



# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

## **Board of Directors Regular Meeting**

December 15, 2022, 6:00 PM, IN-PERSON

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Call to Order

Land Acknowledgement & Anti-Racism Statement

Roll Call

Item 1) Adoption of Agenda

Item 2) Parliamentary Presentation (approximately one hour)

Item 3) Consent Agenda

3a. Approval of Minutes – October 25, 2022

3b. Approval of Minutes – October 27, 2022

3c. Approval of Minutes – November 3, 2022

3d. Approval of Minutes – November 10, 2022

Item 4) Announcements

Item 5) Property Owner Comments – 15 Minutes Total

*Please note that comments are limited to 3 minutes per person.*

Item 6) General Manager Report

Item 7) Financial Report

7a. September Financial Statements

Item 8) New Business

8a. 2022 AGM Minutes

8b. Committees

8b1. Discussion

8b2. Appointments

8c. Tree Removal Report and Request for Additional Funding

Adjournment

1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Tuesday, October 25 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:03 PM  
6 **AUDIENCE MEMBERS:** Not Recorded  
7

8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	3. Sonia Voldt	5. Morgan Libby	7. Sam Shahan
2. Joshua Bowens	4. Nancy Alyanak	6. Sandi Mitchell	8. Taimi Van de Polder

9  
10 **BOARD MEMBERS ABSENT:** Brian Cope; *excused*, Kanu Sharma; *excused*, Keith McLean, *excused*

11  
12 **STAFF MEMBERS:** Jo Anne Jensen, *Operations Manager*; Jon Kaer, *Technology Administrator*

13  
14 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-**  
15 **Racism Statements.**

16  
17 **1. ADOPTION OF AMENDED AGENDA**

- a. Director Tischleder moved to adopt the agenda
- b.

18  
19  
20 **2. MOTION TO:** Adopt the Agenda

21  
22 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
23 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
24 IN FAVOR: Unanimous  
25 AGAINST: None ABSTAINED: None  
26

27 **3. ANNOUNCEMENTS**

- a. **Director Alyanak announced the ballot box is ready for votes**

28  
29  
30 **4. MOTION TO:** Move into Closed Session

31  
32 MOTION BY: Director Shahan SECONDED BY: Director Bowens  
33 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
34 IN FAVOR: Unanimous  
35 AGAINST: None ABSTAINED: None  
36

37 **5. MOTION TO:** Move into Open Session at 7:18 pm

38  
39 MOTION BY: Director Bowens SECONDED BY: Director Shahan  
40 APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
41 IN FAVOR: Unanimous  
42 AGAINST: None ABSTAINED: None  
43  
44

45 **6. MOTIONS AS A RESULT OF CLOSED SESSION:**

46 **Move that the BOD authorize the BOD President to execute the separation agreement**  
47 **between Sudden Valley and Dan Pike.**

48  
49 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
50 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
51 IN FAVOR: Unanimous  
52 AGAINST: None ABSTAINED: None

53  
54 **Move that the BOD authorize the BOD President to execute the employment contract**  
55 **between Jo Anne Jensen and the Sudden Valley Community Association.**

56  
57 MOTION BY: Director Tischleder SECONDED BY: Director Shahan  
58 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
59 IN FAVOR: Unanimous  
60 AGAINST: None ABSTAINED: None

61  
62 **President Tischleder read Dan Pike’s outgoing message and welcomed Jo Anne as our new**  
63 **GM.**

64  
65 MOTION TO ADJOURN BY: Director Tischleder SECONDED BY: Director Shahan  
66 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
67 IN FAVOR: Unanimous  
68 AGAINST: None ABSTAINED: None

69  
70 **ADJOURNMENT: 7:20 PM**

71  
72 **APPROVED BY:** \_\_\_\_\_  
73 **ANDREW TISCHLEDER, SVCA PRESIDENT or BRIAN COPE,**  
74 **SECRETARY**

75

1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Thursday, October 27, 2022 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:03 pm  
6 **AUDIENCE MEMBERS:** Not Recorded

7  
8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	4. Morgan Libby	7. Nancy Alyanak	10.
2. Sonia Voldt	5. Sandi Mitchell	8. Keith McLean	11.
3. Brian Cope	6. Sam Shahan	9.	12.

9  
10 **BOARD MEMBERS ABSENT:** Taimi Van der Polder, Kanu Sharma

11  
12 **STAFF MEMBERS:** Jo Anne Jensen, *General Manager*; Jon Kaer, *Technology Administrator*; Joel  
13 Heverling, *Accounting Manager*

14  
15 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-Racism**  
16 **Statements.**

17  
18 **Item 1) ADOPTION OF AGENDA**

19 **1a.** The agenda was adopted

20  
21 **MOTION TO:** Adopt the agenda and approve.

22  
23 **MOTION BY:** Director Voldt **SECONDED BY:** Director Cope  
24 **APPROVED:** X **NOT APPROVED:** \_\_\_\_\_ **TABLED:** \_\_\_\_\_ **DIED:** \_\_\_\_\_  
25 **IN FAVOR:** Unanimous  
26 **AGAINST:** None. **ABSTAINED:** None

27  
28 **Item 2) CONSENT AGENDA**

29 **2a. APPROVAL OF MINUTES**

30 May 26, 2022; June 9, 2022; June 23, 2022; June 30, 2022; July 14, 2022; July 26, 2022; August 1,  
31 2022; August 17, 2022; September 1, 2022; September 8, 2022; September 22, 2022; October 13,  
32 2022

33  
34 **MOTION TO:** Approve the Minutes

35  
36 **MOTION BY:** Director Tischleder **SECONDED BY:** Director Voldt  
37 **APPROVED:** X **NOT APPROVED:** \_\_\_\_\_ **TABLED:** \_\_\_\_\_ **DIED:** \_\_\_\_\_  
38 **IN FAVOR:** Unanimous  
39 **AGAINST:** None. **ABSTAINED:** None

40  
41 **Item 3) ANNOUNCEMENTS**

42 **2b.** Nancy Alyanak presented information about ballots for the AGM;  
43 **2b i.** Location of drop box and mailbox at the old Admin location

44  
45 **Item 4) PROPERTY OWNER COMMENTS & BOARD RESPONSES**

Property Owners asked various questions and the Board responded.

**Item 5) CLOSED SESSION-PERSONNEL & LEGAL**

**MOTION TO MOVE INTO CLOSED SESSION:**

MOTION BY: Director Shahan SECONDED BY: Director Cope  
APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None. ABSTAINED: None

**MOTION TO MOVE INTO OPEN SESSION:**

MOTION BY: Director Shahan SECONDED BY: Director Cope  
APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None. ABSTAINED: None

**MOTION FOR BOARD TO ACT AS A RESULT OF CLOSED SESSION**

**5a. Move for the Board of Directors release the attorney memo regarding the Department of Revenue ruling regarding the Transfer Fee Refund.**

MOTION BY: Director Tischleder SECONDED BY: Director Cope  
APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None. ABSTAINED: None

**Item 6) PROJECT UPDATES**

**6a. Jo Anne Jensen, GM, reported project updates including installation of the golf bridge, Clubhouse Kitchen construction being completed, remaining Clubhouse repairs planned for the week of October 31.**

**Item 7) FINANCIAL REPORT**

**7a. August 2022 Financial Reports were presented by Accounting Manager, Joel Heverling.**

**Item 8) NEW BUSINESS**

**8a. CAPITAL REQUEST-AREA Z MAINTENANCE FACILITY**

**8ai. Jo Anne Jensen, GM, presented request for funding the Area Z Maintenance Facility, and proposed remodel would bring building up to code and functionality. \$254,657.18**

**8a.ii. Motion that the BOD approve the allocation of \$254,657.18 from the CRRRF fund for the Area Maintenance Z facility remodel.**

MOTION BY: Director Tischleder SECONDED BY: Director Cope  
APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None. ABSTAINED: None



1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association  
4 **DATE AND LOCATION:** Thursday, November 3, 2022 [Remote Meeting]  
5 **CALLED TO ORDER AT:** 7:09 pm  
6 **AUDIENCE MEMBERS:** Not Recorded  
7

8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	4. Brian Cope	7. Sam Shahan
2. Joshua Bowens	5. Nancy Alyanak	
3. Sonia Voldt	6. Morgan Libby	

9  
10 **BOARD MEMBERS ABSENT:** Keith McLean, Sandi Mitchell, Kanu Sharma, Taimi Vander  
11 Polder,

12  
13 **STAFF MEMBERS:** Joel Heverling, *Accounting Manager*, Jo Anne Jensen, GM; Jon Kaer, *Technology*  
14 *Administrator*

15  
16 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-Racism**  
17 **Statements.**

18  
19 **Item 1) ADOPTION OF AMENDED AGENDA**

20 **1a.** The agenda was amended to include 6e, “Regular Board Meetings scheduled for  
21 remainder of 2022 and 2023” and adopted

22  
23 **MOTION TO:** To amend and adopt the agenda.

24  
25 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
26 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
27 IN FAVOR: Unanimous  
28 AGAINST: None. ABSTAINED: None  
29

30 **Item 2) CONSENT AGENDA**

31 **2a. Approval of Minutes-February 24, 2022**

32  
33 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
34 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
35 IN FAVOR: Unanimous  
36 AGAINST: None. ABSTAINED: None  
37

38 **Item 3) ANNOUNCEMENTS**

- 39 3a. Director Alyanak announced that we are currently on track for the lowest turn out for the
- 40 AGM election and gave instructions for replacing your ballot.
- 41 3b. Director Shahan would like to thank Directors Bowens and Tischleder for their hard work.
- 42 3c. Director Bowens thanks Sam for his service.
- 43 3d. Director Voldt thanks Joshua for his service.

44  
45 **Item 4) AUDITOR’S PRESENTATION: 2021 AUDITED FINANCIAL STATEMENTS**

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**Item 5) CONTINUING BUSINESS**

**5a. RFQ#21-03; 10-YEAR CAPITAL ROADS, DRAINAGE, AND PEDESTRIAN IMPROVEMENT PROGRAM**

**MOTION: That the Board of Directors approve the selection of Impact Design’s team as the most qualified consultant that responded to the RFQ for consultant Engineering Services for a 10-year Capital Roads, drainage and pedestrian improvement program and direct the General Manager to negotiate a contract for Board Approval.**

MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None. ABSTAINED: None

**Item 6) NEW BUSINESS**

**6a. Auditor’s Engagement Letter-1 year Extension**

**MOTION: That the Board of Directors authorize General Manager, Jo Anne Jensen, to execute the one-year extension with Larson Gross for the audit and tax return engagement letters.**

MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None. ABSTAINED: None

**6b. Credit Card Authorization Approval**

**MOTION: That the Board of Directors approve the WECU credit card borrowing resolution as presented in the agenda packet.**

MOTION BY: Director Tischleder SECONDED BY: Director Bowen  
APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None. ABSTAINED: None

**6c. Welcome Center Summary of Improvements**

**MOTION: That the Board of Directors approve the transfer of \$17,340 in excess loan funds from the CRRRF reserve account back to operations.**

MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
APPROVED: X NOT APPROVED: \_\_\_\_\_ Tabled: \_\_\_\_\_ DIED: \_\_\_\_\_  
IN FAVOR: Unanimous  
AGAINST: None. ABSTAINED: None

**6d. Revised 2023 Golf Fees**

94  
95 **MOTION: That the Board of Directors approve the revised golf fees schedule for 2023 as presented**  
96 **in the agenda packet.**

97  
98 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
99 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
100 IN FAVOR: Unanimous  
101 AGAINST: None. ABSTAINED: None

102  
103 **6e. 2023 Regular Board Meeting Schedule**

104  
105 **Motion: That regular board meetings will be scheduled as follows: one meeting on the 2nd**  
106 **Thursday of the month in November and December and two meetings, on the 2nd and 4th Thursday**  
107 **of each month, continuing from January through October 2023.**

108  
109 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
110 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
111 IN FAVOR: Unanimous  
112 AGAINST: None. ABSTAINED: None

113  
114 **Item 7) ADJOURNMENT**

115  
116 MOTION BY: Director Tischleder SECONDED BY: Director Bowens  
117 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
118 IN FAVOR: Unanimous  
119 AGAINST: None. ABSTAINED: None

120  
121 7a. The meeting adjourned at 8:17 PM

122  
123 **APPROVED BY:** \_\_\_\_\_  
124 **ANDREW TISCHLEDER, SVCA PRESIDENT or BRIAN COPE, SECRETARY**

1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

2  
3 **ASSOCIATION NAME:** Sudden Valley Community Association

4 **DATE AND LOCATION:** Thursday, November 10, 2022 [Hybrid Meeting]

5 **CALLED TO ORDER AT:** 7:15 pm

6 **AUDIENCE MEMBERS:** Not Recorded

7  
8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	5. Nancy Alyanak	9. Taimi Van Der Polder
2. Sam Shahan	6. Asia Andrade	10. Keith McLean
3. Sonia Voldt	7. Linda Bradley	11. Michael Wadsworth
4. Brian Cope	8. Stu Mitchell	

9  
10 **BOARD MEMBERS ABSENT:** None

11  
12 **STAFF MEMBERS:** Jo Anne Jensen, GM; Mike Brock, Maintenance Superintendent

13  
14 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-Racism**  
15 **Statements.**

16  
17 **Item 1) ADOPTION OF AGENDA**

18  
19 **MOTION TO:** Adopt the agenda.

20  
21 MOTION BY: Director Alyanak SECONDED BY: Director Shahan

22 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

23 IN FAVOR: Unanimous

24 AGAINST: None. ABSTAINED: None

25  
26 **Item 2) CONSENT AGENDA**

27 **2a. Approval of Minutes: October 25, 2022, October 27, 2022, November 3, 2022**  
28 **Corrections were needed and approval was deferred to the next meeting.**

29  
30 MOTION BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

31 APPROVED: \_\_\_\_\_ NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

32 IN FAVOR: \_\_\_\_\_

33 AGAINST: \_\_\_\_\_ ABSTAINED: \_\_\_\_\_

34  
35 **Item 3) ANNOUNCEMENTS**

36 **3a. Director Voldt announced that all of the committees are looking for volunteers and directed**  
37 **interested members to go to SuddenValley.com to submit an application.**

38  
39 **Item 4) Property Owner Comments**

40  
41 **Item 5) General Manager Report**

42 **5a. In lieu of presenting a new report, Jo Anne Jensen directed members to access the**  
43 **Operational Highlights presentation given at the AGM and posted to the**  
44 **SuddenValley.com website.**

45 **Item 6) New Business**

46 **6a. Certification of 2022 AGM Results**

47 Director Wadsworth presented a summary of the AGM results along with the documentation  
48 certifying the outcome.

50 **MOTION: That the BOD approve the certification of the AGM results.**

51  
52 MOTION BY: Director Tischleder SECONDED BY: Director Cope

53 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

54 IN FAVOR: Unanimous

55 AGAINST: None. ABSTAINED: None

56  
57 **6b. Presentation of 2022 Snow Plan**

58 Jo Anne Jensen, GM, and Mike Brock, Maintenance Superintendent, jointly presented the 2022  
59 snow plan. Discussion followed.

60  
61 **6c. Recommendation to revise SVCA organizational structure**

62 Jo Anne Jensen, GM, presented a revised organizational structure for the consideration of  
63 the BOD.

64  
65 **MOTION: That the BOD direct Jo Anne Jensen, GM, to work with the Executive Team to finalize**  
66 **the job description for the Chief of Staff and distribute it to the BOD via email,**  
67 **accepting that the BOD can approve via email if the decision is unanimous.**

68  
69 MOTION BY: Director Tischleder SECONDED BY: Director Shahan

70 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

71 IN FAVOR: Unanimous

72 AGAINST: None. ABSTAINED: None

73  
74 **6d. Request for Approval – Member Comment Guidelines**

75  
76 **MOTION: That the BOD approve the proposed guidelines for member comments.**

77  
78 MOTION BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

79 APPROVED: \_\_\_\_\_ NOT APPROVED: \_\_\_\_\_ TABLED: X DIED: \_\_\_\_\_

80 IN FAVOR: Unanimous

81 AGAINST: None. ABSTAINED: None

82  
83 **6e. Request for Approval – Update to Policy 2016-12**

84  
85 **Motion: That the BOD approve the revision to policy number 2016-12 titled Board Designation of**  
86 **Executing Instruments and Administration of Primary Bank Accounts.**

87  
88 MOTION BY: Director Tischleder SECONDED BY: Director Voldt

89 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

90 IN FAVOR: Unanimous

91 AGAINST: None. ABSTAINED: None

92

93 **6f. Board Orientation**

94 Jo Anne Jensen, GM, presented options to the BOD for scheduling an orientation presentation  
95 by SVCA’s parliamentary, John Berg. The BOD agreed to December 15<sup>th</sup>, at 6pm for that  
96 presentation.  
97

98 **Motion: That the BOD move into closed session.**

99  
100 MOTION BY: Director Bradley SECONDED BY: Director Shahan  
101 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
102 IN FAVOR: Unanimous  
103 AGAINST: None. ABSTAINED: None  
104

105 **The BOD moved into closed session at 9:07 PM.**

106  
107 **Item 7) Closed Session – Legal & Personnel**

108  
109 **Motion: That the BOD move into open session.**

110  
111 MOTION BY: Director Bradley SECONDED BY: Director Tischleder  
112 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
113 IN FAVOR: Unanimous  
114 AGAINST: None. ABSTAINED: None  
115

116 **The BOD moved into open session at 10:14 PM**

117  
118 **Item 8) Adjournment**

119  
120 MOTION BY: Director Tischleder SECONDED BY: Director Wadsworth  
121 APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_  
122 IN FAVOR: Unanimous  
123 AGAINST: None. ABSTAINED: None  
124

125 **The meeting adjourned at 10:16 PM**

126  
127 **APPROVED BY:** \_\_\_\_\_  
128 **ANDREW TISCHLEDER, SVCA PRESIDENT or BRIAN COPE, SECRETARY**

Sudden Valley Community Association

Sudden Valley Community Association  
Balance Sheet  
September 30, 2022 and December 31, 2021

	Unaudited** Sep 30, 2022	See Note** Dec 31, 2021	Inc / (Dec)
<b>OPERATIONS</b>			
<b>Current Assets</b>			
Operating Cash	\$ 452,741	\$ 823,297	\$ (370,556)
Building Completion Deposit Fund	537,900	437,650	100,250
Member Receivables - Operations*	-	34,910	(34,910)
Other Receivables	11,069	9,075	1,994
Prepaid Expenses	100,807	73,567	27,240
Inventory	7,726	3,622	4,104
<b>Total Current Assets</b>	<b>1,110,243</b>	<b>1,382,121</b>	<b>(271,878)</b>
<b>Current Liabilities</b>			
Accounts Payable	(142,145)	(188,530)	46,385
Accrued Vacation Liability	(65,259)	(47,192)	(18,067)
Accrued Payroll	-	(58,874)	58,874
Prepaid Assessments	(261,526)	(211,076)	(50,450)
Building Completion Deposits	(537,900)	(437,650)	(100,250)
Other Refundable Deposits	(5,166)	(6,663)	1,497
Prepaid Golf Memberships	-	(26,269)	26,269
<b>Total Current Liabilities</b>	<b>(1,011,996)</b>	<b>(976,254)</b>	<b>(35,742)</b>
<b>Operating Reserve Funds</b>			
Emergency Operating Cash	361,005	360,736	269
Undesignated Reserves Cash	261,273	342,077	(80,804)
<b>Total Operating Reserve Funds</b>	<b>622,278</b>	<b>702,813</b>	<b>(80,535)</b>
<b>Net Operating Assets</b>	<b>\$ 720,525</b>	<b>\$ 1,108,680</b>	<b>(388,155)</b>
<b>CAPITAL</b>			
<b>Capital Current Assets</b>			
CRRRF (Capital Repair & Replacement) Cash Fund	3,343,931	2,688,455	655,476
Roads Reserve Cash Fund	2,891,196	2,911,292	(20,096)
Board Density Reduction Cash Fund	87,552	87,365	187
Mailbox Cash Fund	94,764	75,985	18,779
Capital Reserve Holding Cash Fund	-	1,157,885	(1,157,885)
CRRRF Capital Reserve Holding Cash	1,167,111	-	1,167,111
Mitigation Assignment of Savings Cash	44,511	44,445	66
LWWS Assignment of Savings Cash	9,066	137,694	(128,628)
Member Receivables - Capital**	-	21,253	(21,253)
<b>Total Capital Current Assets</b>	<b>7,638,131</b>	<b>7,124,374</b>	<b>513,757</b>
<b>Capital Fixed Assets</b>			
Fixed Assets	13,719,276	11,538,814	2,180,462
Lots Held for Sale	204,809	204,809	-
<b>Total Capital Assets</b>	<b>13,924,085</b>	<b>11,743,623</b>	<b>2,180,462</b>
<b>Long Term Liabilities</b>			
CRRRF Loan 2018	-	(1,119,444)	1,119,444
CRRRF Loan 2022	(2,104,124)	-	(2,104,124)
Capital Leases	(180,900)	(223,599)	42,699
<b>Total Long Term Liabilities</b>	<b>(2,285,024)</b>	<b>(1,343,043)</b>	<b>(941,981)</b>
<b>NET ASSETS</b>	<b>\$ 19,997,717</b>	<b>\$ 18,633,635</b>	<b>\$1,364,082</b>
<b>MEMBER EQUITY</b>			
<b>Member Equity</b>			
Current Year Net Income: Operations	124,134	\$439,833	(315,699)
Current Year Net Income: Rec Special Assmt	(23,584)	63,481	(87,065)
Transfer Out from Operations to Capital	(500,000)	-	-
Current Year Net Income: Capital**	1,263,532	1,926,010	(662,478)
Transfer In to Capital from Operations	500,000	-	-
Retained Earnings**	5,068,407	4,565,093	503,314
Capital**	13,565,228	11,639,218	1,926,010
<b>TOTAL MEMBER EQUITY</b>	<b>\$ 19,997,717</b>	<b>\$18,633,635</b>	<b>\$1,364,082</b>

\* The Association's internal policy is to write off any member receivables that are 30 days past due as bad debts for internal financial statement purposes. As per SVCA policy, Management continues to pursue collection of these receivables via all avenues allowed by Washington State laws. In addition, the Association records and bills finance charges on receivables that are thirty days past due at 1% per month. At September 30, 2022, and December 31, 2021, the balances of receivables written off were \$666,809 and \$583,636, respectively.

\*\* Beginning with the 2020 year end audited financial statements, Accounting Standards Codification (ASC) 606 requires issued audited financial statements to reclassify unspent capital dues revenue, including related capital transfer fee collections, as a contract liability balance (unearned revenue), which is then reversed out in future years when capital dues/capital transfer fee collections are actually expended on capital related expenditures. This particular accounting standard change is only incorporated into the issued audited financial statements and is not factored into SVCA's internal monthly statements as it would obscure the reality of monthly capital dues/capital transfer fee revenues collected for internal monthly presentation purposes. See SVCA's 2020 and 2021 audited financial statements (2021 represents the most recently issued audited statements), which fully incorporates ASC 606 and complies with Generally Accepted Accounting Principals (GAAP).

Sudden Valley Community Association

Sudden Valley Community Association  
Income Statement Summary

UNAUDITED	Current Month - September 2022			Year to Date - 9 Months Ending 9/30/2022			
	Operations & Operating Reserves	Operations Better / (Worse) Budget	Capital Reserves**	Operations & Operating Reserves	Operations Better / (Worse) Budget	Coll %	Capital Reserves**
<b>REVENUE</b>							
Current Year Dues & Assessments Income							
Dues & Assessments Income	180,446		230,770	1,625,866			2,080,366
Bad Debt Reserve	(7,816)		(8,063)	(46,269)			(46,125)
Net Current Year Assessment Income	172,630	4,496	222,707	1,579,597	66,393	97.2%	2,034,241
Special Ops Assmt Income- Rec/ Pools/ Parks							
Dues & Assessments Income	35,281			317,789			
Bad Debt Reserve	(1,000)			229			
Net Special Ops Assmt Income	34,281	1,454		318,018	22,578		
Bad Debt Recoveries - Prior Years			479				45,200
Golf Income	163,912	57,712	-	1,099,663	142,463		-
Marina Income	4,466	4,466	-	146,816	(3,880)		-
Rec Center & Pools Income	457	(1,960)	-	15,817	1,342		-
Legal & Collections Income	-	-	-	-	-		-
Other Income	7,494	765	-	60,706	(1,859)		7,019
Rental Income - Other	162	(605)	-	8,850	3,950		-
Area Z Rental Income	163	(1,837)	-	16,266	(1,734)		-
Lease Income	2,225	(1,279)	-	21,323	(10,210)		-
New Home Construction Fees	740	(5,510)	-	75,240	18,990		1,000
Capital Gain (Loss) on Sale of Assets	-	-	-	-	-		-
Investment Income	74	(14)	957	583	(205)		8,120
<b>Total Revenue</b>	<b>386,604</b>	<b>57,688</b>	<b>224,143</b>	<b>3,342,879</b>	<b>237,828</b>		<b>2,095,580</b>
<b>EXPENSES</b>							
Salaries & Benefits	258,571	(11,716)	-	1,505,683	159,986		-
Contracted & Professional Services	24,845	(9,664)	-	359,709	(224,263)		-
CC&Rs/ Mandates	36,444	(2,593)	-	349,056	(76,411)		-
Maintenance & Landscaping	35,230	(1,066)	-	315,147	(2,673)		-
Utilities	10,560	2,062	-	130,255	12,234		-
Administrative	10,893	147	-	120,923	(3,114)		500
Regulatory Compliance	48,648	(7,346)	191	217,001	(77,668)		429
Insurance Premiums	12,408	(185)	-	104,542	5,464		-
Other Expenses	-	83	-	258	492		-
Depreciation Expense	-	-	85,809	-	-		772,277
Interest expense	-	-	2,152	-	-		37,589
<b>Total Expenses</b>	<b>437,599</b>	<b>(30,278)</b>	<b>88,152</b>	<b>3,102,574</b>	<b>(205,953)</b>		<b>810,795</b>
<b>Net Income (Loss)</b>	<b>(50,995)</b>	<b>27,410</b>	<b>135,991</b>	<b>240,305</b>	<b>31,875</b>		<b>1,284,785</b>
<b>Net UDR Activity for Operations</b>							
Firewise/Road Mowing/Clean Green	-			(15,586)			
Clubhouse Remediation & Assessment	-			(23,639)			
Epiq Transfer Fee Refund Servicer	-			(38,304)			
2022 Clubhouse Kitchen Repairs	(2,968)			(17,783)			
Hazardous Tree Removal	-			(60,000)			
<b>Net Income (Loss) with Board Approved UDR</b>	<b>(53,963)</b>	<b>27,410</b>	<b>135,991</b>	<b>84,993</b>	<b>31,875</b>		<b>1,284,785</b>
<b>Other Activity</b>							
Net Other UDR Activity*	3,407			68,533			
AR Accrual - Prior Year Reversal	-		(21,253)	(34,910)			(21,253)
AR Accrual - Current Year	-		-	-			-
Vacation Liability- Prior Year Reversal	(4,123)			(18,066)			
<b>Total Other Activity</b>	<b>(716)</b>		<b>(21,253)</b>	<b>15,557</b>			<b>(21,253)</b>
<b>Grand Total Activity</b>	<b>(54,679)</b>	<b>27,410</b>	<b>114,738</b>	<b>100,550</b>	<b>31,875</b>		<b>1,263,532</b>

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

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

Sudden Valley Community Association

**Sudden Valley Community Association**  
**Reserve Cash Balance & Activity**  
 9 Months Actual, 3 Months Projected

UNAUDITED

	Capital Reserve Funds						Operating Reserve Funds				
	CRRRF	Roads	Capital Reserve Holding Fund	CRRRF Capital Reserve Holding Cash	Board Density Reduction	Mailbox	Mitigation Assignment of Savings*	Total Capital Reserve Funds	Emergency Ops	UDR	Total Operating Reserve Funds
<b>Net Available Cash 12/31/2021</b>	<b>2,688,455</b>	<b>2,911,292</b>	<b>1,157,885</b>	-	<b>87,365</b>	<b>75,985</b>	<b>182,139</b>	<b>\$ 7,103,121</b>	<b>360,736</b>	<b>342,077</b>	<b>\$ 702,813</b>
Dues Received	1,009,530	1,049,319			-	18,779		<b>2,077,628</b>	-	108,535	<b>108,535</b>
Transfer Fees Received, ¼ of 1% Storm Water Mitigation Plan Fee			7,922					<b>7,922</b>			-
Investment Income	3,264	3,474	-	1,304	-	-	79	<b>8,120</b>	269	256	<b>525</b>
Sale of Assets	-				-			-			-
Board Approved Transfer	500,000		(1,165,807)	1,165,807				<b>500,000</b>			-
Additional Loan Funding	1,098,468							-			-
Mitigation Release	128,641	-					(128,641)	-			-
2022 Expenditures	(2,084,427)	(1,073,889)	-	-	187	-		<b>(3,158,129)</b>		(189,595)	<b>(189,595)</b>
<b>Net Available Cash at 9/30/2022</b>	<b>3,343,931</b>	<b>2,891,196</b>	-	<b>1,167,111</b>	<b>87,552</b>	<b>94,764</b>	<b>53,577</b>	<b>\$ 7,638,131</b>	<b>361,005</b>	<b>261,273</b>	<b>\$ 622,278</b>
3 Month Outlook											
Outlook - 2022 Dues (93% collections)	315,351	324,348				5,853		<b>\$ 645,552</b>			<b>\$ -</b>
Outlook - Prior Year Collections	1,263	1,299			-	23		<b>2,586</b>		2,031	<b>2,031</b>
CRRRF Loan Payments for year 2022	(83,260)							<b>(83,260)</b>			-
Obligated Expenses\Holdings	(495,026)	(1,255,669)		(1,167,111)			(53,577)	<b>(2,971,383)</b>		(79,096)	<b>(79,096)</b>
<b>Net Usable Cash Balance 12/31/2022</b>	<b>3,082,259</b>	<b>1,961,175</b>	-	-	<b>87,552</b>	<b>100,641</b>	-	<b>\$ 5,231,627</b>	<b>361,005</b>	<b>184,208</b>	<b>\$ 545,214</b>
Board Recommended Carryover Balance	(600,000)	(500,000)						<b>\$ (1,100,000)</b>			<b>\$ -</b>
<b>Net Usable Cash 12/31/2022, After Recommendation</b>	<b>\$ 2,482,259</b>	<b>\$ 1,461,175</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 87,552</b>	<b>\$ 100,641</b>	<b>\$ -</b>	<b>\$ 4,131,627</b>	<b>\$ 361,005</b>	<b>\$ 184,208</b>	<b>\$ 545,214</b>
<b>Net Current Year Cash Increase (Decrease)</b>	<b>393,804</b>	<b>(950,117)</b>	<b>(1,157,885)</b>	-	<b>187</b>	<b>24,656</b>	<b>(182,139)</b>	<b>\$ (1,871,494)</b>	<b>269</b>	<b>(157,869)</b>	<b>\$ (157,599)</b>

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

Sudden Valley Community Association

Sudden Valley Community Association  
 Operations - By Department  
 September 1, 2022 to September 30, 2022  
 CURRENT MONTH

Whole \$

<u>UNAUDITED</u>								
<u>Department</u>	<u>Actual Revenue</u>	<u>Revenue B / (W)</u>	<u>Actual Salary Benefits</u>	<u>Salary &amp; Benefits B / (W)</u>	<u>Actual Other Expense *</u>	<u>Other Exp B / (W)*</u>	<u>Net Income / (Loss) *</u>	<u>Net B / (W)*</u>
ACC / Security	740	(5,740)	1,287	5,179	35,940	(6,646)	(36,487)	(7,207)
Accounting	2,770	(663)	36,048	(2,434)	19,290	(8,082)	(52,568)	(11,179)
Administration	98	(44)	48,536	421	10,509	2,380	(58,947)	2,757
Common Costs	4,700	1,779	-	-	54,528	(6,111)	(49,828)	(4,332)
Facilities	1,738	(3,014)	786	4,186	9,865	1,898	(8,913)	3,070
Maintenance	-	(83)	46,223	(21,292)	7,211	95	(53,434)	(21,280)
Subtotal	<b>10,046</b>	<b>(7,765)</b>	<b>132,880</b>	<b>(13,940)</b>	<b>137,343</b>	<b>(16,466)</b>	<b>(260,177)</b>	<b>(38,171)</b>
Golf	163,912	57,712	85,826	(6,493)	30,477	(3,656)	47,609	47,563
Marina	4,466	4,466	-	6,948	546	1,462	3,920	12,876
Subtotal	<b>178,424</b>	<b>54,413</b>	<b>218,706</b>	<b>(13,485)</b>	<b>168,366</b>	<b>(18,660)</b>	<b>(208,648)</b>	<b>22,268</b>
Rec/ Pools/ Parks								
Special Assmt Earned	35,281						35,281	
Curr Yr Bad Debts Activity	(1,000)						(1,000)	
Net Special Assmt Dues	34,281	1,454					34,281	1,454
Rec/ Pools/ Parks	1,269	(2,675)	39,865	1,769	10,662	98	(49,258)	(808)
Subtotal Rec/ Pools/ Parks	<b>35,550</b>	<b>(1,221)</b>	<b>39,865</b>	<b>1,769</b>	<b>10,662</b>	<b>98</b>	<b>(14,977)</b>	<b>646</b>
Subtotal Operations before Ops Dues	<b>213,974</b>	<b>53,192</b>	<b>258,571</b>	<b>(11,716)</b>	<b>179,028</b>	<b>(18,562)</b>	<b>(223,625)</b>	<b>22,914</b>
Ops Dues Earned	180,446						180,446	
Curr Yr Bad Debts Activity	(7,816)						(7,816)	
Net Ops Dues	172,630	4,496					172,630	4,496
Net Operations	<b>386,604</b>	<b>57,688</b>	<b>258,571</b>	<b>(11,716)</b>	<b>179,028</b>	<b>(18,562)</b>	<b>(50,995)</b>	<b>27,410</b>
Net BOD Approved UDR Activity for Operations								
Firewise/Road Mowing/Clean Green	-		-		-		-	
Clubhouse Remediation & Assessment	-		-		-		-	
Epiq Transfer Fee Refund Servicer	-		-		-		-	
2022 Clubhouse Kitchen Repairs	-		-		2,968		(2,968)	
Hazardous Tree Removal	-		-		-		-	
Net Operations with Board Approved UDR	<b>386,604</b>	<b>57,688</b>	<b>258,571</b>	<b>(11,716)</b>	<b>181,996</b>	<b>(18,562)</b>	<b>(53,963)</b>	<b>27,410</b>
Other Operating Activity								
UDR Activity	5,232				1,825		3,407	
AR Accrual - Prior Year Reversal	-				-		-	
AR Accrual - Current Year	-				-		-	
Vacation Liability Accrual	-				4,123		(4,123)	
Total Other Operating Activity	<b>5,232</b>				<b>5,948</b>		<b>(716)</b>	
Grand Total Operations Activity	<b>391,836</b>	<b>57,688</b>	<b>258,571</b>	<b>(11,716)</b>	<b>187,944</b>	<b>(18,562)</b>	<b>(54,679)</b>	<b>27,410</b>

\* Excludes Depreciation

B / (W) = Better / (Worse) Than Budget

Sudden Valley Community Association

Sudden Valley Community Association  
 Operations - By Department  
 January 1, 2022 to September 30, 2022  
 YEAR TO DATE

Whole \$

<u>UNAUDITED</u>								
<u>Department</u>	<u>Actual Revenue</u>	<u>Revenue B / (W)</u>	<u>Actual Salary Benefits</u>	<u>Salary &amp; Benefits B / (W)</u>	<u>Actual Other Expense *</u>	<u>Other Exp B / (W)*</u>	<u>Net Income / (Loss) *</u>	<u>Net B / (W)*</u>
ACC / Security	77,845	19,532	20,301	24,348	360,358	(97,034)	(302,814)	(53,154)
Accounting	25,087	(5,813)	228,513	1,734	49,683	(2,661)	(253,109)	(6,740)
Administration	1,363	88	289,017	45,421	197,535	(107,690)	(485,189)	(62,181)
Common Costs	28,651	2,363	-	-	333,490	(79,036)	(304,839)	(76,673)
Facilities	31,739	(11,029)	19,457	14,648	103,159	15,060	(90,877)	18,679
Maintenance	38	(712)	193,137	21,739	143,283	(65,446)	(336,382)	(44,419)
Subtotal	<u>164,723</u>	<u>4,429</u>	<u>750,425</u>	<u>107,890</u>	<u>1,187,508</u>	<u>(336,807)</u>	<u>(1,773,210)</u>	<u>(224,488)</u>
Golf	1,099,663	142,463	523,475	(5,929)	239,458	15,670	336,730	152,204
Marina	150,358	(2,338)	19,499	28,376	10,087	12,866	120,772	38,904
Subtotal	<u>1,414,744</u>	<u>144,554</u>	<u>1,293,399</u>	<u>130,337</u>	<u>1,437,053</u>	<u>(308,271)</u>	<u>(1,315,708)</u>	<u>(33,380)</u>
Rec/ Pools/ Parks								
Special Assmt Earned	317,789						317,789	
Curr Yr Bad Debts Activity	229						229	
Net Special Assmt Dues	<u>318,018</u>	<u>22,578</u>					<u>318,018</u>	<u>22,578</u>
Rec/ Pools/ Parks	30,517	4,302	212,284	29,649	159,835	(57,667)	(341,602)	(23,716)
Subtotal Rec/ Pools/ Parks	<u>348,535</u>	<u>26,880</u>	<u>212,284</u>	<u>29,649</u>	<u>159,835</u>	<u>(57,667)</u>	<u>(23,584)</u>	<u>(1,138)</u>
Subtotal Operations before Ops Dues	<u>1,763,279</u>	<u>171,434</u>	<u>1,505,683</u>	<u>159,986</u>	<u>1,596,888</u>	<u>(365,938)</u>	<u>(1,339,292)</u>	<u>(34,518)</u>
Ops Dues Earned	1,625,866						1,625,866	
Curr Yr Bad Debts Activity	(46,269)						(46,269)	
Net Ops Dues	<u>1,579,597</u>	<u>66,393</u>					<u>1,579,597</u>	<u>66,393</u>
Net Operations	<u>3,342,876</u>	<u>237,827</u>	<u>1,505,683</u>	<u>159,986</u>	<u>1,596,888</u>	<u>(365,938)</u>	<u>240,305</u>	<u>31,875</u>
Net BOD Approved UDR Activity for Operations								
Firewise/Road Mowing/Clean Green	-		-		15,586		(15,586)	
Clubhouse Remediation & Assessment	-		-		23,639		(23,639)	
Epiq Transfer Fee Refund Servicer	-		-		38,304		(38,304)	
2022 Clubhouse Kitchen Repairs	-		-		17,783		(17,783)	
Hazardous Tree Removal	-		-		60,000		(60,000)	
Net Operations with Board Approved UDR	<u>3,342,876</u>	<u>237,827</u>	<u>1,505,683</u>	<u>159,986</u>	<u>1,752,200</u>	<u>(365,938)</u>	<u>84,993</u>	<u>31,875</u>
Other Operating Activity								
UDR Activity	94,518				25,985		68,533	
AR Accrual - Prior Year Reversal	(34,910)				-		(34,910)	
AR Accrual - Current Year	-				-		-	
Vacation Liability Accrual	-				18,066		(18,066)	
Total Other Operating Activity	<u>59,608</u>				<u>44,051</u>		<u>15,557</u>	
Grand Total Operations Activity	<u>3,402,484</u>	<u>237,827</u>	<u>1,505,683</u>	<u>159,986</u>	<u>1,796,251</u>	<u>(365,938)</u>	<u>100,550</u>	<u>31,875</u>

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

Sudden Valley Community Association

SUDDEN VALLEY COMMUNITY ASSOCIATION - LOTS & DUES ANALYSIS 2022

	SVCA Owned Lots																											LLE & CTB	Dues Exempt	Total Non Billable Lots	Total All Lots			
	Actual Year Prepaid			Actual Current			Actual 1 Mth Due		Actual 2 Mth Due		Actual 3 Mth Due		Actual 4+ Mth Due		Pmt Plans		Total Prepaid & Current			Total Not Current			Total Billable Lots			Restricted						Total		
	Vac	Dev	Total	Vac	Dev	Total	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Total	Vac	Dev	Total	Vac	Dev	Total	Perm	WD10						Avail.	
Jan	20	87	107	350	2,376	2,726	43	110	3	25	1	15	26	51	3	14	370	2,463	2,833	76	215	291	446	2,678	3,124	774	0	3	777	732	8	1,517	4,641	
Feb	22	97	119	341	2,389	2,730	33	86	27	23	1	11	18	57	4	15	363	2,486	2,849	83	192	275	446	2,678	3,124	774	0	3	777	732	8	1,517	4,641	
Mar	28	104	132	366	2,433	2,799	17	60	7	12	7	8	18	46	3	15	394	2,537	2,931	52	141	193	446	2,678	3,124	774	0	3	777	732	8	1,517	4,641	
Apr	30	106	136	346	2,391	2,737	38	94	4	19	3	7	22	46	3	15	376	2,497	2,873	70	181	251	446	2,678	3,124	774	0	3	777	732	8	1,517	4,641	
May	31	113	144	361	2,410	2,771	15	77	12	15	2	8	20	39	5	16	392	2,523	2,915	54	155	209	446	2,678	3,124	774	0	3	777	732	8	1,517	4,641	
Jun	34	126	160	362	2,400	2,762	18	75	2	19	6	5	17	40	6	14	396	2,526	2,922	49	153	202	445	2,679	3,124	774	0	3	777	732	8	1,517	4,641	
Jul	37	141	178	332	2,357	2,689	32	116	7	21	2	5	18	36	5	14	369	2,498	2,867	64	192	256	433	2,690	3,123	774	0	3	777	733	8	1,518	4,641	
Aug	42	162	204	337	2,398	2,735	11	50	13	23	5	9	17	35	5	15	379	2,560	2,939	51	132	183	430	2,692	3,122	774	0	3	777	734	8	1,519	4,641	
Sep	50	189	239	319	2,302	2,621	22	120	7	16	10	15	17	33	4	18	369	2,491	2,860	60	202	262	429	2,693	3,122	774	0	3	777	734	8	1,519	4,641	
Oct	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nov	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dec	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

LLE = Lot Line Eraser  
 CTB = Covenant to Bind

<b>Sudden Valley Community Association - Capital Project Report</b>									
<b>CRRRF Projects Open in 2022</b>									
Updated as of <b>9/30/2022</b>									
							A	B	A-B
<b>BOARD APPROVED PROJECT</b>							<b>BUDGETED</b>		
<b>Cost Manager</b>	<b>Approval Date</b>	<b>GL</b>	<b>Project Name</b>	<b>Fund</b>	<b>Status</b>		<b>Board Approved</b>	<b>Total Invoiced</b>	<b>Acctg Funds Obligated</b>
Turf Manager	1/23/20	9719.18	Trim Mower- Turf	CRRRF	Open	●	44,050	21,149	22,901 LE
Turf Manager	1/23/20	9719.19	Utility Vehicles	CRRRF	Open	●	104,248	55,035	49,213 LE
Rec Manager	3/12/20	9719.20	Marina Dock Replacement	CRRRF	Open	●	53,929	22,338	31,591
B. Kruhlak	11/5/20	9721.01	Golf Cart Fleet	CRRRF	Open	●	183,900	61,500	122,400 LE
B. Kruhlak	2/10/22	9722	Golf Course Bridge Replacement	CRRRF	Open	●	323,177	205,367	117,810
Turf Manager	3/30/22	9722.1	2014 Toro Flex Walk Mowers	CRRRF	Open	●	10,870	10,000	870
Turf Manager	3/30/22	9722.02	2022 John Deere 7500A Fairway Mower	CRRRF	Open	●	84,703	-	84,703
Turf Manager	3/30/22	9722.03	2022 John Deere HD300 SelectSpray Sprayer	CRRRF	Open	●	21,231	21,231	-
Ops Manager	6/9/22	9722.04	Security System	CRRRF	Open	●	45,717	4,252	41,465
Ops Manager	6/9/22	9722.05	Rekeying of Facilities	CRRRF	Open	●	25,000	-	25,000
Maint Manager	9/1/22	9722.06	Roadside Mower	CRRRF	Open	●	101,617	101,804	(187)
GM	10/13/22	9722.07	Main Pool Gutter Repair (Executive Comm. Ratification)	CRRRF	Open	●	26,933	27,673	(740)
<b>Open Projects Total, CRRRF</b>							<b>\$ 1,025,375</b>	<b>\$ 530,349</b>	<b>\$ 495,026</b>
<p style="text-align: center;"><b>LE</b> These items represent 5 year capital leases, which means the obligated costs will be spread out over a five year period.</p>									
<b>Note: Cash outlay on 1850 Lake Whatcom Boulevard property purchase is \$1,529,727</b>									

Sudden Valley Community Association - Capital Project Report									
Roads Projects Open in 2022									
Updated as of 9/30/2022									
BOARD APPROVED PROJECT							A	B	A-B
Cost Manager	Approval Date	GL	Project Name	Fund	Status		BUDGETED		
							Board Approved	Total Invoiced	Acctg Funds Obligated
GM	3/28/2019 & 7/14/2022	9919.07	Barn 7 & Rotunda Foundation Removal Design	ROADS	Open	●	78,385	25,419	52,966
GM	10/8/20	9920.06	2020 Southern Court Remediation	ROADS	Open	●	200,000	191,657	8,343
GM	3/25/21	9921.03	2021 Southern Court Stabilization & Ashpalt Repairs	ROADS	Open	●	189,271	141,227	48,044
GM	5/27/21	9921.04	Culvert C-182	ROADS	Open	●	15,125	893	14,232
GM	5/27/21	9921.05	Culvert C-315	ROADS	Open	●	314,700	-	314,700
GM	1/27/22	9922	Fast Response Unforseen Drainage Issues	ROADS	Open	●	83,208	77,299	5,909
GM	2/10/22	9922.1	2022 Roads Repair Project	ROADS	Open	●	30,000	25,752	4,248
GM	1/27/22	9922.2	Polo Park Drive Repairs	ROADS	Open	●	60,793	32,496	28,297
GM	1/27/22	9922.3	2022 Roads On-Call Engineering	ROADS	Open	●	36,361	2,856	33,505
GM	5/4/22	9922.4	2022 Pothole Repairs	ROADS	Open	●	37,207	34,997	2,210
GM	5/4/2022 & 7/14/2022	9922.5	Road & Drainage NOA Projects	ROADS	Open	●	573,239	193,634	379,605
GM	5/4/22	9922.6	Spring Road, Cascade Lane, Greenhill Road Repairs	ROADS	Open	●	850,199	529,593	320,606
OPS Manager	6/9/22	9922.7	Marina Parking Lot Grading	ROADS	Open	●	30,000	23,130	6,870
<b>Subtotal Roads Open Projects</b>							<b>\$ 2,498,488</b>	<b>\$ 1,278,953</b>	<b>\$ 1,219,535</b>
			<b>2021 Culvert Vegetation Control (CVC)</b>						
Maint Manager	4/8/21	9921.08	Supplies & Outside Contractor	ROADS	Open	●	27,209	120,061	(92,852) A
Maint Manager	4/8/21	9921.082	CVC Wages, Taxes, & Benefits	ROADS	Open	●	155,049	26,063	128,986 A
<b>Subtotal Roads CVC Project</b>							<b>\$ 182,258</b>	<b>\$ 146,124</b>	<b>\$ 36,134</b>
<b>Open Project Totals, Roads</b>							<b>\$ 2,680,746</b>	<b>\$ 1,425,077</b>	<b>\$ 1,255,669</b>
		A	9921.08 and 9921.082 are the same project.						





# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

## CAPITAL REQUEST MEMO

**To:** Sudden Valley Community Association Board of Directors  
**From:** Mike Brock, Maintenance Supervisor  
**Date:** December 15, 2022  
**Subject:** **Capital Request – Additional Funds for Hazard Tree Fund (UDR)**

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**Purpose** – To request additional funding for the removal of SVCA’s hazardous trees.

**Background** – We had to undertake a significant amount of unforeseen hazardous tree removals in SuddenValley due to 2022 weather events and a lack of previous hazard tree removal and maintenance.

**Analysis** –As of December 13, 2022, the operations budget GL# 6165 line item has paid out \$133,291 for hazardous tree services, which exceeds the 2022 total annual budget of \$60,000 by \$73,291. Additionally, another \$60,000 has been approved and spent out of UDR project code 9622.2 (approved 5/12/2022), which brings the total 2022 spending on hazardous trees to \$193,291.

**Proposal** – Provide more UDR funding for the 2022 cost of the removal of SVCA hazardous trees.

**Request** - Request additional funding of \$74,000 out of UDR for hazardous tree removal to supplement the unforeseen overrun of the operations GL# 6165 line item.

**Motion:** Move to Approve the proposal for increased UDR funding in the amount of \$74,000 for 2022 hazard tree services as presented.