermuda Dunes, CA 92203

Pacific Northwest:

1750 Industrial Dr. NE
Salem, OR 97301

Date: November 5, 2025



Quotation for Sudden Valley Community Assoc

Quote No: Q011868

Prepared For:	Greg Wadden	Quote No:	Q011868
	Sudden Valley Community Assoc 4 CLUBHOUSE CIR Bellingham WA 98229-2735 United States of America	Sales Person:	TM Shawn Frisbee Shawn.Frisbee@turfstar.com

Summary

Configuration Name	Qty	Unit Price	Sub Total	Sales Tax	Total
04540: Greenmaster 3420 TriFlexHybrid-Diesel 23.5HP	2	\$70,373.20	\$140,746.41	\$12,385.71	\$153,132.12
30807: Groundsmaster 3500-D T4Compliant Diesel 24.8HP	1	\$58,057.17	\$58,057.17	\$5,109.04	\$63,166.21
03820: Reelmaster 3555-D	1	\$85,565.25	\$85,565.25	\$7,529.76	\$93,095.01
0009071-N: Gas Greens Roller Hp11, 13Hp E-Start Honda w/ Transport Trailer	1	\$25,055.00	\$25,055.00	\$2,204.84	\$27,259.84

Totals	309,423.83	27,229.35	336,653.18
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Accepted By: _____

Date: November 5, 2025



Quotation for Sudden Valley Community Assoc

Quote No: Q011868

Configuration Product Details

04540: Greenmaster 3420 TriFlexHybrid-Diesel 23.5HP

Model	Product Description	Qty	Unit Price	Extended	Sales Tax	Total
04540	Greenmaster 3420 TriFlexHybrid-Diesel 23.5HP	2	\$50,605.06	\$101,210.13	\$8,906.51	\$110,116.64
04508	Greensmower Seat KitStandard	2	\$1,239.24	\$2,478.48	\$218.11	\$2,696.59
121-3660	LH Arm Rest Kit	2	\$96.66	\$193.32	\$17.01	\$210.33
04655	DPA 14bld C/U TriFlex	6	\$3,846.84	\$23,081.01	\$2,031.13	\$25,112.14
04255	Front Narrow WiehleRoller .200 Spacing (Supersedes 115-7360,107-9037,104-9795,106-6944,106-2628)	6	\$417.72	\$2,506.33	\$220.56	\$2,726.89
04554	LED Light KitRiding Greensmower	2	\$797.47	\$1,594.94	\$140.35	\$1,735.29
30043	400 HOUR MAINTENANCE KIT: GR3400/3420	2	\$97.10	\$194.20	\$17.09	\$211.29
VSUR	Manufacturer's surcharge	2	\$3,281.00	\$6,562.00	\$577.46	\$7,139.46
FSD1	GR 3420 TriFlex Setup	2	\$1,313.00	\$2,626.00	\$231.09	\$2,857.09
FSD2	GR 3420 TriFlex Delivery	2	\$150.00	\$300.00	\$26.40	\$326.40

Totals:

\$153,132.12

Quotation for Sudden Valley Community Assoc

Date: November 5, 2025

Quote No: Q011868

Configuration Product Details

30807: Groundsmaster 3500-D T4Compliant Diesel 24.8HP

Model	Product Description	Qty	Unit Price	Extended	Sales Tax	Total
30807	Groundsmaster 3500-D T4Compliant Diesel 24.8HP	1	\$52,125.32	\$52,125.32	\$4,587.04	\$56,712.36
30836	Leaf Mulching KitContour Plus II Deck	3	\$79.75	\$239.24	\$21.05	\$260.29
31692	LED Work Light KitGM3500/RM3100	1	\$360.76	\$360.76	\$31.75	\$392.51
30629	Premium Seat-GM3500RM3100	1	\$1,058.23	\$1,058.23	\$93.12	\$1,151.35
108-1462	BLADE SERVICE PACK, 27 IN	1	\$159.00	\$159.00	\$13.99	\$172.99
44963	MVP KIT, 1000 HR, GM35XX/RM35XX, T4 (Supersedes 30053)	1	\$176.62	\$176.62	\$15.54	\$192.16
VSUR	Manufacturer's surcharge	1	\$2,706.00	\$2,706.00	\$238.13	\$2,944.13
FSD1	GM 3500 Setup	1	\$1,082.00	\$1,082.00	\$95.22	\$1,177.22

27,229.35

336,653.18

Accepted By: _____

FSD2	GM 3500 Delivery	1	\$150.00	\$150.00	\$13.20	50	\$163.20
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Totals: \$63,166.21



Quotation for Sudden Valley Community Assoc

Date: November 5, 2025

Quote No: Q011868

**Configuration Product Details
03820: Reelmaster 3555-D**

Model	Product Description	Qty	Unit Price	Extended	Sales Tax	Total
03820	Reelmaster 3555-D	1	\$52,948.10	\$52,948.10	\$4,659.44	\$57,607.54
03487	22in 5in 8Bld RR DPA CU	5	\$4,136.71	\$20,683.54	\$1,820.16	\$22,503.70
107-2993-03	WIEHLE SCRAPER ASM (22IN)	5	\$36.81	\$184.05	\$16.20	\$200.25
03406	RRB Only Kit 5in CU	1	\$4,151.90	\$4,151.90	\$365.37	\$4,517.27
121-7924	TIRE ASM 22-12X12, TREADED	2	\$382.54	\$765.09	\$67.33	\$832.42
30090	400 HOUR MVP FILTER KIT-RM35XX/GM35XX	1	\$105.34	\$105.34	\$9.27	\$114.61
30629	Premium Seat-GM3500RM3100	1	\$1,058.23	\$1,058.23	\$93.12	\$1,151.35
VSUR	Manufacturer's surcharge	1	\$3,942.00	\$3,942.00	\$346.90	\$4,288.90
FSD1	RM 3555 Setup	1	\$1,577.00	\$1,577.00	\$138.78	\$1,715.78
FSD2	RM 3555 Delivery	1	\$150.00	\$150.00	\$13.20	\$163.20

Totals: \$93,095.01



Quotation for Sudden Valley Community Assoc

Date: November 5, 2025

Quote No: Q011868

**Configuration Product Details
0009071-N: Gas Greens Roller Hp11, 13Hp E-Start Honda w/ Transport Trailer**

Model	Product Description	Qty	Unit Price	Extended	Sales Tax	Total
0009071-N	Gas Greens Roller Hp11, 13Hp E-Start Honda w/ Transport Trailer	1	\$23,150.00	\$23,150.00	\$2,037.20	\$25,187.20
0161432-O	Cross Contamination Prev Kit (Factory Install)	1	\$825.00	\$825.00	\$72.60	\$897.60
0161335-O	Led Light Kit (Factory Installed)	1	\$465.00	\$465.00	\$40.92	\$505.92
0347013-O	Arm-Rest Seat Upgrade(Factory Installed)	1	\$615.00	\$615.00	\$54.12	\$669.12

Totals: \$27,259.84



Quotation for Sudden Valley Community Assoc

Date: November 5, 2025

Quote No: Q011868



PURCHASE ORDER



Lynden, Mt. Vernon, Pacific, Sequim, Chehalis, Rainier, Salem, Eugene, Redmond, Christmas Valley, Central Point and Klamath Falls

BRIM Tractor Company 2500 Cedardale Road Mt. Vernon, WA 98274 360.424.1600

December 23, 2025

Phone #:
 Name: Sudden Valley / Greg Wadden

Sales Rep: Jon Gouras
 Cell #: 360-961-2680

Address:
 City, State, Zip:
 Email:

Email: jon.gouras@brimtractor.com

MAKE	MODEL	DESCRIPTION	UNIT #	SERIAL #	HRS	AMOUNT
Jacobsen	Eclipse360	15 blade reels,pwrd back roller brushes,baskets 3 wheel drive(in stock 2024)				\$ 56,109.00
Jacobsen	Eclipse360	15 blade reels,pwrd back roller brushes,baskets 3 wheel drive(in stock 2024)				\$ 56,109.00
Jacobsen	AR331	trim mower mulch kit 3 wheel drive				\$ 46,417.00
Jacobsen	LF570	Fairway mower,4 wheel drive,7" reels, pwr rear roller brushes				\$ 90,477.00
Trade In						

Warranty:

SUBTOTAL	\$	249,112.00
8.8% SALES TAX	\$	21,921.86
TOTAL	\$	271,033.86

Warranty coverage does not include travel/ hauling time or freight on parts.
All sales are final.

UNDERWRITING FEE	\$	299.00
PHYSICAL DAMAGE INSURANCE	\$	-
MISC:	\$	-

DOWN PAYMENT	\$	-
CONTRACT FEE/PDI	\$	299.00
BALANCE DUE	\$	271,332.86

- Cash
- Check
- Bank Card
- Financed

MONTHS	0
INTEREST	0.00%
PAYMENT	#NUM!

- Sale
- Transfer
- Demo
- Rental
- Consignment

Special Instructions
Pricing and programs valid until the end of the month

MONTHS	0
INTEREST	0.00%
PAYMENT	#NUM!

- Brim to Haul
- Customer to Haul

MONTHS	0
INTEREST	0.00%
PAYMENT	#NUM!

Initial Here Customer Warrants that Trade In Equipment or Consigned Equipment is Traded or Consigned with no Liens or Encumbrances

Purchaser's Signature: _____

Date: _____

BOARD OF DIRECTORS MEMO

To: Sudden Valley Community Association Board of Directors
From: Jo Anne Jensen, General manager
Date: February 26, 2026
Subject: Capital Request – 2026 Road Repairs

Purpose

The purpose of this memo is to request funding for the planned 2026 road repair projects.

Background

In February 2025, the board approved \$41,888 in funding for the design and permitting of road repair projects to be completed in 2026. Engineering was completed by Impact Design, and permits are being submitted to Whatcom County. We are now requesting funding to put the planned projects out to bid and complete the work during the construction window of June 1st through September 30th.

Analysis

The 2026 Capital Budget – Roads includes four roads for asphalt repairs:

• Appaloosa Court --	\$38,339
• Yearling Place --	\$98,067
• Misty Ridge Court --	\$32,853
• <u>Fields Park Place --</u>	<u>\$24,315</u>
Total	\$193,574

In addition to these road repairs, the 2026 budget identifies 24 culverts scheduled for replacement. One of these culverts, Culvert 25, is a large box culvert and the replacement budget is \$594,880. At this time, Impact Design and SVCA staff agree that the condition of Culvert 25 has not degraded since the 2024 inspection and recommend that SVCA push off the replacement to 2030. The culvert will be monitored by staff and re-inspected in 2028 as part of the five-year renewal of the ten-year roads and drainage plan. The remaining 23 culverts are recommended for replacement as scheduled, and the budget includes \$235,140 for this work.

Drawings for the road improvements and culvert replacements are attached for reference. A separate engineer's estimate has not been completed as the amounts in the 2026 budget were based on Impact Design's estimates in the Ten-Year Roads & Drainage Plan and it is believed that these estimates are still valid.

Request

I request that the SVCA Board of Directors approve the allocation of \$428,714 from the Roads Reserve Fund for the completion of the four road repair and 23 culvert replacement projects proposed for completion in 2026.

Motion

I move that the Board of Directors approve the allocation of \$428,714 from the Roads Reserve Fund for the completion of the four road repair and 23 culvert replacement projects proposed for completion in 2026.

Approvals

Recommended: _____ Not Recommended _____ Finance Committee

Signed: _____ Date: _____

Jean Maixner, Treasurer

Approved: _____ Not Approved: _____ SVCA Board of Directors

Signed: _____ Date: _____

Keith McLean, Board President



February 10th, 2026

Sudden Valley Community Association
Attn: Michael Brock
4 Clubhouse Circle
Bellingham, WA 98229

RE: Project Scope Letter
2026 Roads Project

PNW is providing this overall project scope letter to SVCA for the 2026 Roads project. On February 27th, 2025 SVCA approved a capital request for the design and permitting to be completed. Engineering has been completed by Impact Design, and permit applications are being submitted to Whatcom County. SVCA's 2026 capital budget identifies 4 roads for asphalt repairs with a budget of \$193,573.00. These include:

- Appaloosa Court
- Yearling Place
- Misty Ridge
- Fields Park Place

In addition, there are 23 culverts proposed for replacement with a budget of \$235,140.00. The total budget available is \$428,713.00. Culvert 25 is proposed to be monitored and shifted out.

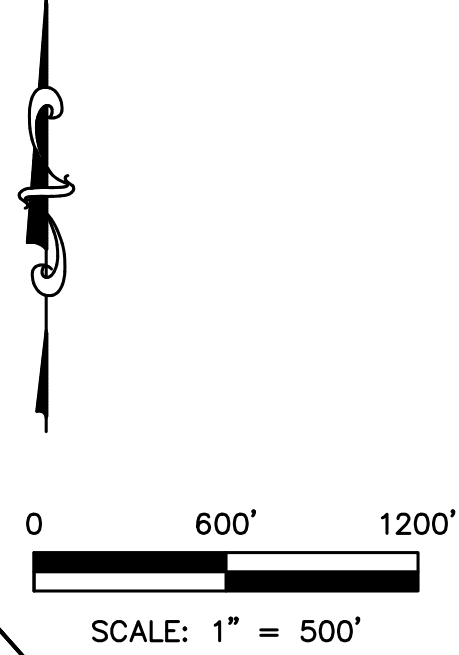
The drawings for the road improvements and culvert replacements are attached for reference. A separate engineer's estimate hasn't been completed as the identified amounts in the 2026 capital budget are believed to be accurate. At this time, we are requesting funding approval, and once approved the project will be issued for bid. After bidding, the project will be brought back to SVCA for contract award.

Please let me know if you have any questions, or if you would like any further information.

Sincerely,

Tyler Andrews
President

SUDDEN VALLEY MAINTENANCE NOAS



CONTACT INFORMATION:

CLIENT
 PNW SERVICES, INC.
 PO BOX 30498
 BELLINGHAM, WA 98228
 425-954-9614

ENGINEER
 SCOTT GOODALL, P.E.
 IMPACT DESIGN, LLC
 5426 BARRETT ROAD
 SUITE A103
 FERDALE, WA 98248
 (360) 389-8138
 SCOTT@BOLD-IMPACT.COM

LEGEND


- FOUND REBAR & CAP
- SET NAIL & SHINER
- SET HUB & TACK
- EXISTING SANITARY SEWER MANHOLE
- ⊙ EXISTING SANITARY SEWER CLEAN-OUT
- EXISTING STORM DRAINAGE CATCH BASIN
- ⊕ EXISTING FIRE HYDRANT
- ⊗ EXISTING WATERLINE VALVE
- ⊞ EXISTING WATER METER SERVICE
- ⊠ EXISTING UTILITY JUNCTION BOX
- 12" ∅ TREE DIAMETER
- ★ EXISTING TREE (CONIFER)
- EXISTING TREE (DECIDUOUS)

SHEET INDEX:

- C1 COVER SHEET
- C2 NOA DESCRIPTIONS
- C3 KEYMAP
- C4 SITE PLAN-1
- C5 SITE PLAN-2
- C6 SITE PLAN-3
- C7 SITE PLAN-4
- C8 DETAILS
- C9 DETAILS
- C10 DETAILS

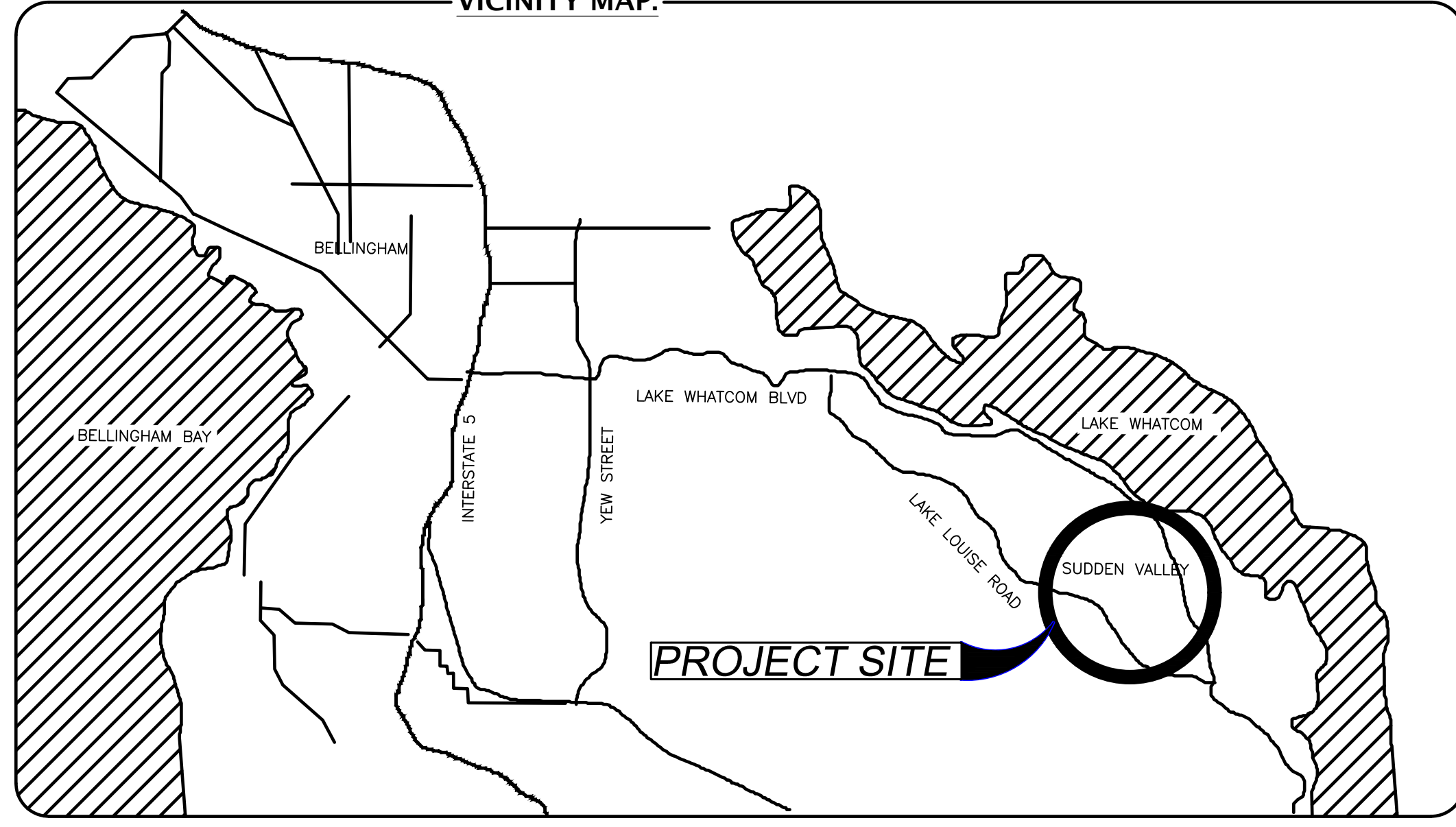


REVIEW APPROVAL
 REVIEW IS FOR GENERAL COMPLIANCE AND CONSISTENCY WITH APPLICABLE WHATCOM COUNTY CODES, REGULATIONS, AND/OR STANDARDS

 NO RESPONSIBILITY IS ASSUMED FOR CORRECTNESS OF DATA, DIMENSIONS, OR DETAILS

DEPARTMENT OF PUBLIC WORKS-ENGINEERING SERVICES
 BY _____ DATE _____

VICINITY MAP:



2.3.2026

SVCA ROAD REPAIR NOAS 2026
 COVER SHEET
 SUDDEN VALLEY
 WHATCOM COUNTY, WASHINGTON

REV	DATE	BY	DESCRIPTION

PROJECT NUMBER:
25055

DESIGNED/DRAWN BY:
ABB

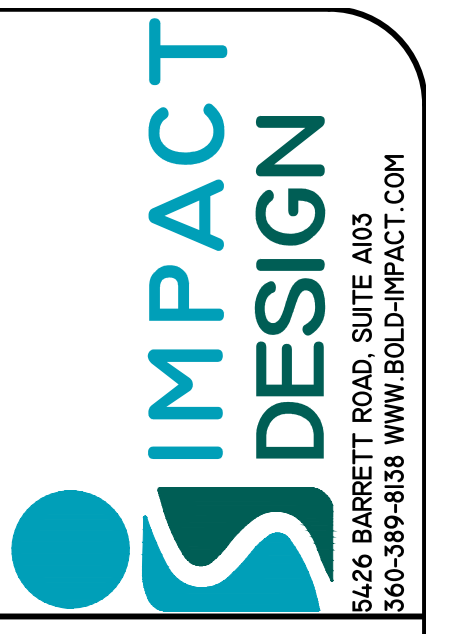
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ISSUE DATE:
2.3.2026

C1
 OF:
 C1-C9

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OVERVIEW



2.3.2026

SVCA ROAD REPAIR NOAS 2026
 NOA DESCRIPTIONS
 SUDDEN VALLEY
 WHATCOM COUNTY, WASHINGTON

Misty Ridge Court					
Start of Repairs: Polo Park Dr, 53' wide			SITE PLAN-1		
Station	Repair Type	Dimension	Feature	Dimension	Location
0+00	Feather Grind	Width x 20'			
0+15	Grind and Repair	6'x32'			
0+77	Grind and Repair	9'x35'			
1+12	Grind and Repair	Width of Road			Left
1+36	Feather Grind		Driveway	23'	Right
1+42	Grind and Repair	End			
1+42	Grind and Repair	8'x18'			
1+49	Feather Grind		Driveway	21'	Left
1+74	Raise F&G		Manhole		
1+82	Feather Grind		Driveway	10'	Left
1+88	Feather Grind		Driveway	20'	Right
2+05	End of Road				

Yearling Place					
Start of Repairs: Edge of Lost Lake Lane, 53' wide			SITE PLAN-3		
Station	Repair Type	Dimension	Feature	Dimension	Location
0+00	Feather Grind	Width x 20'			
0+24	Replace Bkue Button Marker		Hydrant		Right
0+68	Feather Grind		Driveway	19'	Right
1+20	Feather Grind		Gravel Driveway	30'	Left
1+84	Feather Grind		Driveway	27'	Left
1+96	Feather Grind		Driveway	26'	Right
2+36	Feather Grind		Driveway	28'	Left
2+43	Feather Grind		Driveway	22'	Right
2+73	Raise F&G		Manhole		
3+11	Feather Grind		Driveway	22'	Left
3+74	Feather Grind		Driveway	24'	Left
3+75	Feather Grind		Driveway	22'	Right
4+09	Feather Grind		Driveway	22'	Right
4+36	Feather Grind		Driveway	22'	Left
4+38	Raise F&G		Manhole		
4+60			Island	10'x15'	
4+86	Feather Grind		Driveway	27'	Left
5+09	Replace Bkue Button Marker		Hydrant		Right
5+23	Pothole Repair	76'x5'			Left
5+46	Feather Grind		Driveway	23'	Right
6+01	Feather Grind		Driveway	21'	Right
6+24	Feather Grind		Driveway	21'	Left
6+42	Raise F&G		Manhole		
6+54	Grind and Repair	Start			
6+76	Feather Grind		Driveway	22'	Right
7+36	Feather Grind		Gravel Driveway	36'	Right
7+90	Feather Grind		Gravel Driveway	54'	Right
8+02	Pothole Repair	Start			
8+20	Pothole Repair	End			
9+07	Grind and Repair	End			
9+71	End of Road				

Fields Park Place					
Start of Repairs: Edge of Huckleberry CT, 66' wide			SITE PLAN-2		
Station	Repair Type	Dimension	Feature	Dimension	Location
0+50	Feather Grind	Width x 20'			
0+43	Feather Grind		Gravel Driveway	20'	Left
0+70	Grind and Repair	Width x 42'			
0+70	Feather Grind		Gravel Driveway	21'	Right
1+06	Replace Blue Button Marker		Hydrant		Left
1+25	Feather Grind		Driveway	23'	Left
1+25	Feather Grind		Driveway	20'	Right
1+54	Feather Grind		Driveway	20'	Right
1+89	Raise F&G		Manhole		
2+32			Island	132.7 SF	
2+58	Feather Grind		Driveway	21'	Right
2+58	Feather Grind		Gravel Driveway	16'	Left
2+58	End of Road				

Appaloosa Court					
Start of Repairs: Edge of Pinto Lane, 46' wide			SITE PLAN-4		
Station	Repair Type	Dimension	Feature	Dimension	Location
0+00	Feather Grind	Width x 20'			
0+30	Grind and Repair	Start			
0+49	Pothole repair	8'x9'			
1+24	Raise F&G		Manhole		
1+32	Pothole Repair	17'x12'			
1+90	Pothole Repair	23'x9'			
2+65	Replace Blue Button Marker		Hydrant		Left
2+42	Feather Grind		Start of Driveway	25'	Right
2+71	Raise F&G		Manhole		
2+92	Add Asphalt berm	33'	Start of Driveway		Right
3+44	Grind and Repair	End			
4+05	Feather Grind		Driveway	16'	Right
4+05	Feather Grind		Driveway	23'	Left
4+05	End of Road				

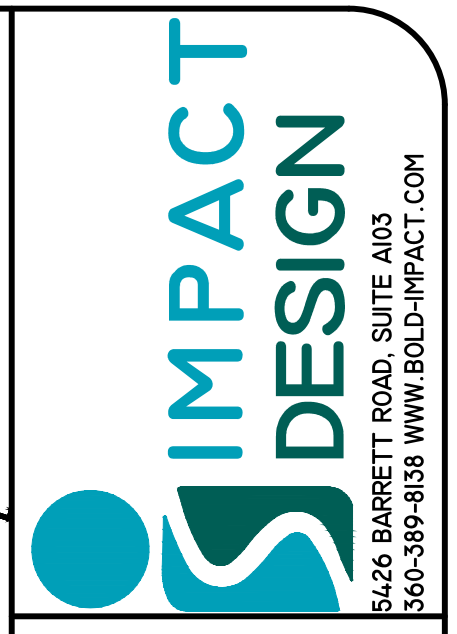
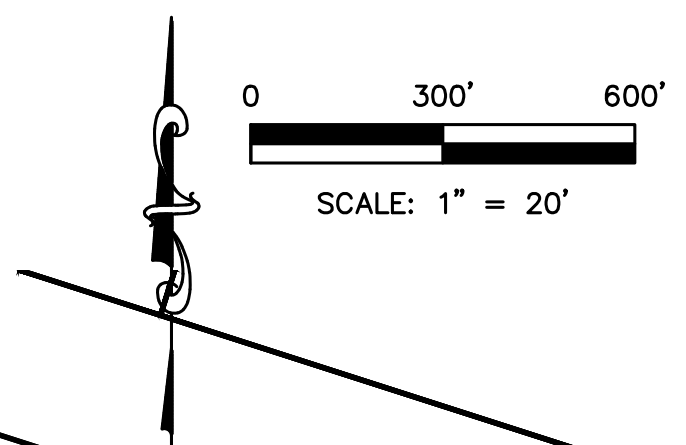
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REV	DATE	BY	DESCRIPTION

PROJECT NUMBER:
25055
 DESIGNED/DRAWN BY:
ABB
 CHECKED BY:
SIG
 ISSUE DATE:
2.3.2026

C2
 OF:
C1-C9

SUDDEN VALLEY MAINTENANCE NOA'S SITE PLAN-1

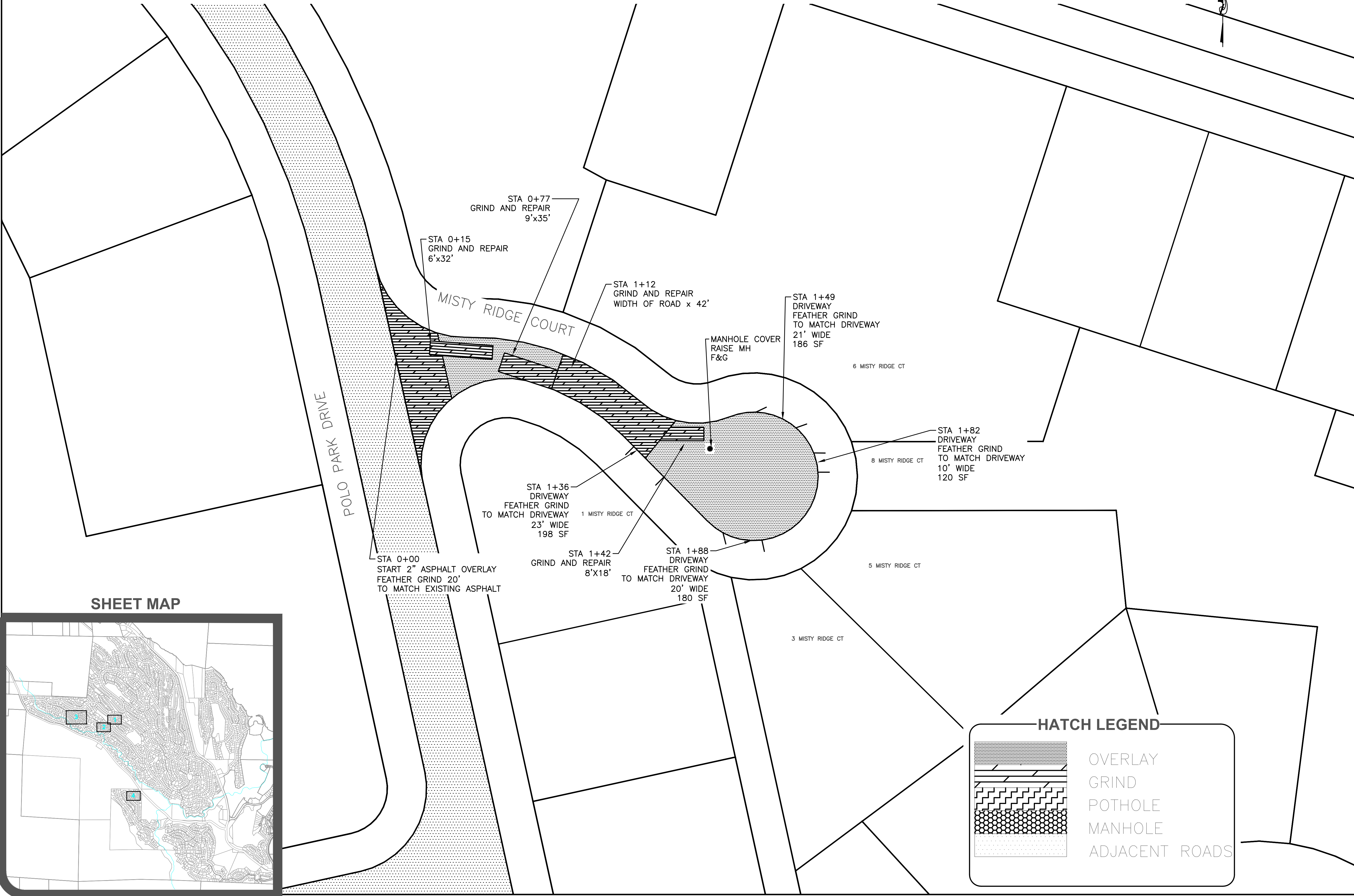


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SVCA ROAD REPAIR NOAS 2026
SITE PLAN-1
MISTY RIDGE COURT
SUDDEN VALLEY
WHATCOM COUNTY, WASHINGTON

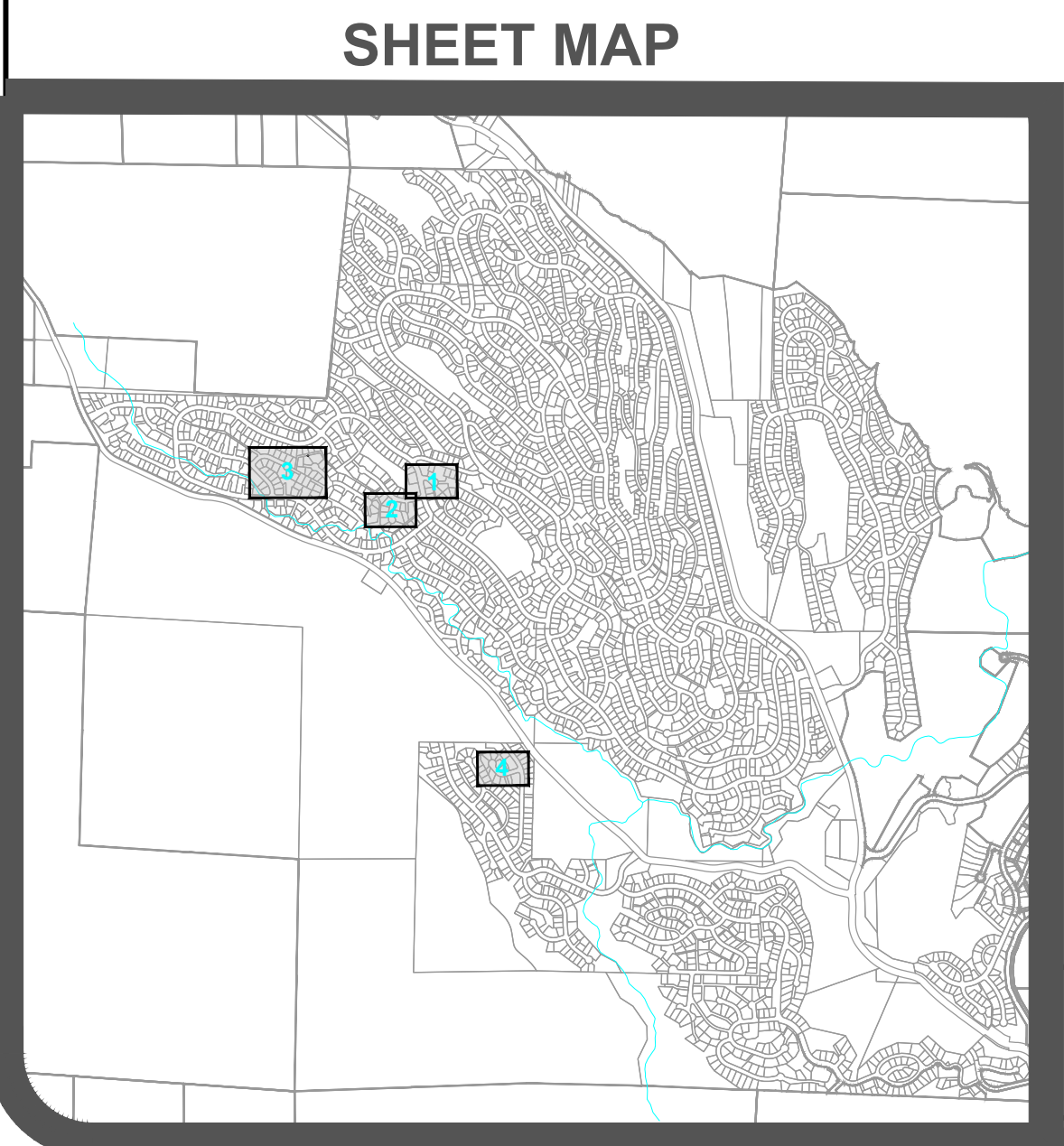
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PROJECT NUMBER:	25055
DESIGNED/DRAWN BY:	ABB
CHECKED BY:	SIG
ISSUE DATE:	2.3.2026
	C4
OF:	C1-C9



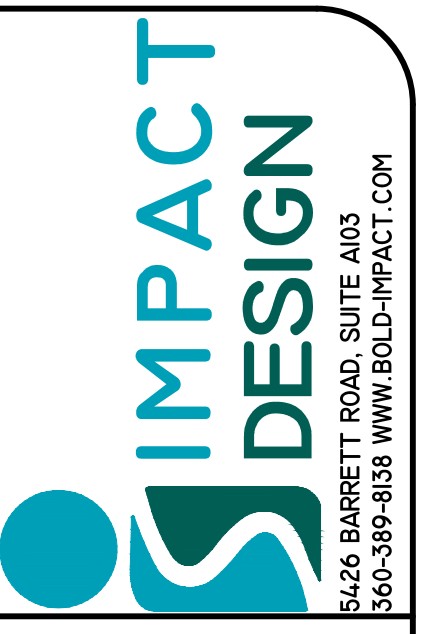
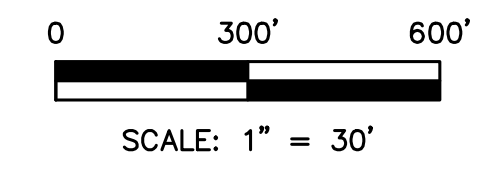
HATCH LEGEND

- OVERLAY (diagonal hatching)
- GRIND (cross-hatching)
- POTHOLE (stippled pattern)
- MANHOLE (solid black)
- ADJACENT ROADS (dotted pattern)



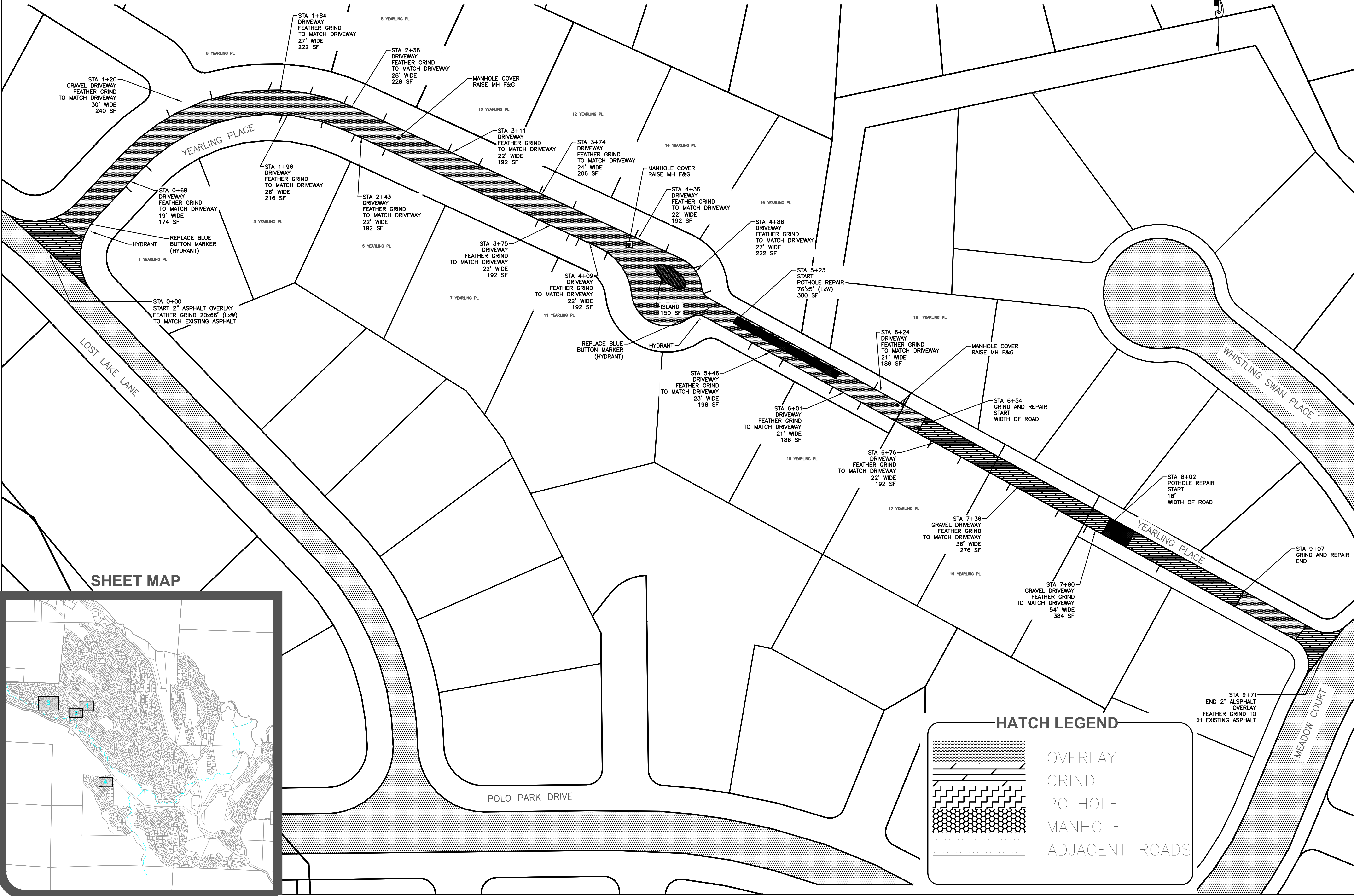
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SUDDEN VALLEY MAINTENANCE NOA'S SITE PLAN-3

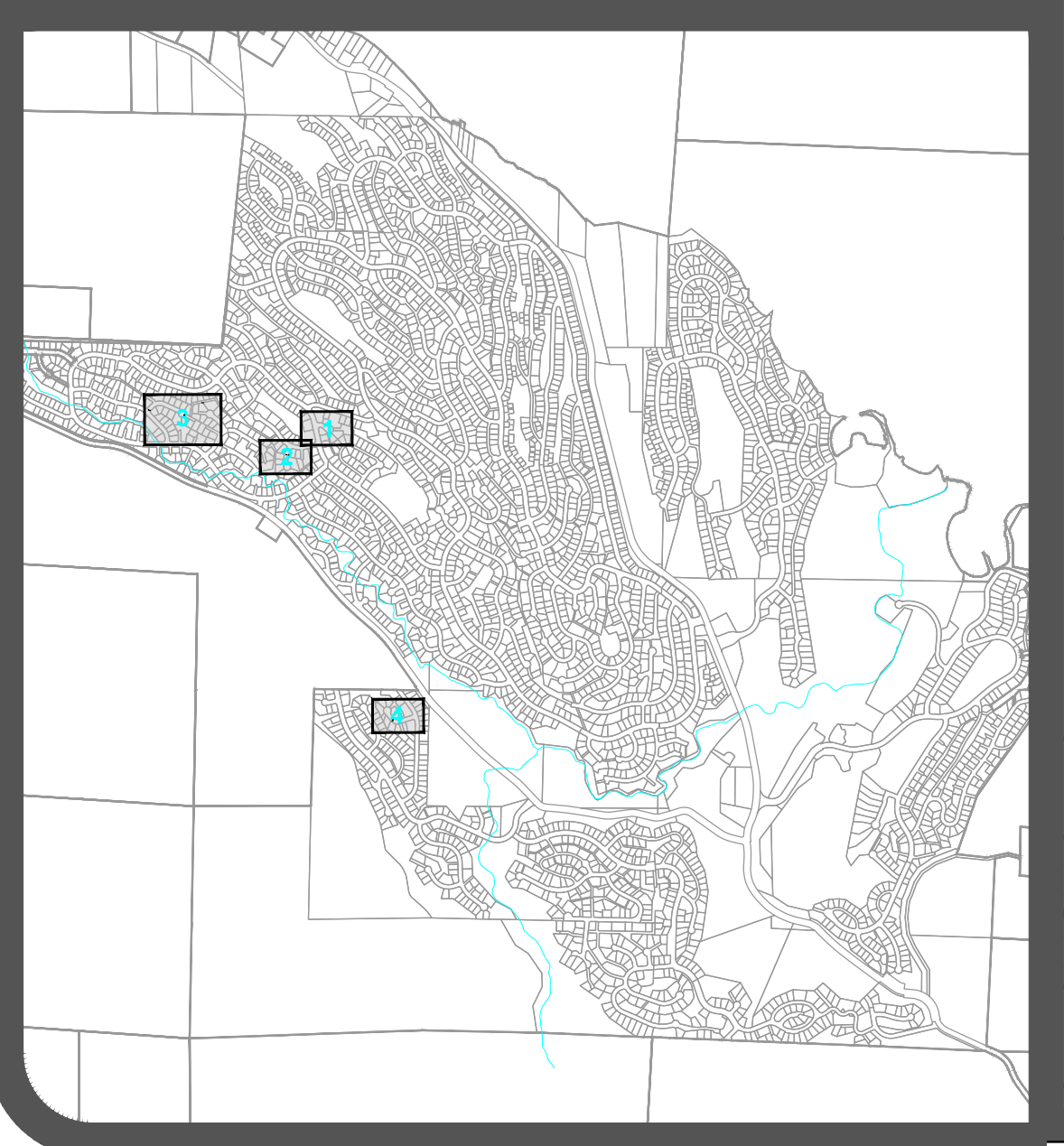


2.3.2026

SVCA ROAD REPAIR NOAS 2026
SITE PLAN-3
YEARLING PLACE
SUDDEN VALLEY
WHATCOM COUNTY, WASHINGTON



SHEET MAP



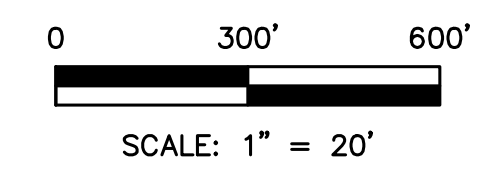
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PROJECT NUMBER:	25055
DESIGNED/DRAWN BY:	ABB
CHECKED BY:	SIG
ISSUE DATE:	2.3.2026
OF:	C6 C1-C9

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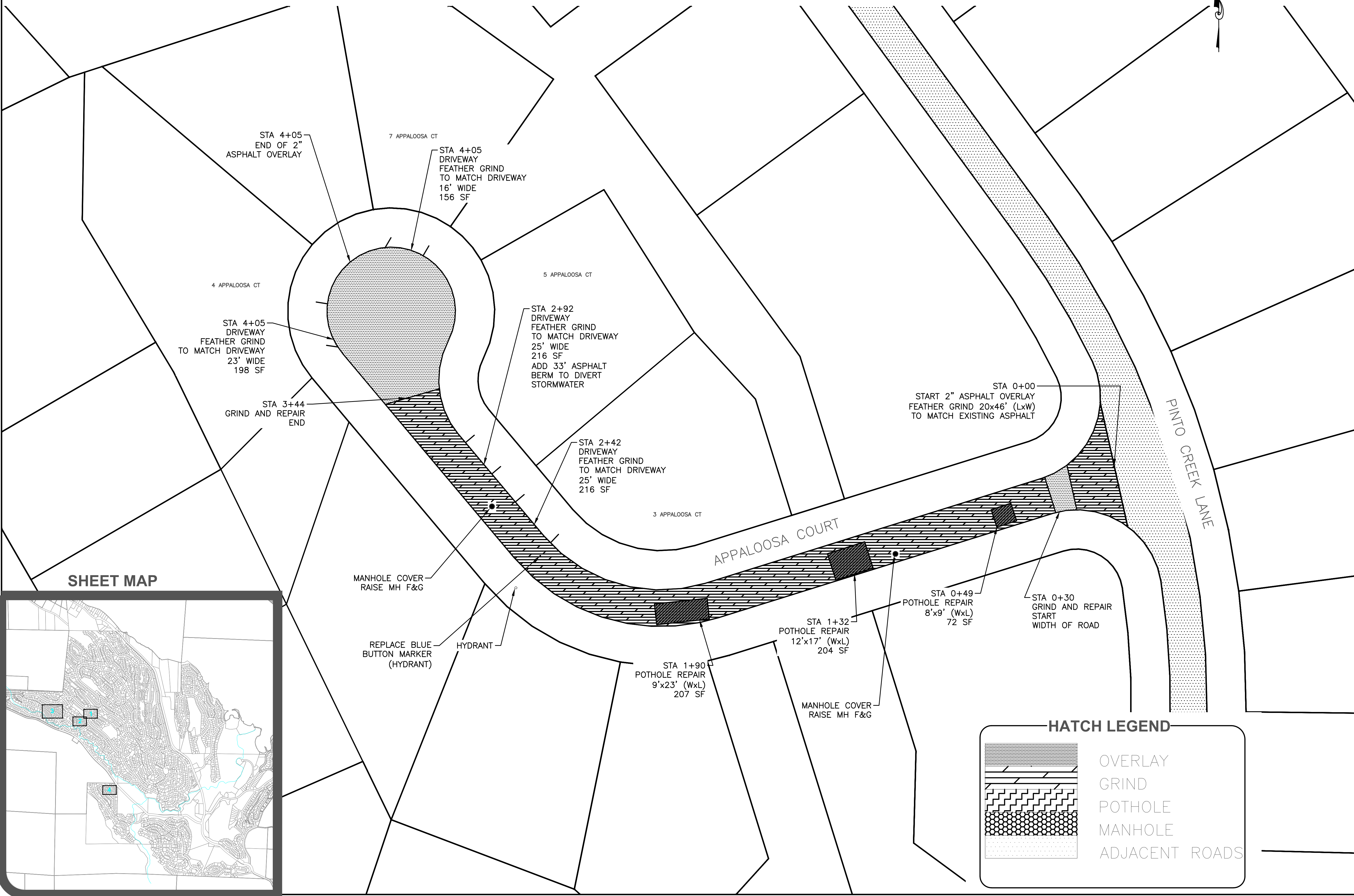
SUDDEN VALLEY MAINTENANCE NOA'S

SITE PLAN-4

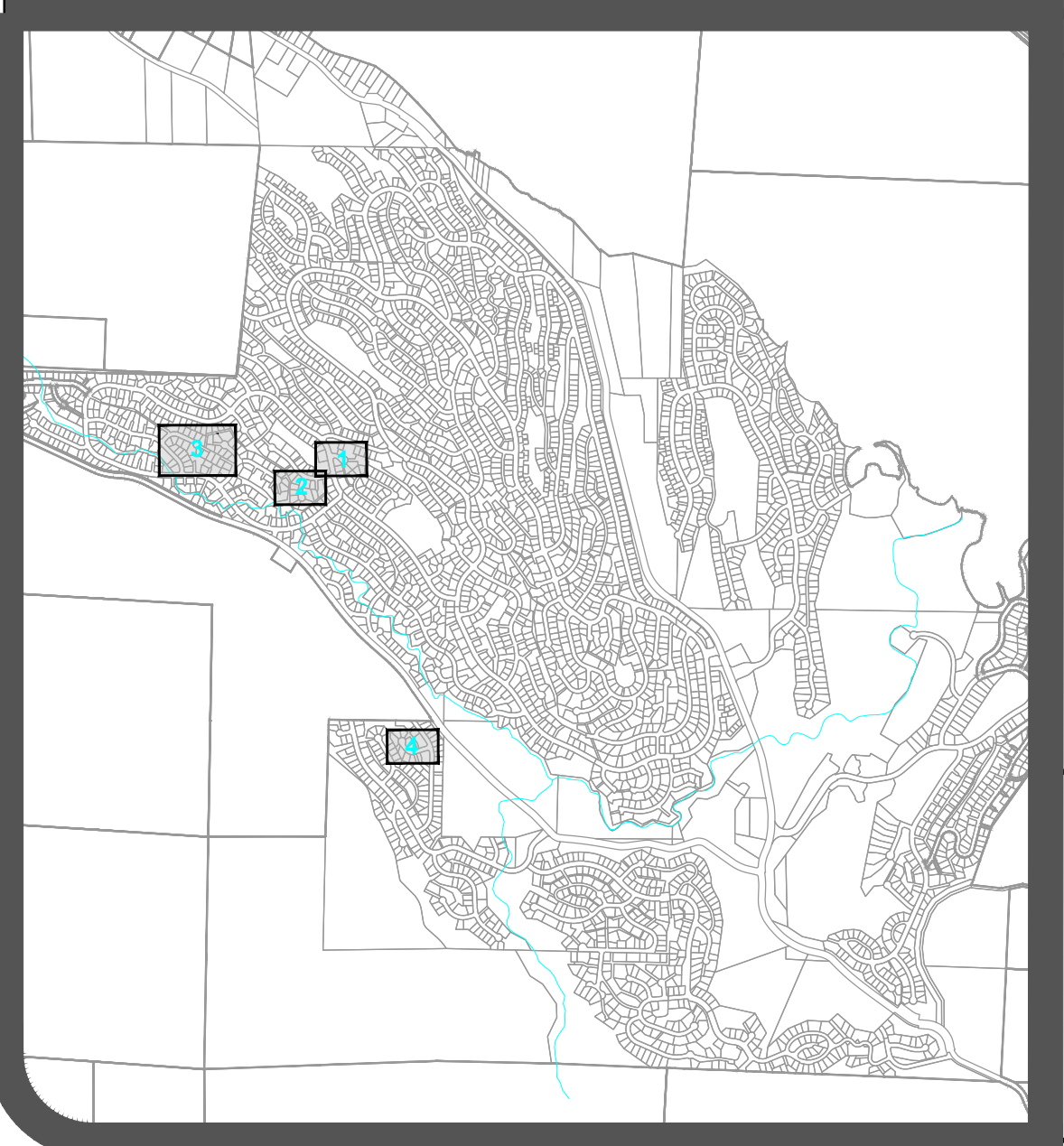


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SVCA ROAD REPAIR NOAS 2026
 SITE PLAN-4
 SITE PLAN-4
 SUDDEN VALLEY
 WHATCOM COUNTY, WASHINGTON



SHEET MAP



HATCH LEGEND

- OVERLAY
- GRIND
- POTHOLE
- MANHOLE
- ADJACENT ROADS

REV	DATE	BY	DESCRIPTION

PROJECT NUMBER: 25055
 DESIGNED/DRAWN BY: ABB
 CHECKED BY: SIG
 ISSUE DATE: 2.3.2026

C7
 OF: C1-C9

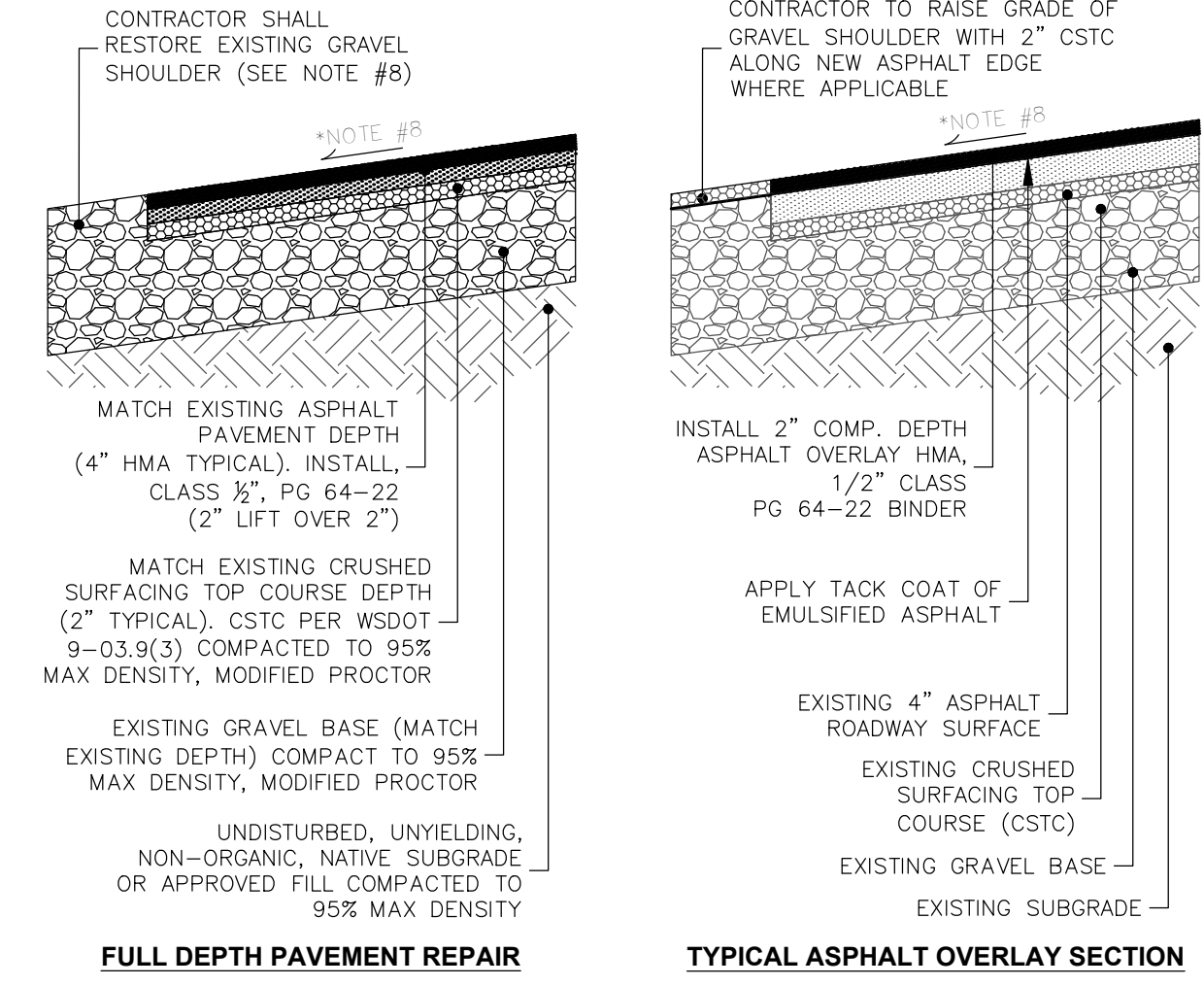
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SUDDEN VALLEY MAINTENANCE NOA'S

ASPHALT PAVEMENT REPLACEMENT & MAINTENANCE NOTES:

1. ALL DEPTHS REPRESENT COMPACTED THICKNESSES.
2. ALL MATERIAL AND WORKMANSHIP SHALL CONFORM TO THE PREVISIONS OF APWA "STANDARD SPECIFICATIONS" AND SHALL CONFORM TO THE REQUIREMENTS OF WHATCOM COUNTY ENGINEER DEPARTMENT.
3. AN EQUIVALENT ASPHALT TREATED BASE MAY BE SUBSTITUTED FOR THE GRAVEL BASE AND CRUSHED ROCK UPON APPROVAL OF THE COUNTY ENGINEER.
4. PROVIDE/APPLY GRIND AND PETRO-TAC DETAIL AT TRANSITION FROM EXISTING ROADWAY SURFACE TO THE OVERLAY SURFACE. THE GRIND AND PETRO-TAC SHALL BE 5' MINIMUM OR GREATER BASED ON EXTENT OF GRIND BACK INTO EXISTING PAVEMENT IN ORDER TO MAINTAIN/MATCH EXISTING 2% CROSS SLOPE. ANOTHER OPTION IS TO PROVIDE 40.0' GRIND TO GENERATE 0.1' RISE PER 10' PAVEMENT
5. AT POTHOLE LOCATIONS SAWCUT 4" DEPTH AND INSTALL 4" COMPACTED DEPTH HMA, 1/2" CLASS PG 64-22 BINDER OR MATCH EXISTING PAVEMENT GRADE/DEPTH.
6. ASPHALT SEAM SEALANT REQUIRED AT NEW TO OLD ASPHALT INTERFACE, TYPICAL. INSTALL IMMEDIATELY AFTER FINAL ASPHALT LIFT (LIMIT WATER SEEPAGE INTO SEAM AT ALL TIMES).
7. CONTRACTOR SHALL RESTORE EXISTING GRAVEL SHOULDER OR INSTALL NEW GRAVEL BASE SHOULDER (1.0' MINIMUM WIDTH) WHERE APPLICABLE (SUCH AS ALONG GRIND AND OVERLAY ASPHALT PAVEMENT OR WHERE CURRENT PAVEMENT IS NOT CONFINED (EDGE PROTECTED) BY GRAVEL SHOULDER. 24" GRAVEL SHOULDER IS PREFERRED BUT GRADES AND ADJACENT DITCH LAYOUT MAY NOT ALLOW EXTENSION OF SHOULDER TO PREFERRED WIDTH.
8. MAINTAIN EXISTING PAVEMENT FLOW PATTERNS TO DRAINAGE DITCH(S) AND OR CATCH BASIN(S).
9. CONTRACTOR SHALL SWEEP/CLEAN ROAD PRIOR TO OVERLAY/TAC.



PAVEMENT REPAIR/MAINTENANCE ALTERNATIVES

NTS



2.3.2026

SVCA ROAD REPAIR NOAS 2026
DETAILS-1
SUDDEN VALLEY
WHATCOM COUNTY, WASHINGTON

BMP T5.13 NOTES

ESTABLISH A MINIMUM SOIL QUALITY AND DEPTH IS NOT THE SAME AS PRESERVATION OF NATURALLY OCCURRING SOIL AND VEGETATION. HOWEVER, ESTABLISHING A MINIMUM SOIL QUALITY AND DEPTH WILL PROVIDE IMPROVED ON-SITE MANAGEMENT OF STORMWATER FLOW AND WATER QUALITY. SOIL ORGANIC MATTER CAN BE ATTAINED THROUGH NUMEROUS MATERIALS SUCH AS COMPOST, COMPOSTED WOODY MATERIAL, BIOSOLIDS AND FOREST PRODUCT RESIDUALS. IT IS IMPORTANT THAT THE MATERIALS USED TO MEET THE SOIL QUALITY AND DEPTH BMP BE APPROPRIATE AND BENEFICIAL TO THE PLANT COVER TO BE ESTABLISHED. LIKEWISE, IT IS IMPORTANT THAT IMPORTED TOPSOILS IMPROVE SOIL CONDITIONS AND DO NOT HAVE AN EXCESSIVE PERCENT OF CLAY FINES. THIS BMP CAN BE CONSIDERED INFEASIBLE ON TILL SOIL SLOPES GREATER THAN 33 PERCENT.

DESIGN GUIDELINES

SOIL RETENTION: RETAIN, IN AN UNDISTURBED STATE, THE DUFF LAYER AND NATIVE TOPSOIL TO THE MAXIMUM EXTENT PRACTICABLE, IN ANY AREAS REQUIRING GRADING REMOVE AND STOCKPILE THE DUFF LAYER AND TOPSOIL ON SITE IN A DESIGNATED, CONTROLLED ARE, NOT ADJACENT TO PUBLIC RESOURCES AND CRITICAL AREAS, TO BE REAPPLIED TO OTHER PORTIONS OF THE SITE WHERE FEASIBLE.

SOIL QUALITY: ALL AREAS SUBJECT TO CLEARING AND GRADING THAT HAVE NOT BEEN COVERED BY IMPERVIOUS SURFACE, INCORPORATED INTO A DRAINAGE FACILITY OR ENGINEERED AS STRUCTURAL FILL OR SLOPE SHALL, AT PROJECT COMPLETION, DEMONSTRATE THE FOLLOWING:

1. A TOPSOIL LAYER WITH A MINIMUM ORGANIC MATTER CONTENT OF 10% DRY WEIGHT IN PLANTING BEDS, AND 5% ORGANIC MATTER CONTENT IN TURF AREAS, AND A PH FROM 6.0 TO 8.0 OR MATCHING THE PH OF THE UNDISTURBED SOIL. THE TOPSOIL LAYER DEPTH SHALL BE PER PLAN. SUBSOILS BELOW THE TOPSOIL LAYER SHOULD BE SCARIFIED AT LEAST 4 INCHES WITH SOME INCORPORATION OF THE UPPER MATERIAL TO AVOID STRATIFIED LAYERS, WHERE FEASIBLE.
2. MULCH PLANTING BEDS WITH 4 INCHES OF WOOD CHIP MULCH. USE COMPOST AND OTHER MATERIALS THAT MEET THESE ORGANIC CONTENT REQUIREMENTS:
 - 2.a. THE ORGANIC CONTENT FOR "PRE-APPROVED" AMENDMENT RATES CAN BE MET ONLY USING COMPOST MEETING THE COMPOST SPECIFICATION FOR BIORETENTION (BMP T7.30), WITH THE EXCEPTION THAT THE COMPOST MAY HAVE UP TO 35% BIOSOLIDS OR MANURE. THE COMPOST MUST ALSO HAVE AN ORGANIC MATTER CONTENT OF 40% TO 65%, AND A CARBON TO THE NITROGEN RATIO BELOW 25:1. THE CARBON TO NITROGEN RATION MAY BE AS HIGH 35:1 FOR PLANTING COMPOSED ENTIRELY OF PLANTS NATIVE TO THE PUGET SOUND LOWLANDS REGION.
 - 2.b. CALCULATED AMENDMENT RATES MAY BE MET THROUGH USE OF COMPOSTED MATERIALS MEETING (A.) ABOVE, OR OTHER ORGANIC MATERIALS AMENDED TO MEET THE CARBON TO NITROGEN RATIO REQUIREMENTS, AND MEETING THE CONTAMINANT STANDARDS OF GRADE A COMPOST.

THE RESULTING SOIL SHOULD BE CONDUCTIVE TO THE TYPE OF VEGETATION TO BE ESTABLISHED.

IMPLEMENTATION OPTIONS: THE SOIL QUALITY DESIGN GUIDELINES LISTED ABOVE CAN BE MET BY USING ONE OF THE METHODS LISTED:

1. LEAVE UNDISTURBED NATIVE VEGETATION AND SOIL, AND PROTECT FROM COMPACTION DURING CONSTRUCTION.
2. IMPORT TOPSOIL (TOPSOIL "A")
3. CONSTRUCT TOPSOIL ON-SITE (TOPSOIL "B") -- AMEND EXISTING SITE TOPSOIL OR SUBSOIL EITHER AT DEFAULT "PRE-APPROVED" RATES BASED ON TESTS OF THE SOIL AMENDMENT.
4. STOCKPILE EXISTING TOPSOIL DURING GRADING, AND REPLACED IT PRIOR TO PLANTING. STOCKPILED TOPSOIL MUST ALSO BE AMENDED IF NEEDED TO MEET THE ORGANIC MATTER OR DEPTH REQUIREMENTS, EITHER AT A DEFAULT "PRE-APPROVED" RATE OR AT A CUSTOM CALCULATED RATE.

SEE SITE SPECIFIC SOIL SPECIFICATIONS: MORE THAN ONE METHOD MAY BE USED ON DIFFERENT PORTIONS OF THE SAME SITE. SOIL THAT ALREADY MEETS THE DEPTH AND ORGANIC MATTER QUALITY STANDARDS, AND IS NOT COMPACTED, DOES NOT NEED TO BE AMENDED.

SITE SPECIFIC SPECIFICATIONS

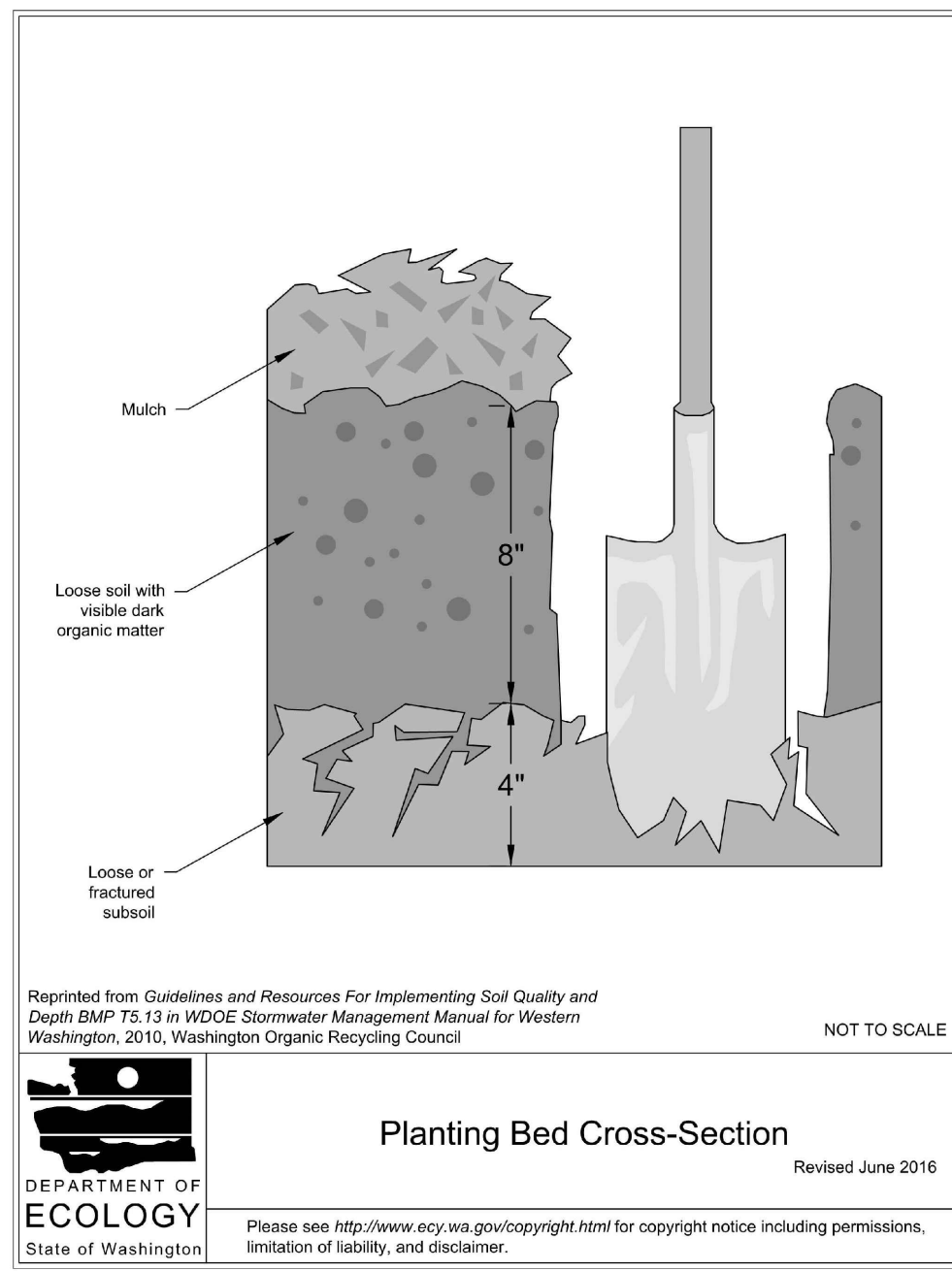
TOPSOIL "A"/IMPORTED TOPSOIL:
IMPORTED TOPSOIL SHALL BE LAWN & GARDEN MIX OR SIMILAR TOPSOIL AS SUPPLIED FROM GREEN EARTH TECHNOLOGY, LLC (360.354.4936) OR APPROVED EQUAL. IMPORTED TOPSOIL SHALL BE FREE OF NOXIOUS WEED MATERIAL (SEEDS, RHIZOMES, AND/OR ROOTS). IMPORTED TOPSOIL SHALL BE FREE OF DELETERIOUS MATERIALS, ROCKS, AND DEBRIS WHICH WILL NOT PASS THROUGH THREE-QUARTER INCH 3/4" SCREEN. THE COMPONENTS OF THE SOIL MUST BE EVENLY DISTRIBUTED THROUGHOUT THE TOPSOIL MIX.

TOPSOIL "B"/CONSTRUCTED TOPSOIL:
CONTRACTOR SHALL CONSTRUCT TOPSOIL B ON-SITE USING COMBINATION OF NATIVE TOPSOIL AND IMPORTED COMPOST. NATIVE TOPSOIL SHALL BE TAKEN FROM VEGETATED/LANDSCAPE AREAS WITHIN PROJECT WORK LIMITS. THE TOP TWELVE (12") OF THE SOIL COLUMN SHALL BE USED IN THE TOPSOIL B MIX AND STOCKPILED IN DESIGNATED AREA(S). STOCKPILED MATERIAL SHALL BE FREE OF NOXIOUS WEEDS. TOPSOIL B SHALL BE FREE OF NOXIOUS WEED MATERIAL (SEEDS, RHIZOMES, AND/OR ROOTS). TOPSOIL B SHALL BE FREE OF DELETERIOUS MATERIALS, ROCKS, AND DEBRIS WHICH WILL NOT PASS THROUGH 3/4" SCREEN. DESIGN INTENT IS TO INCLUDE ROCK OR ORGANIC MATERIAL IN THE TOPSOIL LAYER SO AS TO CREATE MACRO PORES AND ORGANIC MATTER RESERVES. NATIVE SOIL TO IMPORTED COMPOST RATIO SHALL BE THREE TO ONE (3 NATIVE SOIL : 1 COMPOST). THE COMPONENTS OF THE CONSTRUCTED TOPSOIL MUST BE EVENLY DISTRIBUTED THROUGHOUT THE TOPSOIL MIX.

TOPSOIL "C"/AMENDED SOIL:
CONTRACTOR SHALL LOOSEN (DO NOT TILL) CLEARED LANDSCAPE AREAS WITH EXCAVATOR TEETH OR CLEARING/GRUB RACK ADAPTER FOR EXCAVATOR TO MEET 8" MINIMUM LOOSE DEPTH REQUIREMENT. TILLING DOES NOT MEET THE LOOSENING DEPTH REQUIREMENT. TILLING TO OCCURE AFTER A 2" LAYER OF "G.E.T. COMPOST". THE COMPOST SHALL BE INCORPORATED INTO UPPER 4" OF DISTURBED SOIL. THE COMPOST SHALL BE FROM YARD TRIMMINGS OR SIMILAR ORGANIC MATTER COMPOSTED THROUGH AEROBIC DECOMPOSITION AS AVAILABLE AT GREEN EARTH TECHNOLOGY, LLC (360.354.4936) OR APPROVED EQUAL. IMPORTED COMPOST SHALL BE COMPOSTED IN ACCORDANCE WITH WAC 173-350-220 AND FREE OF NOXIOUS WEED MATERIAL. PROVIDE ONE-GALLON (1-GALLON) SAMPLE AND SOURCE FOR APPROVAL BY ARCHITECT PRIOR TO DELIVERY TO SITE.

GROWING MEDIUM/TOPSOIL A, B, AND C SHALL CONFORM TO THE FOLLOWING SOIL CHARACTERISTICS:

1. SOIL QUALITY - ALL AREAS SUBJECT TO CLEARING AND GRADING THAT HAVE NOT BEEN COVERED BY IMPERVIOUS SURFACE, INCORPORATED INTO A DRAINAGE FACILITY OR ENGINEERED AS STRUCTURAL FILL OR SLOPE SHALL, AT PROJECT COMPLETION, DEMONSTRATE:
 - CONSTRUCTION MATERIAL(S) SHALL NOT BE PRESENT.
 - SOIL MEDIA SHALL HAVE A SANDY-LOAM TO LOAM TEXTURE PER USDA TEXTURAL TRIANGLE. CLAY CONTENT SHALL NOT EXCEED 5%. TOPSOIL MIXTURE SHALL BE 60%-70% SANDY-LOAM (GRADATION PER ASTM D 422) AND 30%-40% COMPOST BY VOLUME (ORGANIC MATTER CONTENT OF 5%-10% BY WEIGHT). THE SOIL SHALL BE A UNIFORM MIX, FREE OF STONES, STUMPS, OR OTHER SIMILAR OBJECTS LARGER THAN TWO INCHES.
 - SUBSOILS BELOW THE TOPSOIL LAYER SHALL BE SCARIFIED TO 4" WITH SOME INCORPORATION OF THE UPPER MATERIAL TO AVOID STRATIFIED LAYERS. (THE INTENT IS TO PROVIDE A LOOSE PLANTING MEDIUM WITH TOTAL DEPTH OF LOOSENED SOIL THAT VARIES BASED ON THE SUBGRADE AND PREVIOUS LAND USE TYPE. SEE SOIL PREPARATION SPECIFICATIONS 32-9400 (UNLESS OTHERWISE NOTED ON THE LANDSCAPE PLANS).
 - TOPSOIL AND LOOSENED SUBSOIL DEPTH OF 12" AS SHOWN IN IMAGE TO LEFT IS MINIMUM AND IS REQUIRED TO BE GREATER THAN 12" WHEN PREVIOUS/EXISTING SUBGRADE IS EITHER COMPACTED, GLACIAL TILL, CLAY, OR PURE GRAVEL OR PIT-RUN.
 - COMPOST OR OTHER MATERIAL USED FOR SOIL AMENDMENTS (ORGANIC MATTER CONTENT) SHALL BE "COMPOSTED MATERIALS" IN WAC 173-350-220. THE COMPOST MUST ALSO HAVE ORGANIC MATTER CONTENT 35% TO 65% AND A CARBON TO NITROGEN RATIO BELOW 25:1 OR 35:1.



BMP T5.13 POST-CONSTRUCTION SOIL QUALITY AND DEPTH

NTS

REV	DATE	BY	DESCRIPTION

PROJECT NUMBER:
25055

DESIGNED/DRAWN BY:
ABB

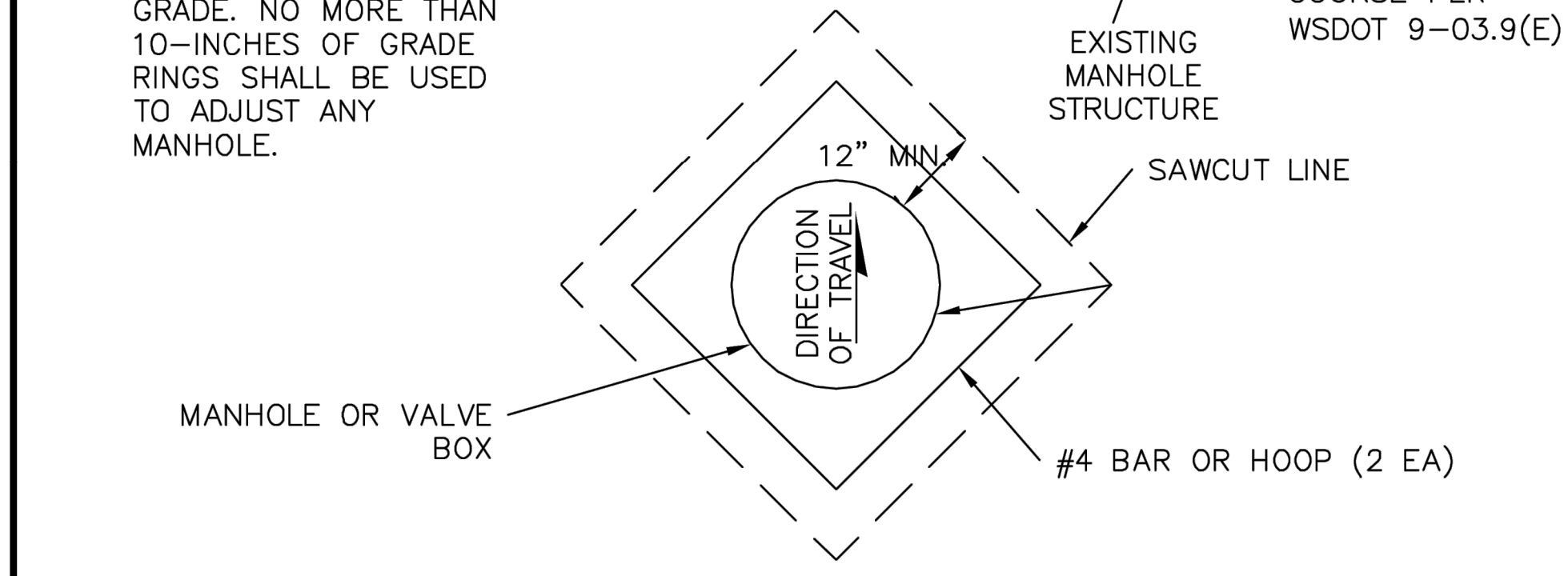
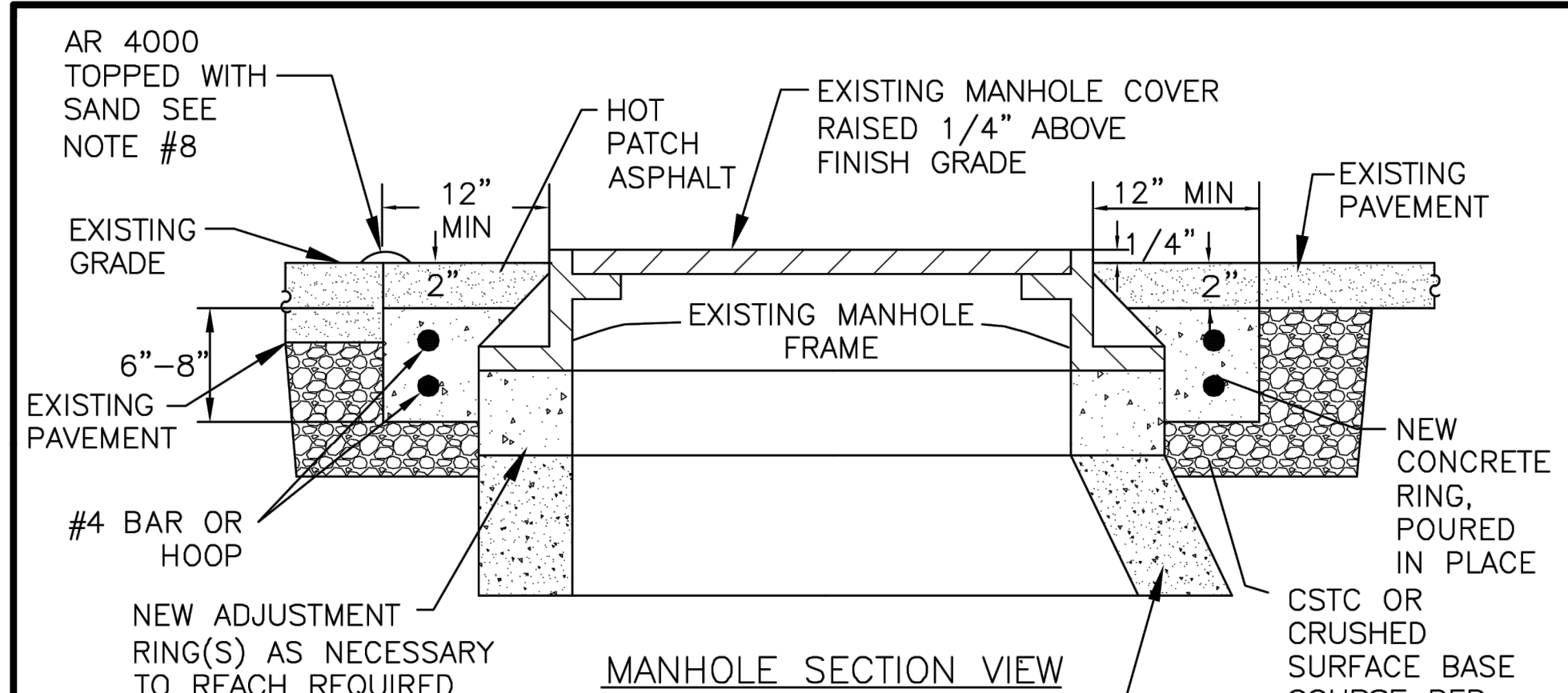
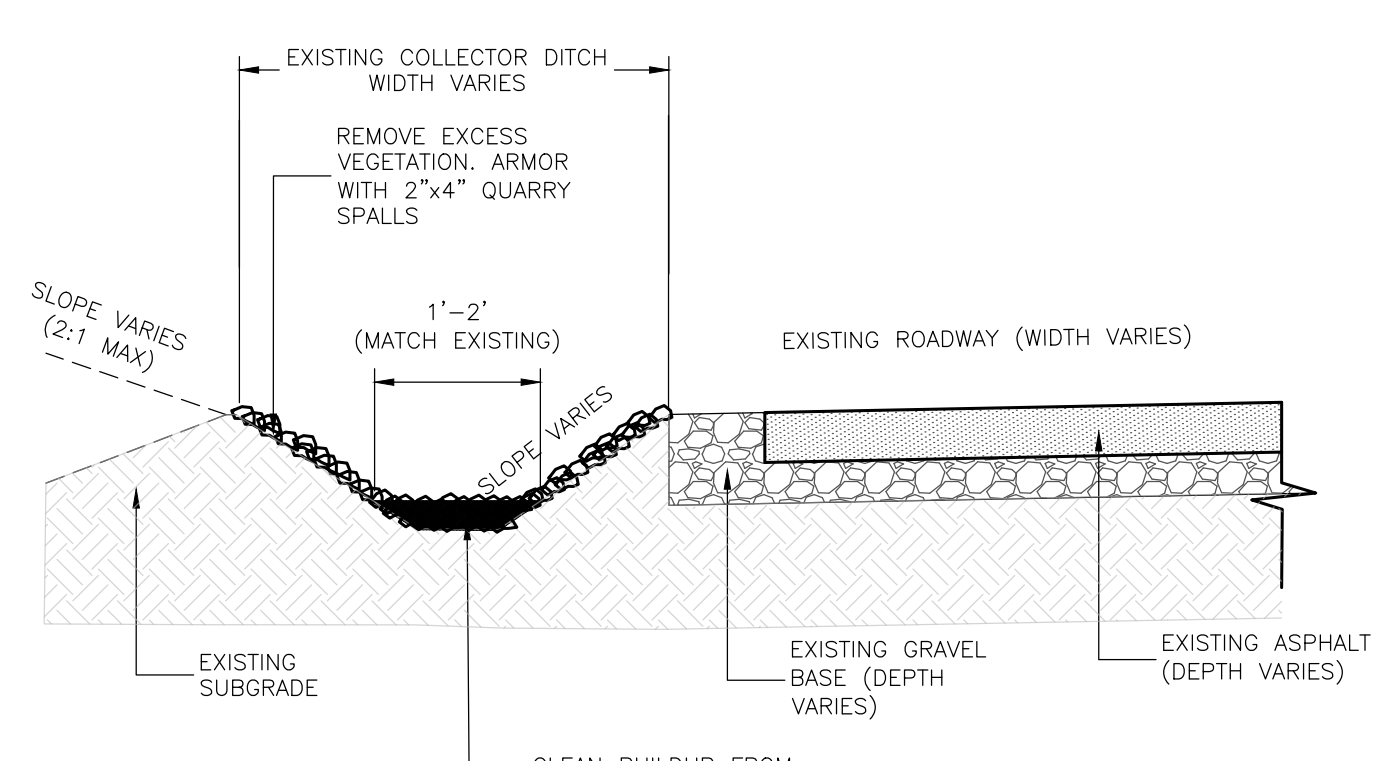
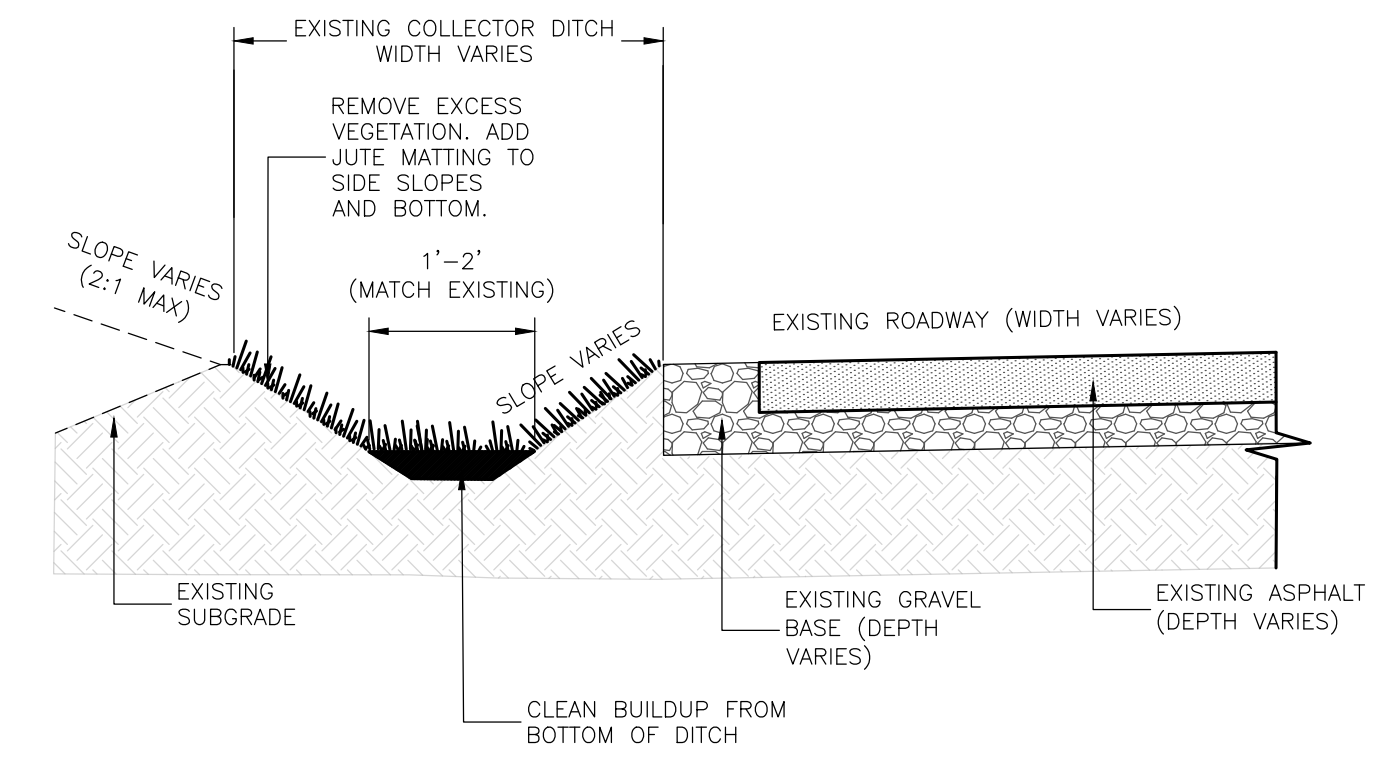
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ISSUE DATE:
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OF:
C1-C9

Z:\Shared\Projects\25055 svca road repair noa's 2026\04052505 SVCA ROAD REPAIR NOA'S 2026 1.6.2026.dwg Feb 03, 2026 - 10:34am

SUDDEN VALLEY MAINTENANCE NOA'S



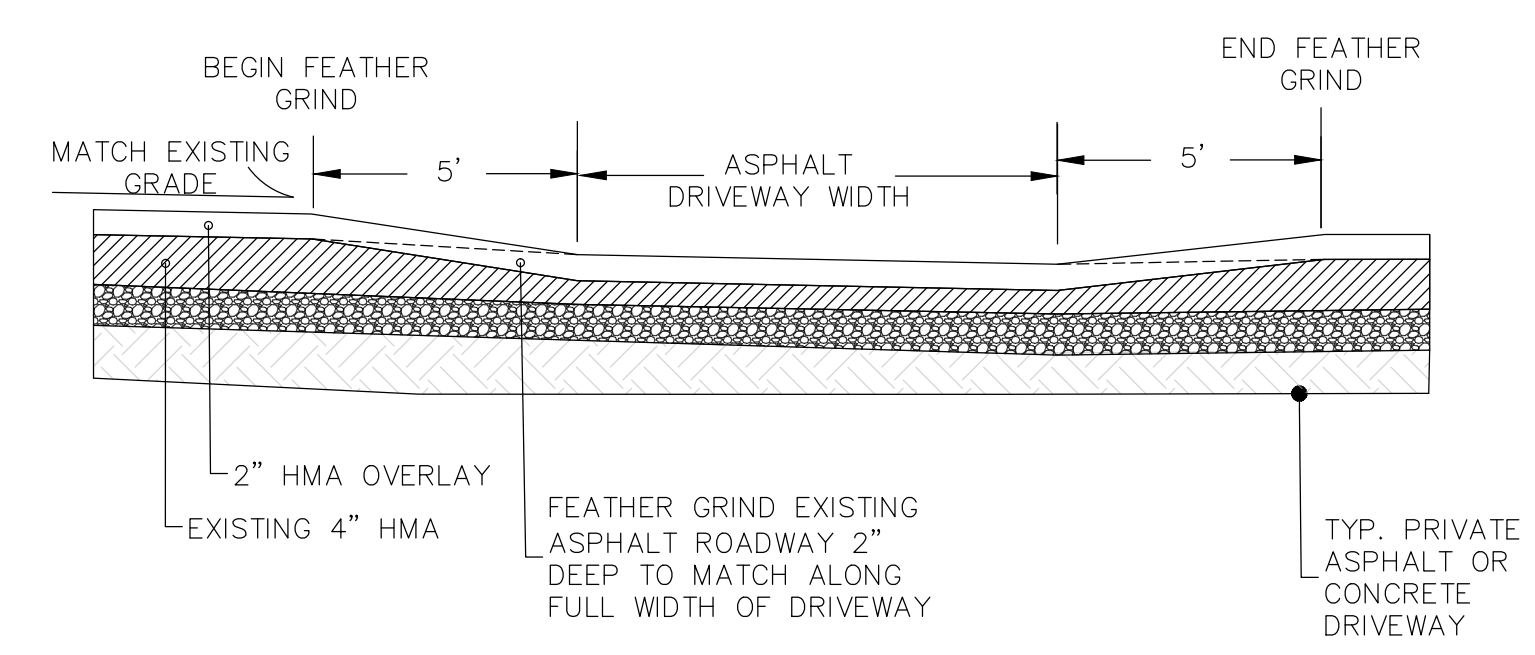
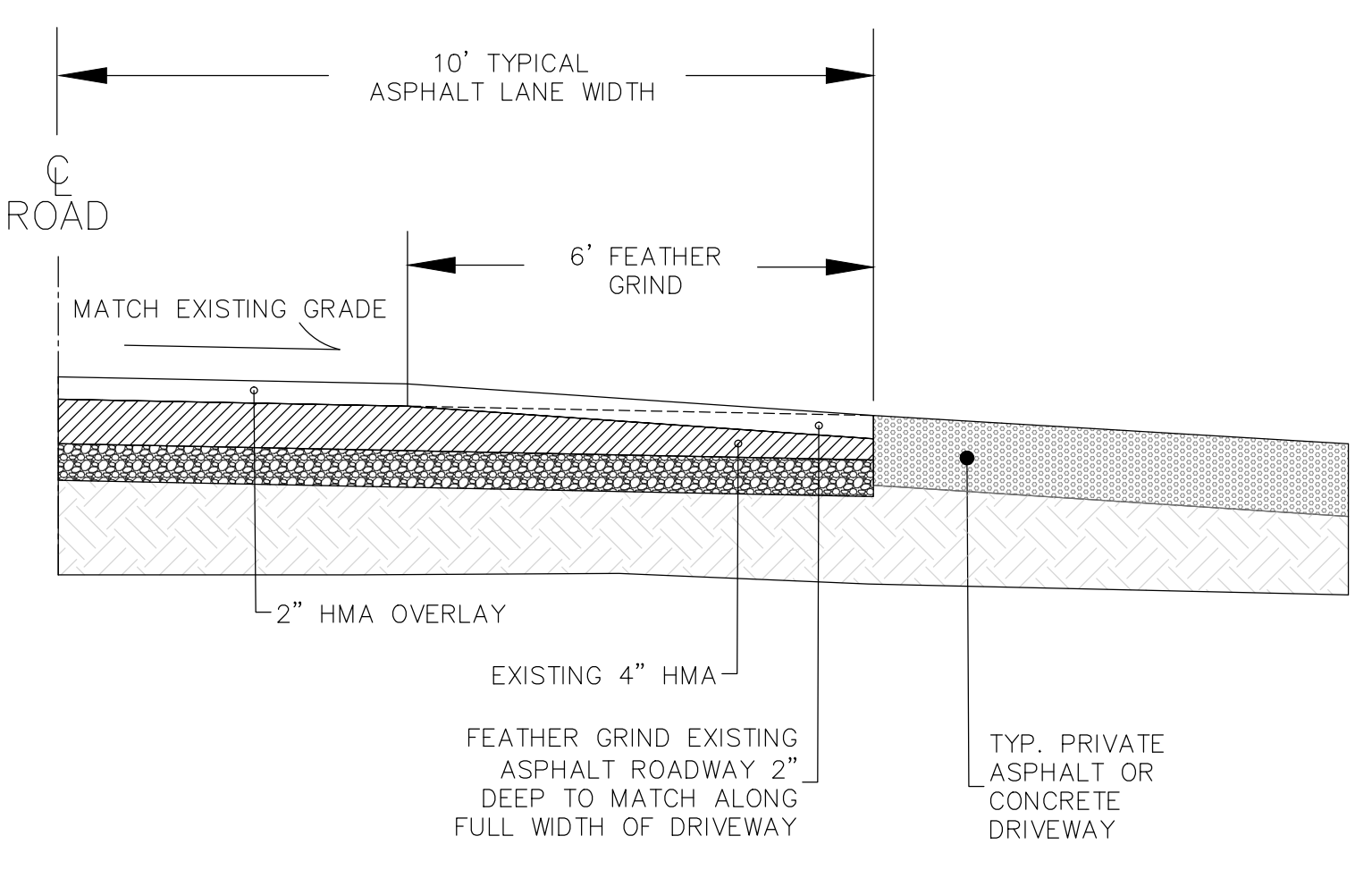
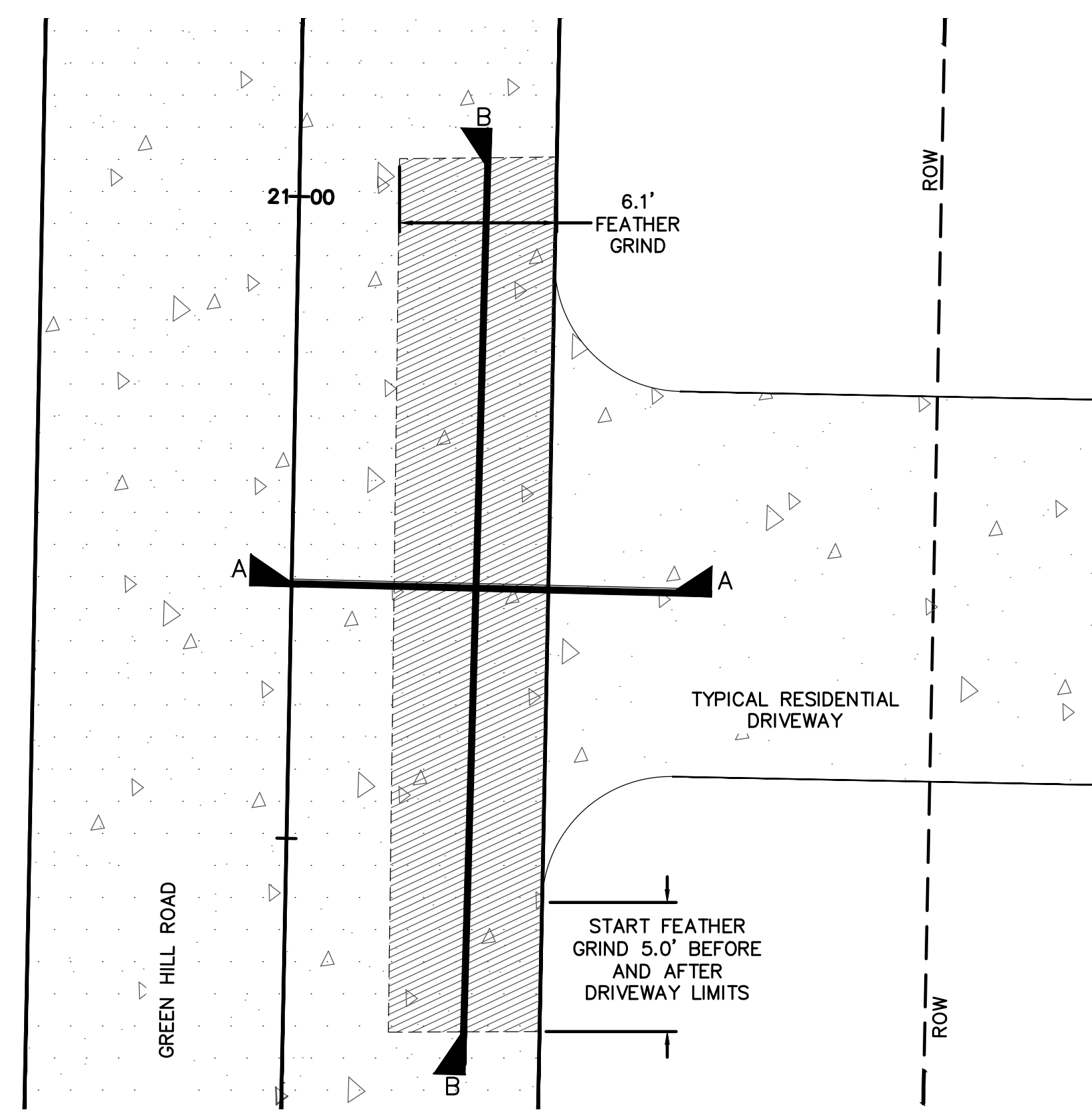
- Notes**
1. All manhole frames and covers shall be removed, cleaned and raised to finished grade.
 2. Cut the asphalt or remove shoulder ballast in a diamond pattern around the structure casting to be adjusted (with minimum 12-inches between casting and saw-cut line).
 3. Remove the fill material within the cut pavement or shoulder area to 8 inches below finish grade, or to expose adjustment ring.
 4. Place the casting at the finish grade.
 5. Casting shall be placed so that the smooth edge diamond pattern is oriented with the flow of traffic.
 6. All joints shall be grouted with material conforming to WSDOT 9-20.3(2).
 7. Place Portland Cement Concrete to within the top 2 inches of finish grade.
 8. Apply tack to the structure casting, cut pavement, and PC concrete.
 9. Place and compact 2 inches hot mix asphalt patch to finish grade.
 10. Seal pavement joints with hot AR4000 and top with sand.

MANHOLE RIM & VALVE BOX RE-ADJUSTMENT

S19

3/11/2020

STANDARD DETAIL



2.3.2026

SVCA ROAD REPAIR NOAS 2026
DETAILS-2
SUDDEN VALLEY
WHATCOM COUNTY, WASHINGTON

REV	DATE	BY	DESCRIPTION

PROJECT NUMBER:
25055

DESIGNED/DRAWN BY:
ABB

CHECKED BY:
SIG

ISSUE DATE:
2.3.2026

C9

OF:
C1-C9

SUDDEN VALLEY MAINTENANCE NOA'S



CONTACT INFORMATION:

CLIENT
 PNW SERVICES, INC.
 PO BOX 30498
 BELLINGHAM, WA 98228
 425-954-9614

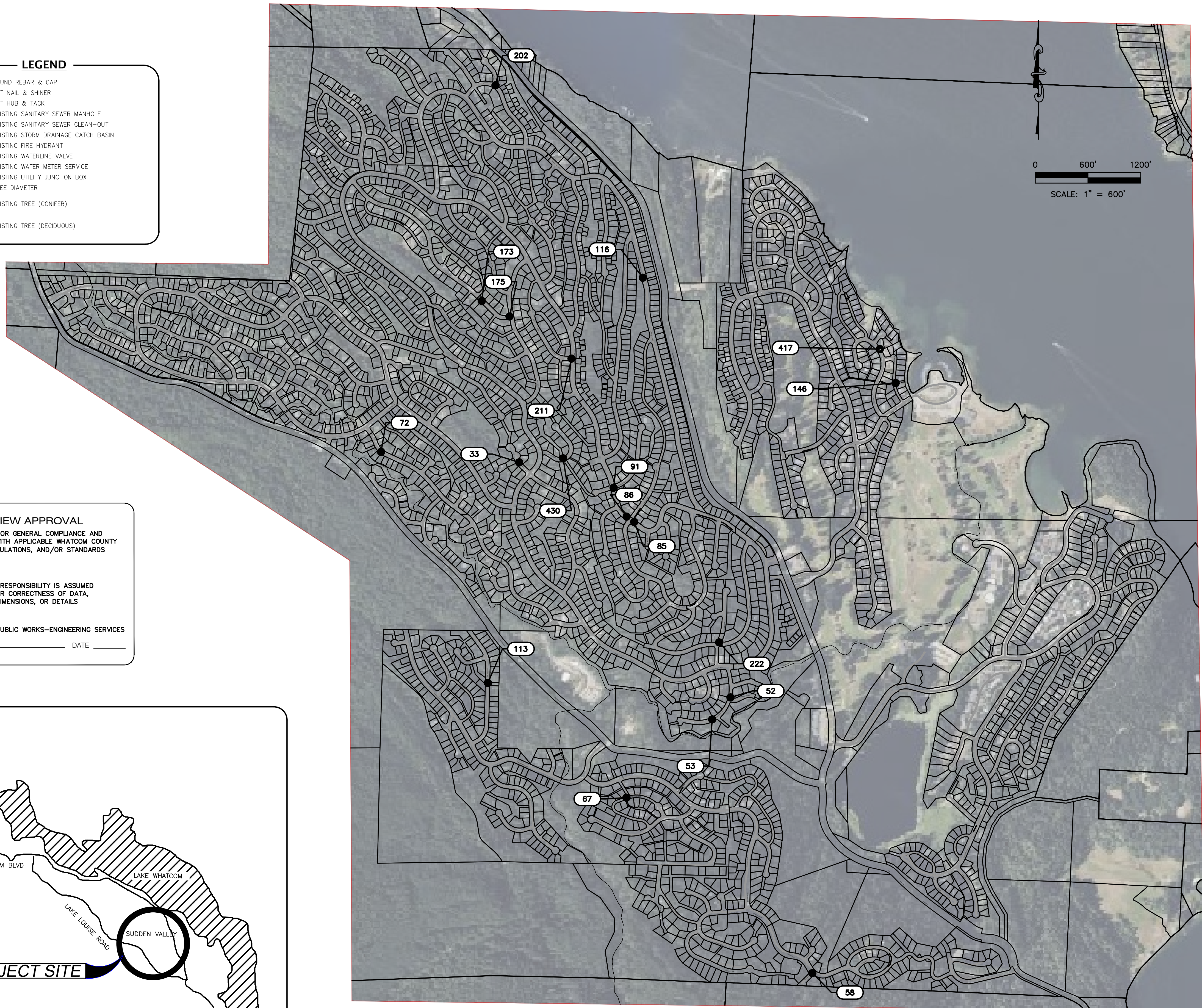
ENGINEER
 SCOTT GOODALL, P.E.
 IMPACT DESIGN, LLC
 5426 BARRETT ROAD
 SUITE A103
 FERDALE, WA 98248
 (360) 389-8138
 SCOTT@BOLD-IMPACT.COM

SHEET INDEX:


- C1 COVER SHEET
- C2 NOA DESCRIPTIONS
- C3 KEYMAP
- C4 SITE PLAN-1
- C5 SITE PLAN-2
- C6 SITE PLAN-3
- C7 SITE PLAN-4
- C8 SITE PLAN-5
- C9 SITE PLAN-6
- C10 SITE PLAN-7
- C11 SITE PLAN-8
- C12 SITE PLAN-9
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- C16 SITE PLAN-13
- C17 SITE PLAN-14
- C18 SITE PLAN-15
- C19 SITE PLAN-16
- C20 DETAILS
- C21 DETAILS (NEW)
- C22 DETAILS (OLD)

LEGEND

- FOUND REBAR & CAP
- SET NAIL & SHINER
- SET HUB & TACK
- EXISTING SANITARY SEWER MANHOLE
- ⊙ EXISTING SANITARY SEWER CLEAN-OUT
- EXISTING STORM DRAINAGE CATCH BASIN
- ⊕ EXISTING FIRE HYDRANT
- ⊗ EXISTING WATERLINE VALVE
- ⊘ EXISTING WATER METER SERVICE
- ⊞ EXISTING UTILITY JUNCTION BOX
- 12" ∅ TREE DIAMETER
- ★ EXISTING TREE (CONIFER)
- EXISTING TREE (DECIDUOUS)

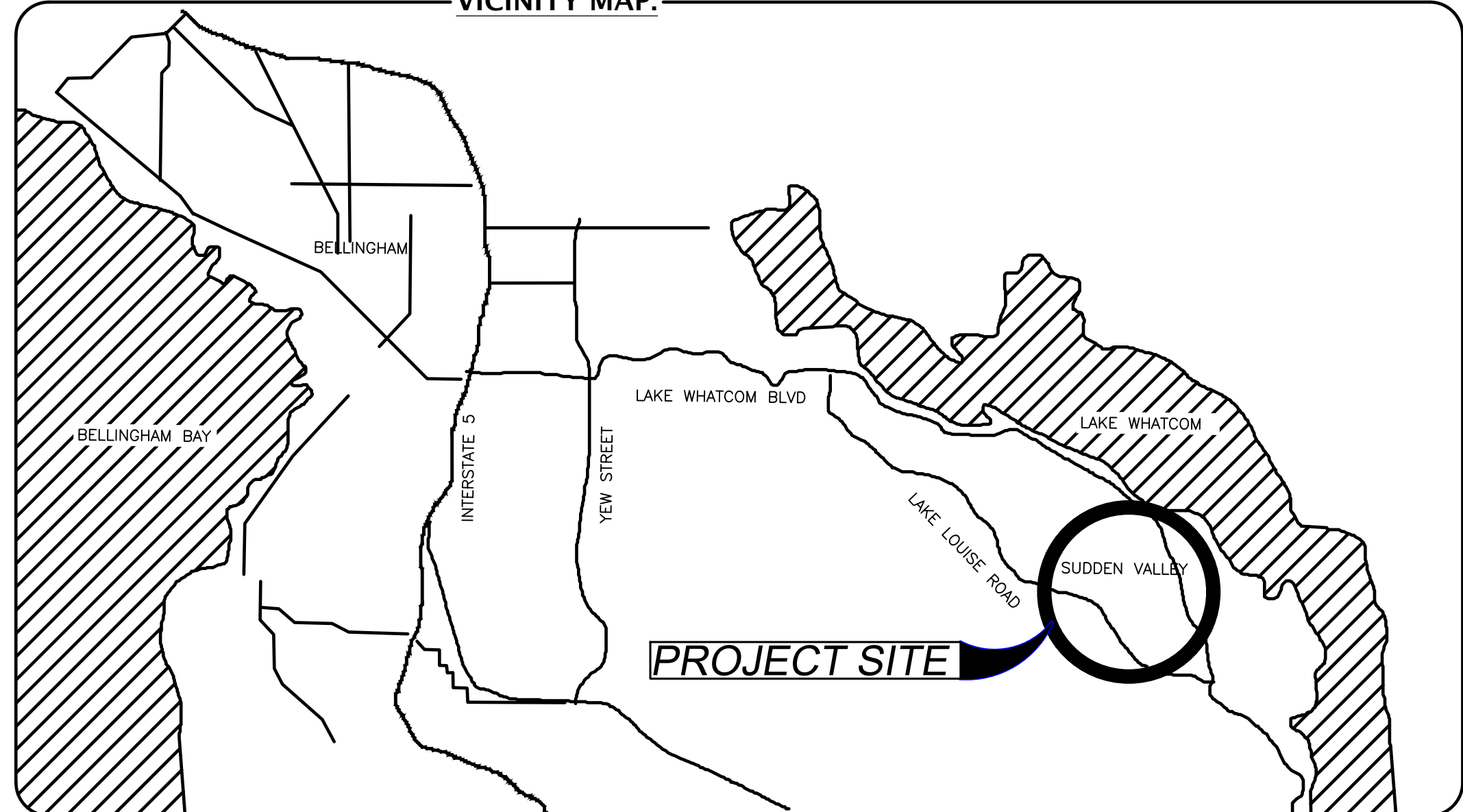


REVIEW APPROVAL
 REVIEW IS FOR GENERAL COMPLIANCE AND
 CONSISTENCY WITH APPLICABLE WHATCOM COUNTY
 CODES, REGULATIONS, AND/OR STANDARDS

 NO RESPONSIBILITY IS ASSUMED
 FOR CORRECTNESS OF DATA,
 DIMENSIONS, OR DETAILS

DEPARTMENT OF PUBLIC WORKS-ENGINEERING SERVICES
 BY _____ DATE _____

VICINITY MAP:



1.19.2026

SVCA CULVERT MAINTENANCE NOA'S
 COVER SHEET
 SUDDEN VALLEY
 WHATCOM COUNTY, WASHINGTON

REV	DATE	BY	DESCRIPTION

PROJECT NUMBER:
25013

DESIGNED/DRAWN BY:
ABB

CHECKED BY:
SIG

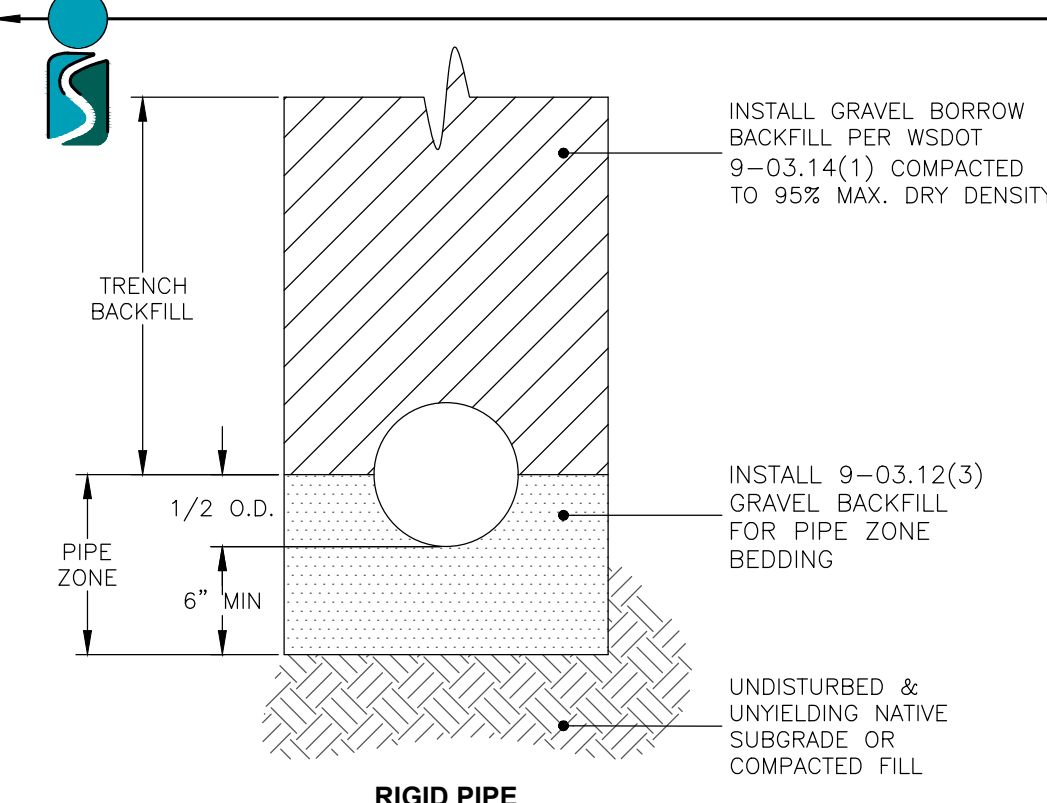
ISSUE DATE:
1.19.2026

C1
OF:
C1-C20

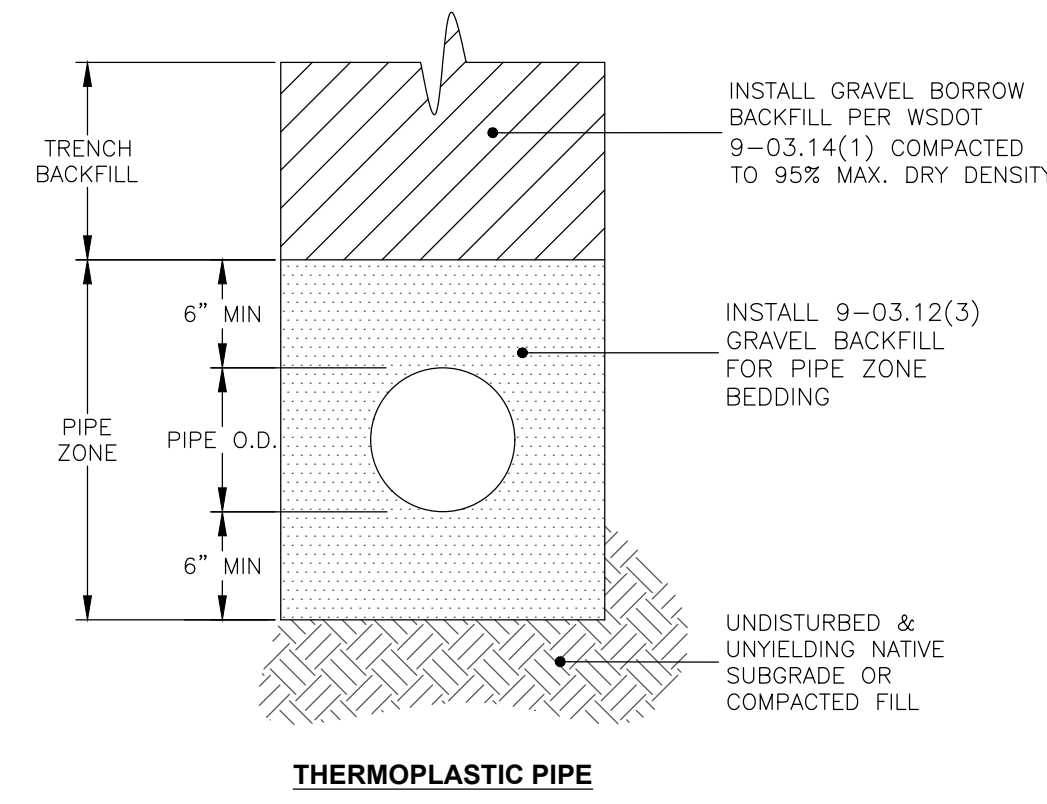
OVERVIEW

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SUDDEN VALLEY MAINTENANCE NOA'S



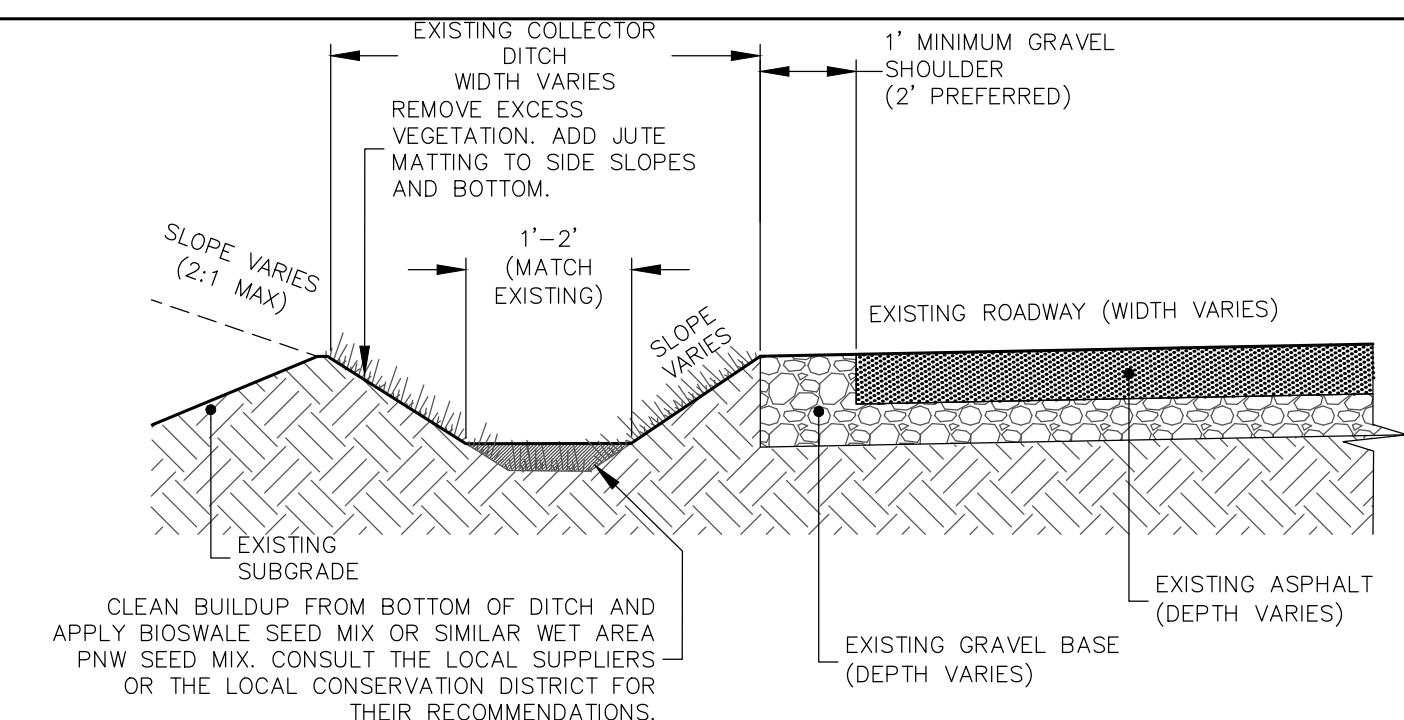
RIGID PIPE



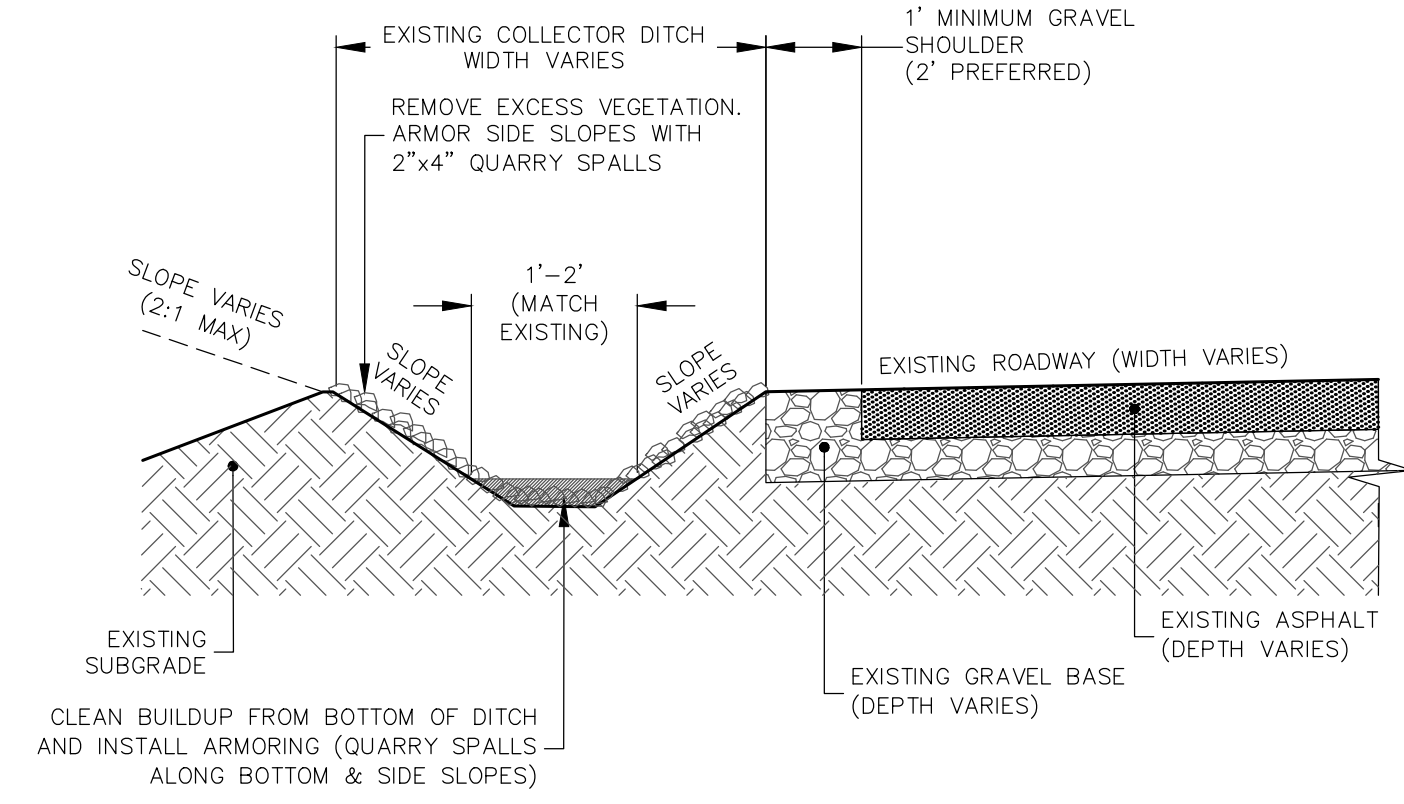
THERMOPLASTIC PIPE

PIPE BEDDING & BACKFILL SPECIFICATIONS

NTS



DITCH CLEANING TYPE 1
NOT TO SCALE



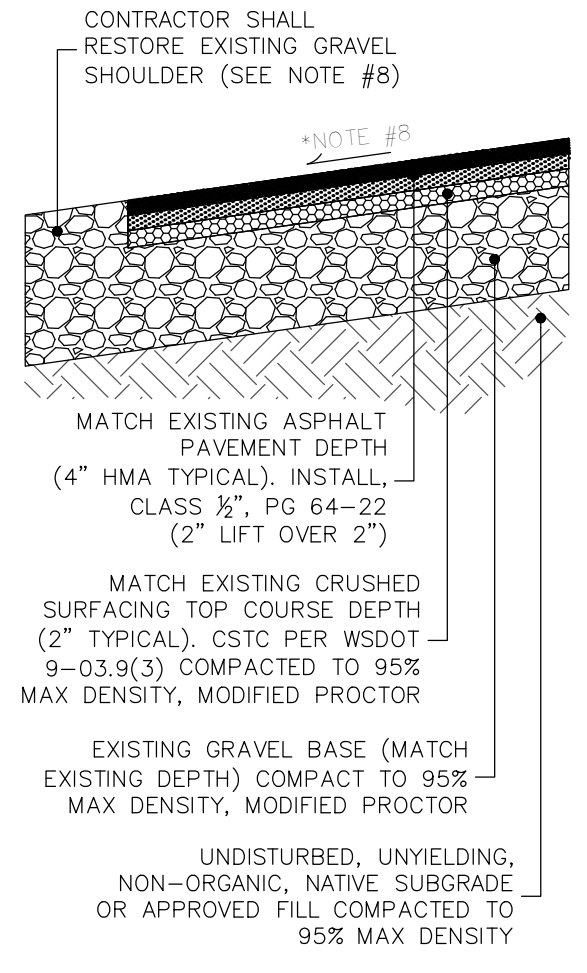
DITCH CLEANING TYPE 2

DITCH MAINTENANCE

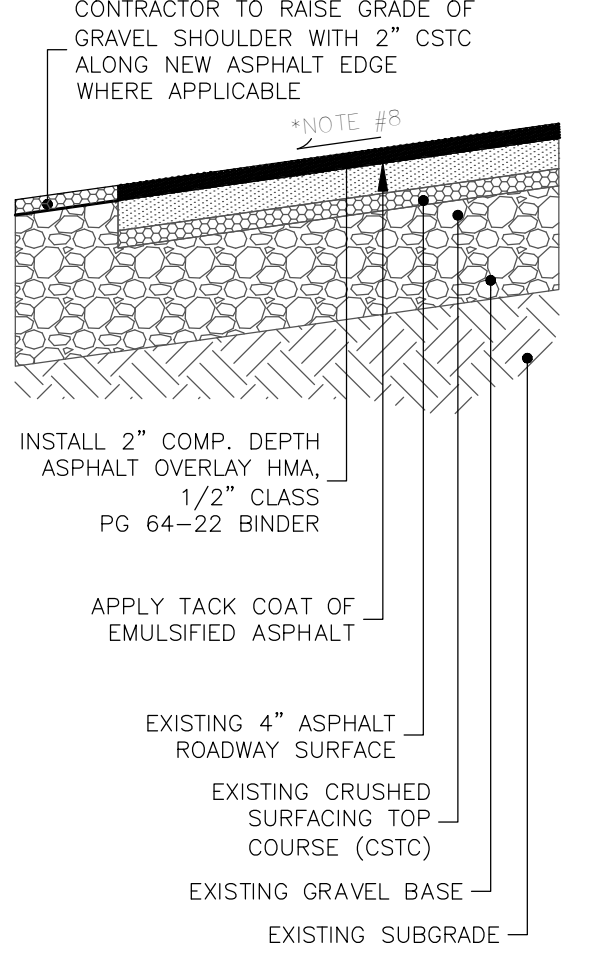
NTS

ASPHALT PAVEMENT REPLACEMENT & MAINTENANCE NOTES:

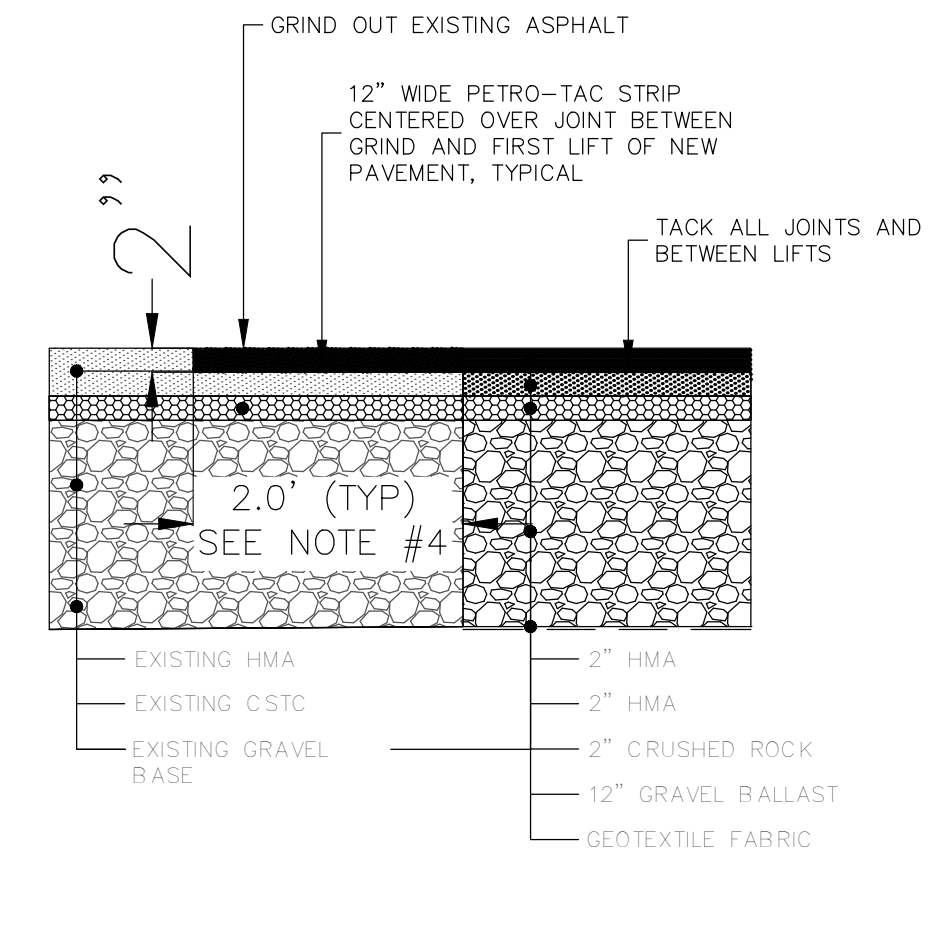
- ALL DEPTHS REPRESENT COMPACTED THICKNESSES.
- ALL MATERIAL AND WORKMANSHIP SHALL CONFORM TO THE PREVISIONS OF APWA "STANDARD SPECIFICATIONS" AND SHALL CONFORM TO THE REQUIREMENTS OF WHATCOM COUNTY ENGINEER DEPARTMENT.
- AN EQUIVALENT ASPHALT TREATED BASE MAY BE SUBSTITUTED FOR THE GRAVEL BASE AND CRUSHED ROCK UPON APPROVAL OF THE COUNTY ENGINEER.
- PROVIDE/APPLY GRIND AND PETRO-TAC DETAIL AT TRANSITION FROM EXISTING ROADWAY SURFACE TO THE OVERLAY SURFACE. THE GRIND AND PETRO-TAC SHALL BE 5' MINIMUM OR GREATER BASED ON EXTENT OF GRIND BACK INTO EXISTING PAVEMENT IN ORDER TO MAINTAIN/MATCH EXISTING 2% CROSS SLOPE. ANOTHER OPTION IS TO PROVIDE 40.0' GRIND TO GENERATE 0.1' RISE PER 10' PAVEMENT
- AT POT HOLE LOCATIONS SAWCUT 4" DEPTH AND INSTALL 4" COMPACTED DEPTH HMA, 1/2" CLASS PG 64-22 BINDER OR MATCH EXISTING PAVEMENT GRADE/DEPTH.
- ASPHALT SEAM SEALANT REQUIRED AT NEW TO OLD ASPHALT INTERFACE, TYPICAL. INSTALL IMMEDIATELY AFTER FINAL ASPHALT LIFT (LIMIT WATER SEEPAGE INTO SEAM AT ALL TIMES).
- CONTRACTOR SHALL RESTORE EXISTING GRAVEL SHOULDER OR INSTALL NEW GRAVEL BASE SHOULDER (1.0' MINIMUM WIDTH) WHERE APPLICABLE (SUCH AS ALONG GRIND AND OVERLAY ASPHALT PAVEMENT OR WHERE CURRENT PAVEMENT IS NOT CONFINED (EDGE PROTECTED) BY GRAVEL SHOULDER. 24" GRAVEL SHOULDER IS PREFERRED BUT GRADES AND ADJACENT DITCH LAYOUT MAY NOT ALLOW EXTENSION OF SHOULDER TO PREFERRED WIDTH.
- MAINTAIN EXISTING PAVEMENT FLOW PATTERNS TO DRAINAGE DITCH(S) AND OR CATCH BASIN(S).



FULL DEPTH PAVEMENT REPAIR



TYPICAL ASPHALT OVERLAY SECTION



PIPE BEDDING & BACKFILL SPECIFICATIONS

NTS

DITCH MAINTENANCE

NTS

PAVEMENT REPAIR/MAINTENANCE ALTERNATIVES

NTS

BMP T5.13 NOTES

ESTABLISH A MINIMUM SOIL QUALITY AND DEPTH IS NOT THE SAME AS PRESERVATION OF NATURALLY OCCURRING SOIL AND VEGETATION. HOWEVER, ESTABLISHING A MINIMUM SOIL QUALITY AND DEPTH WILL PROVIDE IMPROVED ON-SITE MANAGEMENT OF STORMWATER FLOW AND WATER QUALITY. SOIL ORGANIC MATTER CAN BE ATTAINED THROUGH NUMEROUS MATERIALS SUCH AS COMPOST, COMPOSTED WOODY MATERIAL, BIOSOLIDS AND FOREST PRODUCT RESIDUALS. IT IS IMPORTANT THAT THE MATERIALS USED TO MEET THE SOIL QUALITY AND DEPTH BMP BE APPROPRIATE AND BENEFICIAL TO THE PLANT COVER TO BE ESTABLISHED. LIKEWISE, IT IS IMPORTANT THAT IMPORTED TOPSOILS IMPROVE SOIL CONDITIONS AND DO NOT HAVE AN EXCESSIVE PERCENT OF CLAY FINES. THIS BMP CAN BE CONSIDERED INFEASIBLE ON TILL SOIL SLOPES GREATER THAN 33 PERCENT.

DESIGN GUIDELINES

SOIL RETENTION: RETAIN, IN AN UNDISTURBED STATE, THE DUFF LAYER AND NATIVE TOPSOIL TO THE MAXIMUM EXTENT PRACTICABLE. IN ANY AREAS REQUIRING GRADING REMOVE AND STOCKPILE THE DUFF LAYER AND TOPSOIL ON SITE IN A DESIGNATED CONTROLLED AREA, NOT ADJACENT TO PUBLIC RESOURCES AND CRITICAL AREAS, TO BE REAPPLIED TO OTHER PORTIONS OF THE SITE WHERE FEASIBLE.

SOIL QUALITY: ALL AREAS SUBJECT TO CLEARING AND GRADING THAT HAVE NOT BEEN COVERED BY IMPERVIOUS SURFACE, INCORPORATED INTO A DRAINAGE FACILITY OR ENGINEERED AS STRUCTURAL FILL OR SLOPE SHALL, AT PROJECT COMPLETION, DEMONSTRATE THE FOLLOWING:

- A TOPSOIL LAYER WITH A MINIMUM ORGANIC MATTER CONTENT OF 10% DRY WEIGHT IN PLANTING BEDS, AND 5% ORGANIC MATTER CONTENT IN TURF AREAS, AND A PH FROM 6.0 TO 8.0 OR MATCHING THE PH OF THE UNDISTURBED SOIL. THE TOPSOIL LAYER DEPTH SHALL BE PER PLAN. SUBSOILS BELOW THE TOPSOIL LAYER SHOULD BE SCARIFIED AT LEAST 4 INCHES WITH SOME INCORPORATION OF THE UPPER MATERIAL TO AVOID STRATIFIED LAYERS, WHERE FEASIBLE.
- MULCH PLANTING BEDS WITH 4 INCHES OF WOOD CHIP MULCH. USE COMPOST AND OTHER MATERIALS THAT MEET THESE ORGANIC CONTENT REQUIREMENTS:
 - THE ORGANIC CONTENT FOR "PRE-APPROVED" AMENDMENT RATES CAN BE MET ONLY USING COMPOST MEETING THE COMPOST SPECIFICATION FOR BIORETENTION (BMP T7.30), WITH THE EXCEPTION THAT THE COMPOST MAY HAVE UP TO 35% BIOSOLIDS OR MANURE. THE COMPOST MUST ALSO HAVE AN ORGANIC MATTER CONTENT OF 40% TO 65%, AND A CARBON TO THE NITROGEN RATIO BELOW 25:1. THE CARBON TO NITROGEN RATIO MAY BE AS HIGH 35:1 FOR PLANTING COMPOSED ENTIRELY OF PLANTS NATIVE TO THE PUGET SOUND LOWLANDS REGION.
 - CALCULATED AMENDMENT RATES MAY BE MET THROUGH USE OF COMPOSTED MATERIALS MEETING (A) ABOVE, OR OTHER ORGANIC MATERIALS AMENDED TO MEET THE CARBON TO NITROGEN RATIO REQUIREMENTS, AND MEETING THE CONTAMINANT STANDARDS OF GRADE A COMPOST.

THE RESULTING SOIL SHOULD BE CONDUCIVE TO THE TYPE OF VEGETATION TO BE ESTABLISHED.

IMPLEMENTATION OPTIONS: THE SOIL QUALITY DESIGN GUIDELINES LISTED ABOVE CAN BE MET BY USING ONE OF THE METHODS LISTED:

- LEAVE UNDISTURBED NATIVE VEGETATION AND SOIL, AND PROTECT FROM COMPACTION DURING CONSTRUCTION.
- IMPORT TOPSOIL (TOPSOIL "A")
- CONSTRUCT TOPSOIL ON-SITE (TOPSOIL "B") -- AMEND EXISTING SITE TOPSOIL OR SUBSOIL EITHER AT DEFAULT "PRE-APPROVED" RATES BASED ON TESTS OF THE SOIL AMENDMENT.
- STOCKPILE EXISTING TOPSOIL DURING GRADING, AND REPLACED IT PRIOR TO PLANTING. STOCKPILED TOPSOIL MUST ALSO BE AMENDED IF NEEDED TO MEET THE ORGANIC MATTER OR DEPTH REQUIREMENTS, EITHER AT A DEFAULT "PRE-APPROVED" RATE OR AT A CUSTOM CALCULATED RATE.

SEE SITE SPECIFIC SOIL SPECIFICATIONS: MORE THAN ONE METHOD MAY BE USED ON DIFFERENT PORTIONS OF THE SAME SITE. SOIL THAT ALREADY MEETS THE DEPTH AND ORGANIC MATTER QUALITY STANDARDS, AND IS NOT COMPACTED, DOES NOT NEED TO BE AMENDED.

SITE SPECIFIC SPECIFICATIONS

TOPSOIL "A"/IMPORTED TOPSOIL: IMPORTED TOPSOIL SHALL BE LAWN & GARDEN MIX OR SIMILAR TOPSOIL AS SUPPLIED FROM GREEN EARTH TECHNOLOGY, LLC (360.354.4936) OR APPROVED EQUAL. IMPORTED TOPSOIL SHALL BE FREE OF NOXIOUS WEED MATERIAL (SEEDS, RHIZOMES, AND/OR ROOTS). IMPORTED TOPSOIL SHALL BE FREE OF DELETERIOUS MATERIALS, ROCKS, AND DEBRIS WHICH WILL NOT PASS THROUGH THREE-QUARTER INCH 3/4" SCREEN. THE COMPONENTS OF THE SOIL MUST BE EVENLY DISTRIBUTED THROUGHOUT THE TOPSOIL MIX.

TOPSOIL "B"/CONSTRUCTED TOPSOIL:

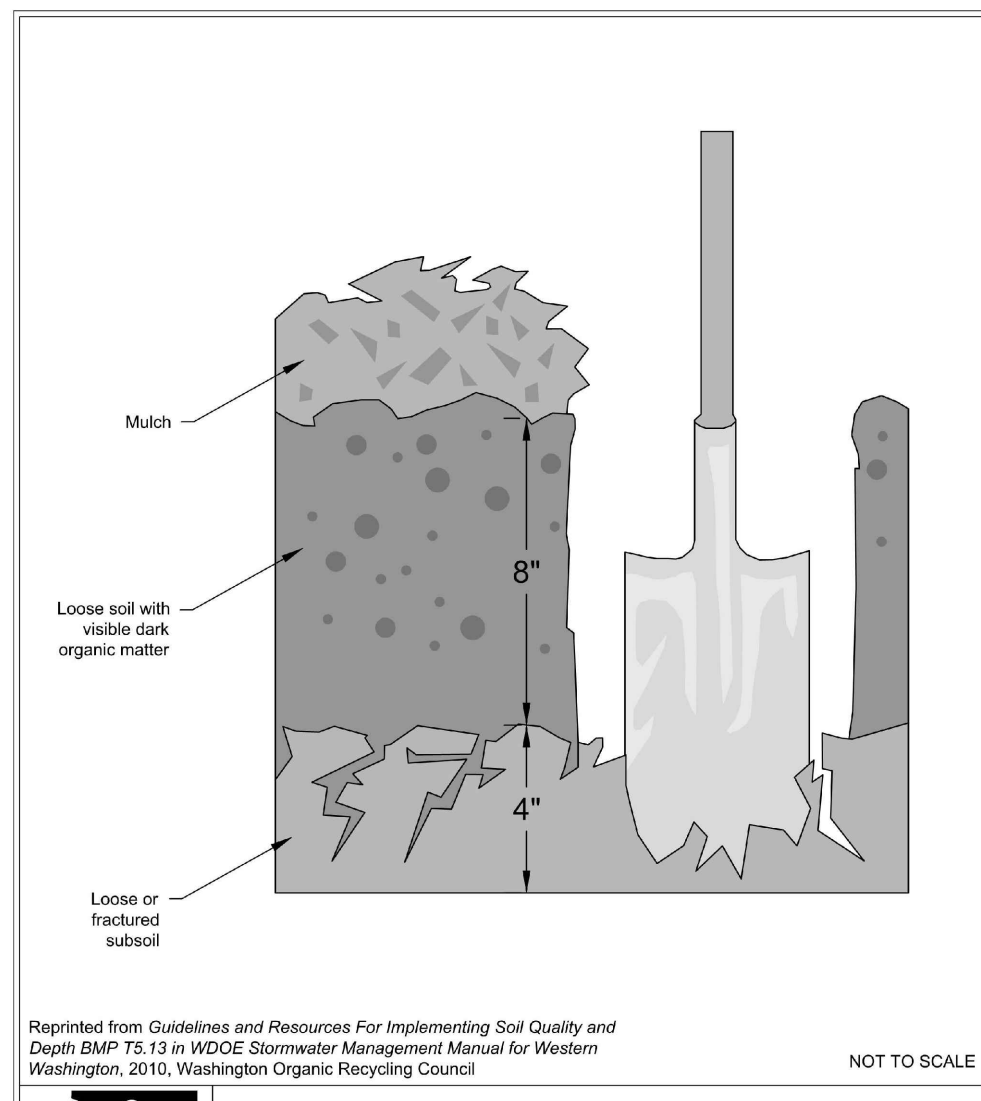
CONTRACTOR SHALL CONSTRUCT TOPSOIL B ON-SITE USING COMBINATION OF NATIVE TOPSOIL AND IMPORTED COMPOST. NATIVE TOPSOIL SHALL BE TAKEN FROM VEGETATED/LANDSCAPE AREAS WITHIN PROJECT WORK LIMITS. THE TOP TWELVE (12") OF THE SOIL COLUMN SHALL BE USED IN THE TOPSOIL B MIX AND STOCKPILED IN DESIGNATED AREA(S). STOCKPILED MATERIAL SHALL BE FREE OF NOXIOUS WEED MATERIAL (SEEDS, RHIZOMES, AND/OR ROOTS). TOPSOIL B SHALL BE FREE OF DELETERIOUS MATERIALS, ROCKS, AND DEBRIS WHICH WILL NOT PASS THROUGH 3/4" SCREEN. DESIGN INTENT IS TO INCLUDE ROCK OR ORGANIC MATTER IN THE TOPSOIL LAYER SO AS TO CREATE MACRO PORES AND ORGANIC MATTER RESERVES. NATIVE SOIL TO IMPORTED COMPOST RATIO SHALL BE THREE TO ONE (3 NATIVE SOIL : 1 COMPOST). THE COMPONENTS OF THE CONSTRUCTED TOPSOIL MUST BE EVENLY DISTRIBUTED THROUGHOUT THE TOPSOIL MIX.

TOPSOIL "C"/AMENDED SOIL:

CONTRACTOR SHALL LOOSEN (DO NOT TILL) CLEARED LANDSCAPE AREAS WITH EXCAVATOR TEETH OR CLEARING/GRUB RACK ADAPTER FOR EXCAVATOR TO MEET 8" MINIMUM LOOSE DEPTH REQUIREMENT. TILLING DOES NOT MEET THE LOOSENING DEPTH REQUIREMENT. TILLING TO OCCURE AFTER A 2" LAYER OF "G.E.T. COMPOST". THE COMPOST SHALL BE INCORPORATED INTO UPPER 4" OF DISTURBED SOIL. THE COMPOST SHALL BE FROM YARD TRIMMINGS OR SIMILAR ORGANIC MATTER COMPOSTED THROUGH AEROBIC DECOMPOSITION AS AVAILABLE AT GREEN EARTH TECHNOLOGY, LLC (360.354.4936) OR APPROVED EQUAL. IMPORTED COMPOST SHALL BE COMPOSTED IN ACCORDANCE WITH WAC 173-350-220 AND FREE OF NOXIOUS WEED MATERIAL. PROVIDE ONE-GALLON (1-GALLON) SAMPLE AND SOURCE FOR APPROVAL BY ARCHITECT PRIOR TO DELIVERY TO SITE.

GROWING MEDIUM/TOPSOIL A, B, AND C SHALL CONFORM TO THE FOLLOWING SOIL CHARACTERISTICS:

- SOIL QUALITY - ALL AREAS SUBJECT TO CLEARING AND GRADING THAT HAVE NOT BEEN COVERED BY IMPERVIOUS SURFACE, INCORPORATED INTO A DRAINAGE FACILITY OR ENGINEERED AS STRUCTURAL FILL OR SLOPE SHALL, AT PROJECT COMPLETION, DEMONSTRATE:
 - CONSTRUCTION MATERIAL(S) SHALL NOT BE PRESENT.
 - SOIL MEDIA SHALL HAVE A SANDY-LOAM TO LOAM TEXTURE PER USDA TEXTURAL TRIANGLE. CLAY CONTENT SHALL NOT EXCEED 5%. TOPSOIL MIXTURE SHALL BE 60%-70% SANDY-LOAM (GRADATION PER ASTM D 422) AND 30%-40% COMPOST BY VOLUME (ORGANIC MATTER CONTENT OF 5%-10% BY WEIGHT). THE SOIL SHALL BE A UNIFORM MIX, FREE OF STONES, STUMPS, OR OTHER SIMILAR OBJECTS LARGER THAN TWO INCHES.
 - SUBSOILS BELOW THE TOPSOIL LAYER SHALL BE SCARIFIED TO 4" WITH SOME INCORPORATION OF THE UPPER MATERIAL TO AVOID STRATIFIED LAYERS. (THE INTENT IS TO PROVIDE A LOOSE PLANTING MEDIUM WITH TOTAL DEPTH OF LOOSENEED SOIL THAT VARIES BASED ON THE SUBGRADE AND PREVIOUS LAND USE TYPE. SEE SOIL PREPARATION SPECIFICATIONS 32-9400 (UNLESS OTHERWISE NOTED ON THE LANDSCAPE PLANS).
 - TOPSOIL AND LOOSENEED SUBSOIL DEPTH OF 12" AS SHOWN IN IMAGE TO LEFT IS MINIMUM AND IS REQUIRED TO BE GREATER THAN 12" WHEN PREVIOUS EXISTING SUBGRADE IS EITHER COMPACTED, GLACIAL TILL, CLAY, OR PURE GRAVEL OR PIT-RUN.
 - COMPOST OR OTHER MATERIAL USED FOR SOIL AMENDMENTS (ORGANIC MATTER CONTENT) SHALL BE "COMPOSTED MATERIALS" IN WAC 173-350-220. THE COMPOST MUST ALSO HAVE ORGANIC MATTER CONTENT 35% TO 65% AND A CARBON TO NITROGEN RATIO BELOW 25:1 OR 35:1.



Planting Bed Cross-Section

NOT TO SCALE



1.19.2026

SVCA CULVERT MAINTENANCE NOA'S
DETAILS
SUDDEN VALLEY
WHATCOM COUNTY, WASHINGTON

REV	DATE	BY	DESCRIPTION

PROJECT NUMBER:
25013

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C19
OF:
C1-C20

BMP T5.13 POST-CONSTRUCTION SOIL QUALITY AND DEPTH

NTS

