

General Manager Report – August 2024

Sudden Valley residents continued to enjoy the parks, beaches, pools, and trails while staff focused on getting ready for Fall.

Town Hall Budget Presentation

The annual budget Town Hall meeting was held on August 17th and was well-attended. The meeting began at 1:30 pm and continued to almost 5:00 pm, with two hours of that time dedicated to answering members' questions. This meeting used a hybrid format with members attending both in person and via Zoom. Members who attended via Zoom were also allowed to ask questions and the format worked well. The meeting was also streamed via YouTube and a recording is available on the SVCA YouTube channel.

Pool Use and Revenue

The pools continued to be very busy in August, although cooler weather affected turnout on several days. The high temperatures experienced over the Labor Day weekend caused extremely large crowds; at one point on Sunday there was a waiting list for more than four hours. Cumulatively, SVCA has collected \$23,222 in Pool Revenue at the end of August, compared to \$17,502 collected at the same time in 2023. This represents an increase of 33% over last year. Because members are not charged fees to use the pool, this revenue came from the sale of swim passes to non-residents and pool rentals. Given the high volume of use this year, the Board may want to consider limiting the number of non-resident swim passes sold next year.

Racket Sport Courts Reopen

The newly resurfaced racket sport courts in the Rec Corridor reopened for use on August 20th and the community has been using them. Although signs were posted asking skateboards and other wheeled equipment to stay off the courts, we could see that the new surface was being damaged, so a padlock was installed. The key to the lock is held at the Rec Front Desk and anyone who wants to play tennis or pickleball can request that the courts be opened. We have requested a quote from our security company, Guardian, for a card reader and security camera to be installed at the courts.

ACC Submissions

The ACC had a busy month reviewing a total of forty four submissions at the two August meetings and a record 40 submissions at the first September meeting held last week. This volume of work keeps both the committee and support staff very busy with site tours, agenda preparation, and acknowledgement letters. September's submission volume to date is much less, so we expect to catch up quickly and be able to work on other administrative projects this month.

Capital Projects Update

Active Projects

Area Z Maintenance Shop

Construction began in January and we are waiting for final inspections. We expect to be occupying the building before the end of September.

Tennis Court Resurfacing

Work began in June and the courts have reopened. A few lunch list items remain and are expected to be complete before the end of September.

Turf Care Building Design & Permitting

Design is complete and we are waiting for a permit.

Adult Center HVAC & Tankless Hot Water Heater Replacement

Work is scheduled to begin in September and be complete within a few weeks.

Clubhouse HVAC Design & Permitting

Design is complete and we are waiting on a structural design. We expect to submit a permit application in September.

Fence Replacement: RV Storage, Adult Center, Turf Care Building

Work is on schedule and is expected to complete in October.

2024 Road & Drainage Project

Work began on May 29th and is expected to be complete by the end of September.

Cold Spring Drainage Repairs

Design and permitting is complete. Work is planned to be completed in September.

Bridge Design & Permitting

Design is underway and is expected to be completed in October.

Projects On Hold

Barn 8 Siding

This project is on hold until a structural report is completed. Structural evaluation is scheduled to begin September 16th.

Completed Projects

Marina Boat Launch Dock

Construction is complete and the boat launch dock is now open.

Turf Care Cart Paths

This is a three-year project. All the construction planned for this year is complete.

Turf Care HVAC Repairs

The new equipment has been installed and this project is complete.

Rekey Facilities

All locks have been replaced and this project is now complete.

Clubhouse & Adult Center Painting

This project is complete.

Administration

Activity Summary

- Supported the annual Town Hall community meeting.
- Finalized 2024 updates to the Architectural Control Policies.
- Continued work with N&E Committee to prepare materials for the 2024 election.
- Supported meetings for Architectural Control, Finance, and Nominations & Elections Committees.
- Supported budget and presentation development.
- Continuing to support a very high volume of new construction submissions and exterior alteration requests.

Successes

- Achieved board approval of extensive revisions to Architectural Control policies.

Planned Work

- Organize additional volunteer events.
- Plan for the upcoming Candidate Forums.

Accounting

Activity Summary

- Completed routine work to maintain monthly financial schedule; June financials completed.
- Prepared and delivered a presentation of the proposed 2025 Capital and Operating Budgets at the Community Town Hall meeting on August 17th.
- Finalized the 2025 Reserve Study.
- Continued work on the 2023 Financial Audit.

Successes

- The 2025 Reserve Study was completed earlier this year than in previous years.
- The collection rate continues to meet or exceed last year's performance.

Planned Work

- Continue work on 2023 Financial Audit.

Maintenance

Activity Summary

- Repaired clogged sink drain, shower handle, and leaking faucet at Rec Center
- Replaced lights in Hole 14 Bathroom
- Installed bollards at AM/PM Park Gate and Area Z
- Installed no overnight parking sign at Park & Ride
- Installed no parking signs at the Marina
- Repaired chain at Marina pavilion access
- Cleared ditches on Highwood Circle and Canyon Ct
- Replaced tires on 906 Loader and OP-26
- Replaced missing pool tiles at main pool
- Repaired swim line at the Marina
- Re-painted overflow parking lines
- Painted two interior doors at the Clubhouse
- Repaired door latch on UTV
- Trimmed overhead branches on Louise View Dr, Honeycomb Ln, Loganberry LN, and Huckleberry Ct
- Cleared brush at Marina Park
- Replaced ballast on two light fixtures at the Rec Center
- Cleared vegetation on keyway off Lousie View Dr.
- Replaced light fixture at Rec Center
- Repaired gate to Marina Pavilion
- Repaired lock on display case at the Welcome Center
- Removed one tree and numerous limbs from SVCA roadways following storm
- Limbed branches from several trees that were obstructing view of traffic
- Repaired baseboard at the Rec Center

- Repaired two keyways
- Installed several street signs
- Adjusted gate at main pool
- Repaired playground equipment at Rec Center
- Replaced outdoor light at Adult Center
- Repaired gym equipment
- Road shoulder mowing at various locations
- Routine mowing of Parks, Gate Entrances, and Facilities
- Re-installed bulletin board at the Clubhouse
- Replaced batteries in OP-22
- Replaced photocell on outdoor lights at Dance Barn
- Repaired potholes at various locations

Successes

- Painting project at Clubhouse & Adult Center is nearly complete
- Area Z Maintenance shop is nearing completion

Planned Work

- Routine mowing of parks and gate entrances
- Keyway repair off Sudden Valley Dr.
- Start moving items back to Maintenance Shop
- Clean storm water catch-basins with Vac- Trailer
- Evaluate building garbage can containers with internal staff
- Paint parking spaces at the Marina
- Painting of stop bars
- Pothole repairs at various locations
- Routine mowing of parks and gate entrances
- Install "Stop Ahead" sign on Marigold
- Move items back to Maintenance Shop
- RV Storage area refurbishment preparation
- Assess school zones
- Painting of stop bars
- Replace broken window at Turfcare Maintenance shop
- Install window screen at Guard Shack
- Repair outlet at Guard Shack
- Replace opener on main pool gate (part on order)
- Replace cork on message boards (supplies ordered)

Recreation

Activity Summary

- Ended our main pool season on Labor Day, cleaned pool area the next day.
- Set 2025 dates for pre-season lifeguard trainings & mid-season trainings with Aquatic Instruction.
- Pick-Up Soccer began on 9/5.

Successes

- The 2024 pool season saw a record number of patrons enjoy the pools.

Planned Work

- Storing away pool furniture.
- Completing pool items inventory.
- Prepare to close the quiet pool on 9/16.
- Planning cleaning tasks for our fitness center closure week (9/16-9/20).

Golf

Activity Summary

- Hosted a very successful BIAWC event with 148 players.
- Submitted proposed 2025 golf rates to Jo Anne for Board approval.
- Hosted the annual Bucks and Does tournament.
- Organized a Sand & Seed party in preparation of the Men's Invitational this weekend.
- Worked closely with staff in preparation and logistics for the Men's Invitational.
- Hosted a very successful Men's Invitational.
- Met with Golf Club board to discuss budget, remaining events, and recap this season.
- Hosted several outside events.
- Preparing for the Aslan tournament – Full Field 144 players.
- Completed the Ladies Club Championship.
- Sent out promotional information for the Bellingham Amateur at the end of September.
- Purchased and installed a new drum for our range picker.

Successes

- July was a solid month with - \$40K over budget.
- Completed our biggest event of the season – The Men's Invitational.

Planned Work

- Run a successful Men's Invitational event.
- Prepare for the Ladies Club Championship, Aslan event, and several smaller outside events in the next two weeks.
- Run a successful Aslan event.
- Work closely with tournament organizers of several outside events coming up.

Turf Care

Activity Summary

- Continued efforts keeping up with equipment repair/maintenance.
- Ramped up course conditioning for multiple high-profile events.
- Topping up sand traps with fresh bunker sand substantially completed.
- Replacing/cleaning permanent yardage markers in the fairways.
- Started bridge remedial work on #2 bridge.
- Verti-cut and top-dress greens with sand to improve ball roll.
- Continue sod repairs to #13 green from winter injury.

Successes

- Course is in good condition despite high use and multiple events

Planned Work

- Finish bridge #2 remedial work as recommended by report.
- Preparations for fall aerating program
- Hiring crew members to replace seasonal departures
- Planning sod nursery rebuild as well as chipping green rebuild this fall.