

General Manager's Report – March 2024

In March, Sudden Valley continued the transition from winter to spring, experiencing higher than average rainfall mixed with occasional sunny days. Residents enjoyed outdoor activities as temperatures gradually warmed up towards the end of the month. Staff remained focused on getting our grounds, facilities, and programs ready for the new season.

Marina Renewals

Marina contract renewals are being completed at a pace that is slightly behind last year. We wanted to assess whether this was related to the fee increase that was implemented for 2024, so administrative staff have been calling renters to remind them about their renewal and ask if they were planning to terminate their rental agreement. At this time, most renters have been contacted. Although we were not able to speak directly with everyone, no one that we spoke to planned to cancel. Many people said that they were waiting until after their taxes were filed to complete their renewal. As a reminder, SVCA mailed 167 marina contracts and 125 kayak contracts. To date, we have renewed about 20% of the contracts, collecting \$60,904 in rental fees. Contract holders have until May 10th to renew. On May 13th, any slips that have not been renewed will be offered to individuals on the waiting list.

Volunteer Program

SVCA's volunteer program is off to a great start with 29 people signing up to help at community events. The first volunteer event was held last week with 11 people coming out to clear brush from the Lake Louise Trail. The weather was great, participants had fun, and four large truckloads of brambles and miscellaneous debris were removed from the trail. I would like to thank the people who turned out and encourage others to sign up.

Welcome Center

Sudden Valley's Garden Club recently replanted the deck planters they created for the Welcome Center last year. I would like to thank them and invite the community to make use of the picnic tables by the parking lot and on the deck. It's a great spot to sit and have a chat or a rest after walking on the lake trail.

SVCA is a Dog Control Area

SVCA has recently had an increase in complaints about dogs being off leash and one situation occurred that was particularly frightening. Specifically, a resident called Security in late March to report that a loose pit bull was in her yard and had growled at and chased her young child who was playing there. Security responded, called Animal Control, and coaxed the dog out of the yard, but the situation could easily have ended differently. Last year there was an incident where a dog being walked on leash was attacked and killed by a dog that was left loose in a resident's yard. These incidents illustrate how dangerous situations can develop when a dog is not properly controlled. SVCA Rules & Regulations state that dogs in Sudden Valley "must be under control at all times, unless they are in one of the two dog parks. Under control means in the house or approved kennel, restrained by means of invisible (electronic) fences, or on a leash or chain not longer than fifteen feet, suitable for the animal's size and weight." A fine of between \$50 and \$100 may be assessed if your dog is found to be uncontrolled. Further, if a dog is found to be "at large" three or more times in a 90-day period, it can be deemed a nuisance and excluded from the community. I ask all dog owners to please familiarize themselves with the rules governing dogs in Sudden Valley and take the steps necessary to ensure that their dogs remain safe and under control at all times.

Golf Update

As you know, Brian Kruhlak has retired and Kevin LeDuc took over as Golf Director on April 1st. I am happy to announce that SVCA has hired an experienced Head Professional to support Kevin in his new role. Darren Chapman has relocated to the Pacific Northwest from Australia and will begin his work with SVCA on April 15th.

Capital Project Update

Marina Boat Launch Dock

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

Area Z Maintenance Shop

Construction began in January and is expected to be complete in June or July.

Tennis Court Resurfacing

On March 14th, the Board approved a contract with Stremler Gravel to complete this work. The contract has been executed and work is expected to begin in June and be completed in September.

Golf Austin Creek Repair

Current estimated costs for this project will be brought to the Board on April 25th, along with a report on the initial effect of the erosion experienced during the 2021 flood, the current state of the creek banks, and an assessment of potential risks.

Barn 8 Siding

Additional information on this project is being evaluated. Information will be brought to the Board in May.

Turf Care Cart Paths

Project will be presented to the Board on April 11th for contract award.

Turf Care HVAC Repairs

A contract was executed with Barron Heating. The new equipment will be installed the week of April 15th.

Rekey Facilities

Installation of the new locks started the week of April 8th and will take several weeks to complete.

2024 Road & Drainage Design

Design is finished, and the project was issued for bid in March. We expect to bring the award of contract to the Board on April 25th.

Cold Spring Drainage Repairs

Design is complete and waiting for WDFW's permit to be issued. Construction is planned to be completed this summer. The project will be packaged with the 2024 Road and Drainage project for bidding and contract award.

Department Updates

Administration

Activity Summary

- Held orientation for new SVCA Volunteers.
- Supported meetings for Architectural Control, Finance, Nominations & Elections, and Document Review Committees.
- Facilitated a day-long Strategic Planning meeting for the Long-Range Planning Committee.
- Prepared and served free hot drinks at the annual Easter Egg Hunt.
- Actively working with Marina patrons to renew 2024 rental agreements.
- Completed directional sign inventory.

Successes

- The SVCA Volunteer program continues to grow!

Planned Work

- Continue work on Marina rental agreements.
- Finalize programs and hiring for 2024 pool season.
- First volunteer cleanup event will be held in April.

Accounting

Activity Summary

- Completed routine work to maintain monthly financial schedule; January financials completed.
- Completed reporting setup for 2024.
- Supported annual insurance renewals.
- Received approval for annual Reserve Study.

Successes

- Implementation of annual salary adjustments was completed with no errors.

Planned Work

- Close out 2022 capital projects.
- Finalize seasonal adjustments to annual budget.
- Schedule Annual Financial Audit

Maintenance

Activity Summary

- Continued cleanup of roads and ditches of tree debris.
- Initiated project to deter theft of mailboxes; completed Gate 13 and Huckleberry Park mailboxes.
- Repaired auto fill plumbing on main pool filter vault.
- Fixed caster on pool line storage cart.
- Restored sewer service to Ladies Locker room at Rec Center.
- Replaced several window screens at Rec Center.
- Installed plows and sanders for winter weather response.
- Cleaned debris from Rotunda area.
- Removed tree from over roadway on Jasper Ridge.
- Serviced SP-6, AP-26, and the 906 loader
- Repaired fence at small dog park.
- Replaced electrical outlets upstairs in Welcome Center
- Repaired light in golf parking area
- Removed trees from roadway on Alder Ct.

Successes

- Purchased a new maintenance truck and transported it to the flatbed installer. Traded in old vehicles.
- Received several compliments on the road conditions following the most recent snow event.

Planned Work

- Tree and branch cleanup throughout SVCA.
- Repair slide at Huckleberry Park (parts on order).
- Repair catch basin on Par LN.
- Service woodchipper.
- Install new electrical circuit in upstairs of Welcome Center.
- Install drywall in storage room at Adult Center.
- Repair drywall in Rec Center mechanical room.
- Chip pile of branches at Gate 5 overflow.

Recreation

Activity Summary

- Booked lifeguard training for May 17-19.
- Began recruitment for summer lifeguards.
- Continued spring cleaning of Community Center rooms.
- Confirmed YMCA swim lessons Mondays, Wednesdays, and now Saturdays, July through August.
- Deep cleaned Community Center Café to prepare for spring and summer events.
- Began inventory of pool furniture & lifeguard equipment.

Successes

- Lifeguard training dates are set, giving us a start date for lifeguards.
- Implementation of standard opening & closing procedures has improved readiness and cleanliness of Community Center.

Planned Work

- Cleaning Marina Office.
- Hiring Lifeguards.
- Cleaning & re-organizing rec office.

Golf

Activity Summary

- Successfully recruited a new Head Golf Professional.
- Continued to onboard the 1st Assistant.
- Incoming Director of Golf, Kevin LeDuc, continued training with current Director Brian Kruhlak for transition of operations coming on April 1st.
- Completed entry forms, flyers, and promotional emails for upcoming events.
- Conducted interviews with candidates for seasonal positions.
- Daily meetings with Turfcare Superintendent on course issues and updates.
- Successfully hosted our final Winter Series event with 116 players, despite a very wet day.

Successes

- Completed another successful Winter Series season.

Planned Work

- Complete merchandise inventory and transfer accounts.
- Work with SVCA administration on getting computer configured in my new location and getting the 1st Assistant set up in back office.
- Draft a letter and send out to the membership with information about the upcoming season.
- Continue to train and hire staff as we approach the busy season.

Turf Care

Activity Summary

- Continued efforts on scheduled Turf Care equipment repair and maintenance.
- Small tine aerating of troubled greens and overseeding/fertilizing.
- Exposed plugged drain line at base of #15 hill, removed tree roots.
- Aerated, over-seeded, and top-dressed all tee boxes with sand.
- Turf Care crew working diligently to complete Greens drainage projects.
- Replaced broken bridge deck boards on #17 bridge.
- Met with WRS to confirm scope of cart path work; documents to PNW soon.

Successes

- Current projects are on track.

Planned Work

- Turf equipment seasonal repair and maintenance ongoing.
- Aerating greens surrounds and overseeding winter kill turf areas.
- Wrap up sand trap edging.