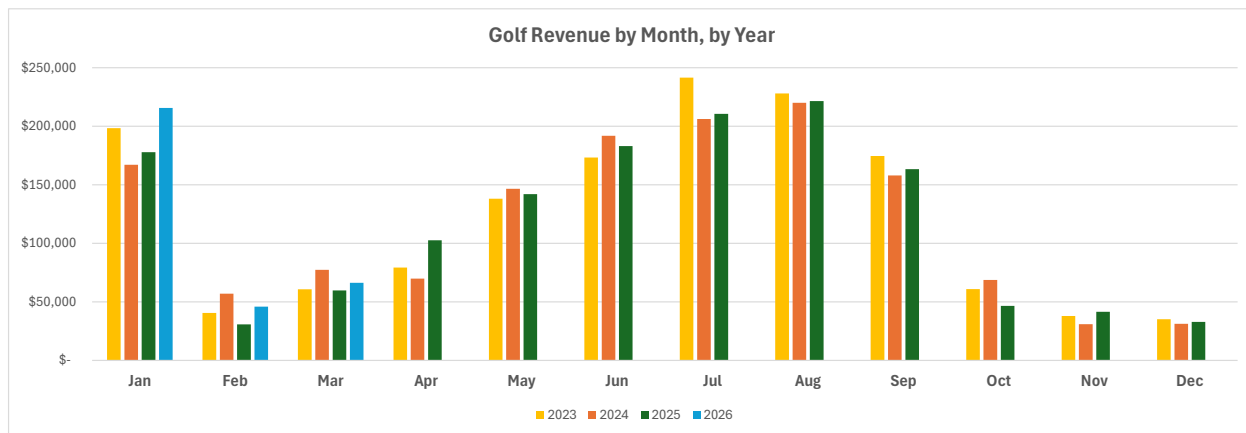


## General Manager's Report – March 2026

In March, Sudden Valley experienced the extreme variability of traditional Spring weather. Maintenance was kept busy removing trees blown down by the wind, only to turn around and have to prepare for possible snow removal the next day. Seasonal hiring, in preparation for the summer season, kept Administration busy, while Recreation focused on filling the open wet and dry slips at the Marina.

### Golf Revenue

Golf revenues are off to a strong start, with a total of \$327,689 for the first quarter. This is an increase over last year of \$60,418, or 22%. A large portion of the increase is attributed to more memberships being purchased than usual, but the daily green fees have been very healthy in both February and March, despite challenging weather. Golf expenses for January are lower than last year by \$3,568, which is a very healthy indicator.



### Marina Renewals

Recreation was not able to fill all the available wet and dry slips by the end of March. Currently, there are 8 standard-sized wet slips and 24 dry slips still open. Recreation is working with people on the wet slip waiting list, but most of the boats that need to be accommodated are too large to fit in a standard spot. Thirty-seven (37) people who were on the wet slip waitlist were contacted and then removed from the list. Twenty (20) people remain on the list; sixteen (16) of them need a premium or select slip. There is no waiting list for dry slips.

There are also thirty-two (32) open canoe/kayak racks; most of these are top slots which many people don't want because it's difficult for them to lift their boats that high. Eighteen (18) people have been removed from the waiting list and twenty-three (23) remain on the list.

We will continue to contact people on the waiting lists and to advertise these openings in the weekly eBlast and in the Views.

### New Resident Welcome Packets

Administration has revived the practice of sending welcome packets to new residents each quarter. Materials were revised in March and the first mailing went out this week.

Updated Website

Administration has been working on an updated version of the SVCA website since the beginning of the year. We expect to go live with the new version in April. It is structured very much like the current website, so users should not experience any disruption. The new platform will be mobile enabled for better access on cell phone, and it will allow us to reinstate the online events calendar and support fillable forms.

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### 2026 Capital Projects Status

CRRRF Projects	Approved Budget	Status
<u>Facilities:</u>		
Austin Creek Bank Repair	\$ 32,571	
Barn 8 Refurbishment	\$ 843,555	Paused
Turfcare Building Remodel	\$ 125,446	Complete
Clubhouse HVAC	\$ 214,114	In Progress
Golf Bridge Repair - #1 & #4	\$ 59,056	Complete
Marina Tennis Court Refurbishment	\$ 21,120	In Progress
Marina Security Upgrade	\$ 19,318	In Progress
<u>Equipment:</u>		
Turfcare Tractor Replacement	\$ 48,048	Complete
Turfcare Equipment Replacement	\$ 232,506	In Progress
Driving Range Equipment Replacement	\$ 22,378	In Progress
<b>Total Budgeted</b>	<b>\$ 1,618,112</b>	

Roads Projects	Approved Budget	Status
Design/Permits for 2026 Projects	\$ 41,888	In Progress
Area Z Access Bridge/Culvert #4 Replacement	\$ 1,219,468	In Progress
On Call Engineering	\$ 44,995	In Progress
Fast Response - Roads & Drainage	\$ 95,613	In Progress
Ditches, Culverts, & Swales (CVC)	\$ 135,546	In Progress
Potholes & Minor Road Repairs	\$ 39,370	In Progress
Bridge Inspections	\$ 6,976	Complete
2026 Road Repairs	\$ 428,714	In Progress
<b>Total Budgeted</b>	<b>\$ 2,012,570</b>	

#### Capital Projects in Progress

Austin Creek Bank Repair

Design is underway and we are waiting for feedback from Whatcom County before finalizing the design and submitting permit applications.

Clubhouse HVAC

A contract has been awarded, and work is expected to begin in May.

### Marina Tennis Court Refurbishment

This project is being designed and permits will be submitted in April. When the design is complete, additional funding will be requested before the project is put out to bid. Construction is expected to take place this summer.

### Turfcare Replacement Equipment

The equipment has been ordered and will take up to six weeks to come in.

### Marina Security Upgrade

Work is expected to begin in April.

### 2026 Road Repairs

We are waiting for permits to be approved. Work is expected to begin after June 1.

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## **Department Reports**

### **Administration**

#### **Activity Summary**

- Began recruiting for seasonal positions: custodian, maintenance, lifeguards, golf staff; Filled several positions and will continue seasonal hiring support
- Purchased hardware to trial new POS software; began implementing new software
- Continued developing Standard Operating Procedures (SOPs) to reflect current processes
- Completed development of a process to register and manage short- and long-term rental properties within the Association
- Finalized and successfully tested implementation of software to streamline the onboarding process for new employees
- Began process to identify more affordable healthcare options for employees
- Developed materials to begin sending welcome packets to new Sudden Valley residents

#### **Successes**

- Streamlining the hiring and onboarding process will ensure that seasonal hiring goes more smoothly and department managers can focus on their core responsibilities instead of worrying about paperwork
- Managers have been able to identify qualified candidates for open seasonal positions much earlier than in prior years

#### **Planned Work**

- Finalize the new POS software implementation and plan the transition to the new system
- Continue updating SOPs
- Implement process to register and manage short- and long-term rental properties within the Association

### **Maintenance**

#### **Activity Summary**

- Completed interior painting at the Rec Center
- Completed shelving and assisted with moving files to new archive room
- Replaced stop sign at Sudden Valley Drive & Inglewood Place
- Repaired exterior door at the Rec Center
- Built secure storage for gaming equipment at the Rec Center
- Removed invasive ivy from SVCA ROW on Yearling Place
- Repaired potholes in various locations

- Removed fallen trees from several roadways due to wind events
- Removed tree from over roadway on Sudden Valley Drive
- Removed hazardous log from Lake Louise
- Repaired boardwalk on Strawberry Falls Trail
- Performed maintenance on Beaver Ridge Trail
- Repaired path and removed fallen tree on Lake Louise Trail
- Started cleaning out Barn 6
- Trimmed vegetation at various intersections to improve visibility
- Replaced condenser, front and rear brakes, and repaired seat on SP-6
- Repaired suction hose and removed and replaced hoses on Vac Trailer
- Set up snowplows and sanders for possible snow event
- Removed and stored snow removal equipment
- Installed support bracket for PSE meter at the Marina
- Serviced OP-26
- Cleared area near kayak racks at AM/PM Park
- Assisted with removal of kayaks that were past due on storage fees
- Cleaned bridge drainage on Polo Park Drive
- Sharpened blades on mowers for upcoming season
- Trimmed trees and cleaned Clubhouse parking area
- Repaired damage to landscaping at Clubhouse parking lot
- Replaced damaged traffic barrier at Clubhouse parking lot and improved visibility
- Repaired two doors at Clubhouse
- Prepared lower Clubhouse for upcoming HVAC project
- Replaced damaged street sign
- Repaired tilt bed trailer
- Cleaned mailbox clusters in all gates
- Replaced lighting at several facilities
- Replaced signage at North Point Park
- Cleaned and serviced AD-1 to be used by Security
- Completed repairs to speed bumps in several gates
- Removed tree from Area Y trail
- Repaired toilet at Hole 7 bathroom

#### **Successes**

- Equipment is serviced and ready for spring mowing season
- We have an excellent candidate to fill our vacant seasonal custodian position

#### **Planned Work**

- Refurbish Rec Center gazebo
- Install new kayak rack at AM/PM Park
- Continue trimming vegetation to improve visibility at intersections
- Replace handicap parking sign at Dance Barn
- Gravel restoration of parking areas and keyways
- Pool start up maintenance
- Spring cleaning – Mailboxes, entryways, sidewalks
- Replace cv axel and front brakes on AD-1
- Replace handicap parking sign at Dance Barn
- Repair tire on deck trailer
- Gravel restoration of parking areas and keyways
- Service wood-chipper and replace blades

- Prepare for Firewise

## **Golf**

### **Activity Summary**

- Send out letter to membership regarding tournament schedule and course updates
- Met with area courses – we have created a collaborative website ([mountbakergolftrail.com](http://mountbakergolftrail.com)) to promote Whatcom County courses
- Completed our final Winter Series event with 136 players
- Working closely with Club Prophet on new web site design scheduled to go live by April 1st
- Met with several returning staff members to discuss 2026 season and onboarding. Interviewed new and returning seasonal staff
- Booked two new outing events for May and June
- Promote and prepare for first two member events for the season (Masters Par 3 and Opening Day)
- Training of new pro shop employee – Connie Gregor
- Cleaning up around the clubhouse after heavy winds

### **Successes**

- Bridge repairs will be completed by March 14<sup>th</sup>
- Tree trimming and landscaping around the club house is wonderful
- Completion of all nine scheduled Winter Series events
- YTD revenue is \$60K over 2025

### **Planned Work**

- Promote our Master Par 3 and Opening Day event on April 10<sup>th</sup> & 11<sup>th</sup>
- Finalize new web site and email marketing platform
- Finalize a new golf course tri-fold brochure to hand out to visitors
- Continue to reach out to potential tournament outings
- Coordinate annual detailing of golf carts in preparation of the busy season
- Plan and schedule golf clinics beginning in mid-April
- Meet with Men's Club to go over the Men's Invitational itinerary and fees

## **Turfcare**

### **Activity Summary**

- Moved all pipe to new rack next to building
- Planted 60 Rhododendrons around the Clubhouse
- Cleaned up yard prior to sand bunker project
- Yard Sand storage area completed
- Sent out 2026 soil tests for all greens
- Cleaned out Lake Louise trash gates
- Worked on rough mower to be ready for the season
- Blew heavy debris off fairways
- Demo'd a robot turf mower on hole 16
- Installed small drain line on hole 7 with pipe and gravel
- Attended Spring WWGCA Superintendents meeting at Everett CC
- Replaced a rotten deck board on bridge 7
- Started annual sand trap edging
- Light top dressing of all greens
- Third application of lime on all putting greens
- Aerated Driving Range grass tee box
- Heavy wind debris cleanup

- Interviewed a seasonal greenskeeper
- Extensive Turfcare building cleanup and organization
- Final grading on #13 and #2 forward tee boxes
- Irrigation wiring issue troubleshooting on hole 15
- Light sand top dress all putting greens completed
- Received new greens roller
- Irrigation wiring issue troubleshooting on hole 15
- #1 and #4 bridge repairs complete

#### **Successes**

- General winter maintenance and early spring cultural practices are going as planned

#### **Planned Work**

- Layout sod on #8 and #13 tee boxes
- Fairway and rough area rolling with 10' roller
- Clean out all irrigation satellites pedestals for the upcoming season
- Aerate and heavy top-dress driving range tee
- Sand trap edging
- More planting of perennial shrubs at clubhouse
- Fairway aerating and sand topdressing set to go for the next few weeks
- Greens aerating set to go April 6-7, weather pending
- Clean out all irrigation satellites pedestals for the upcoming season
- All tee box aerating/overseeding and sanding planned
- Install sod on 3 new tee boxes for the 2026 season

#### **Recreation**

##### **Activity Summary**

- Open Mic Night on 3/5
- Trivia Night on 3/20
- YMCA Sudden Valley Spring Soccer program confirmed, registration launched
- Filling empty wet slips & kayak racks
- Posted job openings for Lifeguards & Lead Lifeguards. Reviewing applications.
- Removed kayaks from unpaid kayak racks
- Preparing for 3/28 Spring Market

##### **Successes**

- Spring Soccer Program partnership!
- Reducing kayak waitlist length

##### **Planned Work**

- Updated signage for Pools & Area-Z
- Continue to offer open Kayak racks, and wet slips
- Planning April Events: 4/4 Open House, 4/17 Trivia Night, 4/25 Open Mic Night, and working on a potential community planting class
- 2026 Valley Fair planning