

2023

**SVCA Annual General
Meeting & Election**



**Measures
and
Meet-the-Candidates
Booklet**



Dear Community Members,

I would like to start by saying Happy 50th Birthday to the Sudden Valley Community Association. This community would not be possible without all the great people who choose to call it home. I also want to thank the Board, staff, and volunteers for their continued efforts in making our community better. As work continues to be done to restore our community's infrastructure and ensure the long-term upkeep of our Association's assets, I want to take a moment to share some of the exciting work that occurred this year within our organization. This year, we have:

- Hired a consultant to develop a new 10-Year Capital Roads and Drainage Improvement Plan.
- Completed a community-wide roadway culvert and ditch cleaning project, along with several minor culvert replacements and one major fish passage culvert replacement.
- Implemented numerous minor roadway improvements such as new street signage, main road centerline striping, minor asphalt patching, and pothole repairs.
- Taken numerous steps to rehabilitate our maintenance department's facilities in Area Z, including remodeling the Maintenance Shop and refurbishing the Tall Barn.
- Purchased equipment to support the operations of our organization, such as new snow removal equipment, new irrigation system pump controller for the golf course, HVAC improvements to the Welcome Center, and provided funding for major operational programs such as Clean Green and Firewise.
- Appropriately budgeted for Parks and Recreation in the operational budget after the end of the 5-year Rec. Special Assessment without the need for use fees.

In addition to all this great work that has been completed, we have the following major projects scheduled for construction either later this year or next year:

- Additional major roadway and drainage projects as identified in the new 10-Year Capital Road Plan.
- Exterior refurbishment of Barn 8 (Dance Barn) and replacement of covered walkway bridge
- Tennis Court Resurfacing in the Recreation Corridor
- Marina Boat Launch Dock Replacement
- Various playground ADA improvements

We envision Sudden Valley as a sustainable and collaborative community where natural beauty, recreation, and civic engagement create a sense of belonging for its diverse membership. Our mission is to foster a liveable and inclusive community through exceptional service, transparency, and responsible stewardship of our shared resources.

Please review the election materials and ensure you vote via one of the methods outlined at the end of this booklet. We ask you to please support the budget and provide us your feedback through the advisory votes.

AJ Tischleder, SVCA Board President.



**Sudden Valley Community Association
NOTICE OF ANNUAL GENERAL MEETING
November 4, 2023 - 1:00 PM**

Notice is hereby given that the Annual General Meeting of the Sudden Valley Community Association, hereinafter referred to as the SVCA, will be held at the Dance Barn located within Sudden Valley on Saturday, the 4th of November 2023 at 1:00 PM, the purpose of which shall be to conduct Association business.

AGENDA

- I. Call to Order
- II. Introduction of Parliamentarian
- III. Certificate of Quorum
- IV. Proof of Notice of Annual Meeting
- V. Approval of 2022 AGM Minutes
- VI. Introduction of the Board of Directors Candidates
- VII. New Business
 - a. Measure 1:
Shall the SVCA' s 2024 Annual Consolidated Budget of **\$7,022,391** be approved or rejected?
 - i. Presentation of Budget by the Treasurer
 - ii. Discussion*
 - iii. Voting
 - b. Advisory Vote 1:
Advisory Vote regarding the replacement of Barn 6.
 - i. Discussion*
 - ii. Voting
 - c. Advisory Vote 2: Advisory Vote regarding the replacement of the Marina Wet Slip Docks.
 - i. Discussion*
 - ii. Voting
- VIII. Committee Reports
- IX. President's Report
- X. Treasurer's Report
- XI. Manager's Report
- XII. Property Owner Comments
- XIII. Election Results/Announcements
- XVII. Adjournment

All members are invited to attend the Annual General Meeting. Members must be present in-person to participate and count towards a quorum.

**In order to give all members who wish to speak an opportunity to do so, individual comments may be limited by the Presiding Officer to 3 minutes in duration.*

Article II Section 7(a) of the SVCA Bylaws:

A member shall be entitled to one (1) vote for each lot which he/she owns as prescribed in paragraph (b) below.

(b) At duly constituted Annual or Special General Meetings, each member in good standing may vote for candidates for the Board, candidates for the Nominations and Elections Committee and the Architectural Control Committee, and any other issues as determined by the Board. This vote shall be by ballot or in person at the meeting based on the number of lots owned.

All members, including those who are not in good standing, may vote on the proposed budget in person or by ballot. All members may vote in person on procedural issues raised at any meeting.

Article I Section 2(a) of the SVCA Bylaws:

A member "in good standing" is any person who is current in the payment of all annual dues and assessments and all special assessments, and any charges associated therewith for each lot owned, including any and all use fees and monetary fines or penalties established pursuant to these Bylaws. A member is "current in the payment" if such member has

- (i) made payment in full, or*
- (ii) has entered into a written payment plan authorized by the Board of Directors (hereinafter referred to as the "Board") and is not in default thereof.*

The 2023 Sudden Valley Community Association Annual General Meeting may be viewed live on SVCA's YouTube Channel at:

<https://www.youtube.com/@suddenvalleycommunityassoc8743>

Measure 1

Proposed SVCA 2024 Annual Consolidated Budget

The Revised Code of Washington (RCW) 64.90.525 provides that the budget is ratified if not rejected by owners holding a majority of votes in the Association.

Ballot: Shall the SVCA’s 2024 Annual Consolidated Budget, which provides for assessment revenue of \$5,164,719 and non-assessment revenue of \$1,857,672 (total combined assessment & non-assessment revenue of \$7,022,391) be approved or rejected?

Budget Explanation: This measure presents the annual consolidated budget for Operations and Capital as follows:

| 2024 Consolidated Budget Revenue | |
|---|---------------------|
| Assessment Revenue | |
| Operations | \$ 2,535,402 |
| Capital Repair and Replacement Reserve Fund (CRRRF) | 1,284,416 |
| Roads Reserve Fund | 1,321,063 |
| Mailbox Reserve Fund | 23,838 |
| Total 2024 Budget Assessment Revenue | \$ 5,164,719 |
| Non-Assessment Revenue | |
| Other Operating Revenue | \$ 1,752,072 |
| Capital (CRRRF) Designation of Marina Dock Fee Increase | 105,600 |
| | \$ 1,857,672 |
| Total 2024 Consolidated Budget - Assessment Revenue & Non Assessment Revenue | \$ 7,022,391 |

Note: Based on a 95% collections rate on a total of 3,121 lots: 2,739 developed lots and 382 vacant lots.

If this measure does not pass, then the ratified 2023 budget and the assessments noted therein will control.



Recommendation: The Board of Directors adopted this budget on 09/07/2023 and recommends approval and ratification by the membership.

The total monthly dues (operations and capital dues) for the proposed 2024 Annual Consolidated Budget is \$146.06 for a developed lot and \$138.71 for an undeveloped lot.

| 2024 Proposed Annual Assessment Summary | | | | |
|--|-------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| Based on 2,965 Dues Payors | | | | |
| which represents a 95% collections rate | | | | |
| | Developed Lots (Monthly) | Developed Lots (Annual) | Undeveloped Lots (Monthly) | Undeveloped Lots (Annual) |
| Operations Fund | \$ 72.16 | \$ 865.92 | \$ 64.81 | \$ 777.72 |
| Capital Repair & Replacement Reserve Fund | 36.10 | 433.20 | 36.10 | 433.20 |
| Roads Reserve Fund | 37.13 | 445.56 | 37.13 | 445.56 |
| Mailbox Reserve Fund | 0.67 | 8.04 | 0.67 | 8.04 |
| Total Proposed 2024 Dues | \$ 146.06 | \$ 1,752.72 | \$ 138.71 | \$ 1,664.52 |
| <i>Dollar Change from 12/31/2023 Dues</i> | <i>\$ 4.25</i> | | <i>\$ 4.04</i> | |
| <i>Percent Change from 12/31/2023 Dues</i> | <i>3%</i> | | <i>3%</i> | |

| | 2023 Projected | 2024 Budget | Percent Funded as of January 1, 2024 on a Fully Funded Basis* |
|---|-----------------------|---------------------|--|
| <u>CRRRF:</u> | | | |
| Forecasted Beginning Balance: | \$ 3,220,671 | \$ 1,576,858 | 21% |
| Dues Income | 1,318,718 | 1,284,416 | |
| Investment Income | 6,000 | 6,000 | |
| <i>Capital Designation of Marina Dock Fee Increase</i> | - | 105,600 | |
| Anticipated Loan Payments | (333,039) | (333,039) | |
| Expenditures (Actual, Obligated, & Forecasted) | (2,635,492) | (1,060,673) | |
| Forecasted Ending Balance | \$ 1,576,858 | \$ 1,579,162 | |
| <u>Roads Reserve Fund:</u> | | | |
| Forecasted Beginning Balance: | \$ 2,560,947 | \$ 1,912,770 | 28% |
| Dues Income | 1,356,639 | 1,321,063 | |
| Investment Income | 6,000 | 6,000 | |
| Expenditures (Actual, Obligated, & Forecasted) | (2,010,816) | (1,187,680) | |
| Forecasted Ending Balance | \$ 1,912,770 | \$ 2,052,153 | |
| <u>Mailbox Reserve Fund:</u> | | | |
| Forecasted Beginning Balance: | \$ 101,061 | \$ 125,941 | 54% |
| Dues Income | 24,480 | 23,838 | |
| Investment Income | 400 | 400 | |
| Expenditures (Actual, Obligated, & Forecasted) | - | - | |
| Forecasted Ending Balance | \$ 125,941 | \$ 150,179 | |

*2024 Level III Reserve Study, Issued Date 9/12/2023

AGM Measure 1

| | 2023 Budget Income & Expense Detail | 2024 Budget Income & Expense Detail |
|---|---|---|
| <u>Income, Operations:</u> | | |
| Dues, Operations | \$ 2,241,648 | \$ 2,535,402 |
| Rec Special Assessment, Operations* | 172,371 | - |
| Golf Income | 1,141,630 | 1,290,150 |
| Marina Rental Income | 163,078 | 193,720 |
| Leases & Other Rental Income | 47,744 | 57,752 |
| Area Z Storage Rental Income | 24,000 | 24,000 |
| Views Advertising Income | 34,000 | 38,000 |
| New Home Construction Fee | 75,000 | 75,000 |
| Title and Recording Fees | 42,000 | 40,000 |
| Recreation Center Pools Income | 14,658 | 14,850 |
| Other Income | 22,906 | 18,600 |
| Total Income, Operations | 3,979,035 | 4,287,474 |
| <u>Anticipated Expenditures, Operations:</u> | | |
| Salaries/Wages & Benefits by Department: | | |
| ACC / Security | (89,775) | (91,492) |
| Accounting | (336,655) | (363,065) |
| Administration | (480,830) | (465,791) |
| Facilities | (47,329) | (54,153) |
| Maintenance | (298,106) | (412,085) |
| Golf | (330,415) | (346,377) |
| Turf | (471,752) | (502,888) |
| Rec, Parks, and Pools | (277,586) | (254,140) |
| Total Salaries & Wages, by Department | (2,332,448) | (2,489,991) |
| Other Expenditures: | | |
| Covenants, Conditions, & Restrictions/Mandates | (361,950) | (456,700) |
| Maintenance & Landscaping | (425,378) | (440,177) |
| Contracted & Professional Services | (159,886) | (182,800) |
| Utilities | (193,627) | (202,311) |
| Administrative Expenses | (155,413) | (164,301) |
| Regulatory Compliance | (191,208) | (179,415) |
| Insurance | (158,125) | (170,779) |
| Other Expenses | (1,000) | (1,000) |
| Total Other Expenditures | (1,646,587) | (1,797,483) |
| Total Expenses, Operations | (3,979,035) | (4,287,474) |
| Total Net Income from Operations | \$ - | \$ - |

*The Recreation Special Assessment expired at the end of May 2023

Note: The Marina Dock Fee increase (total projected 2024 additional fees of \$105,600) is solely designated for the CRRRF capital fund and is separate from operations. Refer to the preceding capital table.

Note: Dues and Assessments are due on the first day of the billing period (1st of each month).

EXECUTIVE SUMMARY

The Budgeting Process

The Sudden Valley Community Association's budget is prepared every year. This annual budget is approved by the Board and voted on by the membership; to be executed over the following calendar year. While maintaining the core concept of annual authorization, the annual budget is developed within a multiyear perspective through strategic and long-range planning, the preparation of a 10-year Capital Plan, and a 30-year Reserve Study. Revenue and expenditure, as well as constraints on assessment increases, are considered together to determine annual budget targets. The budget covers all SVCA Departments and operations, based on input and recommendations received from each Department's manager. This process ensures the budget presented to the membership is a consolidated picture of operations and is voted on, as a whole. The 2024 operating budget balances \$4,287,474 in revenues with \$4,287,474 in expenditures.

Factors Impacting the 2024 Budget

- Dues and Assessments for 2024 calculated at an anticipated 95% collections rate. The year-to-date collections rate in June 2023 was 97.2%.
- Anticipated increase in general Association insurance costs of 8%.
- Increases in compensation and benefits in response to the Association's Union Collective Bargain Agreement.
 - Payroll changes: 3% increase to Salaries & Wages as compared to 2023's actual rates, as well as an anticipated 10.6% increase in health care benefit costs per employee plan.
- Anticipated increases in general fuel and utility costs.
- Continued focus on financial best practices, cost savings, and efficiencies.
- Continued prioritization of adequately funding Reserves for long-term capital improvements and major maintenance and repairs.
- An annual Marina Dock Fee Increase of \$1,200 per wet slip (\$105,600 annual total on 88 wet slips) to be solely designated to the capital CRRRF fund for the purpose of aiding the funding of the wet slip dock replacement costs in 2029 and again thereafter every 20 years as according to the required wet slip dock replacement interval.
- A Roads Budget contribution of \$125,320 for major maintenance of ditches, culverts, and swales - per 2016 Special General Meeting (SGM).

Linking Budgeting and Strategy

Successful long-term organizational sustainability requires planning and the incorporation of both strategic and long-term planning processes, to identify vital and measurable goals. SVCA's mission, vision, and strategic priorities act as the guiding principles for Association decisions and actions taken by both the Board and staff.

2024 Operational Budget Background

Recent challenges and opportunities related to the 2024 budget draft include accounting for anticipated additional payroll expense, anticipated increases in property/casualty insurance, fuel, utilities, and the prioritization of the maintenance of infrastructure and facilities that have been neglected.

The 5-year Recreation Special Assessment – which included recreation, pools, and parks expired in May 2023. Beginning in the Budget Year 2024, all Parks-related expenditures will be accounted for within the Maintenance Department budget. This budgeting change was made at the request of the Maintenance Superintendent.

After careful review of the 10-year Capital Plan, the proposed 3% monthly dues increase in 2024 will be allocated to the Operations Budget.

Additional Budgeting Information for Members

Member-petitioned dues and assessments are invalid under RCW 64.90.525, and the process for budget approval is exclusively governed by RCW 64.90.525. RCW 64.90.525(3) further describes the method for SVCA to levy a special assessment. It requires SVCA to utilize the same process as for a budget approval, which means that the membership cannot initiate a special assessment either through a special meeting or as a motion on the floor of the AGM. Rather, the Board must first approve a revised budget providing for a special assessment. The revised budget must contain the information required by RCW 64.90.525(2) and must be submitted to the membership for ratification. The revised budget passes unless 51% of the membership rejects the revised budget. In 2019, the members passed a bylaw amendment to Article III, C, Section 19 placing reasonable limitations on annual dues and assessments increases.

The 2024 Budget Year Level III Reserve Study, issued date 9/12/2023, currently meets the requirements of RCW 64.90.550. The 2024 Budget Year Level III Reserve Study is an annual update and does not include a visual site inspection. The Association has three separate Reserve Studies; one (1) for the Capital Repair and Replacement Fund (CRRRF), one (1) for the Roads Reserve Fund, and one (1) for the Mailbox Fund.

Reserve Studies are supplemental to the maintenance and operating budget of the Association. A Reserve Study is a budgeting and planning tool that assists with long-term capital planning by identifying the current status of the reserve fund and provides an equitable funding plan to offset ongoing deterioration. When created and implemented properly, a Reserve Study aids the Association in ensuring sufficient funds are available when anticipated major common area expenditures actually occur.

The 2024 Budget Year Level III Reserve Study was performed by SmartProperty (Reserve Study Professionals). SmartProperty used an interest rate of 2% and an inflation rate of 4%. SmartProperty is an independent firm not affiliated with the SVCA.

The following information from the 2024 Budget Year Reserve Study is required by law to be included in the Budget Measure.

Special Assessments: The Association has no special assessments for the budget year 2024.

The starting 2024 Budget Year Level III Reserve Study fully funded balance deficits per unit are as follows for the three separate funds:

- CRRRF Fund: (\$1,914.10) deficit per unit
- Roads Fund: (\$1,544.63) deficit per unit
- Mailbox Fund: (\$34.15) deficit per unit

The 2024 Budget Year Level III Reserve Study is available on the SVCA Resident Resources website:
<http://suddenvalley.com/residents-resources/>

The following table represents the current (deficiency) per member per month in budgeted dues collections to meet the recommended annual contribution requirements outlined in the 2024 Budget Year Level III Reserve Study on both a fully funded and baseline funded basis for the combined monthly totals of the CRRRF Fund, Roads Fund, and Mailbox Funds over the next 30 years. The 2024 Level III Reserve Study is calculated to achieve a target fully funding goal of 100% in 30 years by 2053.

| 2024 Level III Reserve Study, Issued Date 9/12/2023 | | | | | | |
|--|--|----------|--|--------|--|---------|
| Calculated internally using Reserve Study. | | | | | | |
| | Fully Funded Method Projection | | Fully Funded Method Projection | | Baseline Funding Model Projection | |
| | Current (Deficiency) Per Member per Month to Meet Annual Contribution | | Monthly Contribution Per Member to Meet Annual Contribution | | Current (Deficiency) Per Member per Month to Meet Annual Contribution | |
| Year | | | | | | |
| 2024 | \$ | (1.35) | \$ | 78.22 | \$ | 15.69 |
| 2025 | | (3.69) | | 80.56 | | 13.85 |
| 2026 | | (6.11) | | 82.98 | | 11.96 |
| 2027 | | (8.60) | | 85.47 | | 10.01 |
| 2028 | | (11.16) | | 88.03 | | 8.01 |
| 2029 | | (13.80) | | 90.67 | | 5.94 |
| 2030 | | (16.52) | | 93.39 | | 5.61 |
| 2031 | | (19.32) | | 96.19 | | 3.47 |
| 2032 | | (22.21) | | 99.08 | | 1.27 |
| 2033 | | (25.18) | | 102.05 | | (1.00) |
| 2034 | | (28.24) | | 105.11 | | 2.44 |
| 2035 | | (31.40) | | 108.27 | | 0.21 |
| 2036 | | (34.64) | | 111.51 | | (2.09) |
| 2037 | | (37.99) | | 114.86 | | (4.46) |
| 2038 | | (41.44) | | 118.31 | | (6.90) |
| 2039 | | (44.98) | | 121.85 | | (9.42) |
| 2040 | | (48.64) | | 125.51 | | (10.70) |
| 2041 | | (52.40) | | 129.27 | | (13.32) |
| 2042 | | (56.28) | | 133.15 | | (16.03) |
| 2043 | | (60.28) | | 137.15 | | (18.82) |
| 2044 | | (64.39) | | 141.26 | | (21.69) |
| 2045 | | (68.63) | | 145.50 | | (24.64) |
| 2046 | | (72.99) | | 149.86 | | (27.69) |
| 2047 | | (77.49) | | 154.36 | | (30.82) |
| 2048 | | (82.12) | | 158.99 | | (34.06) |
| 2049 | | (86.89) | | 163.76 | | (37.38) |
| 2050 | | (91.80) | | 168.67 | | (40.81) |
| 2051 | | (96.86) | | 173.73 | | (44.34) |
| 2052 | | (102.07) | | 178.94 | | (47.98) |
| 2053 | \$ | (107.44) | \$ | 184.31 | \$ | (51.72) |

Note: The above table incorporates the additional \$105,600 in annual Marina Dock Fee Increases designated to the capital CRRRF fund.

ADVISORY VOTES

Advisory votes, unlike binding votes on Ballot Measures, do not require the Board of Directors to take a specific action. The Board of Directors will consider the following advisory votes as part of its deliberative process in Capital planning and funding decisions.

ADVISORY VOTE 1

BARN 6, KNOWN AS THE "ICE BARN"

Which of the following options do you prefer for the replacement of Barn 6, also known as the Ice Barn?
(Choose no more than one)

1. Remove the existing structure and replace it with an open-air pavilion; this option requires no special assessment for funding.*
2. Remove the existing structure and replace it with an enclosed structure; this option would require a special assessment of approximately \$11 per month for 6 years on all members.
3. Remove the existing structure and do not replace; this option requires no special assessment for funding.

**The 2024 Capital Budget was prepared using this option.*

Explanation: It is not cost effective to repair or renovate the existing Ice Barn because of County requirements. To replace the structure, two conceptual plans have been developed: 1) remove the existing structure and replace with an open-air pavilion; or 2) remove the existing structure and replace with an enclosed structure. An open-air pavilion has an estimated cost of approximately \$1.1M; an enclosed structure would cost more than double that amount, estimated to be approximately \$2.4M. The Board is seeking input from the membership to determine which option is preferred.

ADVISORY VOTE 2

MARINA WET SLIP DOCKS

The replacement of the Marina Wet Slip Docks is estimated to cost approximately \$1.9 M; which of the following options do you prefer for the funding of the Marina Wet Slip Docks replacement when they have reached the end of their useful life?

(Choose no more than one)

1. Beginning in 2024, increase annual wet slip use fees an additional \$1,200 to provide about one-third of the funding required to replace the Marina Wet Slip Docks; this option requires no special assessment for funding.*
2. Place a 6-year Special Assessment of approximately \$9 per month on all members to fund the replacement of the Marina Wet Slip Docks.
3. Do not replace the Marina Wet Slip Docks at the end of their useful life.

**The 2024 Capital Budget was prepared using this option.*

Explanation: In past years, the annual Reserve Study conducted by SVCA included an amount for the replacement of the Marina Wet Slip Docks that did not take into account changing codes, regulations, ADA accessibility standards, and environmental requirements. This means that SVCA has not set aside enough funds to completely pay for the replacement of the docks when they are estimated to be at the end of their life in 2029. Since the docks can be used by only a small number of Members (there are 88 wet slips), it has been proposed that users of the docks pay for a portion of the replacement costs. If use fees are not increased as proposed, a special assessment on all members would be required to pay for the replacement. If the docks are not replaced, the Association could repurpose that area for other uses. The Board is seeking input from the membership to determine which option is preferred.

Candidate Biographies Board of Directors Candidates



Laurie Robinson

I am a 20-year resident of Sudden Valley, moving here with my husband and two children in 2004. I grew up in California where I met my husband, Pat. My kids are now grown, and I have two beautiful granddaughters. Over the years I have worn many professional hats in the world of Finance, Operations and Human Resources, including owning a collection agency. I retired in November 2018. Needing something in retirement, I joined Expedia Cruises as an Independent Vacation Consultant. When not working, we enjoy Seahawk games, travel, boating and spending times with friends and family.



Keith McLean

Currently I volunteer on the Architectural Control Committee as Chair. I have been a general contractor for over 30 years in California. I served as the Construction Manager for a developer in the Sacramento region overseeing the construction of close to a million Sq. Ft. of commercial development and tenant improvements. I was the owner of a construction consulting & permit expediting company. I served as one of the Compliance Inspectors for the EDH Service District where I oversaw new home construction, room additions and alterations in order to confirm their compliance with the approved construction plans within the community guidelines.



Joshua Bowens

Hey there! I'm Joshua. Significant dues increases and the passage of WUCIOA (RCW 64.90) launched me into community politics. I actively participated in a grassroots movement leading to the enactment of the SVCA bylaw limiting dues increases. Subsequently, I served on the Board. During my tenure, we addressed issues like neglected maintenance and steered Sudden Valley towards a more equitable and sustainable future. Concluding my service, progress persisted. I am committed to ensuring that Sudden Valley continues its forward momentum and would love the opportunity to serve again, helping to provide leadership that prioritizes all community members and our natural environment.



Tom Redd

I have lived in Sudden Valley for 25 years. My wife and I have raised two children in this beautiful community. My objective as a board member will be fiscal responsibility. Throughout my years in Sudden Valley, I have felt constant pressure to increase dues for things that most in the community care very little about. Most residents of Sudden Valley feel they are paying too much and wonder what they get for their \$140 every month. My experience in production management will assist me with meeting deadlines, working closely with people and balancing budgets.



Mary Stidham

I was raised in Kailua on the island of Oahu. I lived in Hawaii until I graduated from high school, then moved to Arizona to attend ASU. I have been a real estate agent for 21 years and was an elementary school teacher prior to that. After many years of pining, researching, and visiting, I moved to Sudden Valley in March of 2018. Since then I have gotten married and moved into Bellingham, but maintain ownership of my home in Sudden Valley. I have two adult children, a German Shepherd named Wally, and a black cat named Lani.

Nominations & Elections Committee (N&E) Candidate



Rob Gibbs

Rob and his wife Cindy moved to Sudden Valley October of 2017, after retiring from the Boeing Company. Most of his career was spent as a quality manager, leading groups of inspectors, auditors, process writers, and quality improvement teams. He loves our community, especially the natural environment and so many wonderful neighbors. After a spinal cord injury in 2020, Rob became an advocate for those with disabilities. He became a board member of the non-profit, The Here and Now Project. He has served Sudden Valley as a Board member, on ACC, Communications, and most recently, on Nominations and Elections.

There was only one candidate for the N&E Committee

The N&E Committee will be soliciting three (3) additional candidates to serve on the 2024 Committee.

If you are interested in serving, please fill out an application.

Architectural Control Committee (ACC) Candidates



Pat Zwolenski

My wife and I moved to Sudden Valley in 2022 from Tampa, FL after 13 years driving across country each summer to our condo in the Sunrise Community. I retired from IRS-CID as a Special Agent and a Colonel serving on Active Duty, the Florida Army National Guard and the Army Reserves. I volunteered with the 2022 election and the Sudden Valley 50th Anniversary Celebration. In February I was appointed to fill a vacancy on the ACC. My goal is to help owners achieve their individual desires while adhering to ACC policies and respecting the natural environment and their neighbors.



Jo Jean Kos

My name is Jo Jean Kos. I'm running for a position on the Architectural Control Committee. Currently ACC has two elected members, and three appointed members who volunteered to fill seven vacancies. I've owned my home in Sudden Valley since 1988 and have lived here since 2000. I've served on the ACC for six years starting in 2011, the BOD for three years, the Golf Club, and many committees. I love Sudden Valley and hope that it continues to be the place it has been, a place for all community members to live, and enjoy the amenities available to everyone.

There were only two candidates for the ACC Committee

The Committee will be soliciting six (6) additional candidates to serve on the 2024 Committee.

If you are interested in serving, please fill out an application.

METHODS OF VOTING

Follow Voting Instructions on backside of the Official Ballot
CAREFULLY to ensure your vote is counted.

VOTING INSTRUCTIONS:

Sign the backside of the provided Return Envelope where indicated.

Your vote will not count unless you sign the envelope. Your unique associated barcode is pre-printed onto the back of the Return Envelope. Do not remove or deface your name, lot and division number or your unique associated barcode. We must be able to identify your eligibility for your vote to count.

Replacement Ballots If you need to replace your mail-in ballot, or do not receive a ballot by October 4, 2023, call UniLect Election Services' Duplicate Ballot Request Call Center at 1-866-466-6455. Operators are available 24/7 throughout the balloting period.

A. VOTE BY MAIL:

➤ **Vote & Mail your Ballot early**

Your mail-in ballot must be received by mail in UniLect's post office box no later than 12 PM (noon) on Friday, November 3, 2023. Mailed ballots will be returned to SVCA Annual General Meeting & Election, Inspector of Elections, PO Box 171, Pacific Palisades, CA 90272-9817.

B. VOTE BY SVCA BALLOT BOX:

➤ **SVCA Ballot Box**

Drop your mail-in ballot into the SVCA Ballot Box no later than 4:30 PM on Friday, November 3, 2023. The SVCA Ballot Box is located inside the Clubhouse entrance at 4 Clubhouse Circle in Sudden Valley. You must sign and use your return envelope to submit your ballot.

C. VOTE IN-PERSON:

➤ **You must register to vote in-person**

In-person voter registration is Saturday, November 4, 2023 from 9 AM to 12:30 PM in the Community Center located at 8 Barn View Ct in Sudden Valley. You will be issued a new ballot at registration on which to cast your vote.

➤ **Cast your new ballot**

You may mark your new ballot during registration and deposit it in a Ballot Box at the Community Center; OR, you can wait and cast your new ballot during the Annual General Meeting.

The Annual General Meeting starts at 1:00 PM in the Dance Barn.

D. VOTE BY PROXY:

➤ **Obtain proxy forms**

Beginning October 2, 2023 a member wishing an original SVCA proxy form may address their written, signed, hard copy request to the N&E Committee, in care of the SVCA Admin Office, 4 Clubhouse Circle, Bellingham, WA 98229. Instructions to complete the form are included with the form.

➤ **Return proxy forms**

To be valid, you must return your completed proxy directly to the SVCA offices in a sealed return envelope addressed to the N&E Committee in care of the SVCA Admin Office, 4 Clubhouse Circle, Bellingham, WA 98229 no later than 4:30 PM, Thursday, November 2, 2023.

**OUT-OF-STATE OR COUNTRY
PROPERTY OWNERS**

**Protect your vote and ensure on-time
delivery**

Vote & Mail your Ballot early*

MAIL-IN BALLOTS

**MUST BE RECEIVED NO LATER THAN:
12PM (Noon) Friday
November 3, 2023**

**OWNERS WITH
MULTIPLE PROPERTIES**

Protect your vote and
ensure on-time delivery
Ensure ALL your Votes count

Each ballot MUST be cast in its original
Official Return

Ballot Envelope with secrecy envelope.

Each ballot must be cast separately.

DO NOT place multiple ballots in a single
envelope.

***Out of Country Owners will need to provide postage on the return envelope.**

If you have any questions, please contact the
Nominations & Elections Committee Chair at
BODChiarello@SuddenValley.com or
contact the Administration Office at 360-734-6430.

If you need to replace your ballot, or do not receive a ballot by
October 4, 2023, call UniLect Election Services'
Duplicate Ballot Request Call Center at 866-466-6455.
Operators are available 24/7 throughout the balloting period.