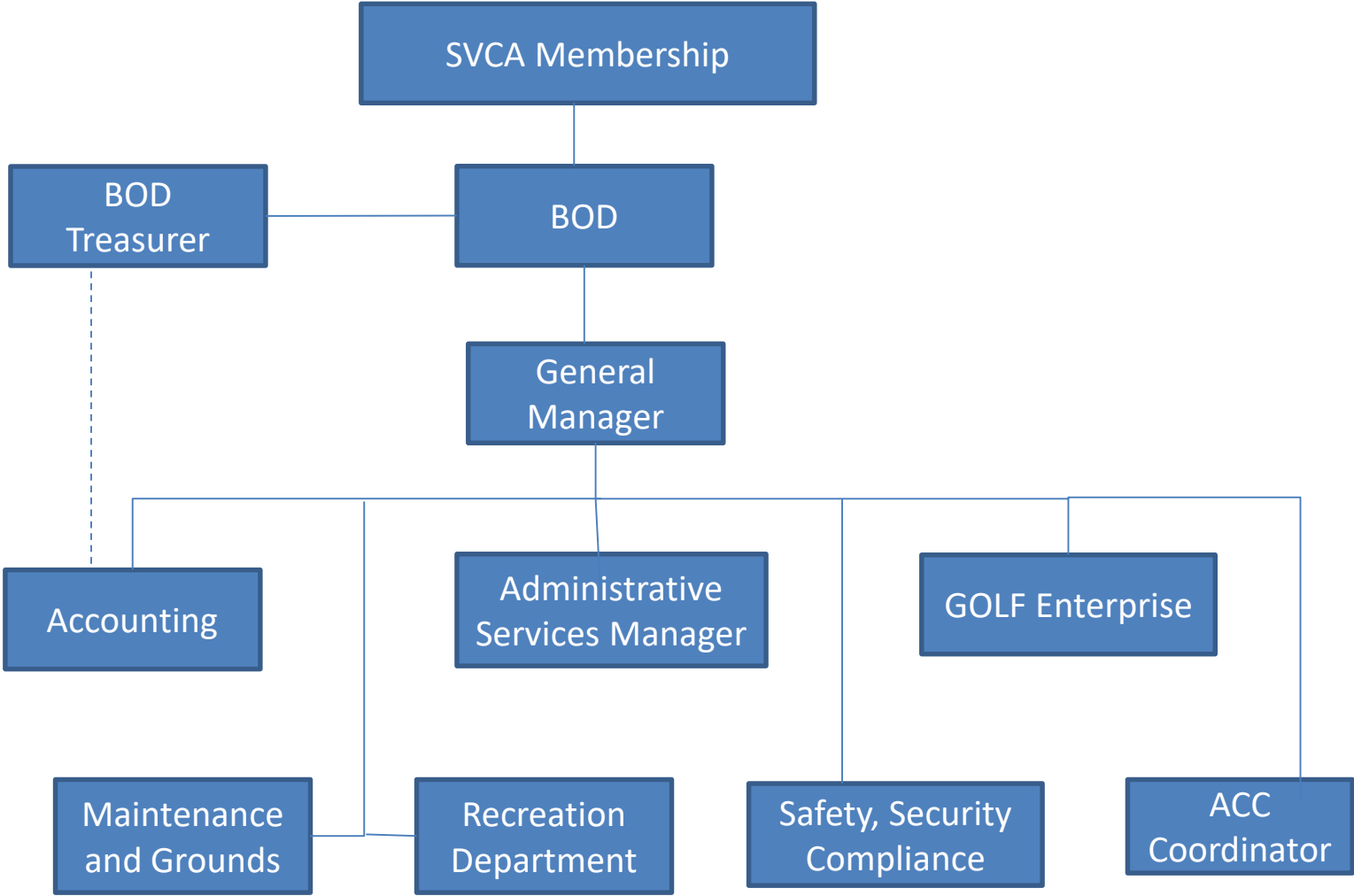
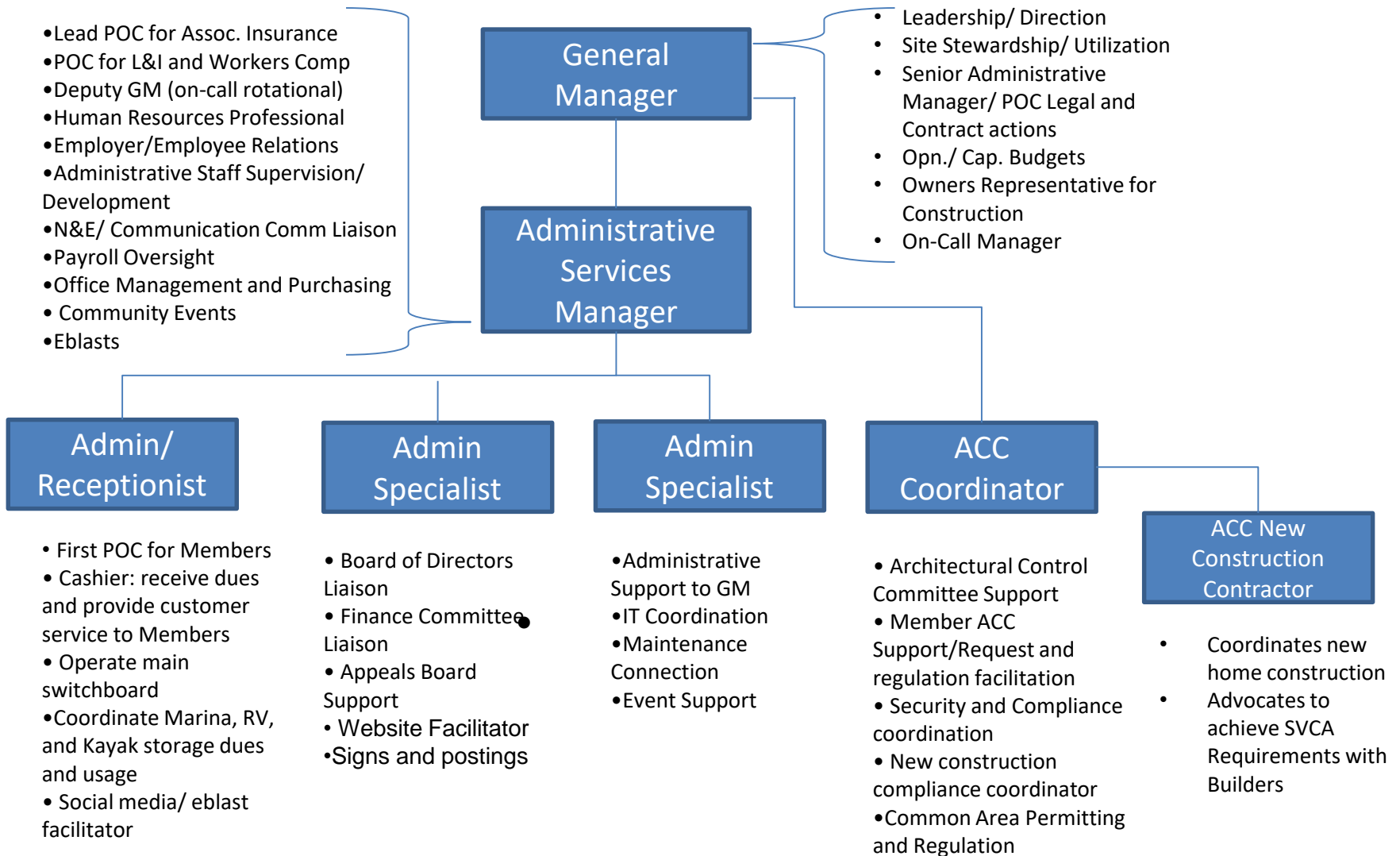


SVCA Administrative Organizational Structure





Association Administration

Facilities and Maintenance Department

- Supervisor of the Maintenance Department
- Scheduling 24 hour maintenance services as required by season/mission

Maintenance Supervisor

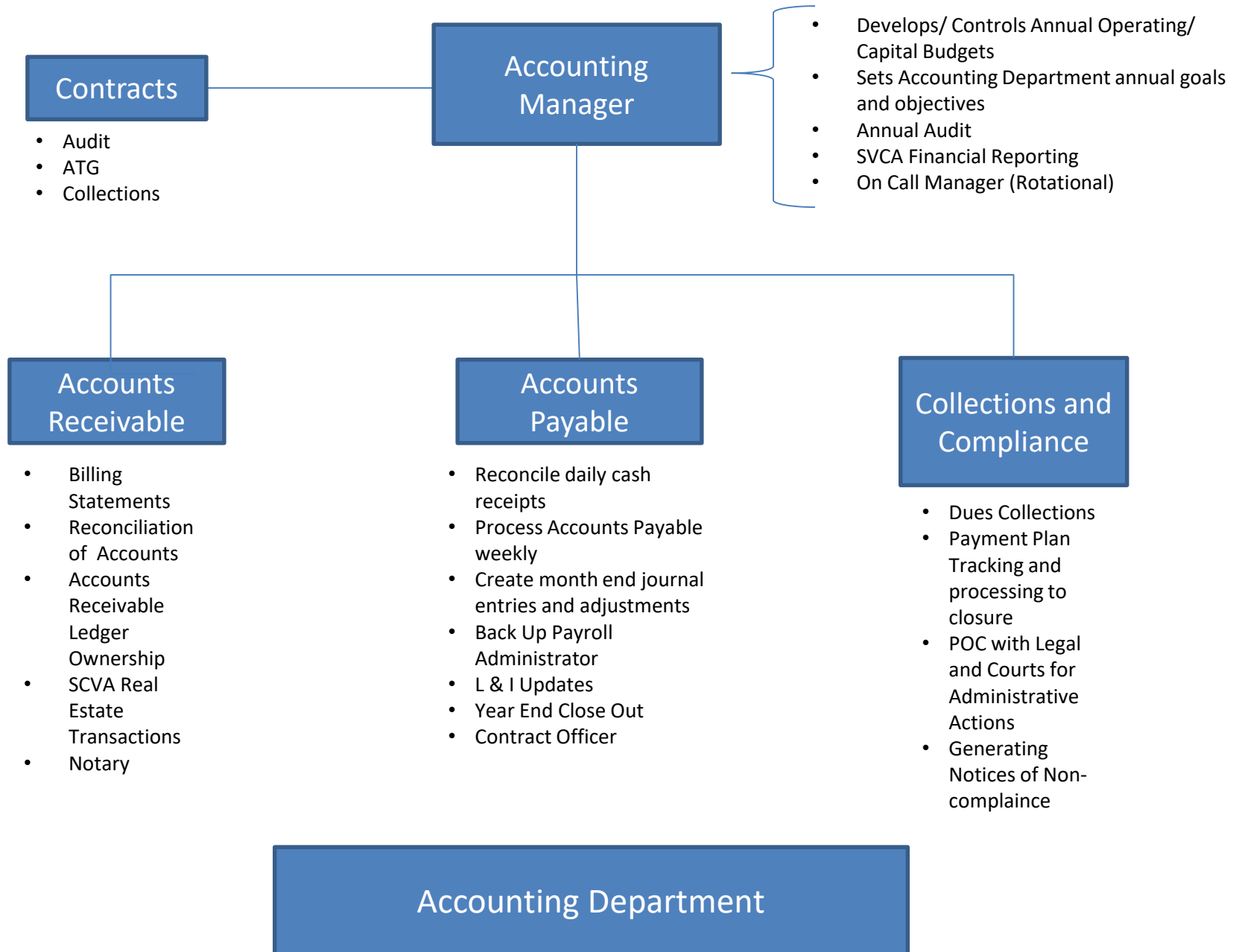
- Culverts
- Roads
- Buildings
- Common Grounds

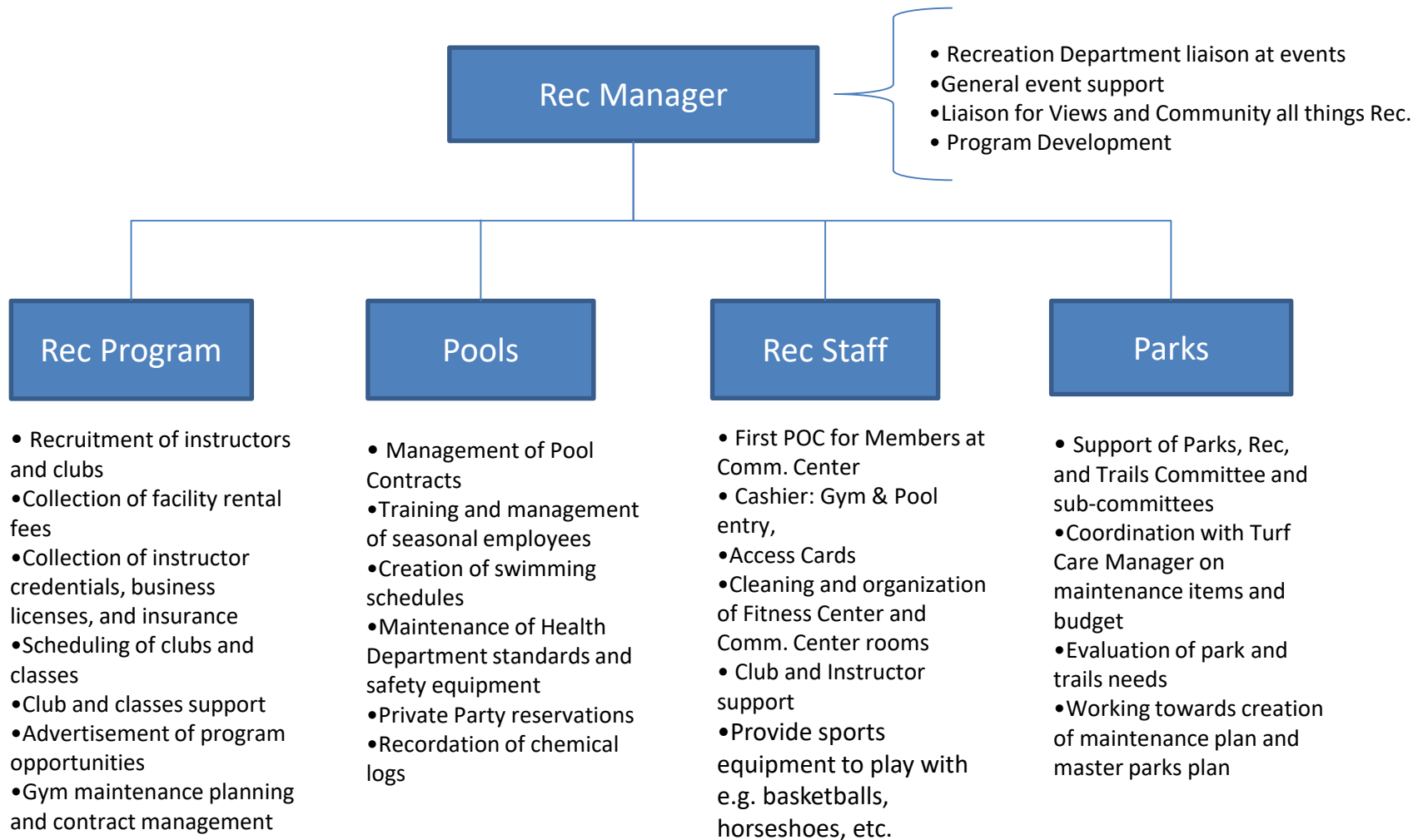
Contracts

- HVAC
- Pest

- Snow removal and road clearing
- Vegetation Control
- Drainage maintenance on 275 Culverts <15" to > 36"
- ~2,000 under driveway culverts
- 40 (or 80) miles of roads and swales
 - 500 roads signs and street signs
 - Speed bumps
 - Potholes
 - Parking lots
- 21 Parks and beaches
- Road mowing
- 21 Structures

Facility	Sq./ ft.
Marina Picnic Bldg	3,136
Marina Picnic shelter	2,000
AM/PM restroom	1,144
AM/PM Picnic shelter	2,000
Golf Restroom 1	225
Golf Restroom 2	225
Golf Maintenance Bldg	3,200
Security Office	420
Clubhouse	14,413
Barn 6- Ice barn	9,600
Barn 8	19,860
Main Pool-life guard Bdlg	225
Adult Center	3,363
Adult Center pool equip Bdlg	400
Maintenance Shop Building	3,000
Maintenance Tall Shed	1,280
Sand storage lean-to	416
Gate 1 school shelter (temp)	250
Gate 3 school shelter	1500
Gate 5 bus stop shelter	100
Gate 9 bus stop shelter	100
Total	66,857





Recreation Department

Safety/ Security & Compliance Officer

Contracts

- Security Service
- Fire/ Security Alarms
- Locks and Keys

Appeals Board

- POC with members and Appeals
- Coordination of Citations & Fines

Emergency Planning

- Emergency Management Committee Liaison
- Neighborhood Watch
- Liaison to Fire Department
- Liaison CERT
- Building maps showing exits, Life Safety Equip, occupancy
- Evacuation Plans

Security

- Contract oversight of Security Contract
- Operations and Standards
- Physical Security
- Security Camera Maintenance and Monitoring
- Lead POC with WCSO

Compliance

- Prepares annual Compliance Plan
- Implements Compliance Program
- Tracks issues through closeout

Safety/ Security & Compliance

