

General Manager Report – October

Hazardous Trees

In March of this year, the Board of Directors approved \$55,000 from UDR to be used to pay for the removal of hazardous trees. The memo provided to the board at that time (attached) noted that SVCA has already spent the budgeted amount in this category and was on track to spend significantly more. At this time, I can confirm that my earlier projections were accurate. SVCA has spent \$127,318 on hazard tree removals year-to-date. The chart below summarizes spending in this category by month.

Summary of Hazardous Tree Removal Expenses - 2024 Year-to-Date												
Account Charged	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Year-to-Date
6165 - Hazardous Trees	\$ 28,019	\$ 20,634	\$ 11,304	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,522	\$ 5,440	\$ 71,919
UDR 9624.01	\$ -	\$ -	\$ 3,258	\$ 6,862	\$ -	\$ 12,922	\$ 10,518	\$ 8,051	\$ 6,928	\$ 6,860	\$ -	\$ 55,400
Total Expense	\$ 28,019	\$ 20,634	\$ 14,562	\$ 6,862	\$ -	\$ 12,922	\$ 10,518	\$ 8,051	\$ 6,928	\$ 13,382	\$ 5,440	\$ 127,319

This summary includes only those invoices that have been paid. I am aware of approximately \$10,000 in additional costs coming from tree removals that were completed last week. In the past, the last few months of the year had the highest number of tree removals. Given what we’ve spent so far and our past history of tree issues at this time of the year, I believe that SVCA could spend as much as \$160,000 on tree removals this year. I am not requesting additional funds at this time, because it will be more efficient to transfer funds in January, once the real total is known, but the board should be aware that this continues to be an area of concern for the Association.

Drainage Improvements

A quick note on drainage improvements: SVCA has spent a considerable amount of money over the past two years to improve our stormwater drainage system of catch basins, culverts and ditches. By comparing the number of maintenance requests related to drainage issues received this year versus last year, we can gauge whether this investment is having an impact. Between January through November of 2023, 118 were received; this year during the same period, only 42 were received. Considering that in 2024 we have had 51.26” of rainfall year-to-date compared with 34.34” last year, it is easy to see that drainage is significantly better now.

Non-Assessment Revenue

Review of the September financial statements shows that SVCA has stronger year-to-date net income when compared both to budget and to 2023. At the end of September, 2024 year-to-date net income is \$642,222, which is significantly higher than both budget at \$167,471, and last year at \$590,964. While a portion of this increase can be attributed to higher than budgeted assessment revenue, it is also due to both significant increases in non-assessment revenue and well-controlled expenses that are just under budget (1.9% lower).

Every source of non-assessment revenue is higher than was budgeted except for Area Z Rental Income, which was affected by the closure of that facility for several weeks in September for renovation. Revenue from Pools, Other Income (primarily ACC Fines), and New Home Construction Fees saw the largest increases this year, delivering \$173,217 more than was expected in the budget. Across all non-assessment revenue categories, we have taken in \$328,472 more than was budgeted. To put this into perspective, the proposed dues increase of 7% that will take effect next year will result in additional assessment revenue equaling \$360,922. So, the year-to-date non-assessment revenue surplus of \$328,472 is contributing almost as much to the bottom line as the dues increase planned for next year. Continued focus on increasing non-assessment revenue can have a significant effect on the amount of assessment revenue (AKA, dues) needed to support SVCA activities.

Capital Projects Update

Active Projects

Tennis Court Resurfacing

Resurfacing is complete and the courts were reopened in August. Electrical work is scheduled to be completed in November, followed by the installation of the new camera and card reader.

Turf Care Building Design & Permitting

Design is complete and we are waiting for a permit to be issued by Whatcom County.

Adult Center HVAC & Tankless Hot Water Heater Replacement

The HVAC system was installed and we are waiting for final inspections to be completed. Replacement of the water heaters has not yet been scheduled; we are waiting on the permit to be issued.

Clubhouse HVAC Design & Permitting

Design is complete and the permit application was submitted as planned in October. We are now waiting for the permit to be issued.

Bridge Design & Permitting

Design is underway and we expected to submit for permit in December.

Projects On Hold

Barn 8 Siding

This project is on hold until a structural report is completed. Structural evaluation on-site work has been completed and a full report is expected in November.

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.

Area Z Maintenance Shop

Construction is complete, permits have been signed off, and the temporary building that Maintenance occupied during the remodel has been removed.

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

Work is complete.

2024 Road & Drainage Project

Work is complete.

Cold Spring Drainage Repairs

Work is complete.

Administration

Activity Summary

- Supported election activities of the N&E Committee.
- Supported meetings for Architectural Control and Finance Committees.
- Hosted Candidate Forums, AGM, and Trunk or Treat.
- Working to complete annual reviews.
- Launched annual Open Enrollment period for staff.

Successes

- Trunk or Treat participation was higher than in previous years.

Planned Work

- Continue planning for the Holiday Market and Tree Lighting events.
- Finalize open enrollment.

Accounting

Activity Summary

- Completed routine work to maintain monthly financial schedule; August financials completed.
- Completed the 2023 Financial Audit with no findings.
- Completed SVCA's tax return

Successes

- The collection rate continues to meet or exceed last year's performance.

Planned Work

- Begin year-end closeouts and 2025 setup.

Maintenance

Activity Summary

- Repaired Marina boat launch gate
- Repaired Area Z RV Storage gate
- Repaired several street signs and improved signage at Wisteria LN & Loganberry LN
- Repaired swing at Marina playground
- Repaired swing at Gate 5 Park
- Re-stocked winter sand supply
- Finished shoulder mowing for the season, removed mower from tractor
- Trimmed tree limbs on Jasper Ridge Ln
- Moved office furniture at Welcome Center
- Installed heat tape and insulated water lines at Rec Center
- Repaired toilet at Adult Center
- Repaired wallpaper in restroom at Clubhouse
- Repaired backpack blower
- Repaired chainsaw
- Serviced OP-22, AD-1, and SP-5
- Serviced pump for brine tank
- Removed trees and branches from roadways
- Cleared ditches during heavy rain event

- Routine cleaning of SVCA facilities
- Routine mowing of Parks, Gate Entrances, and Facilities

Successes

- SVCA's drainage improvements are helping significantly during heavy rain events.
- Response to recent windstorm, road blockages were cleared very quickly from time of reports

Planned Work

- Prepare facilities for freezing weather (cover outdoor faucets, winterize park bathrooms, etc.)
- Close Louise View Drive/Southern Court for the season
- Brine application training (City of Bellingham)
- Install brine tanks on OP-24 and tractor
- Install plow and sander on OP-29
- Build garbage can containers (materials purchased, researching new lids)
- Clean up tree debris on SVCA roads and ditches
- Host Community Cleanup Event at Gate 5 Overflow

Recreation

Activity Summary

- Organized and held successful Trunk or Treat event with 19 participating trunks!
- Worked with vendors to finalize plans for Holiday Market.
- Renewed rental contracts for RV Storage Area; began outreach to waiting list to fill empty spots.
- Now running digital announcements for events and clubs on the Community Center Lobby TV.

Successes

- October events were successfully hosted.

Planned Work

- Finalize arrangements for Holiday Market.
- Continue to reach out to individuals on the RV Storage waiting list.
- Schedule "painting day" with Maintenance
- Create additional announcements for the lobby TV

Golf

Activity Summary

- Completed our second winter series event in a windstorm.
- Attended the annual Golf Club meeting and presented the annual report.
- Continued training new staff on the procedures and guidelines for booking tournament outings.
- Prepared a membership letter and 2025 rate sheet with 3% discount for early cash or check payment before December 10th.
- Cleaned up all the debris around the clubhouse area after the weekend storm.
- Working with WWU to host a successful cross-country meet on October 26th.
- Completed a refresher zoom meeting with Gallus golf on functionality of our golf App.

Successes

- Completed our second winter series event despite poor weather.

Planned Work

- Prepare for the Ron Roe Memorial tournament on November 2nd.
- Promote the third winter series event on November 9th.

- Finalize the golf club tournament schedule.
- Continue to book events for 2025.

Turf Care

Activity Summary

- Equipment repair and maintenance continues.
- Fairway aerating/slicing continues.
- Cleaned up and removed organic debris around Lake Louise dam outfall areas and lubricate dam gate structure.
- Leaf and debris cleanup/mulching underway.
- Storm clean up underway.
- Onboarded new staff member.

Successes

- Identified and hired an experienced groundskeeper.

Planned Work

- Continue preventive maintenance on equipment.
- Plan sod nursery rebuild and chipping green rebuild.
- #14 green repairs.