



# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

## Board of Directors Regular Meeting

August 28, 2025, 7:00 PM, 8 Barn View Ct. MULTIPURPOSE ROOM A

---

Call to Order

Land Acknowledgement & Anti-Racism Statement

Roll Call

- 1) Adoption of Agenda
- 2) Announcements
- 3) Property Owner Comments – 15 Minutes Total  
*Please note that comments are limited to 3 minutes per person.*
- 4) Consent Agenda
  - a) Approval of Minutes – August 6, 2025 Special Budget Presentation Meeting – Page 2
  - b) Approval of Minutes – August 14, 2025 – Page 3
- 5) Reports
  - a) GM Report – August – Page 6
  - b) Financial Statements Review – June 2025 – Page 9
  - c) Committee/Task Force Updates
    - i) Architectural Control
    - ii) Document Review
    - iii) Finance Committee
    - iv) Long-Range Planning
      - (1) Discussion - Coffee Shop Operator Proposal Update
    - v) N&E Committee
    - vi) Safety Committee
    - vii) Short-Term Rental Task Force
      - (1) Presentation of Committee Recommendations – Page 27
- 6) Continuing Business
  - a) Approval Request – Ratify driveway improvement easement for SVCA Parcel 29423 – Page 33
  - b) Budget Discussion -- Page 48
    - i) Operations – Page 61
    - ii) Capital – Page 108
- 7) New Business
  - a) Capital Approval Request – Clubhouse HVAC Replacement – Page 114
  - b) Contract Approval Request – Turf Care Building Remodel – Page 135
- 8) Executive Session – (Board of Directors Only)
  - a) Personnel
  - b) Review of delinquent accounts and collection actions
  - c) Foreclosure proceedings and legal advice
- 9) Return to Open Session
  - a) Disclosure of action(s) taken in Executive Session

Adjournment



**JOINT SPECIAL MEETING OF THE BOARD OF  
DIRECTORS & FINANCE COMMITTEE**

Wednesday, August 6, 2025

**DATE AND LOCATION:** Wednesday, August 6, 2025, MPR A

**CALLED TO ORDER AT:** 7:04PM

**AUDIENCE MEMBERS:** Not Recorded

**BOARD MEMBERS PRESENT:**

1. Keith McLean	4. Linda Bradley	7. Andrew Tischleder- Excused	10. Daniel Rodriguez- Excused
2. Taimi Van de Polder	5. Ray Meador- Excused	8. Stu Mitchell-via Zoom	11. Rob Gibbs
3. Laurie Robinson-Excused	6. Rick Asai	9. Ray Meador-Excused	

**FINANCE COMMITTEE MEMBERS ATTENDING**

1. Jean Maixner	2. Mary Quinn-via Zoom	3. Rob Gibbs	
-----------------	---------------------------	--------------	--

**ATTENDING:**

**Staff Members:** Michael Bennett, General Manager, Joel Heverling Director of Finance, Mike Brock, Maintenance Supervisor, Kevin LeDuc, Golf Director, Greg Wadden, Turfcare Superintendent, Kyle Kaltenfeldt, Recreation Manager and Spencer Huston, IT.

**Call to Order**

President McLean called the meeting to order at 7:04PM.

**1. Meeting Announcement by President McLean**

This is a work session of the BOD and Finance Committee. The purpose of having a joint meeting is to ensure that the information shared is the same and avoid having to repeat the same information to the BOD and Finance Committee in two separate presentations. Work sessions do not have any action items, but only discussion to understand the presentation. Receiving this information now allows the BOD and Finance Committee to review the presentation on their own time and come back ready to discuss at their respective subsequent meetings. There is no public comment at this time. Public comment can be presented at BOD meetings and the Town Hall on Budget to be held on August 16, 2025 in the Dance Barn. This meeting will be viewable on Zoom or in person in compliance with statute.

**2. 2026 Operational Budget Presentation**

Request for Personal Privilege-5 minute break. 8:00-8:05PM

**3. 2026 Capital Budget Presentations**

- i. Capital Repair Replacement Reserve Fund (CRRRF) Budget
- ii. Roads Capital Budget-10 Year Roads & Drainage Plan

**Adjourned 9:50 PM**

Approved by: \_\_\_\_\_

Linda Bradley, Board of Directors Secretary



## REGULAR SESSION OF THE BOARD OF DIRECTORS

Thursday, August 14, 2025, Minutes

**DATE AND LOCATION:** MULTIPURPOSE ROOM A

**CALLED TO ORDER AT:** 7:02 PM

**AUDIENCE MEMBERS:** Not Recorded

### BOARD MEMBERS PRESENT:

1. Keith McLean	4. Laurie Robinson	7. AJ Tischleder	10. Robb Gibbs-Excused
2. Taimi Van de Polder	5. Tom Henning	8. Rick Asai	11. Daniel Rodriguez
3. Linda Bradley-via Zoom	6. Ray Meador	9. Stu Mitchell- via Zoom	

### ATTENDING:

**Staff Members:** Michael Bennett General Manager, Spencer Huston, IT

#### Call to Order

President McLean called the meeting to order at 7:02 PM.

Land Acknowledgement and Anti-Racism Statement.

#### 1. President called for motion to adopt the agenda.

**Motion:** To amend the agenda to remove item 6A from continuing business?

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Van de Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained</b>	

**Motion:** Propose that maybe we extend the member comments, and I keep it at 3 minutes, but we have a lot of people here, and they've been invited.

<b>Motion By:</b> Director Henning		<b>Seconded By:</b> Director Tischleder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Majority	<b>Against:</b>	<b>Abstained</b>	

#### 2. Announcements. None

#### 3. Property owner comments.

Twelve owners commented on fencing the dog park at the marina. For details listen to the YouTube video on the 8/14/2025 Board meeting.

#### 4. Consent Agenda-Approval of Minutes

**Motion:** Motion that the Board approve the draft 7/24/2025 minutes.

**Correction Motion:** Correction to STR make the change for meeting regularly, and we'll have a presentation ready for the board in August. We'd like to scratch out August and make a motion to extend to, say, soon.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director McLean	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> 8	<b>Against:</b>	<b>Abstained</b> 1	

## 5. Reports

### 5a. GM July Report (Distributed Pages 6-8)

#### 5b. Committee Updates

i) **Architectural Control**-Consolidated, three meetings into one that we had last week, and, not a lot going on right now.

ii) **Document Review**-Have a presentation for some policies for the board to look at later this evening.

iii) **Finance Committee**-Board and Finance Committee presentation. We have an upcoming Town Hall on Saturday, 9.30, in the Dance Barn. There will be an opportunity to hear a presentation of the budget again from Joel, and opportunity for questions, answers, and suggestions.

iv) **Long-Range Planning**-Reviewed the town hall, and made sure that we listened to everybody that had something to say, and got a read on that, and then we also had a booth at the, Valley Fair, and, we had prints, and we had lots of comments. Actually, everything was positive. Pursuing non-dues revenue, letters out regarding solar panels. Had some contact with commercial real estate regarding assisted living, somebody that would invest in long term leasing and development, still researching.

v) **N&E Committee**-Rob has been working, and so has Michael, with UNILECT regarding online voting. We needed to add language to our voting instructions. UNILECT has asked for a specific process that we need to get that nailed down, and by the end of the month, have something out to the membership. If members want to vote online, there will be a form for them to fill out to indicate ahead of time that they want to vote online and then supply a little bit of information so they can get their online ballots. Note: Director Bradley reported for N&E.

vi) **Safety Committee**- Meeting next Thursday. Agenda posted online.

vii) **STR Taskforce**- We do have stuff. We said we don't have a comprehensive plan at this point. I would like to speak with Michael early next week. We do have another meeting, next Wednesday for the short-term, whole group. We have some documents that we put together on Google Docs that we're all sort of editing and finalizing. How do we present this, and how do we move forward and then where do we go with it?

## 6. Continuing Business- 6a removed from agenda

## 7. New Business

### 7a. Capital Request/Contract Award Barn 8 Furnace Replacement

**Motion:** Move that the SVCA Board of Directors authorize the General Manager execute SVCA's standard construction contract with Marr's Heating for the replacement of the failed furnace in Barn 8 for \$6,661.50 to be paid for previously approved capital funds under Project 9722-09.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Van de Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained:</b>	

### 7b. Approval Request: Delinquent Accounts Policy-Revision 2009.02

### 7d. Approval Request: Procurement & Purchasing Policy-remove

**7c. Approval Request: AV-Online Media Policy 2017.06**

**7e. Approval Request: 2016 Rescinded Policies 2016**

**Motion:** I would ask that Policy 2009-02, 2017-06, and 2016 rescinded ACC policy be approved by the Board.

<b>Motion By:</b> Director Bradley		<b>Seconded By:</b> Director McLean	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained:</b>	

**8. Executive Session- (a) Personnel (i) Employment Agreement Renewal (ii) Management Personnel Discussion (b) 3<sup>rd</sup> Party Contracts-Lease Negotiation Discussion**

**Motion:** Move to Closed Session at 8:34PM:

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Van de Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained:</b>	

**Motion:** Move to Open Session at 10:27PM:

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> N/A	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained:</b>	

**Closed Session Motion:** Move to authorize the GM to proceed with lease negotiations for the Clubhouse admin space.

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Van de Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> 8	<b>Against:</b> 1	<b>Abstained:</b>	

**Adjournment:** 10:28PM

Approved by: \_\_\_\_\_

Linda Bradley, Board of Directors Secretary

## **GENERAL MANAGER'S REPORT**

**August–September 2025**

*Michael Bennett, General Manager*

*Sudden Valley Community Association*

As the vibrant energy of summer winds down and we prepare for a productive fall season, Sudden Valley remains active and engaged across all departments. Although summer brought drier-than-average weather—just 26.07 inches of precipitation year-to-date compared to 32.60 inches in 2024, our teams have maintained momentum in delivering community events, infrastructure projects, and essential services.

The Stage One Burn Ban issued earlier this summer by the South Whatcom Fire Authority remains in effect and triggers SVCA's automatic burn ban. Please remember:

- Only enclosed cooking fires using gas or charcoal are allowed.
- All recreational fires and open flames are prohibited, even if permitted elsewhere in Whatcom County.
- Violations may result in \$250 fines (first offense) and \$500 for repeat violations.

Thank you for your continued cooperation in safeguarding our forested community during fire season.

### **Community Events and Recreation**

- **Valley Fair 2025** was a great success thanks to the combined efforts of Maintenance, Recreation, and community volunteers.
- **Sudden Valley 5K** is scheduled for September and expected to be a seasonal favorite.
- **Trunk or Treat, Holiday Market & Tree Lighting** planning is well underway. Vendor applications are open, with strong early interest.
- **The Main Pool will close for the season on September 2**, following a successful summer. Lifeguard training and inspections were completed in August, and Marina enforcement activities are underway.
- **Facility improvements** include new rental forms, updated signage, and staff training to ensure excellent service and safety moving into fall.

## **Golf and Turfcare**

- **Highlights:**

- Hosted the Building Industry Association of Whatcom County (BIAWC), Aslan Brewery, and Men's Invitational (124 players), the Mid-Summer Best Ball, and the Bucks & Does events.
- Wrapped up the Ladies Club Championship.
- Preparations are now underway for the 50th Annual Bellingham Amateur in late September.

- **Turfcare Team Achievements:**

- Completed major irrigation mainline repairs on Holes #5 and #12.
- Performed Verti-cutting, overseeding, and topdressing to maintain course quality.
- Addressed a sanitary sewer overflow near Hole #15 in coordination with LWWSD.
- Trained new staff and maintained consistent conditioning throughout the busy tournament season.

## **Maintenance and Facilities**

- Completed installation of crosswalk and signage on Marigold Drive and finished tree removals, road repairs, and painting across the community.
- Repaired or replaced critical assets including ADA lifts, playground equipment, signs, lights, and building access locks.
- Cleaned vandalized areas and completed refurbishment projects at the Clubhouse and Welcome Center.
- The department is now fully staffed and making progress on deferred maintenance, including pool winterization, pothole repair, park upgrades, and RV storage improvements.

## **Elections and Budget Season**

As we approach the fall Annual General Meeting and Budget season, please take note of the following important dates:

- **2025 Board and Committee Candidate Forums:**
  - **Tuesday, September 24** | 6:30 – 8:30 PM
  - **Friday, October 11** | 6:30 – 8:30 PM
  - Both are held at the **Sudden Valley Dance Barn**
- **Candidate Meet & Greet:**
  - **Saturday, October 26**, also at the Dance Barn
- **Election & Budget Mailing:**
  - Members will receive candidate statements, budget information, and voting materials between **September 22–24**.
- **Annual General Meeting (AGM) & Budget Approval Vote:**
  - **Saturday, November 1**, location and time to be confirmed.

We strongly encourage all members to participate, ask questions, and make your voice heard as we shape SVCA's leadership and financial future.

## **Closing Thoughts**

As previously outlined in the *Sudden Valley Views*, SVCA continues to develop a voluntary vehicle registration program to help improve data collection concerning the numbers of residents versus non-residents using SVCA parking and amenity facilities, security patrol effectiveness, and resident safety. Participating members will receive a small SVCA decal that can assist in identifying authorized resident and guest vehicles during routine patrols and emergency events.

With strong momentum across all departments, continued resident engagement, and cooler weather ahead, Sudden Valley enters the fall season with purpose and a strong sense of community spirit. Please stay engaged during the upcoming election cycle, continue observing burn restrictions, and help us maintain the beautiful, vibrant environment we all call home.

As always, thank you for your support.



**Sudden Valley Community Association  
Balance Sheet  
June 30, 2025 and December 31, 2024**

	<b>Unaudited** Jun 30, 2025</b>	<b>Unaudited** Dec 31, 2024</b>	<b>Inc / (Dec)</b>
<b>OPERATIONS</b>			
<b>Current Assets</b>			
Operating Cash	\$ 354,019	\$ 579,484	\$ (225,465)
Building Completion Deposit Fund	687,400	749,910	(62,510)
Member Receivables - Operations*	-	53,456	(53,456)
Other Receivables	3,250	3,350	(100)
Prepaid Expenses	180,937	82,148	98,789
Operating Lease ROU Assets	26,346	29,554	(3,208)
Inventory	6,594	5,824	770
<b>Total Current Assets</b>	<b>1,258,546</b>	<b>1,503,726</b>	<b>(245,180)</b>
<b>Current Liabilities</b>			
Accounts Payable	(76,959)	(159,772)	82,813
Accrued Vacation Liability	(93,332)	(76,335)	(16,997)
Accrued Payroll	-	(115,575)	115,575
Prepaid Assessments	(275,253)	(241,080)	(34,173)
Building Completion Deposits	(687,400)	(749,910)	62,510
Other Refundable Deposits	(14,096)	(9,956)	(4,140)
Operating Lease Liability	(26,346)	(29,554)	3,208
Prepaid Golf Memberships	-	(112,307)	112,307
<b>Total Current Liabilities</b>	<b>(1,173,386)</b>	<b>(1,494,489)</b>	<b>321,103</b>
<b>Other Liabilities</b>			
Estimated Contingent PPP Loan Liability***	(357,700)	(357,700)	-
Deferred Library Lease Revenue	(32,000)	(36,000)	4,000
<b>Total Other Liabilities</b>	<b>(389,700)</b>	<b>(393,700)</b>	<b>4,000</b>
<b>Operating Reserve Funds</b>			
Emergency Operating Cash	364,324	363,815	509
Undesignated Reserves Cash	352,694	302,135	50,559
<b>Total Operating Reserve Funds</b>	<b>717,018</b>	<b>665,950</b>	<b>51,068</b>
<b>Net Operating Assets</b>	<b>\$ 412,478</b>	<b>\$ 281,487</b>	<b>\$ 130,991</b>
<b>CAPITAL</b>			
<b>Capital Current Assets</b>			
CRRRF (Capital Repair & Replacement) Cash Fund	3,552,919	3,172,197	380,722
Roads Reserve Cash Fund	2,645,605	2,102,138	543,467
Board Density Reduction Cash Fund	87,962	87,889	73
Mailbox Cash Fund	165,435	151,970	13,465
CRRRF Capital Reserve Holding Cash	219,925	219,618	307
Mitigation Assignment of Savings Cash	49,866	49,821	45
LWWSD Assignment of Savings Cash	14,946	14,939	7
Member Receivables - Capital**	-	13,625	(13,625)
<b>Total Capital Current Assets</b>	<b>6,736,658</b>	<b>5,812,197</b>	<b>924,461</b>
<b>Capital Fixed Assets</b>			
Fixed Assets	16,754,435	17,006,025	(251,590)
Finance ROU Assets	80,159	119,060	(38,901)
Lots Held for Sale	231,826	231,826	-
<b>Total Capital Assets</b>	<b>17,066,420</b>	<b>17,356,911</b>	<b>(290,491)</b>
<b>Long Term Liabilities</b>			
CRRRF Loan 2022	(1,403,876)	(1,539,073)	135,197
Finance Leases	(73,753)	(104,457)	30,704
<b>Total Long Term Liabilities</b>	<b>(1,477,629)</b>	<b>(1,643,530)</b>	<b>165,901</b>
<b>NET ASSETS</b>	<b>\$ 22,737,927</b>	<b>\$ 21,807,065</b>	<b>\$930,862</b>
<b>MEMBER EQUITY</b>			
<b>Member Equity</b>			
Current Year Net Income: Operations	127,060	(374,591)	501,651
Transfers Out from Operations to Capital	-	(145,600)	145,600
Current Year Net Income: Capital**	803,802	1,294,054	(490,252)
Transfers Into Capital from Operations	-	145,600	(145,600)
Retained Earnings**	4,858,301	5,232,892	(374,591)
Capital**	16,948,764	15,654,710	1,294,054
<b>TOTAL MEMBER EQUITY</b>	<b>\$ 22,737,927</b>	<b>\$21,807,065</b>	<b>\$930,862</b>

\* The Association's internal policy is to write off any member receivables that are 30 days past due as bad debts for internal interim financial statement purposes. As per SVCA policy, Management continues to pursue collection of these receivables via all avenues allowed by Washington State laws. In addition, the Association records and bills finance charges on receivables that are thirty days past due at 1% per month. At June 30, 2025, and December 31, 2024, the balances of receivables written off were \$757,462 and \$699,426, respectively.

\*\* Beginning with the 2020 year end audited financial statements, Accounting Standards Codification (ASC) 606 requires issued audited financial statements to reclassify unspent capital dues revenue, including related capital transfer fee collections, as a contract liability balance (unearned revenue), which is then reversed out in future years when capital dues/capital transfer fee collections are actually expended on capital related expenditures. This particular accounting standard change is only incorporated into the issued audited financial statements and is not factored into SVCA's internal monthly statements as it would obscure the reality of monthly capital dues/capital transfer fee revenues collected for internal monthly presentation purposes. See SVCA's 2020 through 2023 audited financial statements (2023 represents the most recently issued audited statements), which fully incorporate ASC 606 and comply with Generally Accepted Accounting Principals (GAAP).

\*\*\* At 2024 year end, the Association recorded a contingent liability relating to Paycheck Protection Program (PPP) loan funds that were received in May 2020 and then forgiven by the Small Business Administration (SBA) in September 2021, which are funds that the SBA has since subsequently deemed that the Association did not qualify for because of its 501(C)(4) tax exempt status, which was communicated to the Association by the government in April 2025. This contingency was classified by the Association as probable. And upon final resolution with the SBA, the Association believes that the estimated amount of liability will be limited to the original amount of the PPP loan funds received (\$357,700) because of the fact that the Association fully disclosed its tax exempt status to the SBA during the PPP loan application process, which the government has especially acknowledged.

**Sudden Valley Community Association  
Income Statement Summary**

<u>UNAUDITED</u>	Current Month - June 2025			Year to Date - 6 Months Ending 6/30/2025			
	Operations & Operating Reserves	Operations Better / (Worse) Budget	Capital Reserves**	Operations & Operating Reserves	Operations Better / (Worse) Budget	Coll %	Capital Reserves**
<b>REVENUE</b>							
Current Year Dues & Assessments Income							
Dues & Assessments Income	238,092		246,560	1,431,234			1,482,377
Bad Debt Reserve	(4,572)		(2,989)	(39,353)			(28,509)
Net Current Year Assessment Income	233,520	7,413	243,571	1,391,881	35,240	97.3%	1,453,868
Bad Debt Recoveries - Prior Years			731				28,733
Golf Income	183,019	(1,136)	-	695,731	12,543		-
Marina Income	1,430	(3,885)	-	227,171	(1,611)		-
Rec Center & Pools Income	7,200	(6)	-	14,134	3,146		-
Legal & Collections Income	-	-	-	-	-		-
Other Income	8,423	(1,294)	-	91,442	34,368		-
Rental Income - Other	2,760	1,346	-	7,840	945		-
Area Z Rental Income	(62)	(62)	-	13,043	114		-
Lease Income	5,732	949	-	34,389	5,689		-
New Home Construction Fees	8,700	(13,040)	-	76,700	16,900		-
Capital Gain (Loss) on Sale of Assets	-	-	200	-	-		1,200
Investment Income	512	(71)	2,793	3,829	331		17,208
<b>Total Revenue</b>	<b>451,234</b>	<b>(9,786)</b>	<b>247,295</b>	<b>2,556,160</b>	<b>107,665</b>		<b>1,501,009</b>
<b>EXPENSES</b>							
Salaries & Benefits	219,984	3,480	-	1,161,905	13,386		-
Contracted & Professional Services	42,525	(23,005)	-	138,663	(34,906)		-
CC&Rs/ Mandates	51,765	(14,459)	-	299,816	(73,758)		-
Maintenance & Landscaping	45,966	(6,543)	-	272,560	(16,702)		-
Utilities	28,288	(1,523)	-	117,354	2,411		-
Administrative	18,728	(1,738)	-	105,315	(5,270)		-
Regulatory Compliance	2,125	8,157	-	183,229	(80,452)		-
Insurance Premiums	38,470	(20,964)	-	120,109	(15,068)		-
Other Expenses	-	417	-	217	2,283		-
Depreciation Expense	-	-	108,710	-	-		652,260
Interest expense	-	-	4,978	-	-		31,322
<b>Total Expenses</b>	<b>447,851</b>	<b>(56,178)</b>	<b>113,688</b>	<b>2,399,168</b>	<b>(208,076)</b>		<b>683,582</b>
<b>Net Income (Loss)</b>	<b>3,383</b>	<b>(65,964)</b>	<b>133,607</b>	<b>156,992</b>	<b>(100,411)</b>		<b>817,427</b>
<b>Net UDR Activity for Operations</b>							
Legal Expenses - Past Due Account Collections	-			(9,984)			
Hazardous Tree Removal	(19,302)			(19,302)			
<b>Net Income (Loss) with Board Approved UDR</b>	<b>(15,919)</b>	<b>(65,964)</b>	<b>133,607</b>	<b>127,706</b>	<b>(100,411)</b>		<b>817,427</b>
<b>Other Activity</b>							
Net Other UDR Activity*	9,091			65,808			
AR Accrual - Prior Year Reversal	-		-	(53,456)			(13,625)
AR Accrual - Current Year	-		-	-			-
Lease Income- Library Prepaid Recognized	667			4,000			
Vacation Liability Accrual	(1,539)			(16,998)			
<b>Total Other Activity</b>	<b>8,219</b>		<b>-</b>	<b>(646)</b>			<b>(13,625)</b>
<b>Grand Total Activity</b>	<b>(7,700)</b>	<b>(65,964)</b>	<b>133,607</b>	<b>127,060</b>	<b>(100,411)</b>		<b>803,802</b>

\*Prior year recoveries for operations are deposited into the Undesignated Reserve Account (UDR).

\*\*Refer to the last footnote on the Balance Sheet (prior page) for a discussion of Accounting Standards Codification (ASC) 606 and capital dues revenue collections.

**Sudden Valley Community Association**  
**Reserve Cash Balance & Activity**  
6 Months Actual, 6 Months Projected

UNAUDITED

UNAUDITED

	Capital Reserve Funds						Operating Reserve Funds			
	CRRRF	Roads	CRRRF Capital Reserve Holding Cash	Board Density Reduction	Mailbox	Mitigation Assignment of Savings*	Total Capital Reserve Funds	Emergency Ops	UDR	Total Operating Reserve Funds
Net Available Cash 12/31/2024	3,172,197	2,102,138	219,618	87,889	151,970	64,760	\$ 5,798,571	363,815	302,135	\$ 665,950
Dues Received	718,810	741,857		-	13,247		1,473,914	-	81,973	81,973
Storm Water Mitigation Plan Fee		-					-			-
Investment Income	9,657	6,900	307	73	218	52	17,208	509	449	958
Sale of Assets	1,200			-			1,200			-
Mitigation Release	-	-				-	-			-
2025 Expenditures	(348,945)	(205,290)	-	-	-		(554,235)		(31,863)	(31,863)
Net Available Cash at 6/30/2025	3,552,919	2,645,605	219,925	87,962	165,435	64,812	\$ 6,736,658	364,324	352,694	\$ 717,018
6 Month Outlook										
Outlook - 2025 Dues (95% collections)	686,996	706,559			12,627		\$ 1,406,182			\$ -
Outlook - Prior Year Collections	9,946	10,230			183		20,359		19,641	19,641
CRRRF Loan Payments for year 2025	(166,520)						(166,520)			-
Obligated Expenses/Holdings	(1,076,957)	(1,386,915)	(219,925)			(64,812)	(2,748,609)		(97,754)	(97,754)
Net Usable Cash Balance 12/31/2025	3,006,384	1,975,479	-	87,962	178,244	-	\$ 5,248,070	364,324	274,581	\$ 638,905
Board Recommended Carryover Balance	(600,000)	(500,000)					\$ (1,100,000)			\$ -
Net Usable Cash 12/31/2025, After Recommendation	\$ 2,406,384	\$ 1,475,479	\$ -	\$ 87,962	\$ 178,244	\$ -	\$ 4,148,070	\$ 364,324	\$ 274,581	\$ 638,905
Net Current Year Cash Increase (Decrease)	(165,813)	(126,659)	(219,618)	73	26,274	(64,760)	\$ (550,501)	509	(27,554)	\$ (27,045)

\*Note, when mitigation period has ended, unspent funds will be returned to the source account, Roads and CRRRF.

## Sudden Valley Community Association

## Operations - By Department

June 1, 2025 to June 30, 2025

Whole \$

## CURRENT MONTH

UNAUDITED

<u>Department</u>	<u>Actual Revenue</u>	<u>Revenue B / (W)</u>	<u>Actual Salary Benefits</u>	<u>Salary &amp; Benefits B / (W)</u>	<u>Actual Other Expense *</u>	<u>Other Exp B / (W)*</u>	<u>Net Income / (Loss) *</u>	<u>Net B / (W)*</u>
ACC / Security	9,300	(12,572)	7,605	(490)	37,085	(2,807)	(35,390)	(15,869)
Accounting	2,761	(2,440)	29,390	653	3,204	734	(29,833)	(1,053)
Administration	601	447	32,176	4,249	14,709	(3,593)	(46,284)	1,103
Common Costs	3,934	18	-	-	65,425	(36,330)	(61,491)	(36,312)
Facilities	5,670	720	5,237	(605)	17,815	(600)	(17,382)	(485)
Maintenance	-	-	27,452	3,602	12,308	3,150	(39,760)	6,752
Subtotal	22,266	(13,827)	101,860	7,409	150,546	(39,446)	(230,140)	(45,864)
Golf	183,019	(1,136)	77,525	1,452	53,180	(17,384)	52,314	(17,068)
Marina	2,469	(3,743)	-	-	1,821	1,338	648	(2,405)
Rec/ Pools/ Parks	9,960	1,507	40,599	(5,381)	22,320	(4,166)	(52,959)	(8,040)
Subtotal	195,448	(3,372)	118,124	(3,929)	77,321	(20,212)	3	(27,513)
Subtotal Operations before Ops Dues	217,714	(17,199)	219,984	3,480	227,867	(59,658)	(230,137)	(73,377)
Ops Dues Earned	238,092						238,092	
Curr Yr Bad Debts Activity	(4,572)						(4,572)	
Net Ops Dues	233,520	7,413					233,520	7,413
Net Operations	451,234	(9,786)	219,984	3,480	227,867	(59,658)	3,383	(65,964)
Net BOD Approved UDR Activity for Operations								
Legal Expenses - Past Due Account Collections	-		-		-		-	
Hazardous Tree Removal	-		-		19,302		(19,302)	
Net Operations with Board Approved UDR	451,234	(9,786)	219,984	3,480	247,169	(59,658)	(15,919)	(65,964)
Other Operating Activity								
UDR Activity	9,271				180		9,091	
AR Accrual - Prior Year Reversal	-				-		-	
AR Accrual - Current Year	-				-		-	
Lease Income- Library Prepaid Recognized	667				-		667	
Vacation Liability Accrual	-				1,539		(1,539)	
Total Other Operating Activity	9,938				1,719		8,219	
Grand Total Operations Activity	461,172	(9,786)	219,984	3,480	248,888	(59,658)	(7,700)	(65,964)

\* Excludes Depreciation

B / (W) = Better / (Worse) Than Budget

**Sudden Valley Community Association**  
**Operations - By Department**  
**January 1, 2025 to June 30, 2025**  
**YEAR TO DATE**

Whole \$

**UNAUDITED**

<u>Department</u>	<u>Actual Revenue</u>	<u>Revenue B / (W)</u>	<u>Actual Salary Benefits</u>	<u>Salary &amp; Benefits B / (W)</u>	<u>Actual Other Expense *</u>	<u>Other Exp B / (W)*</u>	<u>Net Income / (Loss) *</u>	<u>Net B / (W)*</u>
ACC / Security	114,649	43,158	44,585	(2,523)	301,487	(75,710)	(231,423)	(35,075)
Accounting	15,500	(4,897)	171,651	5,932	30,060	(2,561)	(186,211)	(1,526)
Administration	3,153	2,659	193,661	21,669	101,469	(40,819)	(291,977)	(16,491)
Common Costs	34,278	10,782	-	-	300,723	(94,151)	(266,445)	(83,369)
Facilities	47,432	4,803	27,752	(346)	80,188	30,259	(60,508)	34,716
Maintenance	-	-	192,602	6,329	46,493	16,102	(239,095)	22,431
Subtotal	<b>215,012</b>	<b>56,505</b>	<b>630,251</b>	<b>31,061</b>	<b>860,420</b>	<b>(166,880)</b>	<b>(1,275,659)</b>	<b>(79,314)</b>
Golf	695,731	12,543	381,802	22,098	291,416	(53,138)	22,513	(18,497)
Marina	231,560	(1,715)	-	-	14,518	(3,804)	217,042	(5,519)
Rec/ Pools/ Parks	21,974	5,091	149,852	(39,773)	70,907	2,361	(198,785)	(32,321)
Subtotal	<b>949,265</b>	<b>15,919</b>	<b>531,654</b>	<b>(17,675)</b>	<b>376,841</b>	<b>(54,581)</b>	<b>40,770</b>	<b>(56,337)</b>
Subtotal Operations before Ops Dues	<b>1,164,277</b>	<b>72,424</b>	<b>1,161,905</b>	<b>13,386</b>	<b>1,237,261</b>	<b>(221,461)</b>	<b>(1,234,889)</b>	<b>(135,651)</b>
Ops Dues Earned	1,431,234						1,431,234	
Curr Yr Bad Debts Activity	(39,353)						(39,353)	
Net Ops Dues	<b>1,391,881</b>	<b>35,240</b>					<b>1,391,881</b>	<b>35,240</b>
Net Operations	<b>2,556,158</b>	<b>107,664</b>	<b>1,161,905</b>	<b>13,386</b>	<b>1,237,261</b>	<b>(221,461)</b>	<b>156,992</b>	<b>(100,411)</b>
Net BOD Approved UDR Activity for Operations								
Legal Expenses - Past Due Account Collections	-		-		9,984		(9,984)	
Hazardous Tree Removal	-		-		19,302		(19,302)	
Net Operations with Board Approved UDR	<b>2,556,158</b>	<b>107,664</b>	<b>1,161,905</b>	<b>13,386</b>	<b>1,266,547</b>	<b>(221,461)</b>	<b>127,706</b>	<b>(100,411)</b>
Other Operating Activity								
UDR Activity	71,649				5,841		65,808	
AR Accrual - Prior Year Reversal	(53,456)				-		(53,456)	
AR Accrual - Current Year	-				-		-	
Lease Income- Library Prepaid Recognized	4,000				-		4,000	
Vacation Liability Accrual	-				16,998		(16,998)	
Total Other Operating Activity	<b>22,193</b>				<b>22,839</b>		<b>(646)</b>	
Grand Total Operations Activity	<b>2,578,351</b>	<b>107,664</b>	<b>1,161,905</b>	<b>13,386</b>	<b>1,289,386</b>	<b>(221,461)</b>	<b>127,060</b>	<b>(100,411)</b>

\* Excludes Depreciation

B / (W) = Better / (Worse) Than Budget

Sudden Valley Community Association

SUDDEN VALLEY COMMUNITY ASSOCIATION - LOTS & DUES ANALYSIS 2025

																									SVCA Owned Lots				LLE & CTB	Dues Exempt	Total Non Billable Lots	Total All Lots	
	Actual Year Prepaid			Actual Current			Actual 1 Mth Due		Actual 2 Mth Due		Actual 3 Mth Due		Actual 4+ Mth Due		Pmt Plans		Total Prepaid & Current			Total Not Current			Total Billable Lots			Restricted							
	Vac	Dev	Total	Vac	Dev	Total	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Total	Vac	Dev	Total	Vac	Dev	Total	Perm	WD10	Avail.					Total
Jan	16	82	98	276	2,529	2,805	24	103	2	8	3	10	18	37	2	8	292	2,611	2,903	49	166	215	341	2,777	3,118	774	0	3	777	740	6	1,523	4,641
Feb	18	96	114	277	2,527	2,804	16	82	8	24	0	6	19	34	2	8	295	2,623	2,918	45	154	199	340	2,777	3,117	775	0	3	778	740	6	1,524	4,641
Mar	21	95	116	280	2,554	2,834	6	61	8	14	3	8	19	37	2	8	301	2,649	2,950	38	128	166	339	2,777	3,116	776	0	3	779	740	6	1,525	4,641
Apr	21	100	121	285	2,551	2,836	7	62	1	10	3	12	20	32	2	10	306	2,651	2,957	33	126	159	339	2,777	3,116	776	0	3	779	740	6	1,525	4,641
May	23	105	128	283	2,526	2,809	14	79	1	17	0	8	16	30	2	12	306	2,631	2,937	33	146	179	339	2,777	3,116	776	0	3	779	740	6	1,525	4,641
Jun	23	118	141	287	2,517	2,804	8	77	3	11	0	12	16	28	2	14	310	2,635	2,945	29	142	171	339	2,777	3,116	776	0	3	779	740	6	1,525	4,641
Jul	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aug	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sep	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Oct	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nov	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dec	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

LLE = Lot Line Eraser  
CTB = Covenant to Bind

		Sudden Valley Community Association - Capital Project Report										
		CRRRF Projects Open in 2025										
		Updated as of			6/30/2025							
							A	B	A-B			
	BOARD APPROVED PROJECT						BUDGETED		Acctg Funds Obligated			
	Cost Manager	Approval Date	GL	Project Name	Fund	Status	Board Approved	Total Invoiced				
Turf Manager	1/23/20	9719.18	Trim Mower- Turf	CRRRF	Open	●	44,050	40,199	3,851	LE		
Turf Manager	1/23/20	9719.19	Utility Vehicles	CRRRF	Open	●	104,248	104,701	(453)	LE & X		
Golf Director	11/5/20	9721.01	Golf Cart Fleet	CRRRF	Open	●	183,900	162,645	21,255	LE		
Maint Manager	10/27/22 & 10/12/23 & 8/22/24	9722.08	Area Z Maintenance Facility Remodel	CRRRF	Open	●	503,898	498,294	5,604			
GM	10/27/22 & 9/28/23 & 11/2/23	9722.09	Barn 8 Refurbishment	CRRRF	Open	●	824,530	177,874	646,656			
GM	1/12/23 & 4/25/24 & 5/22/25	9723.04	Austin Creek Repair Design & Permitting	CRRRF	Open	●	34,585	9,703	24,882			
GM	3/9/23	9723.07	Website Improvements	CRRRF	Open	●	10,483	5,605	4,878			
Golf Director	12/14/23	9723.17	10 Additional Golf Carts Lease	CRRRF	Open	●	81,600	17,305	64,295	LE		
Maint Manager	1/25/24	9724.012	Turf Building Remodel-Permit/Design	CRRRF	Open	●	9,755	8,217	1,538			
Turf Manager	2/22/24	9724.05	Sand Trap Rake	CRRRF	Closed	●	32,579	32,579	-			
Maint Manager	2/22/24	9724.06	Club House HVAC 20 Ton Design/permitting	CRRRF	Open	●	22,176	13,376	8,800			
Maint Manager	4/25/24 & 7/25/24	9724.07	Adult Center Furnace & Water Heater Replacement	CRRRF	Open	●	42,422	44,588	(2,166)	X		
Maint Manager	7/25/24	9724.09	Fencing (Adult Cntr/Area Z/Turfcare) & Area Z RV Storage	CRRRF	Open	●	71,851	69,243	2,608			
Turf Manager	9/26/24	9724.11	#2 Golf Bridge Repair	CRRRF	Open	●	25,460	23,994	1,466			
Turf Manager	1/9/25	9725.01	Fairway Aerator- Wiedenmann Terra Spike XF6	CRRRF	Closed	●	57,495	57,495	-			
Turf Manager	1/23/25	9725.02	Turfcare Trailer	CRRRF	Closed	●	17,843	17,843	-			
Turf Manager	2/27/25	9725.03	Golf Course Fairway Top-Dresser Replacement	CRRRF	Open	●	50,592	-	50,592			
Maint Manager	3/27/25	9725.04	Zero-Turn Mower (Kubota ZD1211R)	CRRRF	Closed	●	21,146	20,601	-			
Maint Manager	4/10/25	9725.05	Marina Directional Signage	CRRRF	Open	●	15,000	1,937	13,063			
Maint Manager	4/10/25	9725.06	Gate 2 & Welcome Center Directional Signage	CRRRF	Open	●	20,000	-	20,000			
Maint Manager	4/24/25	9725.07	Welcome Center Exterior Painting	CRRRF	Open	●	7,611	1,903	5,708			
GM	6/12/25	9725.08	Lake Louise Slide Gate Replacement (Phase 1)	CRRRF	Open	●	30,896	-	30,896			
Turf Manager	6/26/25	9725.09	2025 Asphalt Cart Path Repairs	CRRRF	Open	●	54,080	-	54,080			
Turf Manager	5/22/25	9725.10	Turf Care Building Remodel	CRRRF	Open	●	116,785	-	116,785			
				Open Projects Total, CRRRF			\$ 2,382,986	\$ 1,308,103	\$ 1,074,338			
		LE	These line items represent five-year finance leases, which means the obligated costs will be spread out over five-year periods.									
		X	Overbudget amount will be charged to operations.									
									Adjusted Balance			
									\$ 1,076,957			

		<b>Sudden Valley Community Association - Capital Project Report</b>									
		<b>Roads Projects Open in 2025</b>									
		Updated as of		6/30/2025							
							A	B	A-B		
		BOARD APPROVED PROJECT					BUDGETED				
Cost Manager	Approval Date	GL	Project Name	Fund	Status		Board Approved	Total Invoiced	Acctg Funds Obligated		
GM	5/11/23 & 6/8/23	9923.42	2023 Street Pavement Markings	ROADS	Open	●	31,803	27,366	4,437		
GM	2/22/24	9924.2	2024 On- Call Engineering	ROADS	Open	●	41,600	40,305	1,295		
GM	2/22/24	9924.5	2024 Renewal of 5-yr programmatic Permits	ROADS	Open	●	30,000	30,740	(740)	X	
GM	2/22/24 & 3/27/25	9924.6	Area Z Access Bridge & Culvert #4 Replacement with Bridge (2024 Design/Permitting & 2025 Construction)	ROADS	Open	●	1,219,468	179,357	1,040,111		
GM	2/27/25	9925.1	2025 Fast Response	ROADS	Open	●	91,936	-	91,936		
GM	2/27/25	9925.2	2025 On-Call Engineering	ROADS	Open	●	44,559	9,313	35,246		
GM	2/27/25	9925.3	2025 Pot Holes & Minor Road Repairs	ROADS	Open	●	37,856	16,157	21,699		
Maint Manager	2/27/25 & 4/24/25	9925.4	2025 Street signs & Pavement Markings	ROADS	Open	●	23,731	19,739	3,992		
Maint Manager	2/27/25	9925.5	Design/Permits for 2026 Road Projects	ROADS	Open	●	41,888	-	41,888		
			Subtotal Roads Open Projects				\$ 1,562,841	\$ 322,978	\$ 1,239,863		
Maint Manager	2/27/25	9925.7	2025 CVC Supplies & Outside Contractor	ROADS	Open	●	99,559	202	99,357	A	
Maint Manager	2/27/25	9925.72	2025 CVC Wages, Taxes, & Benefits	ROADS	Open	●	67,774	20,819	46,955	A	
			Subtotal 2024 Roads CVC Project				\$ 167,333	\$ 21,022	\$ 146,311		
			Open Project Totals, Roads				\$ 1,730,174	\$ 343,999	\$ 1,386,175		
		A	9925.7 and 9925.72 are the same project.								
		X	Overbudget amount will be charged to operations.								
									Adjusted Balance		
									\$ 1,386,915		



		<b>Sudden Valley Community Association - Capital Project Report</b>								
		<b>UDR Projects Open in 2025</b>								
		<b>Updated as of</b>			<b>6/30/2025</b>					
							<b>A</b>	<b>B</b>	<b>A-B</b>	
	<b>BOARD APPROVED PROJECT</b>						<b>BUDGETED</b>			
<b>Cost Manager</b>	<b>Approval Date</b>	<b>GL</b>	<b>Project Name</b>	<b>Fund</b>	<b>Status</b>		<b>Board Approved</b>	<b>Total Invoiced</b>	<b>Acctg Funds Obligated</b>	
GM	12/19/16	9902	Area Z Mitigation	UDR	Open	●	186,290	179,053	7,237	
GM	4/13/23	9623	Firewise	UDR	Open	●	4,000	12,457	(8,457)	A
GM	4/13/23	9623.02	Firewise Wages, Taxes, & Benefits	UDR	Open	●	27,600	17,046	10,554	A
				<b>Total Firewise</b>			<b>\$ 31,600</b>	<b>\$ 29,503</b>	<b>\$ 2,097</b>	
GM	6/13/24	9624.02	2024 GM Search	UDR	Open	●	32,850	25,128	7,722	
GM	8/22/24	9624.04	Legal Exp. for Past Due Accts Collections	UDR	Closed	●	20,000	20,000	-	
GM	6/12/25	9625.01	2025 Hazardous Tree Removal	UDR	Open	●	100,000	19,302	80,698	
				<b>Open Project Totals, UDR</b>			<b>\$ 370,740</b>	<b>\$ 272,986</b>	<b>\$ 97,754</b>	
		<b>A</b>	9623 and 9623.02 are the same project.							

**Sudden Valley Community Association**  
**Balance Sheet**  
**May 31, 2025 and December 31, 2024**

	<b>Unaudited**</b> <b>May 31, 2025</b>	<b>Unaudited**</b> <b>Dec 31, 2024</b>	<b>Inc / (Dec)</b>
<b>OPERATIONS</b>			
<b>Current Assets</b>			
Operating Cash	\$ 548,665	\$ 579,484	\$ (30,819)
Building Completion Deposit Fund	717,400	749,910	(32,510)
Member Receivables - Operations*	-	53,456	(53,456)
Other Receivables	3,350	3,350	-
Prepaid Expenses	20,426	82,148	(61,722)
Operating Lease ROU Assets	26,888	29,554	(2,666)
Inventory	4,684	5,824	(1,140)
<b>Total Current Assets</b>	<b>1,321,413</b>	<b>1,503,726</b>	<b>(182,313)</b>
<b>Current Liabilities</b>			
Accounts Payable	(93,120)	(159,772)	66,652
Accrued Vacation Liability	(91,793)	(76,335)	(15,458)
Accrued Payroll	-	(115,575)	115,575
Prepaid Assessments	(299,055)	(241,080)	(57,975)
Building Completion Deposits	(717,400)	(749,910)	32,510
Other Refundable Deposits	(12,596)	(9,956)	(2,640)
Operating Lease Liability	(26,888)	(29,554)	2,666
Prepaid Golf Memberships	-	(112,307)	112,307
<b>Total Current Liabilities</b>	<b>(1,240,852)</b>	<b>(1,494,489)</b>	<b>253,637</b>
<b>Other Liabilities</b>			
Estimated Contingent PPP Loan Liability***	(357,700)	(357,700)	-
Deferred Library Lease Revenue	(32,667)	(36,000)	3,333
<b>Total Other Liabilities</b>	<b>(390,367)</b>	<b>(393,700)</b>	<b>3,333</b>
<b>Operating Reserve Funds</b>			
Emergency Operating Cash	364,258	363,815	443
Undesignated Reserves Cash	363,923	302,135	61,788
<b>Total Operating Reserve Funds</b>	<b>728,181</b>	<b>665,950</b>	<b>62,231</b>
<b>Net Operating Assets</b>	<b>\$ 418,375</b>	<b>\$ 281,487</b>	<b>\$ 136,888</b>
<b>CAPITAL</b>			
<b>Capital Current Assets</b>			
CRRRF (Capital Repair & Replacement) Cash Fund	3,475,239	3,172,197	303,042
Roads Reserve Cash Fund	2,554,533	2,102,138	452,395
Board Density Reduction Cash Fund	87,950	87,889	61
Mailbox Cash Fund	163,226	151,970	11,256
CRRRF Capital Reserve Holding Cash	219,885	219,618	267
Mitigation Assignment of Savings Cash	49,859	49,821	38
LWWSD Assignment of Savings Cash	14,942	14,939	3
Member Receivables - Capital**	-	13,625	(13,625)
<b>Total Capital Current Assets</b>	<b>6,565,634</b>	<b>5,812,197</b>	<b>753,437</b>
<b>Capital Fixed Assets</b>			
Fixed Assets	16,813,908	17,006,025	(192,117)
Finance ROU Assets	86,643	119,060	(32,417)
Lots Held for Sale	231,826	231,826	-
<b>Total Capital Assets</b>	<b>17,132,377</b>	<b>17,356,911</b>	<b>(224,534)</b>
<b>Long Term Liabilities</b>			
CRRRF Loan 2022	(1,426,651)	(1,539,073)	112,422
Finance Leases	(77,714)	(104,457)	26,743
<b>Total Long Term Liabilities</b>	<b>(1,504,365)</b>	<b>(1,643,530)</b>	<b>139,165</b>
<b>NET ASSETS</b>	<b>\$ 22,612,021</b>	<b>\$ 21,807,065</b>	<b>\$804,956</b>
<b>MEMBER EQUITY</b>			
<b>Member Equity</b>			
Current Year Net Income: Operations	134,760	(374,591)	509,351
Transfers Out from Operations to Capital	-	(145,600)	145,600
Current Year Net Income: Capital**	670,196	1,294,054	(623,858)
Transfers Into Capital from Operations	-	145,600	(145,600)
Retained Earnings**	4,858,301	5,232,892	(374,591)
Capital**	16,948,764	15,654,710	1,294,054
<b>TOTAL MEMBER EQUITY</b>	<b>\$ 22,612,021</b>	<b>\$21,807,065</b>	<b>\$804,956</b>

\* The Association's internal policy is to write off any member receivables that are 30 days past due as bad debts for internal interim financial statement purposes. As per SVCA policy, Management continues to pursue collection of these receivables via all avenues allowed by Washington State laws. In addition, the Association records and bills finance charges on receivables that are thirty days past due at 1% per month. At May 31, 2025, and December 31, 2024, the balances of receivables written off were \$755,818 and \$699,426, respectively.

\*\* Beginning with the 2020 year end audited financial statements, Accounting Standards Codification (ASC) 606 requires issued audited financial statements to reclassify unspent capital dues revenue, including related capital transfer fee collections, as a contract liability balance (unearned revenue), which is then reversed out in future years when capital dues/capital transfer fee collections are actually expended on capital related expenditures. This particular accounting standard change is only incorporated into the issued audited financial statements and is not factored into SVCA's internal monthly statements as it would obscure the reality of monthly capital dues/capital transfer fee revenues collected for internal monthly presentation purposes. See SVCA's 2020 through 2023 audited financial statements (2023 represents the most recently issued audited statements), which fully incorporate ASC 606 and comply with Generally Accepted Accounting Principals (GAAP).

\*\*\* At 2024 year end, the Association recorded a contingent liability relating to Paycheck Protection Program (PPP) loan funds that were received in May 2020 and then forgiven by the Small Business Administration (SBA) in September 2021, which are funds that the SBA has since subsequently deemed that the Association did not qualify for because of its 501(C)(4) tax exempt status, which was communicated to the Association by the government in April 2025. This contingency was classified by the Association as probable. And upon final resolution with the SBA, the Association believes that the estimated amount of liability will be limited to the original amount of the PPP loan funds received (\$357,700) because of the fact that the Association fully disclosed its tax exempt status to the SBA during the PPP loan application process, which the government has especially acknowledged.

**Sudden Valley Community Association  
Income Statement Summary**

<b>UNAUDITED</b>	<b>Current Month - May 2025</b>			<b>Year to Date - 5 Months Ending 5/31/2025</b>			
	<b>Operations &amp; Operating Reserves</b>	<b>Operations Better / (Worse) Budget</b>	<b>Capital Reserves**</b>	<b>Operations &amp; Operating Reserves</b>	<b>Operations Better / (Worse) Budget</b>	<b>Coll %</b>	<b>Capital Reserves**</b>
<b>REVENUE</b>							
Current Year Dues & Assessments Income							
Dues & Assessments Income	238,131		246,599	1,193,142			1,235,817
Bad Debt Reserve	(1,154)		(921)	(34,780)			(25,520)
Net Current Year Assessment Income	236,977	10,870	245,678	1,158,362	27,827	97.1%	1,210,297
Bad Debt Recoveries - Prior Years			2,947				28,003
Golf Income	141,919	2,380	-	512,712	13,679		-
Marina Income	4,082	(3,717)	-	225,741	2,274		-
Rec Center & Pools Income	2,644	588	-	6,934	3,152		-
Legal & Collections Income	-	-	-	-	-		-
Other Income	10,200	(579)	-	83,018	35,662		-
Rental Income - Other	1,350	(1,516)	-	5,080	(401)		-
Area Z Rental Income	539	539	-	13,105	176		-
Lease Income	5,732	948	-	28,658	4,741		-
New Home Construction Fees	26,000	4,720	-	68,000	29,940		-
Capital Gain (Loss) on Sale of Assets	-	-	-	-	-		1,000
Investment Income	574	(9)	2,799	3,317	402		14,415
<b>Total Revenue</b>	<b>430,017</b>	<b>14,224</b>	<b>251,424</b>	<b>2,104,927</b>	<b>117,452</b>		<b>1,253,715</b>
<b>EXPENSES</b>							
Salaries & Benefits	201,388	2,996	-	941,921	9,906		-
Contracted & Professional Services	31,997	(3,859)	-	96,136	(11,900)		-
CC&Rs/ Mandates	56,366	(18,592)	-	248,052	(59,300)		-
Maintenance & Landscaping	63,889	(24,882)	-	226,595	(10,159)		-
Utilities	11,680	1,990	-	89,066	3,934		-
Administrative	18,676	490	-	86,588	(3,533)		-
Regulatory Compliance	18,052	(10,839)	-	181,104	(88,609)		-
Insurance Premiums	16,623	885	-	81,639	5,896		-
Other Expenses	-	416	-	217	1,866		-
Depreciation Expense	-	-	108,710	-	-		543,550
Interest expense	-	-	5,227	-	-		26,344
<b>Total Expenses</b>	<b>418,671</b>	<b>(51,395)</b>	<b>113,937</b>	<b>1,951,318</b>	<b>(151,899)</b>		<b>569,894</b>
<b>Net Income (Loss)</b>	<b>11,346</b>	<b>(37,171)</b>	<b>137,487</b>	<b>153,609</b>	<b>(34,447)</b>		<b>683,821</b>
<b>Net UDR Activity for Operations</b>							
Legal Expenses - Past Due Account Collections	-			(9,984)			
<b>Net Income (Loss) with Board Approved UDR</b>	<b>11,346</b>	<b>(37,171)</b>	<b>137,487</b>	<b>143,625</b>	<b>(34,447)</b>		<b>683,821</b>
<b>Other Activity</b>							
Net Other UDR Activity*	8,023			56,717			
AR Accrual - Prior Year Reversal	-		-	(53,456)			(13,625)
AR Accrual - Current Year	-		-	-			-
Lease Income- Library Prepaid Recognized	667			3,333			
Vacation Liability Accrual	(1,504)			(15,459)			
<b>Total Other Activity</b>	<b>7,186</b>		<b>-</b>	<b>(8,865)</b>			<b>(13,625)</b>
<b>Grand Total Activity</b>	<b>18,532</b>	<b>(37,171)</b>	<b>137,487</b>	<b>134,760</b>	<b>(34,447)</b>		<b>670,196</b>

\*Prior year recoveries for operations are deposited into the Undesignated Reserve Account (UDR).

\*\*Refer to the last footnote on the Balance Sheet (prior page) for a discussion of Accounting Standards Codification (ASC) 606 and capital dues revenue collections.

**Sudden Valley Community Association**  
**Reserve Cash Balance & Activity**  
5 Months Actual, 7 Months Projected

UNAUDITED

UNAUDITED

	Capital Reserve Funds						Operating Reserve Funds			
	CRRRF	Roads	CRRRF Capital Reserve Holding Cash	Board Density Reduction	Mailbox	Mitigation Assignment of Savings*	Total Capital Reserve Funds	Emergency Ops	UDR	Total Operating Reserve Funds
Net Available Cash 12/31/2024	3,172,197	2,102,138	219,618	87,889	151,970	64,760	\$ 5,798,571	363,815	302,135	\$ 665,950
Dues Received	600,310	619,747		-	11,068		1,231,125	-	72,850	72,850
Storm Water Mitigation Plan Fee		-					-			-
Investment Income	8,113	5,743	267	61	189	41	14,415	443	388	831
Sale of Assets	1,000			-			1,000			-
Mitigation Release	-	-				-	-			-
2025 Expenditures	(306,381)	(173,095)	-	-	-		(479,476)		(11,450)	(11,450)
Net Available Cash at 5/31/2025	3,475,239	2,554,533	219,885	87,950	163,226	64,801	\$ 6,565,634	364,258	363,923	\$ 728,181
7 Month Outlook										
Outlook - 2025 Dues (95% collections)	801,495	824,318			14,731		\$ 1,640,544			\$ -
Outlook - Prior Year Collections	11,604	11,934			213		23,752		22,915	22,915
CRRRF Loan Payments for year 2025	(194,273)						(194,273)			-
Obligated Expenses/Holdings	(1,006,502)	(1,419,109)	(219,885)			(64,801)	(2,710,297)		(17,056)	(17,056)
Net Usable Cash Balance 12/31/2025	3,087,563	1,971,677	-	87,950	178,171	-	\$ 5,325,360	364,258	369,782	\$ 734,040
Board Recommended Carryover Balance	(600,000)	(500,000)					\$ (1,100,000)			\$ -
Net Usable Cash 12/31/2025, After Recommendation	\$ 2,487,563	\$ 1,471,677	\$ -	\$ 87,950	\$ 178,171	\$ -	\$ 4,225,360	\$ 364,258	\$ 369,782	\$ 734,040
Net Current Year Cash Increase (Decrease)	(84,634)	(130,461)	(219,618)	61	26,201	(64,760)	\$ (473,211)	443	67,647	\$ 68,090

\*Note, when mitigation period has ended, unspent funds will be returned to the source account, Roads and CRRRF.

## Sudden Valley Community Association

## Operations - By Department

May 1, 2025 to May 31, 2025

Whole \$

## CURRENT MONTH

UNAUDITED

<u>Department</u>	<u>Actual Revenue</u>	<u>Revenue B / (W)</u>	<u>Actual Salary Benefits</u>	<u>Salary &amp; Benefits B / (W)</u>	<u>Actual Other Expense *</u>	<u>Other Exp B / (W)*</u>	<u>Net Income / (Loss) *</u>	<u>Net B / (W)*</u>
ACC / Security	27,400	6,120	7,502	(387)	42,616	(7,003)	(22,718)	(1,270)
Accounting	3,543	(1,273)	28,819	1,222	2,189	1,205	(27,465)	1,154
Administration	1,439	1,329	33,147	3,278	22,363	(12,168)	(54,071)	(7,561)
Common Costs	3,067	(849)	-	-	47,079	(17,983)	(44,012)	(18,832)
Facilities	6,271	1,321	5,365	(734)	6,623	6,800	(5,717)	7,387
Maintenance	-	-	32,401	975	9,536	852	(41,937)	1,827
Subtotal	<b>41,720</b>	<b>6,648</b>	<b>107,234</b>	<b>4,354</b>	<b>130,406</b>	<b>(28,297)</b>	<b>(195,920)</b>	<b>(17,295)</b>
Golf	141,919	2,380	68,823	4,534	65,283	(28,120)	7,813	(21,206)
Marina	5,407	(4,912)	-	-	3,157	(2,097)	2,250	(7,009)
Rec/ Pools/ Parks	3,994	(762)	25,331	(5,892)	18,435	4,123	(39,772)	(2,531)
Subtotal	<b>151,320</b>	<b>(3,294)</b>	<b>94,154</b>	<b>(1,358)</b>	<b>86,875</b>	<b>(26,094)</b>	<b>(29,709)</b>	<b>(30,746)</b>
Subtotal Operations before Ops Dues	<b>193,040</b>	<b>3,354</b>	<b>201,388</b>	<b>2,996</b>	<b>217,281</b>	<b>(54,391)</b>	<b>(225,629)</b>	<b>(48,041)</b>
Ops Dues Earned	238,131						238,131	
Curr Yr Bad Debts Activity	(1,154)						(1,154)	
Net Ops Dues	<b>236,977</b>	<b>10,870</b>					<b>236,977</b>	<b>10,870</b>
Net Operations	<b>430,017</b>	<b>14,224</b>	<b>201,388</b>	<b>2,996</b>	<b>217,281</b>	<b>(54,391)</b>	<b>11,348</b>	<b>(37,171)</b>
Net BOD Approved UDR Activity for Operations								
Legal Expenses - Past Due Account Collections	-		-		-		-	
Net Operations with Board Approved UDR	<b>430,017</b>	<b>14,224</b>	<b>201,388</b>	<b>2,996</b>	<b>217,281</b>	<b>(54,391)</b>	<b>11,348</b>	<b>(37,171)</b>
Other Operating Activity								
UDR Activity	8,228				205		8,023	
AR Accrual - Prior Year Reversal	-				-		-	
AR Accrual - Current Year	-				-		-	
Lease Income- Library Prepaid Recognized	667				-		667	
Vacation Liability Accrual	-				1,504		(1,504)	
Total Other Operating Activity	<b>8,895</b>				<b>1,709</b>		<b>7,186</b>	
Grand Total Operations Activity	<b>438,912</b>	<b>14,224</b>	<b>201,388</b>	<b>2,996</b>	<b>218,990</b>	<b>(54,391)</b>	<b>18,534</b>	<b>(37,171)</b>

\* Excludes Depreciation

B / (W) = Better / (Worse) Than Budget

**Sudden Valley Community Association**  
**Operations - By Department**  
**January 1, 2025 to May 31, 2025**  
**YEAR TO DATE**

Whole \$

**UNAUDITED**

<u>Department</u>	<u>Actual Revenue</u>	<u>Revenue B / (W)</u>	<u>Actual Salary Benefits</u>	<u>Salary &amp; Benefits B / (W)</u>	<u>Actual Other Expense *</u>	<u>Other Exp B / (W)*</u>	<u>Net Income / (Loss) *</u>	<u>Net B / (W)*</u>
ACC / Security	105,349	55,730	36,980	(2,033)	264,402	(72,903)	(196,033)	(19,206)
Accounting	12,739	(2,457)	142,261	5,279	26,857	(3,296)	(156,379)	(474)
Administration	2,552	2,212	161,485	17,420	86,760	(37,225)	(245,693)	(17,593)
Common Costs	30,344	10,764	-	-	235,298	(57,821)	(204,954)	(47,057)
Facilities	41,763	4,084	22,515	259	62,374	30,858	(43,126)	35,201
Maintenance	-	-	165,150	2,727	34,185	12,952	(199,335)	15,679
Subtotal	<b>192,747</b>	<b>70,333</b>	<b>528,391</b>	<b>23,652</b>	<b>709,876</b>	<b>(127,435)</b>	<b>(1,045,520)</b>	<b>(33,450)</b>
Golf	512,712	13,679	304,277	20,646	238,236	(35,754)	(29,801)	(1,429)
Marina	229,091	2,028	-	-	12,697	(5,142)	216,394	(3,114)
Rec/ Pools/ Parks	12,014	3,584	109,253	(34,392)	48,587	6,527	(145,826)	(24,281)
Subtotal	<b>753,817</b>	<b>19,291</b>	<b>413,530</b>	<b>(13,746)</b>	<b>299,520</b>	<b>(34,369)</b>	<b>40,767</b>	<b>(28,824)</b>
Subtotal Operations before Ops Dues	<b>946,564</b>	<b>89,624</b>	<b>941,921</b>	<b>9,906</b>	<b>1,009,396</b>	<b>(161,804)</b>	<b>(1,004,753)</b>	<b>(62,274)</b>
Ops Dues Earned	1,193,142						1,193,142	
Curr Yr Bad Debts Activity	(34,780)						(34,780)	
Net Ops Dues	<u>1,158,362</u>	<u>27,827</u>					<u>1,158,362</u>	<u>27,827</u>
Net Operations	<b>2,104,926</b>	<b>117,451</b>	<b>941,921</b>	<b>9,906</b>	<b>1,009,396</b>	<b>(161,804)</b>	<b>153,609</b>	<b>(34,447)</b>
Net BOD Approved UDR Activity for Operations								
Legal Expenses - Past Due Account Collections	-		-		9,984		(9,984)	
Net Operations with Board Approved UDR	<b>2,104,926</b>	<b>117,451</b>	<b>941,921</b>	<b>9,906</b>	<b>1,019,380</b>	<b>(161,804)</b>	<b>143,625</b>	<b>(34,447)</b>
Other Operating Activity								
UDR Activity	62,378				5,661		56,717	
AR Accrual - Prior Year Reversal	(53,456)				-		(53,456)	
AR Accrual - Current Year	-				-		-	
Lease Income- Library Prepaid Recognized	3,333				-		3,333	
Vacation Liability Accrual	-				15,459		(15,459)	
Total Other Operating Activity	<u>12,255</u>				<u>21,120</u>		<u>(8,865)</u>	
Grand Total Operations Activity	<b>2,117,181</b>	<b>117,451</b>	<b>941,921</b>	<b>9,906</b>	<b>1,040,500</b>	<b>(161,804)</b>	<b>134,760</b>	<b>(34,447)</b>

\* Excludes Depreciation

B / (W) = Better / (Worse) Than Budget

Sudden Valley Community Association

SUDDEN VALLEY COMMUNITY ASSOCIATION - LOTS & DUES ANALYSIS 2025

																												SVCA Owned Lots				LLE & CTB	Dues Exempt	Total Non Billable Lots	Total All Lots
	Actual Year Prepaid			Actual Current			Actual 1 Mth Due		Actual 2 Mth Due		Actual 3 Mth Due		Actual 4+ Mth Due		Pmt Plans		Total Prepaid & Current			Total Not Current			Total Billable Lots			Restricted									
	Vac	Dev	Total	Vac	Dev	Total	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Vac	Dev	Total	Vac	Dev	Total	Vac	Dev	Total	Vac	Dev	Total	Perm	WD10	Avail.	Total					
Jan	16	82	98	276	2,529	2,805	24	103	2	8	3	10	18	37	2	8	292	2,611	2,903	49	166	215	341	2,777	3,118	774	0	3	777	740	6	1,523	4,641		
Feb	18	96	114	277	2,527	2,804	16	82	8	24	0	6	19	34	2	8	295	2,623	2,918	45	154	199	340	2,777	3,117	775	0	3	778	740	6	1,524	4,641		
Mar	21	95	116	280	2,554	2,834	6	61	8	14	3	8	19	37	2	8	301	2,649	2,950	38	128	166	339	2,777	3,116	776	0	3	779	740	6	1,525	4,641		
Apr	21	100	121	285	2,551	2,836	7	62	1	10	3	12	20	32	2	10	306	2,651	2,957	33	126	159	339	2,777	3,116	776	0	3	779	740	6	1,525	4,641		
May	23	105	128	283	2,526	2,809	14	79	1	17	0	8	16	30	2	12	306	2,631	2,937	33	146	179	339	2,777	3,116	776	0	3	779	740	6	1,525	4,641		
Jun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Jul	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Aug	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Sep	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Oct	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Nov	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Dec	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			

LLE = Lot Line Eraser  
CTB = Covenant to Bind

		Sudden Valley Community Association - Capital Project Report									
		CRRRF Projects Open in 2025									
		Updated as of			5/31/2025						
								A	B	A-B	
	BOARD APPROVED PROJECT						BUDGETED		Acctg Funds Obligated		
Cost Manager	Approval Date	GL	Project Name	Fund	Status		Board Approved	Total Invoiced			
Turf Manager	1/23/20	9719.18	Trim Mower- Turf	CRRRF	Open	●	44,050	40,199	3,851	LE	
Turf Manager	1/23/20	9719.19	Utility Vehicles	CRRRF	Open	●	104,248	104,701	(453)	LE & X	
Golf Director	11/5/20	9721.01	Golf Cart Fleet	CRRRF	Open	●	183,900	159,580	24,320	LE	
Maint Manager	10/27/22 & 10/12/23 & 8/22/24	9722.08	Area Z Maintenance Facility Remodel	CRRRF	Open	●	503,898	498,294	5,604		
GM	10/27/22 & 9/28/23 & 11/2/23	9722.09	Barn 8 Refurbishment	CRRRF	Open	●	824,530	170,074	654,456		
GM	1/12/23 & 4/25/24 & 5/22/25	9723.04	Austin Creek Repair Design & Permitting	CRRRF	Open	●	34,585	9,703	24,882		
GM	3/9/23	9723.07	Website Improvements	CRRRF	Open	●	10,483	5,605	4,878		
Golf Director	12/14/23	9723.17	10 Additional Golf Carts Lease	CRRRF	Open	●	81,600	15,979	65,621	LE	
Maint Manager	1/25/24	9724.012	Turf Building Remodel-Permit/Design	CRRRF	Open	●	9,755	8,217	1,538		
Turf Manager	2/22/24	9724.05	Sand Trap Rake	CRRRF	Closed	●	32,579	32,579	-		
Maint Manager	2/22/24	9724.06	Club House HVAC 20 Ton Design/permitting	CRRRF	Open	●	22,176	13,376	8,800		
Maint Manager	4/25/24 & 7/25/24	9724.07	Adult Center Furnace & Water Heater Replacement	CRRRF	Open	●	42,422	44,588	(2,166)	X	
Maint Manager	7/25/24	9724.09	Fencing (Adult Cntr/Area Z/Turfcare) & Area Z RV Storage	CRRRF	Open	●	71,851	69,243	2,608		
Turf Manager	9/26/24	9724.11	#2 Golf Bridge Repair	CRRRF	Open	●	25,460	23,994	1,466		
Turf Manager	1/9/25	9725.01	Fairway Aerator- Wiedenmann Terra Spike XF6	CRRRF	Closed	●	57,495	57,495	-		
Turf Manager	1/23/25	9725.02	Turfcare Trailer	CRRRF	Closed	●	17,843	17,843	-		
Turf Manager	2/27/25	9725.03	Golf Course Fairway Top-Dresser Replacement	CRRRF	Open	●	50,592	-	50,592		
Maint Manager	3/27/25	9725.04	Zero-Turn Mower (Kubota ZD1211R)	CRRRF	Closed	●	21,146	20,601	-		
Maint Manager	4/10/25	9725.05	Marina Directional Signage	CRRRF	Open	●	15,000	1,510	13,490		
Maint Manager	4/10/25	9725.06	Gate 2 & Welcome Center Directional Signage	CRRRF	Open	●	20,000	-	20,000		
Maint Manager	4/24/25	9725.07	Welcome Center Exterior Painting	CRRRF	Open	●	7,611	-	7,611		
Turf Manager	5/22/25	9725.10	Turf Care Building Remodel	CRRRF	Open	●	116,785	-	116,785		
				Open Projects Total, CRRRF			\$ 2,298,010	\$ 1,293,582	\$ 1,003,883		
		LE	These line items represent five-year finance leases, which means the obligated costs will be spread out over five-year periods.								
		X	Overbudget amount will be charged to operations.								
									Adjusted Balance		
									\$ 1,006,502		



		<b>Sudden Valley Community Association - Capital Project Report</b>									
		<b>Roads Projects Open in 2025</b>									
		Updated as of		5/31/2025							
							A	B	A-B		
		BOARD APPROVED PROJECT					BUDGETED				
Cost Manager	Approval Date	GL	Project Name	Fund	Status		Board Approved	Total Invoiced	Acctg Funds Obligated		
GM	5/11/23 & 6/8/23	9923.42	2023 Street Pavement Markings	ROADS	Open	●	31,803	27,366	4,437		
GM	2/22/24	9924.2	2024 On- Call Engineering	ROADS	Open	●	41,600	40,305	1,295		
GM	2/22/24	9924.5	2024 Renewal of 5-yr programmatic Permits	ROADS	Open	●	30,000	30,740	(740)	X	
GM	2/22/24 & 3/27/25	9924.6	Area Z Access Bridge & Culvert #4 Replacement with Bridge (2024 Design/Permitting & 2025 Construction)	ROADS	Open	●	1,219,468	179,357	1,040,111		
GM	2/27/25	9925.1	2025 Fast Response	ROADS	Open	●	91,936	-	91,936		
GM	2/27/25	9925.2	2025 On-Call Engineering	ROADS	Open	●	44,559	6,951	37,608		
GM	2/27/25	9925.3	2025 Pot Holes & Minor Road Repairs	ROADS	Open	●	37,856	9,027	28,829		
Maint Manager	2/27/25 & 4/24/25	9925.4	2025 Street signs & Pavement Markings	ROADS	Open	●	23,731	2,398	21,333		
Maint Manager	2/27/25	9925.5	Design/Permits for 2026 Road Projects	ROADS	Open	●	41,888	-	41,888		
			Subtotal Roads Open Projects				\$ 1,562,841	\$ 296,144	\$ 1,266,697		
Maint Manager	2/27/25	9925.7	2025 CVC Supplies & Outside Contractor	ROADS	Open	●	99,559	202	99,357	A	
Maint Manager	2/27/25	9925.72	2025 CVC Wages, Taxes, & Benefits	ROADS	Open	●	67,774	15,459	52,315	A	
			Subtotal 2024 Roads CVC Project				\$ 167,333	\$ 15,661	\$ 151,672		
			Open Project Totals, Roads				\$ 1,730,174	\$ 311,805	\$ 1,418,369		
		A	9925.7 and 9925.72 are the same project.								
		X	Overbudget amount will be charged to operations.								
									Adjusted Balance		
									\$ 1,419,109		

		<b>Sudden Valley Community Association - Capital Project Report</b>								
		<b>UDR Projects Open in 2025</b>								
		<b>Updated as of</b>			<b>5/31/2025</b>					
							<b>A</b>	<b>B</b>	<b>A-B</b>	
	<b>BOARD APPROVED PROJECT</b>						<b>BUDGETED</b>			
<b>Cost Manager</b>	<b>Approval Date</b>	<b>GL</b>	<b>Project Name</b>	<b>Fund</b>	<b>Status</b>		<b>Board Approved</b>	<b>Total Invoiced</b>	<b>Acctg Funds Obligated</b>	
GM	12/19/16	9902	Area Z Mitigation	UDR	Open	●	186,290	179,053	7,237	
GM	4/13/23	9623	Firewise	UDR	Open	●	4,000	12,457	(8,457)	A
GM	4/13/23	9623.02	Firewise Wages, Taxes, & Benefits	UDR	Open	●	27,600	17,046	10,554	A
				Total Firewise			\$ 31,600	\$ 29,503	\$ 2,097	
GM	6/13/24	9624.02	2024 GM Search	UDR	Open	●	32,850	25,128	7,722	
GM	8/22/24	9624.04	Legal Exp. for Past Due Accts Collections	UDR	Closed	●	20,000	20,000	-	
				<b>Open Project Totals, UDR</b>			<b>\$ 270,740</b>	<b>\$ 253,684</b>	<b>\$ 17,056</b>	
		A	9623 and 9623.02 are the same project.							



## Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

# COMMITTEE INFORMATION MEMO

**To:** Executive Team, Sudden Valley Community Association Board of Directors  
**From:** Daniel Rodriguez, STR Task Force Chair, Michael Bennett, General Manager  
**Date:** 08.28.2025  
**Subject:** Recommendations for Establishment of Short-Term Rental (STR) Policies, Registration, and Enforcement

---

### Purpose

The purpose of this memorandum is to present the recommendations of the Short-Term Rental (STR) Task Force and General Manager for the establishment of policies, registration requirements, and enforcement guidelines for STRs within Sudden Valley. The goal is to create a clear framework that balances the rights of property owners with the need to protect neighborhood character, promote safety, and ensure equitable enforcement of community rules.

### Background

Sudden Valley has experienced a steady increase in properties being used as short-term rentals (STRs). While STRs provide income opportunities for owners, they have also generated community concerns including:

- **Noise and disruption**
- **Parking congestion**
- **Trash accumulation**
- **Potential property damage**
- **Erosion of neighborhood character and community cohesion**

The Board, STR Committee, and Administration agree that registration and rules enforcement are necessary to ensure STR owners and guests comply with existing SVCA governing documents and community standards.

### Analysis

#### A. Board-Level Actions

1. Approve the establishment of an STR **registration system**.
2. Approve the proposed **registration form** (Exhibit B).
3. Approve a **registration fee** and renewal cycle (recommendation: annual, with amount based on administrative costs and equity with long-term rental registration).
4. Approve **fine structure revisions** for non-compliance (initial and repeat violations).
5. Review whether amendments to the **Bylaws** are required; obtain attorney guidance if necessary.

#### B. General Manager, STR Task Force and Staff Actions

1. Implement the **registration system and database**, accessible to Security for after-hours enforcement.



## **Sudden Valley Community Association**

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

2. Finalize and distribute the **one-page STR Guest Guidelines flyer** (Exhibit A).
3. Publicize the registration program via **SV Views, social media, e-blasts, and mailed postcards**.
4. Engage a **scraping service** to monitor online STR listings for unregistered properties.
5. Ensure **equity in enforcement** between STR and long-term rental owners.

#### **IV. Proposed Implementation Process**

- **Initial Awareness Campaign:** 1-month notification period using multiple communication channels.
- **Voluntary Registration Period:** 4–6 months free or reduced-fee registration.
- **Full Enforcement Phase:** After the voluntary period, fines are issued for non-compliance; scraping service / stealth reservations used to identify violators.

#### **V. Key Elements of STR Policy**

##### **1. Registration Form (Exhibit B)**

- Owner and alternate contact information (24/7 availability).
- Parking plan (no on-street parking allowed).
- Confirmation of compliance with Whatcom County permit requirements.
- Owner acknowledgment of responsibility for guest conduct and fines.

##### **2. Guest Guidelines (Exhibit A)**

STR guests must comply with all SVCA rules, including:

- Quiet hours and noise restrictions
- Parking limited to rental property only
- Wildlife and pet restrictions
- No fireworks or firearms discharge
- Trash disposal and littering prohibitions
- Prohibition on camping or temporary sleeping structures
- Access limits to certain amenities (e.g., Quiet Pool is for members only)

##### **3. Compliance & Enforcement**

- STR owners are responsible for guest violations and fines.
- Violations handled under the SVCA existing fine process.
- Continued non-compliance may result in trespass orders or legal enforcement.

#### **VI. Exhibits**

- **Exhibit A** – Draft STR Guest Guidelines Flyer
- **Exhibit B** – Draft STR Registration Form
- **Exhibit C** – Draft STR Implementation Timeline
- **Exhibit D** – STR Committee Background Report & Owner Concerns

# **Sudden Valley Community Association**

## **Short-Term Rental (STR) Guest Guidelines**

Welcome to Sudden Valley! To ensure a safe and enjoyable stay, please follow these community rules.

### **Neighborhood Etiquette**

- Be respectful of neighbors. Loud music, parties, or disruptive behavior is prohibited.
- Intoxicated, rude, or threatening behavior may result in removal from the community.

### **Quiet Hours**

- Quiet Hours: 10:00 PM – 7:00 AM daily.

### **Parking**

- Park only on the rental property.
- No street parking is permitted anywhere in Sudden Valley.
- Off-site parking requires a valid SVCA parking pass.

### **Pets**

- Limit: 2 pets per rental property.
- Pets must be leashed and under control at all times (except in designated off-leash areas).
- Clean up after your pets.
- No pets allowed in children's play areas.

### **Wildlife**

- Sudden Valley is a wildlife sanctuary – do not feed deer or disturb birds and animals.
- Firearms and fireworks are prohibited.

### **Fires & Trash**

- Recreational fires allowed only if no county/state burn ban is in effect.
- Dispose of trash properly and keep the property clean.

### **Common Areas**

- A parking pass is required for all SVCA common areas.
- STR guests may not use the Quiet Pool (reserved for members only).
- SVCA is not responsible for accidents or injuries in common areas.

Thank you for being a good neighbor! Please contact your property owner or the Sudden Valley Administration Office with any questions.

# **Sudden Valley Community Association**

## **Short-Term Rental Registration Form**

Property Address: \_\_\_\_\_  
Unified Business Identifier (UBI) (If Applicable): \_\_\_\_\_  
Whatcom County Conditional Use Permit Number (If Applicable): \_\_\_\_\_  
Type of STR Use (Owner-occupied or Non-owner-occupied): \_\_\_\_\_  
Owner's Name: \_\_\_\_\_  
Owner's 24/7 Phone Number: \_\_\_\_\_  
Owner's Email Address: \_\_\_\_\_  
Alternate Contact's Name: \_\_\_\_\_  
Alternate Contact's 24/7 Phone Number: \_\_\_\_\_  
# of on-property parking spaces available to guests (no street parking allowed):  
\_\_\_\_\_

### **Acknowledgements (please initial each)**

- \_\_\_\_ I am responsible for the actions of my guests, agents, and invitees, and for their compliance with SVCA Governing Documents.
- \_\_\_\_ I am responsible for any fine, assessment, or penalty levied by SVCA against my guests, agents, and invitees.
- \_\_\_\_ Either I or my designated contacts must be reachable at all times to address any issues, including noise or emergencies.
- \_\_\_\_ I must submit any changes to the foregoing information to the Administration Office within two weeks of the change.
- \_\_\_\_ My property complies with Whatcom County zoning regulations, including Conditional Use Permit requirements.
- \_\_\_\_ I will make SVCA rules and guest guidelines available and visible in my rental property.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# **Sudden Valley Community Association**

## **Short-Term Rental (STR) Implementation Timeline**

### **Phase 1 – Awareness (Month 1)**

- Announce STR registration program in SV Views, social media, postcards, and e-blasts.
- Postcard mailing to all members.
- Provide short explanation of purpose: equity, safety, compliance.

### **Phase 2 – Voluntary Registration (Months 2–5)**

- 4-month registration window.
- Free or reduced-fee registration.
- Owners complete STR Registration Form and receive Guest Guidelines flyer.
- STR database activated for owner/contact tracking.

### **Phase 3 – Monitoring & Enforcement (Month 6 onward)**

- Contracted scraping service identifies unregistered STRs.
- Warning letters issued (30 days to comply).
- Non-compliant owners fined under existing SVCA fine schedule.
- Continued enforcement by Security and Administration.

### **Ongoing**

- Annual renewal of STR registration.
- Continuous equity enforcement for both STR and long-term rental properties.

# **Sudden Valley Community Association**

## **Short-Term Rental (STR) Concerns**

The following concerns have been documented regarding STR impacts in Sudden Valley:

- Excessive noise and disruption from transient guests.
- Parking congestion caused by unfamiliarity with local rules.
- Trash pile-ups and improper disposal from frequent turnover.
- Risk of property damage due to lack of tenant screening.
- Erosion of neighborhood character and loss of community cohesion.
- Potential illegal STR operations outside zoning or tax compliance.
- Weakened social connections due to high tenant turnover.





## **Sudden Valley Community Association**

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

# **APPROVAL REQUEST MEMO**

**To:** Sudden Valley Community Association Board of Directors  
**From:** Michael Bennett, General Manager  
**Date:** August 28, 2025  
**Subject:** Final Approval – Revocable Driveway Easement (Stable Lane Parcel 29423)

---

### **Purpose**

Request Board ratification of the final Revocable Easement for Ingress and Egress dated June 30, 2025, formalizing driveway access across SVCA Parcel 29423 for five adjacent homeowners, and authorization for the General Manager to execute and record the agreement.

### **Background**

This “green space” parcel labeled as Park 2 on the Whatcom County Assessor map has a recorded easement for 65 Stable Lane, allowing driveway access to that home. Four additional homes built before 65 Stable Lane also benefit from and rely upon a portion of SVCA Parcel 29423 to access their homes. The lots that use this dirt driveway are:

Lot 10, parcel #29539 (67 Stable Ln #B)

Lot 18, parcel #29337 (67 Stable Ln)

Lot 19, parcel #29382 (65 Stable Ln)

Lot 20, parcel #29404 (63 Stable Ln)

Lot 21/22, parcel #29451 (51 Stable Ln)

### **Analysis**

Over the past 20+ years, the five property owners have paid to replace gravel on this steep access driveway for maintenance. Each time this was done, it was only a short time before rain and weather eventually washed a good portion of the gravel down the steep drive into the driveway at 65 Stable Ln (Lot 19, #29382) and the main road at the bottom of the hill (Stable Ln). The owners paid for the work and materials. The five homeowners, working together, developed a viable solution that would not waste their money, as the gravel washed away each year. They propose to pay for, install, and maintain a driveway surface to provide access to their homes.

### **Background**

On February 6, 2025, the Board approved the driveway easement in substantially the form presented, contingent upon completion of legal review and incorporation of any required revisions. Legal counsel has completed that review, and the Grantees accepted the revisions. The June 30, 2025, version now reflects all counsel-recommended changes.



## Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

### Summary of Key Changes (Feb 6 → Aug 28, 2025)

- **Grantor's Retention of Rights (Sec. 3 → 4.3):** Added 15-day written notice for non-emergency SVCA work on the driveway; clarifies "emergency" as SVCA-determined situations requiring immediate action; SVCA retains right to restrict access temporarily.
- **Indemnification (Sec. 4 → 5.4):** Expressly excludes claims arising from SVCA's construction activity or gross negligence.
- **Revocation (Sec. 6 → 7.6):** This section specifies up to 180 days for Grantees to establish alternate access after notice of revocation.
- **Notices (Sec. 8 → 9.8):** The mail delivery window for certified/registered mail has been extended from 2 to 5 business days.
- **Benefitted Lots:** Updates ownership to reflect the passing of Arlene Deurbrouck; Robert Deurbrouck is listed as the sole owner of Lots 21/22.
- **Formatting & Boilerplate:** Added jury-trial waiver section-9; clarified compliance-with-laws language; minor formatting and numbering corrections.
- **Grantees agree to reimburse SVCA** for legal and recording costs (current detailed costs from CSD = \$4,488)

### Motion

Move that the Board of Directors ratify the Revocable Easement for Ingress and Egress dated June 30, 2025 (Attachment A); authorize the General Manager to execute and record the Easement; and direct staff to notify the Grantees upon recording.

### Approval

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_ SVCA Board of Directors

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Keith McLean, SVCA Board President

Filed for Record at the Request of:

SUDDEN VALLEY COMMUNITY ASSOCIATION  
ATTN: SVCA PRESIDENT  
4 CLUBHOUSE CIRCLE  
BELLINGHAM, WA 98229

<b>TITLE OF DOCUMENT:</b>	REVOCABLE EASEMENT FOR INGRESS AND EGRESS
<b>GRANTOR(S):</b>	SUDDEN VALLEY COMMUNITY ASSOCIATION, a Washington non-profit homeowners association
<b>GRANTEE(S):</b>	CONOR & ANDREA RYAN SHANNON & APRIL CLARK LSTON & ROSIE CARTER GORDON & SHAMEEM SHERWIN ROBERT DEURBROUCK
<b>LEGAL DESCRIPTION:</b>	LOTS 10, 18, 19, 20, & LOTS 21/22, SUDDEN VALLEY, DIV. NO. 6
<b>TAX PARCEL ID#:</b>	3704060994070000 / P29423 3704061244000000 / P29539 (LOT 10) 3704060784130000 / P29337 (LOT 18) 3704060904050000 / P29382 (LOT 19) 3704060944000000 / P29404 (LOT 20) 3704061063940000 / P29451 (LOTS 21/22)
<b>REFERENCE NOS. OF DOCS SIGNED/REL.:</b>	N/A

## REVOCABLE EASEMENT FOR INGRESS AND EGRESS

This **REVOCABLE EASEMENT FOR INGRESS AND EGRESS** ("Agreement") is entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2025 ("Effective Date"), by and between **SUDDEN VALLEY COMMUNITY ASSOCIATION**, a Washington non-profit homeowners association, hereinafter referred to as the "Grantor" or the "Association," and **CONOR & ANDREA RYAN, SHANNON & APRIL CLARK, LOSTON & ROSIE CARTER, GORDON & SHAMEEM SHERWIN, and ROBERT DEURBROUCK**, hereinafter referred to as the "Grantees." Grantor and Grantees shall be collectively referred to hereinafter as the "Parties," and individually as a "Party."

### I. RECITALS

**WHEREAS**, Grantor owns the real property identified by Whatcom County Assessor Tax Parcel No. 3704060994070000 / P29423 (the "Burdened Lot" or "Park"), as legally described in **Exhibit A** hereto;

**WHEREAS**, Grantees own the real properties (the "Benefitted Lots"), as more particularly described in **Exhibit B** hereto;

**WHEREAS**, the Parties desire to formalize an easement for ingress and egress for the existing driveway (the "Driveway") that already crosses the Burdened Lot for the benefit of the Benefitted Lots, according to the terms and conditions in this Agreement; and

**WHEREAS**, the Grantees desire to improve the Driveway from its current condition to avoid the frequent maintenance and repair issues associated with water run-off and to minimize the amount of dust generated by vehicles driving along the driveway; and

**WHEREAS**, Grantor is willing to grant a revocable easement for ingress and egress to Grantees.

### II. TERMS AND CONDITIONS

**NOW, THEREFORE**, Grantor hereby conveys to Grantees, and Grantees' successors and assigns, a revocable easement for ingress and egress across, along, and upon Grantor's Burdened Lot described in **Exhibit A**, attached hereto and by this reference made a part hereof, for the purpose of ingress and egress from Stable Lane to Grantees' Benefitted Lots (the "Easement"), subject to the following terms and conditions:

1. **ACCESS TO MEMBERS.** Grantees are prohibited from parking vehicles within the Easement or from using the Easement in any way which restricts other members of the Association from gaining access to the Park.
2. **MAINTENANCE AND REPAIR.** Grantees are solely responsible for all costs of inspection, maintenance, improvement, repair, construction or reconstruction, or improvement to the Driveway. Grantees shall maintain the Driveway in conformance with Whatcom County and the Association's standards. Any improvements to the Driveway will be subject to the following requirements:

- a. The plan, materials and methods for any improvements are reviewed and approved by SVCA's Maintenance Manager.
- b. Compliance with SVCA's Architectural Control Committee ("ACC") Policies, including but not limited to, issuance of ACC approval prior to commencement of any improvement.
- c. Compliance with Whatcom County standards. Any improvement requiring a permit from Whatcom County shall not be commenced until such permit has been issued.

2.1 The method of allocating and collecting the costs of the foregoing expenses from each Grantee shall be determined solely by Grantees.

2.2 In addition, Grantees shall reimburse Grantor for all legal, administrative, and recording costs incurred by the Association in connection with the negotiation, preparation, execution, and recording of this Easement, estimated to total between Three Thousand Dollars (\$3,000) and Five Thousand Dollars (\$5,000). Such reimbursement shall be paid to Grantor within thirty (30) days after receipt of an itemized statement from the Association

3. **GRANTOR'S RETENTION OF RIGHTS.** Except as to Grantee's rights expressed herein, Grantor retains all rights to the Easement. In the event Grantor deems it necessary to commence non-emergency construction within the Driveway for the benefit of the Association, Grantor shall provide 15-days advance written Notice to Grantees; unless, however, the construction is an emergency, defined as situations requiring immediate action to protect public safety or Association property, as determined by SVCA, in which case Grantor shall provide notice to Grantees as soon as is reasonably possible.

Grantee shall attempt to minimize disturbance of any improvements installed on, or damage to, the Driveway, and shall be responsible to restore the Driveway to the condition it was before the construction. Grantor shall further have the right to reasonably restrict Grantees' access on a temporary basis, if necessary, to perform non-emergency Association-related activities within the Park. Any such restriction of access will also require 15-days advance written notice to Grantees.

Emergency construction shall apply to situations requiring immediate action to protect public safety or Association property, as determined by SVCA, and shall require no advance notice.

4. **INDEMNIFICATION.** Grantees assume any and all risk and liability associated with the use of this Easement and agrees to indemnify and hold Grantor, and its employees, officers, and board members, harmless against all liabilities, claims, judgments, or demands for damages arising from accidents to persons or property occasioned by the use of the Driveway by Grantees, and/or its invitees and guests, and Grantees will defend any and all suits that may be brought against the Association, and/or its employees, officers, and board members, on account of such accidents, and will make good and reimburse the Association, and/or its employees, officers, and board members, for any expenditures the Association may make by reason of such accidents. This indemnification shall not apply to any construction or disturbance caused by Grantor within the easement area, nor to any gross negligence of

Grantor.

5. **CONFORMANCE WITH LAWS.** Each owner of any Grantee property (Owner) shall conform with and abide by the rules, codes, laws, and regulations in connection with the use of the Easement Area. Except as otherwise provided for in this Agreement, the Owners shall keep the Easement Area free and clear of all liens and charges whatsoever arising from the maintenance and/or use of the Easement.

6. **DURATION AND REVOCATION.** This Easement is intended for the long-term, continuous use of the Driveway by the Benefitted Lots in connection with permanent driveway improvements. However, this Easement is expressly *revocable* by the Association under the conditions stated herein. The Association may revoke this Easement upon thirty (30) days' written notice to all Grantees if (a) the Easement area is no longer reasonably necessary for access to the Benefitted Lots, (b) the Easement is materially misused or violated, or (c) alternative permanent access to the Benefitted Lots from Stable Lane is established. In the event of revocation, the Association shall allow a reasonable period, not to exceed 180 days (subject to extension at the Association's reasonable discretion), for the Grantees to obtain, establish, and complete such alternative access.

7. **OWNER REPRESENTATIVE.** The Owners shall designate one (1) representative to speak on behalf of the Owners. The representative may be changed upon fifteen (15) days' advance written notice to Grantor. The initial representative shall be \_\_\_\_\_.

8. **NOTICES.** Any notice or communication required or permitted by this Agreement shall be deemed to have been duly given if delivered personally to the Party to whom the notice or communication is directed, or if mailed by registered or certified mail, with postage and charges prepaid. Such notice or communication shall be deemed to be given when personally delivered to an Owner or the Association, or, if mailed, five (5) business days after the date of mailing. Any notice required under the Agreement shall be mailed to an Owner at the mailing address on file with Association.

9. **BINDING EFFECT.** Subject to the duration and revocation rights expressly set forth in Paragraph 6, this Easement and the rights and obligations herein shall run with the land and be binding upon, and inure to the benefit of, the Parties hereto and their respective heirs, executors, administrators, successors, and assigns.

10. **NOT A PUBLIC DEDICATION.** Nothing herein contained shall be deemed to be a gift or dedication of any portion of the real property described herein to the general public or for any public use or purpose whatsoever.

11. **SEVERABILITY.** In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never

EASEMENT FOR INGRESS AND EGRESS – 4

been contained herein.

12. **LITIGATION.** If a legal action is instituted by reason of any default or breach on the part of any Party in the performance of any of the provisions of this Agreement, the substantially prevailing Party shall be entitled to an award of its attorneys' fees and costs incurred in connection therewith. It is agreed that the jurisdiction and venue of any legal actions brought under the terms of this Agreement shall be exclusively in the Superior Court for Whatcom County, Washington. The Parties expressly waive their rights to a trial by jury.

13. **AMENDMENTS.** Except as otherwise set forth herein, this Agreement may not be modified, amended, or terminated except by the written agreement of all Parties, or their respective successors and assigns.

14. **WAIVER OF JURY TRIAL. GRANTOR AND GRANTEEES, AND EACH OF THEIR RESPECTIVE HEIRS, SUCCESSORS, AND ASSIGNS, HEREBY KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVE ANY RIGHTS THEY MAY HAVE TO A TRIAL BY JURY IN RESPECT OF ANY LITIGATION BASED ON, OR ARISING OUT OF, UNDER OR IN CONNECTION WITH, THIS AGREEMENT, OR ANY COURSE OF CONDUCT, COURSE OF DEALING, STATEMENTS (WHETHER VERBAL OR WRITTEN) OR ACTIONS OF EITHER PARTY, RELATED TO THIS AGREEMENT. THIS PROVISION IS A MATERIAL INDUCEMENT FOR EACH PARTY TO ENTER INTO THIS AGREEMENT.**

16. **ENTIRE AGREEMENT.** This Agreement contains all of the understandings between the Parties. Each Party represents that no promises, representations, or commitments have been made by the other as a basis for this Agreement, which have not been reduced to writing herein. No oral promises or representations shall be binding upon any Party, whether made in the past or to be made in the future, unless such promises or representations are reduced to writing in the form of a modification to this Agreement.

**IN WITNESS WHEREOF,** the Parties have set their hands and signed this Agreement on the day and year first above written.

**GRANTOR:**

**SUDDEN VALLEY COMMUNITY ASSOCIATION**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

STATE OF WASHINGTON     )  
  ) ss.  
COUNTY OF WHATCOM    )

On this day personally appeared before me \_\_\_\_\_, to me known to be the \_\_\_\_\_ of **SUDDEN VALLEY COMMUNITY**

EASEMENT FOR INGRESS AND EGRESS – 5

**ASSOCIATION**, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute the said instrument on behalf of the corporation.

**GIVEN** under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington, Residing at \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

*[Additional Signatures and Notaries on Subsequent Pages]*



**GRANTEE:**

**GRANTEE:**

\_\_\_\_\_  
**CONOR RYAN**

\_\_\_\_\_  
**ANDREA RYAN**

STATE OF WASHINGTON    )  
  ) ss.  
COUNTY OF WHATCOM    )

On this day personally appeared before me **CONOR RYAN**, to me known to be the individual, or individuals described in and who executed the within and foregoing instrument, and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

**GIVEN** under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington, Residing at \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

STATE OF WASHINGTON    )  
  ) ss.  
COUNTY OF WHATCOM    )

On this day personally appeared before me **ANDREA RYAN**, to me known to be the individual, or individuals described in and who executed the within and foregoing instrument, and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

**GIVEN** under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington, Residing at \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

EASEMENT FOR INGRESS AND EGRESS – 7

GRANTEE:

GRANTEE:

\_\_\_\_\_  
SHANNON CLARK

\_\_\_\_\_  
APRIL CLARK

STATE OF WASHINGTON    )  
                                      ) ss.  
COUNTY OF WHATCOM    )

On this day personally appeared before me **SHANNON CLARK**, to me known to be the individual, or individuals described in and who executed the within and foregoing instrument, and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

**GIVEN** under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington, Residing at \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

STATE OF WASHINGTON    )  
                                      ) ss.  
COUNTY OF WHATCOM    )

On this day personally appeared before me **APRIL CLARK**, to me known to be the individual, or individuals described in and who executed the within and foregoing instrument, and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

**GIVEN** under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington, Residing at \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

EASEMENT FOR INGRESS AND EGRESS – 8

**GRANTEE:**

**GRANTEE:**

\_\_\_\_\_  
**LOSTON CARTER**

\_\_\_\_\_  
**ROSIE CARTER**

STATE OF WASHINGTON    )  
                                      ) ss.  
COUNTY OF WHATCOM    )

On this day personally appeared before me **LOSTON CARTER**, to me known to be the individual, or individuals described in and who executed the within and foregoing instrument, and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

**GIVEN** under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington, Residing at \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

STATE OF WASHINGTON    )  
                                      ) ss.  
COUNTY OF WHATCOM    )

On this day personally appeared before me **ROSIE CARTER**, to me known to be the individual, or individuals described in and who executed the within and foregoing instrument, and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

**GIVEN** under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington, Residing at \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

EASEMENT FOR INGRESS AND EGRESS – 9

**GRANTEE:**

**GRANTEE:**

\_\_\_\_\_  
**GORDON SHERWIN**

\_\_\_\_\_  
**SHAMEEM SHERWIN**

STATE OF WASHINGTON    )  
  ) ss.  
COUNTY OF WHATCOM    )

On this day personally appeared before me **GORDON SHERWIN**, to me known to be the individual, or individuals described in and who executed the within and foregoing instrument, and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

**GIVEN** under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington, Residing at \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

STATE OF WASHINGTON    )  
  ) ss.  
COUNTY OF WHATCOM    )

On this day personally appeared before me **SHAHEEM SHERWIN**, to me known to be the individual, or individuals described in and who executed the within and foregoing instrument, and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

**GIVEN** under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington, Residing at \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

EASEMENT FOR INGRESS AND EGRESS – 10

**GRANTEE:**

ROBERT DEURBROUCK

STATE OF WASHINGTON    )  
  ) ss.  
COUNTY OF WHATCOM    )

On this day personally appeared before me **ROBERT DEURBROUCK**, to me known to be the individual, or individuals described in and who executed the within and foregoing instrument, and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

**GIVEN** under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington, Residing at \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

**EXHIBIT A  
LEGAL DESCRIPTION  
GRANTOR'S PROPERTY / THE "BURDENED LOT" OR "PARK"**

**3704060994070000 / P29423**

PARK AREA 2, PLAT OF SUDDEN VALLEY, DIVISION NO. 6, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 10 OF PLATS, PAGES 53 THROUGH 55, INCLUSIVE, RECORDS OF WHATCOM COUNTY, WASHINGTON.

SITUATE IN WHATCOM COUNTY, WASHINGTON.

EASEMENT FOR INGRESS AND EGRESS – 12

**EXHIBIT B  
LEGAL DESCRIPTIONS  
GRANTEES' PROPERTIES / THE "BENEFITTED LOTS"**

**3704061244000000 / P29539**

LOT 10, PLAT OF SUDDEN VALLEY, DIVISION NO. 6, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 10 OF PLATS, PAGES 53 THROUGH 55, INCLUSIVE, RECORDS OF WHATCOM COUNTY, WASHINGTON.

SITUATE IN WHATCOM COUNTY, WASHINGTON.

---

**3704060784130000 / P29337**

LOT 18, PLAT OF SUDDEN VALLEY, DIVISION NO. 6, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 10 OF PLATS, PAGES 53 THROUGH 55, INCLUSIVE, RECORDS OF WHATCOM COUNTY, WASHINGTON.

SITUATE IN WHATCOM COUNTY, WASHINGTON.

---

**3704060904050000 / P29382**

LOT 19, PLAT OF SUDDEN VALLEY, DIVISION NO. 6, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 10 OF PLATS, PAGES 53 THROUGH 55, INCLUSIVE, RECORDS OF WHATCOM COUNTY, WASHINGTON.

SITUATE IN WHATCOM COUNTY, WASHINGTON.

---

**3704060944000000 / P29404**

LOT 20, PLAT OF SUDDEN VALLEY, DIVISION NO. 6, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 10 OF PLATS, PAGES 53 THROUGH 55, INCLUSIVE, RECORDS OF WHATCOM COUNTY, WASHINGTON.

SITUATE IN WHATCOM COUNTY, WASHINGTON.

---

**3704061063940000 / P29451**

LOTS 21/22, PLAT OF SUDDEN VALLEY, DIVISION NO. 6, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 10 OF PLATS, PAGES 53 THROUGH 55, INCLUSIVE, RECORDS OF WHATCOM COUNTY, WASHINGTON.

EASEMENT FOR INGRESS AND EGRESS – 13

2026  
Town Hall  
Budget  
Presentation

August 16, 2025



**SUDDEN**  
**VALLEY**



# The Budgeting Process

- SVCA's operating and capital budgets are prepared annually.
- Anticipated revenues and expenses, as well as necessary repair and replacement of assets are considered.
- Each year, SVCA Department Managers conduct asset inventory and inspection, then submit input on the scope and schedule of repairs/replacements.
- The Treasurer, Finance Director, and General Manager consolidate this input with other information and prepare a draft budget.
- The Finance Committee reviews the draft budget and gives their recommendation to the Board of Directors.
- The Board then reviews and approves the budget, which is presented for a vote of the membership during the annual election.
- This process ensures the budget presented to the membership is a consolidated picture of Association finances.

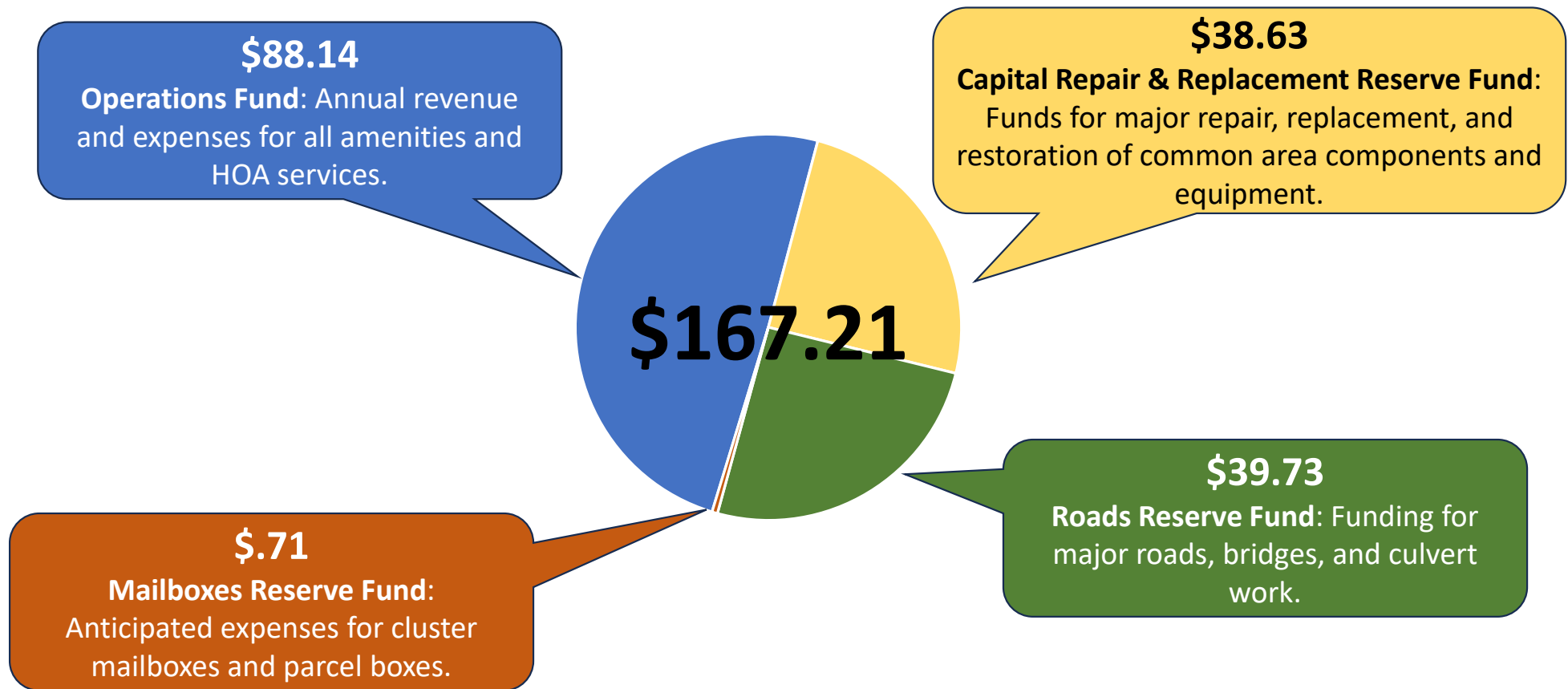


**Sudden Valley's operating budget for 2026 balances \$5,295,101 in revenues with \$5,295,101 in expenditures.**

**The proposed monthly dues for a developed lot in 2026 will be \$167.21**  
**The proposed monthly dues for an undeveloped lot in 2026 will be \$158.79**

*\* In 2026, no additional use fees are planned for the Parks / Pools / Fitness Center.*

# What is covered by the 2026 annual assessment?



# 2026 Dues Proposal

## 2026 Dues Proposal

<u>DEVELOPED LOTS</u>					
		2025	95% Collections* 2026	\$ Change	% Change
OPS	Ops Total	\$ 77.21	\$ 88.14	\$ 10.93	14.2%
CRRRF		\$ 38.63	\$ 38.63	\$ -	0.0%
ROADS		\$ 39.73	\$ 39.73	\$ -	0.0%
MAILBOX		\$ 0.71	\$ 0.71	\$ -	0.0%
	Capital Total	\$ 79.07	\$ 79.07	\$ -	0.0%
MONTHLY TOTAL		\$ 156.28	\$ 167.21	\$ 10.93	7.0%
ANNUAL TOTAL		\$ 1,875.36	\$ 2,006.52		
Monthly Change			\$ 10.93		
% Change			7%		
<u>UNDEVELOPED LOTS</u>					
		2025	95% Collections* 2026	\$ Change	% Change
OPS	Ops Total	\$ 69.34	\$ 79.72	\$ 10.38	15.0%
CRRRF		\$ 38.63	\$ 38.63	\$ -	0.0%
ROADS		\$ 39.73	\$ 39.73	\$ -	0.0%
MAILBOX		\$ 0.71	\$ 0.71	\$ -	0.0%
	Capital Total	\$ 79.07	\$ 79.07	\$ -	0.0%
MONTHLY TOTAL		\$ 148.41	\$ 158.79	\$ 10.38	7.0%
Annual Total		\$ 1,780.92	\$ 1,905.48		
Monthly Change			\$ 10.38		
% Change			7%		

\*Based on a 95% Collections rate on a total of 3,116 lots (2,777 Developed Lots and 339 Undeveloped Lots)

## Annual Revenue Worksheet

Between 2020 and 2026, proposed annual dues for a developed lot will increase by a total of 15.9%, from \$144.31 in 2020 to \$167.21 in 2026.

If the dues rate had increased at a constant rate every year beginning in budget year 2021, this would approximate an increase of 2.485% per year over six budget years (2021 through 2026).

Between 2020 and 2025, the effects of general inflation produced a cumulative price increase of approximately 24%, which is over 4% per year.

Full table (2020 through 2026) with totals is included on the following slide.

### Annual Revenue Worksheet Sudden Valley Community Association

	2021	2022	January through May* 2023	June through December 2023	Annual Total 2023	2024	2025	2026
<b>Basic Data</b>								
Total No of Lots	3,138	3,131	3,124	3,124	3,124	3,121	3,120	3,116
<b>Developed Lots</b>								
Number of	2,668	2,678	2,678	2,678	2,678	2,739	2,753	2,777
Ops Dues per lot (annual)	\$707.64	\$703.56	\$291.40	\$475.37	\$766.77	\$865.92	\$926.52	\$1,057.68
Ops Rec Special Assessment (annual)	\$137.28	\$141.36	\$60.65	\$0.00	\$60.65			
<b>Undeveloped Lots</b>								
Number of	470	453	446	446	446	382	367	339
Ops Dues per lot (annual)	\$632.76	\$629.88	\$261.20	\$425.39	\$686.59	\$777.72	\$832.08	\$956.64
Ops Rec Special Assessment (annual)	\$96.48	\$99.36	\$42.65	\$0.00	\$42.65			
<b>Per Lot Dues (annual)</b>								
CRRRF Dues	\$433.20	\$433.20	\$180.50	\$252.70	\$433.20	\$433.20	\$463.56	\$463.56
Roads Dues	\$445.56	\$445.56	\$185.65	\$259.91	\$445.56	\$445.56	\$476.76	\$476.76
Mailbox Dues	\$8.04	\$8.04	\$3.35	\$4.69	\$8.04	\$8.04	\$8.52	\$8.52
Annual Developed Lot Dues	\$ 1,731.72	\$1,731.72	\$721.55	\$992.67	\$1,714.22	\$1,752.72	\$1,875.36	\$2,006.52
Monthly Developed Lot Dues	\$ 144.31	\$ 144.31	\$ 144.31	\$ 141.81	\$ 142.85	\$ 146.06	\$ 156.28	\$ 167.21
<b>Proforma Ops Gross Revenue</b>								
Ops Dues								
Developed Lots	\$1,887,984	\$1,884,134	\$780,369	\$1,273,041	\$2,053,410	\$2,371,755	\$2,550,710	\$2,937,177
Undeveloped Lots	\$297,397	\$285,336	\$116,495	\$189,724	\$306,219	\$297,089	\$305,373	\$324,301
Subtotal	\$2,185,381	\$2,169,469	\$896,864	\$1,462,765	\$2,359,629	\$2,668,844	\$2,856,083	\$3,261,478
<b>Proforma Special Assmt Ops Gross Revenue</b>								
Ops Dues								
Developed Lots	\$366,263	\$378,562	\$162,421	\$0	\$162,421			
Undeveloped Lots	\$45,346	\$45,010	\$19,022	\$0	\$19,022			
Subtotal	\$411,609	\$423,572	\$181,443	\$0	\$181,443			
<b>Collection Rate %</b>								
	95.0%	93.0%	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%
<b>Proforma Net Ops Revenue</b>								
Operations Bad Debt (Uncollected)	(\$109,269)	(\$151,863)	(\$44,843)	(\$73,138)	(\$117,981)	(\$133,442)	(\$142,804)	(\$163,074)
Proforma Special Assmt Ops Net Revenue	\$391,028	\$393,922	\$172,370	\$0	\$172,370			
Operations Bad Debt (Uncollected)	(\$20,581)	(\$29,650)	(\$9,073)	\$0	(\$9,073)			
<b>Proforma CRRRF Gross Rev</b>								
Proforma CRRRF Net Rev	\$1,359,382	\$1,356,349	\$563,882	\$789,435	\$1,353,317	\$1,352,017	\$1,446,307	\$1,444,453
<b>Proforma Roads Gross Rev</b>								
Proforma Roads Net Rev	\$1,398,167	\$1,395,048	\$579,971	\$811,959	\$1,391,929	\$1,390,593	\$1,487,491	\$1,485,584
<b>Proforma Mailbox Gross Rev</b>								
Proforma Mailbox Net Rev	\$25,230	\$25,173	\$10,465	\$14,652	\$25,117	\$25,093	\$26,582	\$26,548
	\$23,968	\$23,411	\$9,942	\$13,919	\$23,861	\$23,838	\$25,253	\$25,221



	2020	2021	2022	January through May* 2023	June through December 2023	Annual Total 2023	2024	2025	2026
<b>Basic Data</b>									
Total No of Lots	3,146	3,138	3,131	3,124	3,124	3,124	3,121	3,120	3,116
<b>Developed Lots</b>									
Number of	2,645	2,668	2,678	2,678	2,678	2,678	2,739	2,753	2,777
Ops Dues per lot (annual)	\$711.60	\$707.64	\$703.56	\$291.40	\$475.37	\$766.77	\$865.92	\$926.52	\$1,057.68
Ops Rec Special Assessment (annual)	\$133.32	\$137.28	\$141.36	\$60.65	\$0.00	\$60.65			
<b>Undeveloped Lots</b>									
Number of	501	470	453	446	446	446	382	367	339
Ops Dues per lot (annual)	\$635.52	\$632.76	\$629.88	\$261.20	\$425.39	\$686.59	\$777.72	\$832.08	\$956.64
Ops Rec Special Assessment (annual)	\$93.72	\$96.48	\$99.36	\$42.65	\$0.00	\$42.65			
<b>Per Lot Dues (annual)</b>									
CRRRF Dues	\$433.20	\$433.20	\$433.20	\$180.50	\$252.70	\$433.20	\$433.20	\$463.56	\$463.56
Roads Dues	\$445.56	\$445.56	\$445.56	\$185.65	\$259.91	\$445.56	\$445.56	\$476.76	\$476.76
Mailbox Dues	\$8.04	\$8.04	\$8.04	\$3.35	\$4.69	\$8.04	\$8.04	\$8.52	\$8.52
Annual Developed Lot Dues	\$ 1,731.72	\$ 1,731.72	\$1,731.72	\$721.55	\$992.67	\$1,714.22	\$1,752.72	\$1,875.36	\$2,006.52
Monthly Developed Lot Dues	\$ 144.31	\$ 144.31	\$ 144.31	\$ 144.31	\$ 141.81	\$ 142.85	\$ 146.06	\$ 156.28	\$ 167.21
<b>Proforma Ops Gross Revenue</b>									
Ops Dues									
Developed Lots	\$1,882,182	\$1,887,984	\$1,884,134	\$780,369	\$1,273,041	\$2,053,410	\$2,371,755	\$2,550,710	\$2,937,177
Undeveloped Lots	\$318,396	\$297,397	\$285,336	\$116,495	\$189,724	\$306,219	\$297,089	\$305,373	\$324,301
Subtotal	\$2,200,578	\$2,185,381	\$2,169,469	\$896,864	\$1,462,765	\$2,359,629	\$2,668,844	\$2,856,083	\$3,261,478
<b>Proforma Special Assmt Ops Gross Revenue</b>									
Ops Dues									
Developed Lots	\$352,631	\$366,263	\$378,562	\$162,421	\$0	\$162,421			
Undeveloped Lots	\$46,954	\$45,346	\$45,010	\$19,022	\$0	\$19,022			
Subtotal	\$399,585	\$411,609	\$423,572	\$181,443	\$0	\$181,443			
<b>Collection Rate %</b>									
	92.0%	95.0%	93.0%	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%
<b>Proforma Net Ops Revenue</b>									
	\$2,024,531	\$2,076,112	\$2,017,606	\$852,021	\$1,389,627	\$2,241,648	\$2,535,402	\$2,713,279	\$3,098,404
Operations Bad Debt (Uncollected)	(\$176,046)	(\$109,269)	(\$151,863)	(\$44,843)	(\$73,138)	(\$117,981)	(\$133,442)	(\$142,804)	(\$163,074)
<b>Proforma Special Assmt Ops Net Revenue</b>									
	\$367,618	\$391,028	\$393,922	\$172,370	\$0	\$172,370			
Operations Bad Debt (Uncollected)	(\$31,967)	(\$20,581)	(\$29,650)	(\$9,073)	\$0	(\$9,073)			
<b>Proforma CRRRF Gross Rev</b>									
	\$1,362,847	\$1,359,382	\$1,356,349	\$563,882	\$789,435	\$1,353,317	\$1,352,017	\$1,446,307	\$1,444,453
Proforma CRRRF Net Rev	\$1,253,819	\$1,291,413	\$1,261,405	\$535,688	\$749,963	\$1,285,651	\$1,284,416	\$1,373,992	\$1,372,230
<b>Proforma Roads Gross Rev</b>									
	\$1,401,732	\$1,398,167	\$1,395,048	\$579,971	\$811,959	\$1,391,929	\$1,390,593	\$1,487,491	\$1,485,584
Proforma Roads Net Rev	\$1,289,593	\$1,328,259	\$1,297,395	\$550,972	\$771,361	\$1,322,333	\$1,321,063	\$1,413,117	\$1,411,305
<b>Proforma Mailbox Gross Rev</b>									
	\$25,294	\$25,230	\$25,173	\$10,465	\$14,652	\$25,117	\$25,093	\$26,582	\$26,548
Proforma Mailbox Net Rev	\$23,270	\$23,968	\$23,411	\$9,942	\$13,919	\$23,861	\$23,838	\$25,253	\$25,221
<b>Total Operations Net Income</b>									
	\$2,392,149	\$2,467,140	\$2,411,528	\$1,024,391	\$1,389,627	\$2,414,018	\$2,535,402	\$2,713,279	\$3,098,404
Total Capital Net Income	2,566,682	2,643,640	\$2,582,211	\$1,096,602	\$1,535,243	\$2,631,845	\$2,629,317	\$2,812,362	\$2,808,756
Total Operations & Capital Net Revenue	\$4,958,831	\$5,110,780	\$4,993,739	\$2,120,993	\$2,924,870	\$5,045,863	\$5,164,719	\$5,525,641	\$5,907,160

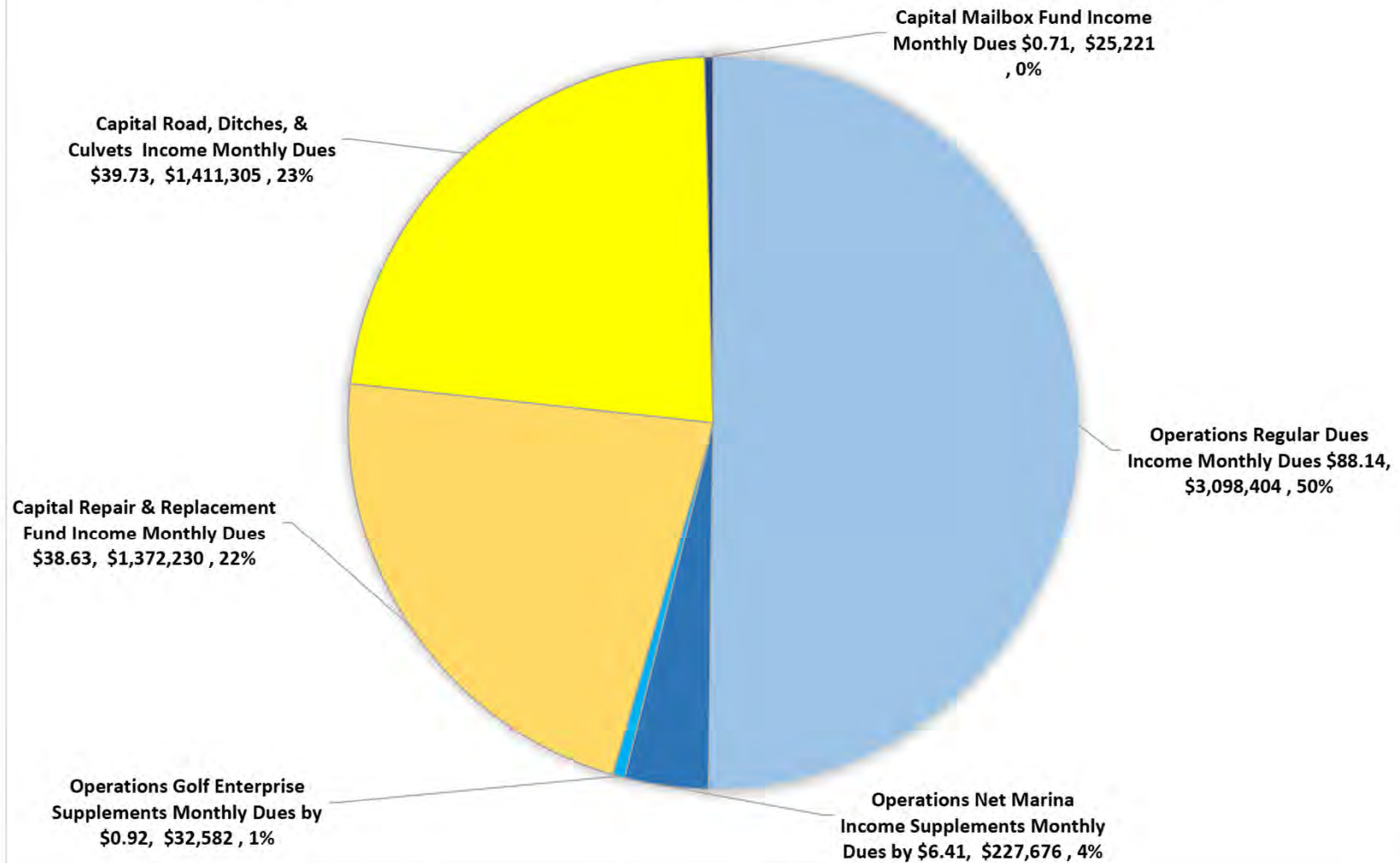
\*The Recreation Special Assessment expired at the end of May 2023.

**95% COLLECTIONS - YEARS 2026 to 2035**

<b>Dues Projection- 2026 Operating Budget Assumptions &amp; Capital Planning for 2026 to 2035</b>												
<b>Fund</b>	<b>Description of Change</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>2034</b>	<b>2035</b>
OPS	2025 Assessment	\$ 77.21	\$ 88.14	\$ 88.14	\$ 88.14	\$ 88.14	\$ 88.14	\$ 88.14	\$ 88.14	\$ 88.14	\$ 88.14	\$ 88.14
CRRRF	2025 Assessment	38.63	38.63	38.63	38.63	38.63	38.63	38.63	38.63	38.63	38.63	38.63
ROADS	2025 Assessment	39.73	39.73	39.73	39.73	39.73	39.73	39.73	39.73	39.73	39.73	39.73
MAILBOX	2025 Assessment	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71
<b>Capital Assessment Total</b>		<b>\$ 79.07</b>	<b>\$ 79.07</b>	<b>\$ 79.07</b>	<b>\$ 79.07</b>	<b>\$ 79.07</b>	<b>\$ 79.07</b>	<b>\$ 79.07</b>	<b>\$ 79.07</b>	<b>\$ 79.07</b>	<b>\$ 79.07</b>	<b>\$ 79.07</b>
<b>MONTHLY Projected Assessment Total</b>		<b>\$ 156.28</b>	<b>\$ 167.21</b>	<b>\$ 167.21</b>	<b>\$ 167.21</b>	<b>\$ 167.21</b>	<b>\$ 167.21</b>	<b>\$ 167.21</b>	<b>\$ 167.21</b>	<b>\$ 167.21</b>	<b>\$ 167.21</b>	<b>\$ 167.21</b>
	\$ Change from Previous Year's Monthly Dues Amount		\$ 10.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	% Change from Previous Year's Monthly Dues Amount		7%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**This projection shows that the Capital Budget was prepared with no increases in dues after 2026. Additionally, the proposed 2026 dues increase is allocated to Operations.**

**2026 DRAFT BUDGET NET INCOME SOURCES  
BASED ON 95% COLLECTIONS- 2,777 DEVELOPED LOTS & 339 VACANT LOTS**





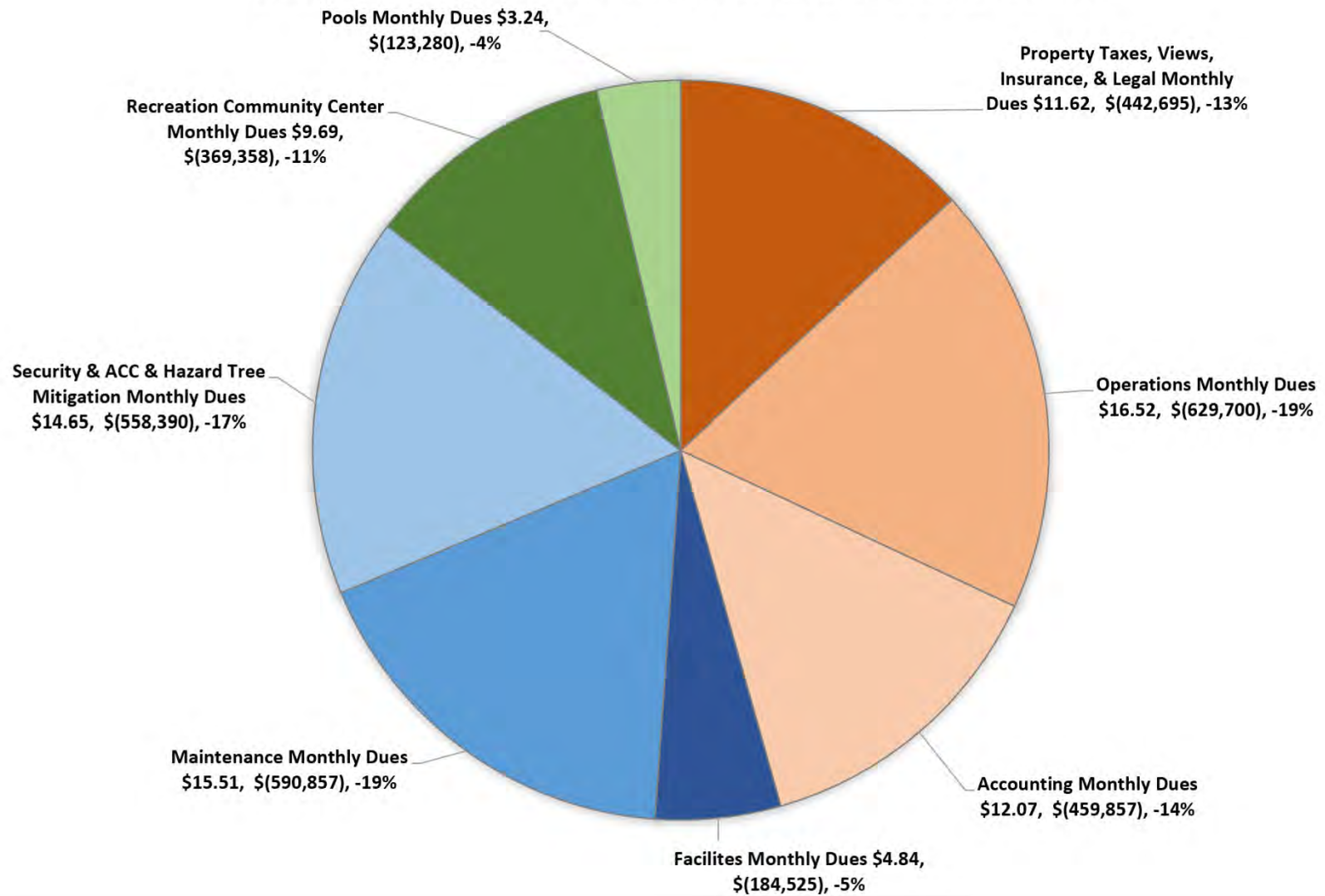
## Summary of Operations Budget by Department

(Note: There are no budgeted increases to total payroll FTEs in 2026)

Department	2025 Budget	2026 Proposed Budget	Increase / (Decrease)	% Change
Common Costs: Property Taxes, Views, & Legal	(365,641)	(442,695)	77,054	21.1%
Operations	(610,120)	(629,700)	19,580	3.2%
Accounting	(438,519)	(459,857)	21,338	4.9%
Facilities	(205,494)	(184,525)	(20,969)	-10.2%
Maintenance*	(588,303)	(590,857)	2,554	0.4%
Security & ACC	(414,631)	(558,390)	143,759	34.7%
Recreation Community Center	(260,014)	(369,358)	109,344	42.1%
Parks*	-	-	-	N/A
Pools	(111,602)	(123,280)	11,678	10.5%
<b>Subtotal Net Expense</b>	<b>(2,994,324)</b>	<b>(3,358,662)</b>	<b>364,338</b>	<b>12.2%</b>
Operations Regular Dues Income	2,713,279	3,098,404	385,125	14.2%
Golf Enterprise	62,827	32,582	(30,245)	-48.1%
Operations Net Marina Income	218,218	227,676	9,458	4.3%
<b>Subtotal Net Income</b>	<b>2,994,324</b>	<b>3,358,662</b>	<b>364,338</b>	<b>12.2%</b>
<b>Grand Total Budget</b>	<b>-</b>	<b>-</b>	<b>-</b>	

\*Beginning with the 2024 budget year, Parks expenditures are accounted for in the Maintenance Department.

## 2026 DRAFT BUDGET- WHAT YOUR OPERATIONS DUES PAY FOR



## 2026 Operating Budget Background

- Recent challenges are reflected in the 2026 budget draft. Specifically, expected increases in hazardous tree removal and forest management costs, payroll expense, property & casualty insurance, fuel, and utilities were accommodated. Additionally, the prioritization of the maintenance of infrastructure and facilities, a significant goal of previous budgets, has been continued.
- Although the 5-year Recreation Special Assessment – which included recreation, pools, and parks – expired in May of 2023, there continues to be no plan to reinstate use fees for these facilities in 2026. Also of note, insurance costs increased by another \$35,804, or 19.5%, upon renewal in June of 2025.
- Funds collected because of the proposed dues increase of 7% will be solely allocated to Operations.



**Hazardous Tree Removal**


Hazardous Tree Removal & Forest Management is the largest budgeted increase in the 2026 operating budget, which accounts for 35% of the total increase to all budgeted operating expenditures as compared to the 2025 budget.

Beginning in year 2021, SVCA has experienced a significant increase in total hazardous tree removal costs, with year 2024 incurring the greatest cost of \$459,690 due to the November Storm Event.

With this in mind, the 2026 proposed dues increase of 7% has been specifically allocated to operations to help address this growing concern.







# 2026 Operating Budget

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Common Costs**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Dues and Assessment Income- Ops</b>								
4003 -- BD Expense- 2025 Ops	(70,168.25)	(51,900.45)	(48,977.55)	(54,791.28)	(39,352.52)	(142,804.00)	(163,074.00)	14.19%
4005.25 -- Member Assessments 2025	2,185,731.65	2,167,489.77	2,365,769.20	2,672,588.28	1,431,234.08	2,856,083.00	3,261,478.00	14.19%
<b>Total Dues and Assessment Income- Ops</b>	<b>2,115,563.40</b>	<b>2,115,589.32</b>	<b>2,316,791.65</b>	<b>2,617,797.00</b>	<b>1,391,881.56</b>	<b>2,713,279.00</b>	<b>3,098,404.00</b>	<b>14.19%</b>
<b>Other AR Income</b>								
4820 -- Insurance Settlement Gains	0.00	0.00	46,496.64	2,389.20	0.00	0.00	0.00	0.00%
4830 -- Advertising Income	33,710.50	37,383.00	40,082.00	34,092.88	16,546.00	40,000.00	40,000.00	0.00%
4831 -- BD Expense- Views Ads	530.50	(2,843.50)	(1,175.00)	2,255.50	743.00	0.00	0.00	0.00%
<b>Total Other AR Income</b>	<b>34,241.00</b>	<b>34,539.50</b>	<b>85,403.64</b>	<b>38,737.58</b>	<b>17,289.00</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>0.00%</b>
<b>Other Income</b>								
4280 -- PPP Loan Forgiveness/Extinguishme	357,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
4610 -- Timber Income	0.00	0.00	0.00	1,233.60	10,228.90	0.00	0.00	0.00%
4870 -- Member Donation Income	1,794.27	3,404.92	396.46	1,541.22	2,930.60	0.00	0.00	0.00%
<b>Total Other Income</b>	<b>359,494.27</b>	<b>3,404.92</b>	<b>396.46</b>	<b>2,774.82</b>	<b>13,159.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Investment Income</b>								
4900 -- Interest Earned - Operating Accounts	811.83	809.44	5,065.68	9,022.06	3,829.27	7,000.00	9,000.00	28.57%
<b>Total Investment Income</b>	<b>811.83</b>	<b>809.44</b>	<b>5,065.68</b>	<b>9,022.06</b>	<b>3,829.27</b>	<b>7,000.00</b>	<b>9,000.00</b>	<b>28.57%</b>
<b>Total Common Costs Income</b>	<b>2,510,110.50</b>	<b>2,154,343.18</b>	<b>2,407,657.43</b>	<b>2,668,331.46</b>	<b>1,426,159.33</b>	<b>2,760,279.00</b>	<b>3,147,404.00</b>	<b>14.02%</b>
<b>Administrative</b>								
5090 -- Office Supplies	69.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
5100 -- GM Discretionary Funds	265.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
5405 -- Insurance Claims	0.00	9,448.62	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Administrative</b>	<b>335.17</b>	<b>9,448.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Regulatory Compliance</b>								
6300 -- Permits & Licenses	710.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
7110 -- Regulatory Compliance	1,755.00	375.00	800.00	108.56	900.14	500.00	500.00	0.00%
9005 -- State B&O Tax	178.49	192.01	217.61	295.28	188.02	225.00	300.00	33.33%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Common Costs**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Regulatory Compliance</b>								
9015 -- Property/Real Estate Tax	51,650.55	53,853.21	57,124.75	63,332.77	31,786.69	63,000.00	65,000.00	3.17%
<b>Total Regulatory Compliance</b>	<b>54,294.68</b>	<b>54,420.22</b>	<b>58,142.36</b>	<b>63,736.61</b>	<b>32,874.85</b>	<b>63,725.00</b>	<b>65,800.00</b>	<b>3.26%</b>
<b>CC&amp;Rs/ Mandates</b>								
5003 -- Annual General Meeting	750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
5216 -- Postage- Views	10,814.61	11,329.54	12,140.13	13,273.89	7,688.38	15,000.00	15,000.00	0.00%
5225 -- Newsletter Services	53,068.75	56,751.75	59,443.25	56,865.25	28,472.50	60,000.00	60,000.00	0.00%
7020 -- Legal Services	82,164.28	138,406.62	117,047.02	164,739.86	113,954.34	67,500.00	100,000.00	48.15%
<b>Total CC&amp;Rs/ Mandates</b>	<b>146,797.64</b>	<b>206,487.91</b>	<b>188,630.40</b>	<b>234,879.00</b>	<b>150,115.22</b>	<b>142,500.00</b>	<b>175,000.00</b>	<b>22.81%</b>
<b>Insurance</b>								
5400 -- Insurance Premiums	125,033.40	144,403.85	170,325.17	182,883.34	117,733.02	206,416.00	250,895.00	21.55%
<b>Total Insurance</b>	<b>125,033.40</b>	<b>144,403.85</b>	<b>170,325.17</b>	<b>182,883.34</b>	<b>117,733.02</b>	<b>206,416.00</b>	<b>250,895.00</b>	<b>21.55%</b>
<b>Contracted &amp; Professional Services</b>								
5125 -- IT Support and Services	2,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>2,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Other Expenses</b>								
5327 -- GM Recruiting Expense	1,444.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
9140 -- PPP Loan Interest Expense	(2,283.40)	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Other Expenses</b>	<b>(838.60)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Common Costs Expense</b>	<b>328,022.29</b>	<b>414,760.60</b>	<b>417,097.93</b>	<b>481,498.95</b>	<b>300,723.09</b>	<b>412,641.00</b>	<b>491,695.00</b>	<b>19.16%</b>
<b>Total Common Costs Net Income / (Loss)</b>	<b>2,182,088.21</b>	<b>1,739,582.58</b>	<b>1,990,559.50</b>	<b>2,186,832.51</b>	<b>1,125,436.24</b>	<b>2,347,638.00</b>	<b>2,655,709.00</b>	<b>13.12%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Accounting**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Other AR Income</b>								
4240 -- Title & Recording Fees	46,000.00	29,800.00	25,625.00	24,600.00	13,750.00	40,000.00	35,000.00	(12.50%)
4241 -- BD Expense- Title Fees	(103.42)	(21.58)	(125.00)	(125.00)	225.00	0.00	0.00	0.00%
4705 -- NSF Service Fees	1,489.45	1,714.00	2,899.69	2,610.52	1,333.00	1,500.00	2,500.00	66.67%
4706 -- BD Expense- NSF Fees	9.03	(183.44)	78.60	23.65	192.32	0.00	0.00	0.00%
<b>Total Other AR Income</b>	<b>47,395.06</b>	<b>31,308.98</b>	<b>28,478.29</b>	<b>27,109.17</b>	<b>15,500.32</b>	<b>41,500.00</b>	<b>37,500.00</b>	<b>(9.64%)</b>
<b>Total Accounting Income</b>	<b>47,395.06</b>	<b>31,308.98</b>	<b>28,478.29</b>	<b>27,109.17</b>	<b>15,500.32</b>	<b>41,500.00</b>	<b>37,500.00</b>	<b>(9.64%)</b>
<b>Administrative</b>								
5000 -- General Administrative	208.98	139.64	207.10	0.00	109.97	0.00	0.00	0.00%
5015 -- Bank Charges & Fees	2,977.99	3,814.92	1,469.81	1,669.40	220.66	1,500.00	1,500.00	0.00%
5045 -- Dues & Subscriptions	0.00	260.99	302.99	0.00	0.00	0.00	0.00	0.00%
5120 -- Cash Over/Short	(0.40)	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
5121 -- Currency Gain/Loss	0.00	154.11	203.72	131.40	8.11	0.00	0.00	0.00%
5210 -- Printing & Copying	5,167.05	4,879.02	8,352.86	6,260.84	1,486.20	5,000.00	6,500.00	30.00%
5227 -- Training & Conferences	16.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
5399 -- Payroll Service Fees	15,949.52	15,995.93	17,867.88	18,695.26	11,050.12	16,000.00	19,000.00	18.75%
<b>Total Administrative</b>	<b>24,319.14</b>	<b>25,244.61</b>	<b>28,404.36</b>	<b>26,756.90</b>	<b>12,875.06</b>	<b>22,500.00</b>	<b>27,000.00</b>	<b>20.00%</b>
<b>Regulatory Compliance</b>								
7000 -- Audit & Tax Services	35,010.00	42,500.00	43,210.00	44,104.68	9,970.00	49,000.00	50,500.00	3.06%
9005 -- State B&O Tax	602.15	2,254.03	358.20	408.20	191.83	1,000.00	1,000.00	0.00%
<b>Total Regulatory Compliance</b>	<b>35,612.15</b>	<b>44,754.03</b>	<b>43,568.20</b>	<b>44,512.88</b>	<b>10,161.83</b>	<b>50,000.00</b>	<b>51,500.00</b>	<b>3.00%</b>
<b>CC&amp;Rs/ Mandates</b>								
5215 -- Postage	3,752.31	3,702.16	5,401.82	3,947.96	912.16	5,000.00	5,000.00	0.00%
<b>Total CC&amp;Rs/ Mandates</b>	<b>3,752.31</b>	<b>3,702.16</b>	<b>5,401.82</b>	<b>3,947.96</b>	<b>912.16</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	226,993.87	269,492.74	287,050.43	302,957.47	139,159.89	319,043.00	328,630.00	3.00%
5335 -- Payroll Taxes- Employer	18,652.92	23,464.91	25,908.31	29,247.37	13,840.92	28,701.00	29,541.00	2.93%
5385 -- Payroll Benefits - Medical	27,439.67	32,598.43	33,944.66	36,041.52	18,650.16	39,600.00	41,032.00	3.62%



**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Accounting**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Payroll &amp; Benefits</b>								
5395 -- Payroll Benefits - 401(k)	0.00	0.00	0.00	1,469.49	0.00	2,393.00	2,465.00	3.01%
<b>Total Payroll &amp; Benefits</b>	<b>273,086.46</b>	<b>325,556.08</b>	<b>346,903.40</b>	<b>369,715.85</b>	<b>171,650.97</b>	<b>389,737.00</b>	<b>401,668.00</b>	<b>3.06%</b>
<b>Utilities</b>								
6050 -- Utilities- Communications Service	2,289.32	2,222.81	2,190.35	1,990.23	995.42	2,782.00	2,189.00	(21.32%)
<b>Total Utilities</b>	<b>2,289.32</b>	<b>2,222.81</b>	<b>2,190.35</b>	<b>1,990.23</b>	<b>995.42</b>	<b>2,782.00</b>	<b>2,189.00</b>	<b>(21.32%)</b>
<b>Contracted &amp; Professional Services</b>								
5125 -- IT Support and Services	7,499.00	9,899.00	9,899.00	10,260.47	5,099.00	10,000.00	10,000.00	0.00%
7095 -- Other Professional Services	15,846.22	66,585.75	91.98	6,534.50	17.52	0.00	0.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>23,345.22</b>	<b>76,484.75</b>	<b>9,990.98</b>	<b>16,794.97</b>	<b>5,116.52</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00%</b>
<b>Total Accounting Expense</b>	<b>362,404.60</b>	<b>477,964.44</b>	<b>436,459.11</b>	<b>463,718.79</b>	<b>201,711.96</b>	<b>480,019.00</b>	<b>497,357.00</b>	<b>3.61%</b>
<b>Total Accounting Net Income / (Loss)</b>	<b>(315,009.54)</b>	<b>(446,655.46)</b>	<b>(407,980.82)</b>	<b>(436,609.62)</b>	<b>(186,211.64)</b>	<b>(438,519.00)</b>	<b>(459,857.00)</b>	<b>4.87%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Facilities**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Area Z Rental Income</b>								
4410 -- Area Z Storage Rental Income	18,702.92	21,327.50	20,631.02	20,542.25	13,397.00	24,000.00	24,000.00	0.00%
4412 -- BD Expense- Area Z	1,032.43	(495.63)	1,616.56	(140.81)	(354.00)	0.00	0.00	0.00%
<b>Total Area Z Rental Income</b>	<b>19,735.35</b>	<b>20,831.87</b>	<b>22,247.58</b>	<b>20,401.44</b>	<b>13,043.00</b>	<b>24,000.00</b>	<b>24,000.00</b>	<b>0.00%</b>
<b>Lease Income</b>								
4430 -- Lease Income - Restaurant	28,129.39	19,480.29	36,694.00	47,178.00	23,589.00	37,000.00	47,178.00	27.51%
4435 -- Lease Income - Barn 8	0.00	0.00	0.00	14,400.00	7,800.00	14,400.00	16,200.00	12.50%
4439 -- Lease Income- Library	3,372.00	3,372.00	3,678.87	4,789.20	3,000.00	6,600.00	7,800.00	18.18%
<b>Total Lease Income</b>	<b>31,501.39</b>	<b>22,852.29</b>	<b>40,372.87</b>	<b>66,367.20</b>	<b>34,389.00</b>	<b>58,000.00</b>	<b>71,178.00</b>	<b>22.72%</b>
<b>Non-Lease Facility Rentals</b>								
4400 -- Facility Rentals	0.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00	0.00%
<b>Total Non-Lease Facility Rentals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00%</b>
<b>Total Facilities Income</b>	<b>51,236.74</b>	<b>43,684.16</b>	<b>62,620.45</b>	<b>86,768.64</b>	<b>47,432.00</b>	<b>84,000.00</b>	<b>97,178.00</b>	<b>15.69%</b>
<b>Administrative</b>								
5090 -- Office Supplies	0.00	0.00	0.00	230.71	0.00	0.00	0.00	0.00%
6408 -- Uniforms	570.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Administrative</b>	<b>570.42</b>	<b>0.00</b>	<b>0.00</b>	<b>230.71</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Regulatory Compliance</b>								
6300 -- Permits & Licenses	221.50	36.80	216.20	43.00	0.00	100.00	100.00	0.00%
7110 -- Regulatory Compliance	1,222.02	1,439.23	2,083.07	881.04	513.94	1,550.00	1,550.00	0.00%
9005 -- State B&O Tax	697.52	459.46	753.60	1,147.64	646.07	1,000.00	1,200.00	20.00%
<b>Total Regulatory Compliance</b>	<b>2,141.04</b>	<b>1,935.49</b>	<b>3,052.87</b>	<b>2,071.68</b>	<b>1,160.01</b>	<b>2,650.00</b>	<b>2,850.00</b>	<b>7.55%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	55,930.96	11,911.25	19,141.16	42,393.56	20,753.16	44,241.00	45,567.00	3.00%
5335 -- Payroll Taxes- Employer	5,093.16	1,103.12	2,289.67	4,832.00	2,336.49	5,249.00	5,366.00	2.23%
5385 -- Payroll Benefits - Medical	8,342.42	9,022.52	1,466.42	3,076.48	4,662.48	9,900.00	10,261.00	3.65%
5395 -- Payroll Benefits - 401(k)	0.00	0.00	0.00	0.00	0.00	332.00	342.00	3.01%
<b>Total Payroll &amp; Benefits</b>	<b>69,366.54</b>	<b>22,036.89</b>	<b>22,897.25</b>	<b>50,302.04</b>	<b>27,752.13</b>	<b>59,722.00</b>	<b>61,536.00</b>	<b>3.04%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Facilities**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Insurance</b>								
5400 -- Insurance Premiums	0.00	0.00	0.00	500.04	291.42	0.00	0.00	0.00%
<b>Total Insurance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.04</b>	<b>291.42</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Utilities</b>								
6000 -- Utilities	(344.64)	15,419.92	(688.15)	12,233.17	234.62	0.00	0.00	0.00%
6005 -- Utilities- Natural Gas	4,506.80	5,026.36	8,269.19	7,893.78	5,609.81	8,683.00	8,683.00	0.00%
6023 -- Utilities- Water & Sewer	15,456.10	16,390.50	18,515.53	19,639.75	9,331.42	19,441.00	21,604.00	11.13%
6033 -- Utilities- Electricity	21,272.24	21,717.15	28,045.51	27,644.11	19,444.46	29,448.00	30,409.00	3.26%
6035 -- Utilities- Trash & Recycling Service	16,178.41	8,634.48	12,193.18	12,556.98	5,966.46	15,000.00	13,813.00	(7.91%)
6050 -- Utilities- Communications Service	18,240.09	18,896.83	24,648.65	13,870.89	4,613.73	30,000.00	15,258.00	(49.14%)
<b>Total Utilities</b>	<b>75,309.00</b>	<b>86,085.24</b>	<b>90,983.91</b>	<b>93,838.68</b>	<b>45,200.50</b>	<b>102,572.00</b>	<b>89,767.00</b>	<b>(12.48%)</b>
<b>Maintenance &amp; Landscaping</b>								
6110 -- Landscape R&M	0.00	0.00	30.23	44.67	0.00	0.00	0.00	0.00%
6515 -- Building R&M- Materials	19,193.05	16,874.28	14,099.45	17,834.00	9,717.37	40,000.00	40,000.00	0.00%
6520 -- Building R&M- Contract Vendor	11,918.40	38,746.72	42,750.06	32,517.94	10,609.45	45,000.00	45,000.00	0.00%
6635 -- Janitorial Supplies	8,613.31	6,502.06	11,029.56	14,212.69	7,519.63	12,000.00	15,000.00	25.00%
6675 -- Equipment R&M	0.00	2,154.38	240.10	117.28	0.00	10,000.00	10,000.00	0.00%
6765 -- Small Tools & Equipment	0.00	133.61	475.55	0.00	0.00	0.00	0.00	0.00%
6775 -- Vehicle R&M	0.00	40.25	408.22	0.00	0.00	0.00	0.00	0.00%
6795 -- Other Supplies	1,191.07	594.88	1,237.70	0.00	147.84	1,550.00	1,550.00	0.00%
6796 -- Other R&M	6,952.04	1,403.07	2,329.10	656.59	511.34	1,000.00	1,000.00	0.00%
<b>Total Maintenance &amp; Landscaping</b>	<b>47,867.87</b>	<b>66,449.25</b>	<b>72,599.97</b>	<b>65,383.17</b>	<b>28,505.63</b>	<b>109,550.00</b>	<b>112,550.00</b>	<b>2.74%</b>
<b>Contracted &amp; Professional Services</b>								
5085 -- Equipment Lease & Rental	(43.48)	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
5125 -- IT Support and Services	11,536.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6438 -- Pool Management	0.00	38.64	0.00	0.00	0.00	0.00	0.00	0.00%
6440 -- Safety & Security Services	358.06	0.00	2,511.41	748.76	2,570.00	0.00	0.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Facilities**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Contracted &amp; Professional Services</b>								
7095 -- Other Professional Services	0.00	1,729.18	18,390.00	5,018.91	2,460.00	15,000.00	15,000.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>11,851.38</b>	<b>1,767.82</b>	<b>20,901.41</b>	<b>5,767.67</b>	<b>5,030.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>0.00%</b>
<b>Total Facilities Expense</b>	<b>207,106.25</b>	<b>178,274.69</b>	<b>210,435.41</b>	<b>218,093.99</b>	<b>107,939.69</b>	<b>289,494.00</b>	<b>281,703.00</b>	<b>(2.69%)</b>
<b>Total Facilities Net Income / (Loss)</b>	<b>(155,869.51)</b>	<b>(134,590.53)</b>	<b>(147,814.96)</b>	<b>(131,325.35)</b>	<b>(60,507.69)</b>	<b>(205,494.00)</b>	<b>(184,525.00)</b>	<b>(10.20%)</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Golf Management**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Golf Income</b>								
4150 -- Golf Course Annual Greens Fees	353,619.28	370,271.58	389,983.99	372,035.09	306,503.09	387,000.00	398,000.00	2.84%
4151 -- BD Expense- Golf	(1,054.72)	(1,777.10)	1,214.91	(11,213.33)	1,350.40	0.00	0.00	0.00%
4154 -- Golf Course Daily Greens Fees	554,809.59	609,371.31	784,624.95	774,312.45	269,516.30	754,171.00	776,000.00	2.89%
4170 -- Driving Range Fees	33,178.41	33,577.18	42,530.47	46,441.95	19,758.09	38,900.00	40,850.00	5.01%
4174 -- Golf Cart Rental	163,101.78	191,813.23	233,617.27	227,184.13	85,546.12	227,679.00	234,500.00	3.00%
4176 -- Golf Club Storage	2,141.99	2,245.24	1,653.00	1,963.00	1,444.00	1,850.00	1,850.00	0.00%
4178 -- Trail Fees	14,492.21	14,622.73	14,485.75	13,712.75	11,613.30	15,400.00	15,862.00	3.00%
<b>Total Golf Income</b>	<b>1,120,288.54</b>	<b>1,220,124.17</b>	<b>1,468,110.34</b>	<b>1,424,436.04</b>	<b>695,731.30</b>	<b>1,425,000.00</b>	<b>1,467,062.00</b>	<b>2.95%</b>
<b>Total Golf Management Income</b>	<b>1,120,288.54</b>	<b>1,220,124.17</b>	<b>1,468,110.34</b>	<b>1,424,436.04</b>	<b>695,731.30</b>	<b>1,425,000.00</b>	<b>1,467,062.00</b>	<b>2.95%</b>
<b>Administrative</b>								
5015 -- Bank Charges & Fees	21,659.35	27,288.55	36,420.02	33,827.58	11,155.48	32,000.00	35,000.00	9.38%
5045 -- Dues & Subscriptions	22,861.62	23,999.96	25,389.03	24,581.55	21,256.61	26,000.00	27,000.00	3.85%
5090 -- Office Supplies	448.59	398.58	1,119.60	535.16	281.22	800.00	900.00	12.50%
5107 -- Advertising Costs	13,506.78	16,350.01	16,850.25	8,427.09	9,971.16	15,000.00	18,000.00	20.00%
5120 -- Cash Over/Short	0.00	0.00	31.78	316.28	(10.30)	0.00	0.00	0.00%
5210 -- Printing & Copying	0.00	340.40	1,683.66	1,843.31	60.11	1,800.00	1,800.00	0.00%
5227 -- Training & Conferences	1,003.08	0.00	0.00	0.00	1,920.54	2,000.00	2,500.00	25.00%
5326 -- Operating Performance Commissions	19,062.14	26,357.68	44,269.84	22,128.05	0.00	7,059.00	4,505.00	(36.18%)
5326.1 -- Operating Perf Comm Payroll Taxes	0.00	0.00	4,058.61	2,128.73	0.00	706.00	451.00	(36.12%)
6408 -- Uniforms	180.00	671.66	414.98	718.81	354.19	700.00	800.00	14.29%
<b>Total Administrative</b>	<b>78,721.56</b>	<b>95,406.84</b>	<b>130,237.77</b>	<b>94,506.56</b>	<b>44,989.01</b>	<b>86,065.00</b>	<b>90,956.00</b>	<b>5.68%</b>
<b>Regulatory Compliance</b>								
7110 -- Regulatory Compliance	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
9005 -- State B&O Tax	5,281.63	6,467.60	6,689.40	6,775.77	2,762.82	7,500.00	7,500.00	0.00%
<b>Total Regulatory Compliance</b>	<b>5,281.63</b>	<b>8,467.60</b>	<b>6,689.40</b>	<b>6,775.77</b>	<b>2,762.82</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>0.00%</b>
<b>CC&amp;Rs/ Mandates</b>								
5115 -- Web Site Maintenance	2,447.60	2,019.96	1,433.52	0.00	0.00	2,700.00	2,700.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Golf Management**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>CC&amp;Rs/ Mandates</b>								
5215 -- Postage	230.58	43.13	77.81	0.00	32.38	250.00	250.00	0.00%
<b>Total CC&amp;Rs/ Mandates</b>	<b>2,678.18</b>	<b>2,063.09</b>	<b>1,511.33</b>	<b>0.00</b>	<b>32.38</b>	<b>2,950.00</b>	<b>2,950.00</b>	<b>0.00%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	238,608.86	248,543.75	272,674.97	314,671.23	128,813.72	305,320.00	325,318.00	6.55%
5335 -- Payroll Taxes- Employer	23,189.99	25,835.89	30,534.28	35,295.07	14,371.02	30,377.00	32,128.00	5.76%
5385 -- Payroll Benefits - Medical	29,163.04	32,354.08	25,413.25	22,773.86	13,371.30	39,600.00	41,032.00	3.62%
5395 -- Payroll Benefits - 401(k)	0.00	0.00	0.00	1,942.69	0.00	2,290.00	2,440.00	6.55%
<b>Total Payroll &amp; Benefits</b>	<b>290,961.89</b>	<b>306,733.72</b>	<b>328,622.50</b>	<b>374,682.85</b>	<b>156,556.04</b>	<b>377,587.00</b>	<b>400,918.00</b>	<b>6.18%</b>
<b>Insurance</b>								
5400 -- Insurance Premiums	3,253.56	3,406.44	3,406.44	3,476.06	2,084.53	3,740.00	3,574.00	(4.44%)
<b>Total Insurance</b>	<b>3,253.56</b>	<b>3,406.44</b>	<b>3,406.44</b>	<b>3,476.06</b>	<b>2,084.53</b>	<b>3,740.00</b>	<b>3,574.00</b>	<b>(4.44%)</b>
<b>Utilities</b>								
6005 -- Utilities- Natural Gas	2,932.57	2,641.32	5,877.08	6,193.25	3,916.05	6,171.00	6,813.00	10.40%
6023 -- Utilities- Water & Sewer	11,134.06	11,433.41	12,979.58	12,878.96	6,324.80	13,629.00	14,167.00	3.95%
6033 -- Utilities- Electricity	8,680.76	7,828.57	9,654.96	9,369.56	5,377.51	10,138.00	10,307.00	1.67%
6035 -- Utilities- Trash & Recycling Service	3,647.40	4,013.58	4,731.39	4,844.92	2,654.35	4,968.00	5,329.00	7.27%
6050 -- Utilities- Communications Service	5,314.68	5,479.76	5,193.75	3,952.37	2,254.82	6,752.00	4,348.00	(35.60%)
<b>Total Utilities</b>	<b>31,709.47</b>	<b>31,396.64</b>	<b>38,436.76</b>	<b>37,239.06</b>	<b>20,527.53</b>	<b>41,658.00</b>	<b>40,964.00</b>	<b>(1.67%)</b>
<b>Maintenance &amp; Landscaping</b>								
6621 -- Raw Materials: Sand & Gravel	0.00	0.00	1,755.17	0.00	0.00	0.00	0.00	0.00%
6675 -- Equipment R&M	249.44	1,867.30	1,338.35	3,625.70	576.64	2,000.00	2,000.00	0.00%
6765 -- Small Tools & Equipment	108.79	347.74	233.51	302.99	0.00	400.00	400.00	0.00%
6775 -- Vehicle R&M	19.50	351.73	0.00	0.00	0.00	0.00	0.00	0.00%
6785 -- Vehicle Fuel	7,241.99	9,874.81	14,132.88	10,390.09	3,952.91	14,840.00	11,429.00	(22.99%)
6795 -- Other Supplies	6,596.20	4,540.88	9,619.09	12,405.88	4,285.78	7,500.00	8,000.00	6.67%
6796 -- Other R&M	77.98	67.50	0.00	32.44	346.51	0.00	0.00	0.00%
<b>Total Maintenance &amp; Landscaping</b>	<b>14,293.90</b>	<b>17,049.96</b>	<b>27,079.00</b>	<b>26,757.10</b>	<b>9,161.84</b>	<b>24,740.00</b>	<b>21,829.00</b>	<b>(11.77%)</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Golf Management**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Contracted &amp; Professional Services</b>								
5085 -- Equipment Lease & Rental	4,000.00	6,680.00	6,127.19	2,730.71	0.00	7,000.00	7,000.00	0.00%
6440 -- Safety & Security Services	0.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>4,000.00</b>	<b>9,180.00</b>	<b>6,127.19</b>	<b>2,730.71</b>	<b>0.00</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>0.00%</b>
<b>Total Golf Management Expense</b>	<b>430,900.19</b>	<b>473,704.29</b>	<b>542,110.39</b>	<b>546,168.11</b>	<b>236,114.15</b>	<b>551,240.00</b>	<b>575,691.00</b>	<b>4.44%</b>
<b>Total Golf Management Net Income / (Loss)</b>	<b>689,388.35</b>	<b>746,419.88</b>	<b>925,999.95</b>	<b>878,267.93</b>	<b>459,617.15</b>	<b>873,760.00</b>	<b>891,371.00</b>	<b>2.02%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Recreation Community Center**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Special Ops Assmt Incom- Rec/Pool/s/</b>								
4010 -- Recreation Special Assmt 062018 to 062020	412,047.72	423,730.08	182,248.72	130.23	0.00	0.00	0.00	0.00%
4011 -- BD Expense- Rec SA 062018 to 052020	(957.91)	793.40	3,908.23	1,368.33	653.86	0.00	0.00	0.00%
<b>Total Special Ops Assmt Incom- Rec/Pool/s/Parks</b>	<b>411,089.81</b>	<b>424,523.48</b>	<b>186,156.95</b>	<b>1,498.56</b>	<b>653.86</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Lease Income</b>								
4435 -- Lease Income - Barn 8	7,800.00	7,800.00	12,300.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Lease Income</b>	<b>7,800.00</b>	<b>7,800.00</b>	<b>12,300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Non-Lease Facility Rentals</b>								
4400 -- Facility Rentals	640.00	7,611.50	11,373.80	12,018.50	6,560.00	10,000.00	12,000.00	20.00%
<b>Total Non-Lease Facility Rentals</b>	<b>640.00</b>	<b>7,611.50</b>	<b>11,373.80</b>	<b>12,018.50</b>	<b>6,560.00</b>	<b>10,000.00</b>	<b>12,000.00</b>	<b>20.00%</b>
<b>Rec Center and Pools Income</b>								
4223 -- Gym and Pool Access Cards	2,158.28	2,662.01	2,761.00	3,253.00	2,182.00	3,000.00	3,300.00	10.00%
4502 -- Instructor & Trainer Fees	286.00	32.00	1,163.60	4,622.44	2,838.76	3,000.00	4,500.00	50.00%
4510 -- Fitness Center Income	89.50	409.00	762.50	1,034.00	1,271.00	1,000.00	1,000.00	0.00%
4515 -- Locker Rental	30.00	0.00	0.00	0.00	75.00	0.00	0.00	0.00%
<b>Total Rec Center and Pools Income</b>	<b>2,563.78</b>	<b>3,103.01</b>	<b>4,687.10</b>	<b>8,909.44</b>	<b>6,366.76</b>	<b>7,000.00</b>	<b>8,800.00</b>	<b>25.71%</b>
<b>Other Income</b>								
4220 -- Marina Gate & Access Cards	73.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
4870 -- Member Donation Income	70.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Other Income</b>	<b>143.93</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Recreation Community Center Income</b>	<b>422,237.52</b>	<b>443,037.99</b>	<b>214,517.85</b>	<b>22,426.50</b>	<b>13,580.62</b>	<b>17,000.00</b>	<b>20,800.00</b>	<b>22.35%</b>
<b>Administrative</b>								
5015 -- Bank Charges & Fees	22.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
5090 -- Office Supplies	6,261.66	4,634.22	769.74	3,263.00	3,506.14	2,000.00	2,250.00	12.50%
5205 -- Events Charges	1,346.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
5210 -- Printing & Copying	0.00	0.00	0.00	376.32	280.79	0.00	100.00	0.00%
5227 -- Training & Conferences	275.00	352.00	120.00	0.00	214.00	400.00	250.00	(37.50%)



**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Recreation Community Center**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Administrative</b>								
6408 -- Uniforms	0.00	0.00	0.00	736.29	0.00	500.00	750.00	50.00%
<b>Total Administrative</b>	<b>7,905.59</b>	<b>4,986.22</b>	<b>889.74</b>	<b>4,375.61</b>	<b>4,000.93</b>	<b>2,900.00</b>	<b>3,350.00</b>	<b>15.52%</b>
<b>Regulatory Compliance</b>								
7110 -- Regulatory Compliance	0.00	0.00	0.00	177.82	0.00	0.00	0.00	0.00%
9005 -- State B&O Tax	113.28	67.39	171.24	303.85	150.37	200.00	300.00	50.00%
<b>Total Regulatory Compliance</b>	<b>113.28</b>	<b>67.39</b>	<b>171.24</b>	<b>481.67</b>	<b>150.37</b>	<b>200.00</b>	<b>300.00</b>	<b>50.00%</b>
<b>CC&amp;Rs/ Mandates</b>								
5215 -- Postage	1.59	156.88	314.76	237.04	231.81	300.00	300.00	0.00%
<b>Total CC&amp;Rs/ Mandates</b>	<b>1.59</b>	<b>156.88</b>	<b>314.76</b>	<b>237.04</b>	<b>231.81</b>	<b>300.00</b>	<b>300.00</b>	<b>0.00%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	99,338.95	202,703.82	143,707.86	162,661.24	110,555.79	162,001.00	250,884.00	54.87%
5335 -- Payroll Taxes- Employer	9,552.49	20,879.13	16,568.43	18,263.87	11,979.38	15,922.00	24,176.00	51.84%
5385 -- Payroll Benefits - Medical	7,951.23	6,628.99	7,638.60	11,992.86	9,325.08	19,800.00	30,771.00	55.41%
5395 -- Payroll Benefits - 401(k)	0.00	0.00	0.00	782.68	0.00	1,215.00	1,882.00	54.90%
<b>Total Payroll &amp; Benefits</b>	<b>116,842.67</b>	<b>230,211.94</b>	<b>167,914.89</b>	<b>193,700.65</b>	<b>131,860.25</b>	<b>198,938.00</b>	<b>307,713.00</b>	<b>54.68%</b>
<b>Utilities</b>								
6005 -- Utilities- Natural Gas	4,487.39	7,991.33	10,298.50	10,204.59	9,921.92	10,813.00	11,225.00	3.81%
6023 -- Utilities- Water & Sewer	16,198.32	22,236.02	15,828.13	12,957.13	4,328.59	16,620.00	14,253.00	(14.24%)
6033 -- Utilities- Electricity	9,833.53	13,474.66	14,632.04	15,787.55	9,015.37	15,364.00	17,366.00	13.03%
6035 -- Utilities- Trash & Recycling Service	2,212.70	2,798.29	2,866.51	2,971.98	1,359.97	3,114.00	3,269.00	4.98%
6050 -- Utilities- Communications Service	8,928.88	5,327.36	9,049.91	11,256.17	5,533.45	11,765.00	12,382.00	5.24%
<b>Total Utilities</b>	<b>41,660.82</b>	<b>51,827.66</b>	<b>52,675.09</b>	<b>53,177.42</b>	<b>30,159.30</b>	<b>57,676.00</b>	<b>58,495.00</b>	<b>1.42%</b>
<b>Maintenance &amp; Landscaping</b>								
6110 -- Landscape R&M	81.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6515 -- Building R&M- Materials	395.99	453.52	0.00	0.00	0.00	0.00	0.00	0.00%
6635 -- Janitorial Supplies	0.00	886.77	2,361.69	0.00	0.00	2,500.00	2,500.00	0.00%
6675 -- Equipment R&M	1,751.74	2,933.78	5,255.68	4,875.28	2,578.57	7,500.00	9,000.00	20.00%
6765 -- Small Tools & Equipment	235.00	187.10	0.00	0.00	0.00	0.00	0.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Recreation Community Center**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Maintenance &amp; Landscaping</b>								
6795 -- Other Supplies	3,903.42	1,616.89	4,311.49	2,261.79	3,400.32	6,500.00	8,000.00	23.08%
6796 -- Other R&M	0.00	3,486.30	0.00	1,449.76	0.00	0.00	0.00	0.00%
<b>Total Maintenance &amp; Landscaping</b>	<b>6,367.59</b>	<b>9,564.36</b>	<b>11,928.86</b>	<b>8,586.83</b>	<b>5,978.89</b>	<b>16,500.00</b>	<b>19,500.00</b>	<b>18.18%</b>
<b>Contracted &amp; Professional Services</b>								
6440 -- Safety & Security Services	0.00	625.00	0.00	0.00	0.00	500.00	500.00	0.00%
7095 -- Other Professional Services	9,719.44	27,630.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>9,719.44</b>	<b>28,255.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00%</b>
<b>Total Recreation Community Center Expense</b>	<b>182,610.98</b>	<b>325,069.45</b>	<b>233,894.58</b>	<b>260,559.22</b>	<b>172,381.55</b>	<b>277,014.00</b>	<b>390,158.00</b>	<b>40.84%</b>
<b>Total Recreation Community Center Net Income / (Loss)</b>	<b>239,626.54</b>	<b>117,968.54</b>	<b>(19,376.73)</b>	<b>(238,132.72)</b>	<b>(158,800.93)</b>	<b>(260,014.00)</b>	<b>(369,358.00)</b>	<b>42.05%</b>

# Budget Summary Trend

## Sudden Valley Community Association

### Maintenance

#### 2026 Budget Draft

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Other Income</b>								
4220 -- Marina Gate & Access Cards	15.36	78.00	0.00	0.00	0.00	0.00	0.00	0.00%
4235 -- Trash Service	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Other Income</b>	<b>55.36</b>	<b>78.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Maintenance Income</b>	<b>55.36</b>	<b>78.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Administrative</b>								
5090 -- Office Supplies	592.42	108.59	188.80	275.84	0.00	150.00	150.00	0.00%
5210 -- Printing & Copying	0.00	0.00	0.00	158.55	0.00	0.00	0.00	0.00%
5227 -- Training & Conferences	0.00	0.00	0.00	209.00	0.00	0.00	500.00	0.00%
6408 -- Uniforms	4,635.30	1,333.42	1,479.28	2,483.68	2,266.06	2,500.00	3,000.00	20.00%
<b>Total Administrative</b>	<b>5,227.72</b>	<b>1,442.01</b>	<b>1,668.08</b>	<b>3,127.07</b>	<b>2,266.06</b>	<b>2,650.00</b>	<b>3,650.00</b>	<b>37.74%</b>
<b>Regulatory Compliance</b>								
6300 -- Permits & Licenses	1,934.89	1,513.50	2,196.78	1,773.99	1,885.42	2,200.00	2,200.00	0.00%
9005 -- State B&O Tax	1.44	0.00	0.00	0.00	0.00	100.00	100.00	0.00%
<b>Total Regulatory Compliance</b>	<b>1,936.33</b>	<b>1,513.50</b>	<b>2,196.78</b>	<b>1,773.99</b>	<b>1,885.42</b>	<b>2,300.00</b>	<b>2,300.00</b>	<b>0.00%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	260,537.82	225,805.59	231,136.72	319,241.38	144,691.97	331,728.00	332,464.00	0.22%
5335 -- Payroll Taxes- Employer	26,494.79	21,886.93	25,050.10	33,393.15	15,726.26	35,627.00	35,692.00	0.18%
5385 -- Payroll Benefits - Medical	22,669.54	11,318.91	37,591.40	47,229.81	21,633.05	48,208.00	49,946.00	3.61%
5395 -- Payroll Benefits - 401(k)	0.00	0.00	0.00	3,660.33	0.00	2,488.00	2,493.00	0.20%
6447.1 -- Weather Response Payroll	19,588.00	12,391.63	3,438.50	8,862.88	9,757.41	15,000.00	15,000.00	0.00%
6447.2 -- Weather Response Payroll Taxes	2,188.86	468.82	342.35	988.50	793.46	1,500.00	1,500.00	0.00%
<b>Total Payroll &amp; Benefits</b>	<b>331,479.01</b>	<b>271,871.88</b>	<b>297,559.07</b>	<b>413,376.05</b>	<b>192,602.15</b>	<b>434,551.00</b>	<b>437,095.00</b>	<b>0.59%</b>
<b>Utilities</b>								
6050 -- Utilities- Communications Service	201.22	2,504.76	3,168.18	4,945.16	1,785.40	4,119.00	5,440.00	32.07%
<b>Total Utilities</b>	<b>201.22</b>	<b>2,504.76</b>	<b>3,168.18</b>	<b>4,945.16</b>	<b>1,785.40</b>	<b>4,119.00</b>	<b>5,440.00</b>	<b>32.07%</b>
<b>Maintenance &amp; Landscaping</b>								
6110 -- Landscape R&M	155.92	286.32	0.00	846.01	454.91	5,000.00	5,000.00	0.00%
6447 -- Weather Response	24,021.91	42,688.40	16,545.95	4,096.97	1,022.80	35,000.00	35,000.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Maintenance**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Maintenance &amp; Landscaping</b>								
6515 -- Building R&M- Materials	0.00	392.50	0.00	0.00	0.00	0.00	0.00	0.00%
6610 -- Raw Materials	2,916.38	205.05	165.36	1,929.27	0.00	2,500.00	2,500.00	0.00%
6621 -- Raw Materials: Sand & Gravel	13,045.54	634.48	5,252.64	2,237.10	0.00	5,000.00	5,000.00	0.00%
6635 -- Janitorial Supplies	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00%
6675 -- Equipment R&M	19,689.17	15,110.14	12,437.48	10,614.92	7,027.14	15,000.00	15,000.00	0.00%
6765 -- Small Tools & Equipment	4,821.40	3,872.82	3,845.10	7,402.81	906.37	12,000.00	12,000.00	0.00%
6775 -- Vehicle R&M	10,458.62	15,005.38	8,552.76	10,552.67	5,516.69	17,500.00	12,460.00	(28.80%)
6785 -- Vehicle Fuel	15,959.49	10,695.22	13,983.61	15,829.42	9,106.78	14,683.00	17,412.00	18.59%
6795 -- Other Supplies	7,667.36	4,621.83	2,268.15	3,518.80	2,115.00	5,000.00	5,000.00	0.00%
6796 -- Other R&M	19,680.57	8,531.91	1,661.58	1,136.80	0.00	0.00	0.00	0.00%
<b>Total Maintenance &amp; Landscaping</b>	<b>118,416.36</b>	<b>102,044.05</b>	<b>64,812.63</b>	<b>58,164.77</b>	<b>26,149.69</b>	<b>111,683.00</b>	<b>109,372.00</b>	<b>(2.07%)</b>
<b>Contracted &amp; Professional Services</b>								
5085 -- Equipment Lease & Rental	3,918.95	0.00	520.87	7,194.60	5,621.20	7,500.00	7,500.00	0.00%
6440 -- Safety & Security Services	65.00	4,338.50	2,254.50	195.68	0.00	500.00	500.00	0.00%
6442 -- Snow Removal Services	70,081.38	37,788.65	9,246.57	0.00	0.00	0.00	0.00	0.00%
6448.3 -- COVID 19 Response Other Prof Se	280.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
7095 -- Other Professional Services	0.00	6,924.81	36,523.00	24,570.00	8,785.00	25,000.00	25,000.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>74,345.33</b>	<b>49,051.96</b>	<b>48,544.94</b>	<b>31,960.28</b>	<b>14,406.20</b>	<b>33,000.00</b>	<b>33,000.00</b>	<b>0.00%</b>
<b>Total Maintenance Expense</b>	<b>531,605.97</b>	<b>428,428.16</b>	<b>417,949.68</b>	<b>513,347.32</b>	<b>239,094.92</b>	<b>588,303.00</b>	<b>590,857.00</b>	<b>0.43%</b>
<b>Total Maintenance Net Income / (Loss)</b>	<b>(531,550.61)</b>	<b>(428,350.16)</b>	<b>(417,949.68)</b>	<b>(513,347.32)</b>	<b>(239,094.92)</b>	<b>(588,303.00)</b>	<b>(590,857.00)</b>	<b>0.43%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Marina**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Marina Income</b>								
4415 -- Marina Wet Slip Income	10,240.00	1,052.00	12,320.00	26,560.00	18,942.40	24,828.00	26,560.00	6.98%
4420 -- Marina Dry Slip Income	53,190.00	60,276.00	77,243.00	84,953.50	75,111.00	75,929.00	84,954.00	11.89%
4425 -- Marina Wet/Dry Combo Income	62,148.75	85,315.50	92,789.00	131,343.00	133,748.00	129,544.00	131,343.00	1.39%
4426 -- BD Expense- Marina	(522.62)	5,144.67	(449.00)	610.00	(630.00)	0.00	0.00	0.00%
<b>Total Marina Income</b>	<b>125,056.13</b>	<b>151,788.17</b>	<b>181,903.00</b>	<b>243,466.50</b>	<b>227,171.40</b>	<b>230,301.00</b>	<b>242,857.00</b>	<b>5.45%</b>
<b>Other Income</b>								
4220 -- Marina Gate & Access Cards	3,806.00	3,442.00	6,394.00	7,133.00	4,389.00	6,400.00	7,000.00	9.38%
4221 -- Marina Holding Fees	1,000.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Other Income</b>	<b>4,806.00</b>	<b>3,542.00</b>	<b>6,394.00</b>	<b>7,133.00</b>	<b>4,389.00</b>	<b>6,400.00</b>	<b>7,000.00</b>	<b>9.38%</b>
<b>Total Marina Income</b>	<b>129,862.13</b>	<b>155,330.17</b>	<b>188,297.00</b>	<b>250,599.50</b>	<b>231,560.40</b>	<b>236,701.00</b>	<b>249,857.00</b>	<b>5.56%</b>
<b>Administrative</b>								
5090 -- Office Supplies	1,172.89	181.98	884.04	0.00	186.37	1,000.00	1,250.00	25.00%
5210 -- Printing & Copying	241.31	302.06	101.44	274.57	0.00	200.00	300.00	50.00%
<b>Total Administrative</b>	<b>1,414.20</b>	<b>484.04</b>	<b>985.48</b>	<b>274.57</b>	<b>186.37</b>	<b>1,200.00</b>	<b>1,550.00</b>	<b>29.17%</b>
<b>Regulatory Compliance</b>								
7110 -- Regulatory Compliance	1,706.02	1,480.21	1,867.81	2,031.06	1,237.89	2,160.00	2,160.00	0.00%
9005 -- State B&O Tax	1,944.13	2,461.94	3,458.37	3,659.90	3,398.06	3,500.00	3,700.00	5.71%
<b>Total Regulatory Compliance</b>	<b>3,650.15</b>	<b>3,942.15</b>	<b>5,326.18</b>	<b>5,690.96</b>	<b>4,635.95</b>	<b>5,660.00</b>	<b>5,860.00</b>	<b>3.53%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	45,924.37	17,840.31	0.00	0.00	0.00	0.00	0.00	0.00%
5335 -- Payroll Taxes- Employer	3,964.37	1,658.34	0.00	0.00	0.00	0.00	0.00	0.00%
5385 -- Payroll Benefits - Medical	1,523.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Payroll &amp; Benefits</b>	<b>51,412.24</b>	<b>19,498.65</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Utilities</b>								
6023 -- Utilities- Water & Sewer	1,548.37	1,611.87	1,779.02	1,850.53	857.68	1,868.00	2,036.00	8.99%
6033 -- Utilities- Electricity	1,748.08	1,665.56	1,482.00	1,650.56	1,373.42	1,766.00	1,816.00	2.83%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Marina**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Utilities</b>								
6050 -- Utilities- Communications Service	1,975.79	1,777.08	1,847.12	3,335.26	1,750.32	1,939.00	3,669.00	89.22%
<b>Total Utilities</b>	<b>5,272.24</b>	<b>5,054.51</b>	<b>5,108.14</b>	<b>6,836.35</b>	<b>3,981.42</b>	<b>5,573.00</b>	<b>7,521.00</b>	<b>34.95%</b>
<b>Maintenance &amp; Landscaping</b>								
6110 -- Landscape R&M	0.00	0.00	0.00	0.00	763.00	1,500.00	1,500.00	0.00%
6515 -- Building R&M- Materials	0.00	0.00	465.23	130.50	1,440.61	1,000.00	1,000.00	0.00%
6621 -- Raw Materials: Sand & Gravel	643.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6675 -- Equipment R&M	597.84	0.00	0.00	0.00	1,408.96	1,250.00	1,250.00	0.00%
6765 -- Small Tools & Equipment	0.00	0.00	116.28	0.00	0.00	0.00	0.00	0.00%
6795 -- Other Supplies	812.80	554.06	328.07	1,451.20	142.25	500.00	1,500.00	200.00%
6796 -- Other R&M	0.00	1,241.12	0.00	0.00	1,958.97	1,800.00	2,000.00	11.11%
<b>Total Maintenance &amp; Landscaping</b>	<b>2,054.47</b>	<b>1,795.18</b>	<b>909.58</b>	<b>1,581.70</b>	<b>5,713.79</b>	<b>6,050.00</b>	<b>7,250.00</b>	<b>19.83%</b>
<b>Contracted &amp; Professional Services</b>								
7095 -- Other Professional Services	0.00	776.25	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>0.00</b>	<b>776.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Marina Expense</b>	<b>63,803.30</b>	<b>31,550.78</b>	<b>12,329.38</b>	<b>14,383.58</b>	<b>14,517.53</b>	<b>18,483.00</b>	<b>22,181.00</b>	<b>20.01%</b>
<b>Total Marina Net Income / (Loss)</b>	<b>66,058.83</b>	<b>123,779.39</b>	<b>175,967.62</b>	<b>236,215.92</b>	<b>217,042.87</b>	<b>218,218.00</b>	<b>227,676.00</b>	<b>4.33%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**SVCA Operations- Admin**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Other Income</b>								
4245 -- Photocopy Income	146.70	241.00	124.80	206.20	350.12	0.00	0.00	0.00%
4255 -- Maps and Signs	1,189.45	1,239.40	1,503.51	1,441.11	975.32	1,000.00	1,500.00	50.00%
4835 -- Miscellaneous Income	0.00	264.02	22.45	0.00	0.00	0.00	0.00	0.00%
4840 -- Non-Taxable Income	0.00	0.00	7.00	323.00	200.00	0.00	0.00	0.00%
4844 -- Consessions Income (Taxable)	0.00	0.00	2,752.10	817.62	0.00	0.00	0.00	0.00%
4845 -- Tickets Income(Non-Taxable)	0.00	0.00	1,256.00	0.00	0.00	0.00	0.00	0.00%
4846 -- Vendor Space Rentals	0.00	0.00	3,770.00	3,650.00	1,628.00	0.00	3,500.00	0.00%
<b>Total Other Income</b>	<b>1,336.15</b>	<b>1,744.42</b>	<b>9,435.86</b>	<b>6,437.93</b>	<b>3,153.44</b>	<b>1,000.00</b>	<b>5,000.00</b>	<b>400.00%</b>
<b>Total SVCA Operations- Admin Income</b>	<b>1,336.15</b>	<b>1,744.42</b>	<b>9,435.86</b>	<b>6,437.93</b>	<b>3,153.44</b>	<b>1,000.00</b>	<b>5,000.00</b>	<b>400.00%</b>
<b>Administrative</b>								
5000 -- General Administrative	3,066.00	48.03	0.00	300.00	(90.00)	0.00	0.00	0.00%
5015 -- Bank Charges & Fees	5,487.51	7,080.92	8,032.31	9,803.64	10,167.18	5,000.00	10,000.00	100.00%
5045 -- Dues & Subscriptions	1,738.19	1,250.03	1,014.69	2,447.61	718.20	1,000.00	1,500.00	50.00%
5090 -- Office Supplies	23,257.64	23,041.42	14,512.42	13,225.81	7,654.94	21,000.00	20,500.00	(2.38%)
5100 -- GM Discretionary Funds	2,375.95	1,128.52	3,744.82	4,955.27	678.22	5,000.00	5,000.00	0.00%
5107 -- Advertising Costs	175.00	347.44	0.00	87.03	0.00	0.00	0.00	0.00%
5120 -- Cash Over/Short	4.55	728.98	22.90	10.24	(3.99)	0.00	0.00	0.00%
5205 -- Events Charges	2,624.41	7,424.80	24,185.01	8,259.16	909.99	7,500.00	8,000.00	6.67%
5210 -- Printing & Copying	6,086.09	5,557.15	8,262.48	3,814.34	6,251.45	10,000.00	12,000.00	20.00%
5227 -- Training & Conferences	2,524.29	0.00	0.00	0.00	1,171.40	1,500.00	1,500.00	0.00%
5325 -- Recruiting Expense	9,476.82	2,047.96	4,308.79	3,102.15	2,307.00	3,000.00	3,000.00	0.00%
<b>Total Administrative</b>	<b>56,816.45</b>	<b>48,655.25</b>	<b>64,083.42</b>	<b>46,005.25</b>	<b>29,764.39</b>	<b>54,000.00</b>	<b>61,500.00</b>	<b>13.89%</b>
<b>Regulatory Compliance</b>								
6300 -- Permits & Licenses	73.25	83.25	83.25	123.38	0.00	0.00	0.00	0.00%
9005 -- State B&O Tax	7.11	12.81	56.34	72.58	13.25	0.00	0.00	0.00%
<b>Total Regulatory Compliance</b>	<b>80.36</b>	<b>96.06</b>	<b>139.59</b>	<b>195.96</b>	<b>13.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>CC&amp;Rs/ Mandates</b>								
5003 -- Annual General Meeting	14,652.35	18,242.49	23,906.63	23,844.38	0.00	24,000.00	24,000.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**SVCA Operations- Admin**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>CC&amp;Rs/ Mandates</b>								
5007 -- Special General Meeting	0.00	17,103.12	0.00	0.00	0.00	0.00	0.00	0.00%
5115 -- Web Site Maintenance	5,698.27	7,425.37	15,285.81	1,093.20	1,264.50	5,000.00	5,000.00	0.00%
5215 -- Postage	782.94	348.98	461.45	1,217.05	746.10	1,000.00	1,500.00	50.00%
5225 -- Newsletter Services	1,379.99	1,190.08	764.04	1,199.67	2,284.80	1,200.00	2,000.00	66.67%
<b>Total CC&amp;Rs/ Mandates</b>	<b>22,513.55</b>	<b>44,310.04</b>	<b>40,417.93</b>	<b>27,354.30</b>	<b>4,295.40</b>	<b>31,200.00</b>	<b>32,500.00</b>	<b>4.17%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	217,727.10	322,496.39	304,275.44	408,603.64	167,321.40	385,427.00	370,762.00	(3.80%)
5335 -- Payroll Taxes- Employer	18,729.23	28,301.88	26,710.45	38,820.00	16,050.27	34,602.00	33,151.00	(4.19%)
5385 -- Payroll Benefits - Medical	21,654.22	30,869.47	28,658.70	39,792.36	10,289.46	49,500.00	41,032.00	(17.11%)
5395 -- Payroll Benefits - 401(k)	0.00	0.00	0.00	1,889.69	0.00	2,891.00	2,781.00	(3.80%)
<b>Total Payroll &amp; Benefits</b>	<b>258,110.55</b>	<b>381,667.74</b>	<b>359,644.59</b>	<b>489,105.69</b>	<b>193,661.13</b>	<b>472,420.00</b>	<b>447,726.00</b>	<b>(5.23%)</b>
<b>Insurance</b>								
5400 -- Insurance Premiums	0.00	280.78	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Insurance</b>	<b>0.00</b>	<b>280.78</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Utilities</b>								
6035 -- Utilities- Trash & Recycling Service	54.00	110.00	112.00	180.00	120.00	0.00	0.00	0.00%
6050 -- Utilities- Communications Service	6,932.50	3,788.22	1,020.00	10,976.43	7,162.85	6,000.00	12,074.00	101.23%
<b>Total Utilities</b>	<b>6,986.50</b>	<b>3,898.22</b>	<b>1,132.00</b>	<b>11,156.43</b>	<b>7,282.85</b>	<b>6,000.00</b>	<b>12,074.00</b>	<b>101.23%</b>
<b>Maintenance &amp; Landscaping</b>								
6447 -- Weather Response	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6775 -- Vehicle R&M	111.89	12.00	0.00	0.00	0.00	0.00	0.00	0.00%
6785 -- Vehicle Fuel	140.61	0.00	680.83	132.79	0.00	500.00	400.00	(20.00%)
6795 -- Other Supplies	49.42	645.54	1,079.72	673.10	0.00	0.00	0.00	0.00%
<b>Total Maintenance &amp; Landscaping</b>	<b>1,301.92</b>	<b>657.54</b>	<b>1,760.55</b>	<b>805.89</b>	<b>0.00</b>	<b>500.00</b>	<b>400.00</b>	<b>(20.00%)</b>
<b>Contracted &amp; Professional Services</b>								
5085 -- Equipment Lease & Rental	5,018.31	305.89	(71.67)	1,109.96	554.72	7,000.00	7,000.00	0.00%
5086 -- Operating Lease Exp - ROU	0.00	6,767.52	6,871.78	7,965.66	0.00	0.00	0.00	0.00%
5125 -- IT Support and Services	34,648.89	35,577.51	60,661.99	48,170.75	20,308.42	40,000.00	45,000.00	12.50%



**Budget Summary Trend**  
**Sudden Valley Community Association**  
**SVCA Operations- Admin**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Contracted &amp; Professional Services</b>								
6440 -- Safety & Security Services	0.00	27,701.75	6,763.50	2,936.72	750.57	0.00	0.00	0.00%
7095 -- Other Professional Services	182,830.89	99,803.06	20,804.00	0.00	38,500.00	0.00	25,000.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>222,498.09</b>	<b>170,155.73</b>	<b>95,029.60</b>	<b>60,183.09</b>	<b>60,113.71</b>	<b>47,000.00</b>	<b>77,000.00</b>	<b>63.83%</b>
<b>Other Expenses</b>								
9211 -- SVCA Committee Support	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	0.00%
<b>Total Other Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>0.00%</b>
<b>Total SVCA Operations- Admin Expense</b>	<b>568,307.42</b>	<b>649,721.36</b>	<b>562,207.68</b>	<b>634,806.61</b>	<b>295,130.73</b>	<b>611,120.00</b>	<b>634,700.00</b>	<b>3.86%</b>
<b>Total SVCA Operations- Admin Net Income / (Loss)</b>	<b>(566,971.27)</b>	<b>(647,976.94)</b>	<b>(552,771.82)</b>	<b>(628,368.68)</b>	<b>(291,977.29)</b>	<b>(610,120.00)</b>	<b>(629,700.00)</b>	<b>3.21%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Parks**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Non-Lease Facility Rentals</b>								
4411 -- Picnic Shelter Rentals	1,582.50	2,265.00	2,045.00	1,530.00	1,280.00	0.00	0.00	0.00%
<b>Total Non-Lease Facility Rentals</b>	<b>1,582.50</b>	<b>2,265.00</b>	<b>2,045.00</b>	<b>1,530.00</b>	<b>1,280.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Parks Income</b>	<b>1,582.50</b>	<b>2,265.00</b>	<b>2,045.00</b>	<b>1,530.00</b>	<b>1,280.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Administrative</b>								
5090 -- Office Supplies	27.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
5227 -- Training & Conferences	0.00	0.00	1,805.00	0.00	0.00	0.00	0.00	0.00%
6408 -- Uniforms	348.51	392.09	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Administrative</b>	<b>376.49</b>	<b>392.09</b>	<b>1,805.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Regulatory Compliance</b>								
6300 -- Permits & Licenses	498.50	110.50	983.64	121.25	0.00	0.00	0.00	0.00%
7110 -- Regulatory Compliance	0.00	17,882.52	0.00	0.00	0.00	0.00	0.00	0.00%
9005 -- State B&O Tax	7.61	119.99	184.75	180.27	75.39	0.00	0.00	0.00%
<b>Total Regulatory Compliance</b>	<b>506.11</b>	<b>18,113.01</b>	<b>1,168.39</b>	<b>301.52</b>	<b>75.39</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	58,527.00	28,750.29	37,904.50	0.00	0.00	0.00	0.00	0.00%
5335 -- Payroll Taxes- Employer	6,464.88	2,906.19	4,379.50	0.00	0.00	0.00	0.00	0.00%
5385 -- Payroll Benefits - Medical	11,005.00	8,682.71	7,308.80	0.00	0.00	0.00	0.00	0.00%
<b>Total Payroll &amp; Benefits</b>	<b>75,996.88</b>	<b>40,339.19</b>	<b>49,592.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Maintenance &amp; Landscaping</b>								
6110 -- Landscape R&M	9,904.14	3,118.51	2,242.88	0.00	0.00	0.00	0.00	0.00%
6621 -- Raw Materials: Sand & Gravel	1,577.47	166.45	1,126.62	0.00	0.00	0.00	0.00	0.00%
6635 -- Janitorial Supplies	(13.67)	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6675 -- Equipment R&M	3,400.37	0.00	1,205.66	0.00	0.00	0.00	0.00	0.00%
6765 -- Small Tools & Equipment	916.54	803.54	2,540.95	0.00	0.00	0.00	0.00	0.00%
6775 -- Vehicle R&M	33.76	174.08	324.47	0.00	0.00	0.00	0.00	0.00%
6785 -- Vehicle Fuel	2,019.03	1,356.23	0.00	0.00	0.00	0.00	0.00	0.00%
6795 -- Other Supplies	6,170.37	3,572.46	710.12	152.20	0.00	0.00	0.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Parks**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Maintenance &amp; Landscaping</b>								
6796 -- Other R&M	181.32	(167.95)	94.97	0.00	0.00	0.00	0.00	0.00%
<b>Total Maintenance &amp; Landscaping</b>	<b>24,189.33</b>	<b>9,023.32</b>	<b>8,245.67</b>	<b>152.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Parks Expense</b>	<b>101,068.81</b>	<b>67,867.61</b>	<b>60,811.86</b>	<b>453.72</b>	<b>75.39</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Parks Net Income / (Loss)</b>	<b>(99,486.31)</b>	<b>(65,602.61)</b>	<b>(58,766.86)</b>	<b>1,076.28</b>	<b>1,204.61</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Main Pool and Quiet Pool**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Rec Center and Pools Income</b>								
4513 -- Main Pool Income	14,424.72	12,917.23	19,434.10	23,620.25	7,085.00	25,000.00	25,000.00	0.00%
4516 -- Quiet Pool Income	233.00	175.00	0.00	0.00	27.75	300.00	300.00	0.00%
<b>Total Rec Center and Pools Income</b>	<b>14,657.72</b>	<b>13,092.23</b>	<b>19,434.10</b>	<b>23,620.25</b>	<b>7,112.75</b>	<b>25,300.00</b>	<b>25,300.00</b>	<b>0.00%</b>
<b>Total Main Pool and Quiet Pool Income</b>	<b>14,657.72</b>	<b>13,092.23</b>	<b>19,434.10</b>	<b>23,620.25</b>	<b>7,112.75</b>	<b>25,300.00</b>	<b>25,300.00</b>	<b>0.00%</b>
<b>Administrative</b>								
5090 -- Office Supplies	0.00	420.57	763.69	329.94	251.05	100.00	250.00	150.00%
5227 -- Training & Conferences	0.00	1,350.00	119.69	3,981.62	2,330.00	4,100.00	4,500.00	9.76%
6408 -- Uniforms	0.00	0.00	676.20	1,461.28	172.24	1,500.00	1,500.00	0.00%
<b>Total Administrative</b>	<b>0.00</b>	<b>1,770.57</b>	<b>1,559.58</b>	<b>5,772.84</b>	<b>2,753.29</b>	<b>5,700.00</b>	<b>6,250.00</b>	<b>9.65%</b>
<b>Regulatory Compliance</b>								
6300 -- Permits & Licenses	0.00	810.61	0.00	849.75	910.35	1,000.00	1,000.00	0.00%
9005 -- State B&O Tax	69.31	66.31	108.24	103.38	11.08	100.00	100.00	0.00%
<b>Total Regulatory Compliance</b>	<b>69.31</b>	<b>876.92</b>	<b>108.24</b>	<b>953.13</b>	<b>921.43</b>	<b>1,100.00</b>	<b>1,100.00</b>	<b>0.00%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	39,260.90	2,293.05	48,612.00	58,240.84	16,098.74	67,125.00	72,068.00	7.36%
5335 -- Payroll Taxes- Employer	3,971.82	233.36	5,834.00	7,173.48	1,892.64	6,727.00	7,162.00	6.47%
<b>Total Payroll &amp; Benefits</b>	<b>43,232.72</b>	<b>2,526.41</b>	<b>54,446.00</b>	<b>65,414.32</b>	<b>17,991.38</b>	<b>73,852.00</b>	<b>79,230.00</b>	<b>7.28%</b>
<b>Maintenance &amp; Landscaping</b>								
6635 -- Janitorial Supplies	41.35	0.00	310.75	0.00	0.00	0.00	0.00	0.00%
6675 -- Equipment R&M	0.00	0.00	1,287.36	0.00	1,229.56	0.00	0.00	0.00%
6795 -- Other Supplies	31.04	819.40	668.44	978.65	1,293.83	1,250.00	2,000.00	60.00%
6796 -- Other R&M	65.17	0.00	950.65	3,140.20	0.00	0.00	0.00	0.00%
<b>Total Maintenance &amp; Landscaping</b>	<b>137.56</b>	<b>819.40</b>	<b>3,217.20</b>	<b>4,118.85</b>	<b>2,523.39</b>	<b>1,250.00</b>	<b>2,000.00</b>	<b>60.00%</b>
<b>Contracted &amp; Professional Services</b>								
6438 -- Pool Management	47,877.71	61,660.90	61,938.69	56,346.85	24,112.50	55,000.00	60,000.00	9.09%
6440 -- Safety & Security Services	0.00	375.00	0.00	0.00	0.00	0.00	0.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Main Pool and Quiet Pool**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Contracted &amp; Professional Services</b>								
7095 -- Other Professional Services	0.00	0.00	488.70	0.00	0.00	0.00	0.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>47,877.71</b>	<b>62,035.90</b>	<b>62,427.39</b>	<b>56,346.85</b>	<b>24,112.50</b>	<b>55,000.00</b>	<b>60,000.00</b>	<b>9.09%</b>
<b>Total Main Pool and Quiet Pool Expense</b>	<b>91,317.30</b>	<b>68,029.20</b>	<b>121,758.41</b>	<b>132,605.99</b>	<b>48,301.99</b>	<b>136,902.00</b>	<b>148,580.00</b>	<b>8.53%</b>
<b>Total Main Pool and Quiet Pool Net Income / (Loss)</b>	<b>(76,659.58)</b>	<b>(54,936.97)</b>	<b>(102,324.31)</b>	<b>(108,985.74)</b>	<b>(41,189.24)</b>	<b>(111,602.00)</b>	<b>(123,280.00)</b>	<b>10.46%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**ACC / Security**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>New Home Construction Fees</b>								
4350 -- New Home Construction	131,000.00	75,240.00	53,920.00	263,150.00	76,700.00	100,000.00	185,000.00	85.00%
<b>Total New Home Construction Fees</b>	<b>131,000.00</b>	<b>75,240.00</b>	<b>53,920.00</b>	<b>263,150.00</b>	<b>76,700.00</b>	<b>100,000.00</b>	<b>185,000.00</b>	<b>85.00%</b>
<b>Other AR Income</b>								
4805 -- Compliance Fees & Fines - ACC	1,250.00	2,300.00	14,202.26	68,650.00	31,550.00	30,000.00	60,000.00	100.00%
4806 -- BD Expense- ACC Fines	855.69	0.00	(2,000.00)	(5,654.47)	6,254.47	0.00	0.00	0.00%
4811 -- BD Expense- Sec Fines	4,659.75	0.00	0.00	0.00	(450.00)	0.00	0.00	0.00%
<b>Total Other AR Income</b>	<b>6,765.44</b>	<b>2,300.00</b>	<b>12,202.26</b>	<b>62,995.53</b>	<b>37,354.47</b>	<b>30,000.00</b>	<b>60,000.00</b>	<b>100.00%</b>
<b>Other Income</b>								
4295 -- Security House Checks	45.00	60.00	0.00	10.00	45.00	0.00	0.00	0.00%
4835 -- Miscellaneous Income	0.00	145.00	0.00	0.00	550.00	0.00	0.00	0.00%
<b>Total Other Income</b>	<b>45.00</b>	<b>205.00</b>	<b>0.00</b>	<b>10.00</b>	<b>595.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total ACC / Security Income</b>	<b>137,810.44</b>	<b>77,745.00</b>	<b>66,122.26</b>	<b>326,155.53</b>	<b>114,649.47</b>	<b>130,000.00</b>	<b>245,000.00</b>	<b>88.46%</b>
<b>Administrative</b>								
5090 -- Office Supplies	451.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Administrative</b>	<b>451.58</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Regulatory Compliance</b>								
6165 -- Hazardous Tree Removal/Forest Mgr	100,150.57	61,080.67	144,438.00	113,880.20	38,860.40	100,000.00	300,000.00	200.00%
6166 -- Nov 2024 Storm ComArea Tree Rem	0.00	0.00	0.00	64,112.80	88,236.80	0.00	0.00	0.00%
6167 -- Nov 2024 Storm Roads Tree Remove	0.00	0.00	0.00	226,696.55	0.00	0.00	0.00	0.00%
6300 -- Permits & Licenses	163.75	202.75	183.75	184.50	184.50	200.00	187.00	(6.50%)
9005 -- State B&O Tax	19.66	40.32	117.41	1,029.89	737.71	500.00	1,000.00	100.00%
<b>Total Regulatory Compliance</b>	<b>100,333.98</b>	<b>61,323.74</b>	<b>144,739.16</b>	<b>405,903.94</b>	<b>128,019.41</b>	<b>100,700.00</b>	<b>301,187.00</b>	<b>199.09%</b>
<b>CC&amp;Rs/ Mandates</b>								
5215 -- Postage	23.97	0.00	42.20	228.48	121.19	50.00	250.00	400.00%
7097 -- Professional Security Services	200,688.38	231,259.39	285,269.58	287,821.96	144,107.77	300,000.00	309,000.00	3.00%
<b>Total CC&amp;Rs/ Mandates</b>	<b>200,712.35</b>	<b>231,259.39</b>	<b>285,311.78</b>	<b>288,050.44</b>	<b>144,228.96</b>	<b>300,050.00</b>	<b>309,250.00</b>	<b>3.07%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**ACC / Security**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	30,364.77	10,944.27	0.00	6,427.26	36,309.94	74,984.00	77,234.00	3.00%
5335 -- Payroll Taxes- Employer	2,464.76	971.56	0.00	675.47	3,612.98	6,809.00	7,011.00	2.97%
5385 -- Payroll Benefits - Medical	4,236.00	20.79	0.00	0.00	4,662.54	9,900.00	10,261.00	3.65%
5395 -- Payroll Benefits - 401(k)	0.00	0.00	0.00	0.00	0.00	562.00	579.00	3.02%
<b>Total Payroll &amp; Benefits</b>	<b>37,065.53</b>	<b>11,936.62</b>	<b>0.00</b>	<b>7,102.73</b>	<b>44,585.46</b>	<b>92,255.00</b>	<b>95,085.00</b>	<b>3.07%</b>
<b>Utilities</b>								
6050 -- Utilities- Communications Service	1,772.82	887.47	541.45	2,545.33	1,134.52	1,440.00	2,800.00	94.44%
<b>Total Utilities</b>	<b>1,772.82</b>	<b>887.47</b>	<b>541.45</b>	<b>2,545.33</b>	<b>1,134.52</b>	<b>1,440.00</b>	<b>2,800.00</b>	<b>94.44%</b>
<b>Maintenance &amp; Landscaping</b>								
6675 -- Equipment R&M	13.97	25.35	18.49	0.00	0.00	0.00	0.00	0.00%
6775 -- Vehicle R&M	2,036.68	2,180.30	4,642.81	3,055.25	0.00	0.00	3,000.00	0.00%
6785 -- Vehicle Fuel	8,196.60	13,814.58	9,238.89	10,516.71	5,446.77	9,704.00	11,568.00	19.21%
6795 -- Other Supplies	3,619.71	51.14	215.41	432.91	44.23	482.00	500.00	3.73%
<b>Total Maintenance &amp; Landscaping</b>	<b>13,866.96</b>	<b>16,071.37</b>	<b>14,115.60</b>	<b>14,004.87</b>	<b>5,491.00</b>	<b>10,186.00</b>	<b>15,068.00</b>	<b>47.93%</b>
<b>Contracted &amp; Professional Services</b>								
6440 -- Safety & Security Services	6,119.90	16,029.36	32,745.67	20,948.49	11,303.13	25,000.00	25,000.00	0.00%
6460 -- ACC Consultant	77,993.77	60,643.37	63,912.90	108,917.07	11,093.33	10,000.00	50,000.00	400.00%
7095 -- Other Professional Services	33,556.30	15,059.21	2,568.00	1,669.25	0.00	0.00	0.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>117,669.97</b>	<b>91,731.94</b>	<b>99,226.57</b>	<b>131,534.81</b>	<b>22,396.46</b>	<b>35,000.00</b>	<b>75,000.00</b>	<b>114.29%</b>
<b>Other Expenses</b>								
9120 -- Vandalism & Towing	0.00	258.48	163.20	0.00	217.00	5,000.00	5,000.00	0.00%
<b>Total Other Expenses</b>	<b>0.00</b>	<b>258.48</b>	<b>163.20</b>	<b>0.00</b>	<b>217.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00%</b>
<b>Total ACC / Security Expense</b>	<b>471,873.19</b>	<b>413,469.01</b>	<b>544,097.76</b>	<b>849,142.12</b>	<b>346,072.81</b>	<b>544,631.00</b>	<b>803,390.00</b>	<b>47.51%</b>
<b>Total ACC / Security Net Income / (Loss)</b>	<b>(334,062.75)</b>	<b>(335,724.01)</b>	<b>(477,975.50)</b>	<b>(522,986.59)</b>	<b>(231,423.34)</b>	<b>(414,631.00)</b>	<b>(558,390.00)</b>	<b>34.67%</b>

# Budget Summary Trend

## Sudden Valley Community Association

### Turfcare

#### 2026 Budget Draft

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Administrative</b>								
5045 -- Dues & Subscriptions	1,640.33	1,600.00	2,523.64	4,687.46	3,411.93	3,393.00	5,000.00	47.36%
5090 -- Office Supplies	125.54	462.90	0.00	185.98	0.00	300.00	300.00	0.00%
5205 -- Events Charges	0.00	0.00	0.00	0.00	0.00	120.00	120.00	0.00%
5227 -- Training & Conferences	1,363.41	2,296.28	244.23	1,660.00	2,671.33	4,300.00	4,500.00	4.65%
6408 -- Uniforms	6,597.80	6,456.21	4,424.39	7,063.79	2,396.92	6,400.00	8,000.00	25.00%
<b>Total Administrative</b>	<b>9,727.08</b>	<b>10,815.39</b>	<b>7,192.26</b>	<b>13,597.23</b>	<b>8,480.18</b>	<b>14,513.00</b>	<b>17,920.00</b>	<b>23.48%</b>
<b>Regulatory Compliance</b>								
6165 -- Hazardous Tree Removal/Forest Mgr	7.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6300 -- Permits & Licenses	776.83	260.75	233.50	151.70	568.00	400.00	750.00	87.50%
<b>Total Regulatory Compliance</b>	<b>784.33</b>	<b>260.75</b>	<b>233.50</b>	<b>151.70</b>	<b>568.00</b>	<b>400.00</b>	<b>750.00</b>	<b>87.50%</b>
<b>CC&amp;Rs/ Mandates</b>								
5215 -- Postage	0.00	8.95	0.00	0.00	0.00	120.00	120.00	0.00%
<b>Total CC&amp;Rs/ Mandates</b>	<b>0.00</b>	<b>8.95</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>120.00</b>	<b>120.00</b>	<b>0.00%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	307,776.11	333,956.35	369,701.41	374,121.72	180,878.12	454,717.00	449,619.00	(1.12%)
5335 -- Payroll Taxes- Employer	29,572.27	33,783.78	39,523.94	40,158.63	19,270.78	44,655.00	44,203.00	(1.01%)
5385 -- Payroll Benefits - Medical	38,103.13	35,442.38	38,403.80	27,904.86	25,097.17	59,400.00	71,804.00	20.88%
5395 -- Payroll Benefits - 401(k)	0.00	0.00	0.00	2,045.67	0.00	3,410.00	3,372.00	(1.11%)
<b>Total Payroll &amp; Benefits</b>	<b>375,451.51</b>	<b>403,182.51</b>	<b>447,629.15</b>	<b>444,230.88</b>	<b>225,246.07</b>	<b>562,182.00</b>	<b>568,998.00</b>	<b>1.21%</b>
<b>Utilities</b>								
6033 -- Utilities- Electricity	9,428.66	7,045.61	10,314.47	9,497.65	3,904.98	10,830.00	10,447.00	(3.54%)
6050 -- Utilities- Communications Service	2,667.97	1,450.47	2,682.64	5,173.04	2,381.04	3,487.00	5,690.00	63.18%
<b>Total Utilities</b>	<b>12,096.63</b>	<b>8,496.08</b>	<b>12,997.11</b>	<b>14,670.69</b>	<b>6,286.02</b>	<b>14,317.00</b>	<b>16,137.00</b>	<b>12.71%</b>
<b>Maintenance &amp; Landscaping</b>								
6110 -- Landscape R&M	47,096.81	21,197.52	33,424.32	44,135.29	29,019.89	40,000.00	44,000.00	10.00%
6610 -- Raw Materials	39,980.15	28,540.42	50,351.88	38,995.53	47,852.05	38,000.00	50,000.00	31.58%
6621 -- Raw Materials: Sand & Gravel	31,501.76	23,249.84	37,978.23	47,103.58	22,317.87	40,000.00	45,000.00	12.50%
6675 -- Equipment R&M	33,146.90	58,505.67	46,743.02	70,661.86	57,791.44	48,000.00	60,000.00	25.00%



**Budget Summary Trend**  
**Sudden Valley Community Association**  
**Turfcare**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Maintenance &amp; Landscaping</b>								
6765 -- Small Tools & Equipment	2,332.73	6,261.42	5,070.17	3,080.48	3,829.08	5,000.00	5,000.00	0.00%
6775 -- Vehicle R&M	1,192.13	(157.69)	1,653.15	0.00	0.00	1,200.00	1,200.00	0.00%
6785 -- Vehicle Fuel	13,188.75	20,303.81	19,924.71	18,967.49	8,649.98	20,921.00	20,864.00	(0.27%)
6795 -- Other Supplies	10,446.22	7,382.69	12,900.31	13,274.33	15,220.42	14,000.00	14,500.00	3.57%
6796 -- Other R&M	2,897.92	2,792.67	2,385.91	2,401.89	4,356.58	2,980.00	3,000.00	0.67%
<b>Total Maintenance &amp; Landscaping</b>	<b>181,783.37</b>	<b>168,076.35</b>	<b>210,431.70</b>	<b>238,620.45</b>	<b>189,037.31</b>	<b>210,101.00</b>	<b>243,564.00</b>	<b>15.93%</b>
<b>Contracted &amp; Professional Services</b>								
5085 -- Equipment Lease & Rental	1,346.81	4,094.65	0.00	6,853.40	7,486.63	8,000.00	10,000.00	25.00%
6440 -- Safety & Security Services	179.80	2,125.00	212.42	0.00	0.00	550.00	550.00	0.00%
7095 -- Other Professional Services	0.00	0.00	0.00	0.00	0.00	750.00	750.00	0.00%
<b>Total Contracted &amp; Professional Services</b>	<b>1,526.61</b>	<b>6,219.65</b>	<b>212.42</b>	<b>6,853.40</b>	<b>7,486.63</b>	<b>9,300.00</b>	<b>11,300.00</b>	<b>21.51%</b>
<b>Total Turfcare Expense</b>	<b>581,369.53</b>	<b>597,059.68</b>	<b>678,696.14</b>	<b>718,124.35</b>	<b>437,104.21</b>	<b>810,933.00</b>	<b>858,789.00</b>	<b>5.90%</b>
<b>Total Turfcare Net Income / (Loss)</b>	<b>(581,369.53)</b>	<b>(597,059.68)</b>	<b>(678,696.14)</b>	<b>(718,124.35)</b>	<b>(437,104.21)</b>	<b>(810,933.00)</b>	<b>(858,789.00)</b>	<b>5.90%</b>

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**All Department Summary**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Dues and Assessment Income- Ops</b>								
4003 -- BD Expense- 2025 Ops	(70,168.25)	(51,900.45)	(48,977.55)	(54,791.28)	(39,352.52)	(142,804.00)	(163,074.00)	14.19%
4005.25 -- Member Assessments 2025	2,185,731.65	2,167,489.77	2,365,769.20	2,672,588.28	1,431,234.08	2,856,083.00	3,261,478.00	14.19%
<b>Total Dues and Assessment Income- Ops</b>	<b>2,115,563.40</b>	<b>2,115,589.32</b>	<b>2,316,791.65</b>	<b>2,617,797.00</b>	<b>1,391,881.56</b>	<b>2,713,279.00</b>	<b>3,098,404.00</b>	<b>14.19%</b>
<b>Special Ops Assmt Incom- Rec/Pool</b>								
4010 -- Recreation Special Assmt 062018 to 052020	412,047.72	423,730.08	182,248.72	130.23	0.00	0.00	0.00	0.00%
4011 -- BD Expense- Rec SA 062018 to 052020	(957.91)	793.40	3,908.23	1,368.33	653.86	0.00	0.00	0.00%
<b>Total Special Ops Assmt Incom- Rec/Pool/Parks</b>	<b>411,089.81</b>	<b>424,523.48</b>	<b>186,156.95</b>	<b>1,498.56</b>	<b>653.86</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Golf Income</b>								
4150 -- Golf Course Annual Greens Fees	353,619.28	370,271.58	389,983.99	372,035.09	306,503.09	387,000.00	398,000.00	2.84%
4151 -- BD Expense- Golf	(1,054.72)	(1,777.10)	1,214.91	(11,213.33)	1,350.40	0.00	0.00	0.00%
4154 -- Golf Course Daily Greens Fees	554,809.59	609,371.31	784,624.95	774,312.45	269,516.30	754,171.00	776,000.00	2.89%
4170 -- Driving Range Fees	33,178.41	33,577.18	42,530.47	46,441.95	19,758.09	38,900.00	40,850.00	5.01%
4174 -- Golf Cart Rental	163,101.78	191,813.23	233,617.27	227,184.13	85,546.12	227,679.00	234,500.00	3.00%
4176 -- Golf Club Storage	2,141.99	2,245.24	1,653.00	1,963.00	1,444.00	1,850.00	1,850.00	0.00%
4178 -- Trail Fees	14,492.21	14,622.73	14,485.75	13,712.75	11,613.30	15,400.00	15,862.00	3.00%
<b>Total Golf Income</b>	<b>1,120,288.54</b>	<b>1,220,124.17</b>	<b>1,468,110.34</b>	<b>1,424,436.04</b>	<b>695,731.30</b>	<b>1,425,000.00</b>	<b>1,467,062.00</b>	<b>2.95%</b>
<b>Marina Income</b>								
4415 -- Marina Wet Slip Income	10,240.00	1,052.00	12,320.00	26,560.00	18,942.40	24,828.00	26,560.00	6.98%
4420 -- Marina Dry Slip Income	53,190.00	60,276.00	77,243.00	84,953.50	75,111.00	75,929.00	84,954.00	11.89%
4425 -- Marina Wet/Dry Combo Income	62,148.75	85,315.50	92,789.00	131,343.00	133,748.00	129,544.00	131,343.00	1.39%
4426 -- BD Expense- Marina	(522.62)	5,144.67	(449.00)	610.00	(630.00)	0.00	0.00	0.00%
<b>Total Marina Income</b>	<b>125,056.13</b>	<b>151,788.17</b>	<b>181,903.00</b>	<b>243,466.50</b>	<b>227,171.40</b>	<b>230,301.00</b>	<b>242,857.00</b>	<b>5.45%</b>
<b>Area Z Rental Income</b>								
4410 -- Area Z Storage Rental Income	18,702.92	21,327.50	20,631.02	20,542.25	13,397.00	24,000.00	24,000.00	0.00%
4412 -- BD Expense- Area Z	1,032.43	(495.63)	1,616.56	(140.81)	(354.00)	0.00	0.00	0.00%
<b>Total Area Z Rental Income</b>	<b>19,735.35</b>	<b>20,831.87</b>	<b>22,247.58</b>	<b>20,401.44</b>	<b>13,043.00</b>	<b>24,000.00</b>	<b>24,000.00</b>	<b>0.00%</b>
<b>Lease Income</b>								
4430 -- Lease Income - Restaurant	28,129.39	19,480.29	36,694.00	47,178.00	23,589.00	37,000.00	47,178.00	27.51%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**All Department Summary**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Lease Income</b>								
4435 -- Lease Income - Barn 8	7,800.00	7,800.00	12,300.00	14,400.00	7,800.00	14,400.00	16,200.00	12.50%
4439 -- Lease Income- Library	3,372.00	3,372.00	3,678.87	4,789.20	3,000.00	6,600.00	7,800.00	18.18%
<b>Total Lease Income</b>	<b>39,301.39</b>	<b>30,652.29</b>	<b>52,672.87</b>	<b>66,367.20</b>	<b>34,389.00</b>	<b>58,000.00</b>	<b>71,178.00</b>	<b>22.72%</b>
<b>Non-Lease Facility Rentals</b>								
4400 -- Facility Rentals	640.00	7,611.50	11,373.80	12,018.50	6,560.00	12,000.00	14,000.00	16.67%
4411 -- Picnic Shelter Rentals	1,582.50	2,265.00	2,045.00	1,530.00	1,280.00	0.00	0.00	0.00%
<b>Total Non-Lease Facility Rentals</b>	<b>2,222.50</b>	<b>9,876.50</b>	<b>13,418.80</b>	<b>13,548.50</b>	<b>7,840.00</b>	<b>12,000.00</b>	<b>14,000.00</b>	<b>16.67%</b>
<b>Rec Center and Pools Income</b>								
4223 -- Gym and Pool Access Cards	2,158.28	2,662.01	2,761.00	3,253.00	2,182.00	3,000.00	3,300.00	10.00%
4502 -- Instructor & Trainer Fees	286.00	32.00	1,163.60	4,622.44	2,838.76	3,000.00	4,500.00	50.00%
4510 -- Fitness Center Income	89.50	409.00	762.50	1,034.00	1,271.00	1,000.00	1,000.00	0.00%
4513 -- Main Pool Income	14,424.72	12,917.23	19,434.10	23,620.25	7,085.00	25,000.00	25,000.00	0.00%
4515 -- Locker Rental	30.00	0.00	0.00	0.00	75.00	0.00	0.00	0.00%
4516 -- Quiet Pool Income	233.00	175.00	0.00	0.00	27.75	300.00	300.00	0.00%
<b>Total Rec Center and Pools Income</b>	<b>17,221.50</b>	<b>16,195.24</b>	<b>24,121.20</b>	<b>32,529.69</b>	<b>13,479.51</b>	<b>32,300.00</b>	<b>34,100.00</b>	<b>5.57%</b>
<b>New Home Construction Fees</b>								
4350 -- New Home Construction	131,000.00	75,240.00	53,920.00	263,150.00	76,700.00	100,000.00	185,000.00	85.00%
<b>Total New Home Construction Fees</b>	<b>131,000.00</b>	<b>75,240.00</b>	<b>53,920.00</b>	<b>263,150.00</b>	<b>76,700.00</b>	<b>100,000.00</b>	<b>185,000.00</b>	<b>85.00%</b>
<b>Other AR Income</b>								
4240 -- Title & Recording Fees	46,000.00	29,800.00	25,625.00	24,600.00	13,750.00	40,000.00	35,000.00	(12.50%)
4241 -- BD Expense- Title Fees	(103.42)	(21.58)	(125.00)	(125.00)	225.00	0.00	0.00	0.00%
4705 -- NSF Service Fees	1,489.45	1,714.00	2,899.69	2,610.52	1,333.00	1,500.00	2,500.00	66.67%
4706 -- BD Expense- NSF Fees	9.03	(183.44)	78.60	23.65	192.32	0.00	0.00	0.00%
4805 -- Compliance Fees & Fines - ACC	1,250.00	2,300.00	14,202.26	68,650.00	31,550.00	30,000.00	60,000.00	100.00%
4806 -- BD Expense- ACC Fines	855.69	0.00	(2,000.00)	(5,654.47)	6,254.47	0.00	0.00	0.00%
4811 -- BD Expense- Sec Fines	4,659.75	0.00	0.00	0.00	(450.00)	0.00	0.00	0.00%
4820 -- Insurance Settlement Gains	0.00	0.00	46,496.64	2,389.20	0.00	0.00	0.00	0.00%
4830 -- Advertising Income	33,710.50	37,383.00	40,082.00	34,092.88	16,546.00	40,000.00	40,000.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**All Department Summary**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Other AR Income</b>								
4831 -- BD Expense- Views Ads	530.50	(2,843.50)	(1,175.00)	2,255.50	743.00	0.00	0.00	0.00%
<b>Total Other AR Income</b>	<b>88,401.50</b>	<b>68,148.48</b>	<b>126,084.19</b>	<b>128,842.28</b>	<b>70,143.79</b>	<b>111,500.00</b>	<b>137,500.00</b>	<b>23.32%</b>
<b>Other Income</b>								
4220 -- Marina Gate & Access Cards	3,895.29	3,520.00	6,394.00	7,133.00	4,389.00	6,400.00	7,000.00	9.38%
4221 -- Marina Holding Fees	1,000.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00%
4235 -- Trash Service	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
4245 -- Photocopy Income	146.70	241.00	124.80	206.20	350.12	0.00	0.00	0.00%
4255 -- Maps and Signs	1,189.45	1,239.40	1,503.51	1,441.11	975.32	1,000.00	1,500.00	50.00%
4280 -- PPP Loan Forgiveness/Extinguishme	357,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
4295 -- Security House Checks	45.00	60.00	0.00	10.00	45.00	0.00	0.00	0.00%
4610 -- Timber Income	0.00	0.00	0.00	1,233.60	10,228.90	0.00	0.00	0.00%
4835 -- Miscellaneous Income	0.00	409.02	22.45	0.00	550.00	0.00	0.00	0.00%
4840 -- Non-Taxable Income	0.00	0.00	7.00	323.00	200.00	0.00	0.00	0.00%
4844 -- Consessions Income (Taxable)	0.00	0.00	2,752.10	817.62	0.00	0.00	0.00	0.00%
4845 -- Tickets Income(Non-Taxable)	0.00	0.00	1,256.00	0.00	0.00	0.00	0.00	0.00%
4846 -- Vendor Space Rentals	0.00	0.00	3,770.00	3,650.00	1,628.00	0.00	3,500.00	0.00%
4870 -- Member Donation Income	1,864.27	3,404.92	396.46	1,541.22	2,930.60	0.00	0.00	0.00%
<b>Total Other Income</b>	<b>365,880.71</b>	<b>8,974.34</b>	<b>16,226.32</b>	<b>16,355.75</b>	<b>21,296.94</b>	<b>7,400.00</b>	<b>12,000.00</b>	<b>62.16%</b>
<b>Investment Income</b>								
4900 -- Interest Earned - Operating Accounts	811.83	809.44	5,065.68	9,022.06	3,829.27	7,000.00	9,000.00	28.57%
<b>Total Investment Income</b>	<b>811.83</b>	<b>809.44</b>	<b>5,065.68</b>	<b>9,022.06</b>	<b>3,829.27</b>	<b>7,000.00</b>	<b>9,000.00</b>	<b>28.57%</b>
<b>Total All Department Summary Income</b>	<b>4,436,572.66</b>	<b>4,142,753.30</b>	<b>4,466,718.58</b>	<b>4,837,415.02</b>	<b>2,556,159.63</b>	<b>4,720,780.00</b>	<b>5,295,101.00</b>	<b>12.17%</b>
<b>Administrative</b>								
5000 -- General Administrative	3,274.98	187.67	207.10	300.00	19.97	0.00	0.00	0.00%
5015 -- Bank Charges & Fees	30,147.15	38,184.39	45,922.14	45,300.62	21,543.32	38,500.00	46,500.00	20.78%
5045 -- Dues & Subscriptions	26,240.14	27,110.98	29,230.35	31,716.62	25,386.74	30,393.00	33,500.00	10.22%
5090 -- Office Supplies	32,408.02	29,248.26	18,238.29	18,046.44	11,879.72	25,350.00	25,600.00	0.99%
5100 -- GM Discretionary Funds	2,641.40	1,128.52	3,744.82	4,955.27	678.22	5,000.00	5,000.00	0.00%

# Budget Summary Trend

## Sudden Valley Community Association

### All Department Summary

#### 2026 Budget Draft

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Administrative</b>								
5107 -- Advertising Costs	13,681.78	16,697.45	16,850.25	8,514.12	9,971.16	15,000.00	18,000.00	20.00%
5120 -- Cash Over/Short	4.15	728.98	54.68	326.52	(14.29)	0.00	0.00	0.00%
5121 -- Currency Gain/Loss	0.00	154.11	203.72	131.40	8.11	0.00	0.00	0.00%
5205 -- Events Charges	3,971.04	7,424.80	24,185.01	8,259.16	909.99	7,620.00	8,120.00	6.56%
5210 -- Printing & Copying	11,494.45	11,078.63	18,400.44	12,727.93	8,078.55	17,000.00	20,700.00	21.76%
5227 -- Training & Conferences	5,181.78	3,998.28	2,288.92	5,850.62	8,307.27	12,300.00	13,750.00	11.79%
5325 -- Recruiting Expense	9,476.82	2,047.96	4,308.79	3,102.15	2,307.00	3,000.00	3,000.00	0.00%
5326 -- Operating Performance Commissions	19,062.14	26,357.68	44,269.84	22,128.05	0.00	7,059.00	4,505.00	(36.18%)
5326.1 -- Operating Perf Comm Payroll Taxes	0.00	0.00	4,058.61	2,128.73	0.00	706.00	451.00	(36.12%)
5399 -- Payroll Service Fees	15,949.52	15,995.93	17,867.88	18,695.26	11,050.12	16,000.00	19,000.00	18.75%
5405 -- Insurance Claims	0.00	9,448.62	0.00	0.00	0.00	0.00	0.00	0.00%
6408 -- Uniforms	12,332.03	8,853.38	6,994.85	12,463.85	5,189.41	11,600.00	14,050.00	21.12%
<b>Total Administrative</b>	<b>185,865.40</b>	<b>198,645.64</b>	<b>236,825.69</b>	<b>194,646.74</b>	<b>105,315.29</b>	<b>189,528.00</b>	<b>212,176.00</b>	<b>11.95%</b>
<b>Regulatory Compliance</b>								
6165 -- Hazardous Tree Removal/Forest Mgr	100,158.07	61,080.67	144,438.00	113,880.20	38,860.40	100,000.00	300,000.00	200.00%
6166 -- Nov 2024 Storm ComArea Tree Rem	0.00	0.00	0.00	64,112.80	88,236.80	0.00	0.00	0.00%
6167 -- Nov 2024 Storm Roads Tree Remove	0.00	0.00	0.00	226,696.55	0.00	0.00	0.00	0.00%
6300 -- Permits & Licenses	4,379.36	3,018.16	3,897.12	3,247.57	3,548.27	3,900.00	4,237.00	8.64%
7000 -- Audit & Tax Services	35,010.00	42,500.00	43,210.00	44,104.68	9,970.00	49,000.00	50,500.00	3.06%
7110 -- Regulatory Compliance	4,683.04	23,176.96	4,750.88	3,198.48	2,651.97	4,210.00	4,210.00	0.00%
9005 -- State B&O Tax	8,922.33	12,141.86	12,115.16	13,976.76	8,174.60	14,125.00	15,200.00	7.61%
9015 -- Property/Real Estate Tax	51,650.55	53,853.21	57,124.75	63,332.77	31,786.69	63,000.00	65,000.00	3.17%
<b>Total Regulatory Compliance</b>	<b>204,803.35</b>	<b>195,770.86</b>	<b>265,535.91</b>	<b>532,549.81</b>	<b>183,228.73</b>	<b>234,235.00</b>	<b>439,147.00</b>	<b>87.48%</b>
<b>CC&amp;Rs/ Mandates</b>								
5003 -- Annual General Meeting	15,402.35	18,242.49	23,906.63	23,844.38	0.00	24,000.00	24,000.00	0.00%
5007 -- Special General Meeting	0.00	17,103.12	0.00	0.00	0.00	0.00	0.00	0.00%
5115 -- Web Site Maintenance	8,145.87	9,445.33	16,719.33	1,093.20	1,264.50	7,700.00	7,700.00	0.00%
5215 -- Postage	4,791.39	4,260.10	6,298.04	5,630.53	2,043.64	6,720.00	7,420.00	10.42%
5216 -- Postage- Views	10,814.61	11,329.54	12,140.13	13,273.89	7,688.38	15,000.00	15,000.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**All Department Summary**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>CC&amp;Rs/ Mandates</b>								
5225 -- Newsletter Services	54,448.74	57,941.83	60,207.29	58,064.92	30,757.30	61,200.00	62,000.00	1.31%
7020 -- Legal Services	82,164.28	138,406.62	117,047.02	164,739.86	113,954.34	67,500.00	100,000.00	48.15%
7097 -- Professional Security Services	200,688.38	231,259.39	285,269.58	287,821.96	144,107.77	300,000.00	309,000.00	3.00%
<b>Total CC&amp;Rs/ Mandates</b>	<b>376,455.62</b>	<b>487,988.42</b>	<b>521,588.02</b>	<b>554,468.74</b>	<b>299,815.93</b>	<b>482,120.00</b>	<b>525,120.00</b>	<b>8.92%</b>
<b>Payroll &amp; Benefits</b>								
5300 -- Salaries	1,580,990.71	1,674,737.81	1,714,204.49	1,989,318.34	944,582.73	2,144,586.00	2,252,546.00	5.03%
5335 -- Payroll Taxes- Employer	148,150.68	161,025.09	176,798.68	207,859.04	99,080.74	208,669.00	218,430.00	4.68%
5385 -- Payroll Benefits - Medical	172,087.75	166,938.28	180,425.63	188,811.75	107,691.24	275,908.00	296,139.00	7.33%
5395 -- Payroll Benefits - 401(k)	0.00	0.00	0.00	11,790.55	0.00	15,581.00	16,354.00	4.96%
6447.1 -- Weather Response Payroll	19,588.00	12,391.63	3,438.50	8,862.88	9,757.41	15,000.00	15,000.00	0.00%
6447.2 -- Weather Response Payroll Taxes	2,188.86	468.82	342.35	988.50	793.46	1,500.00	1,500.00	0.00%
<b>Total Payroll &amp; Benefits</b>	<b>1,923,006.00</b>	<b>2,015,561.63</b>	<b>2,075,209.65</b>	<b>2,407,631.06</b>	<b>1,161,905.58</b>	<b>2,661,244.00</b>	<b>2,799,969.00</b>	<b>5.21%</b>
<b>Insurance</b>								
5400 -- Insurance Premiums	128,286.96	148,091.07	173,731.61	186,859.44	120,108.97	210,156.00	254,469.00	21.09%
<b>Total Insurance</b>	<b>128,286.96</b>	<b>148,091.07</b>	<b>173,731.61</b>	<b>186,859.44</b>	<b>120,108.97</b>	<b>210,156.00</b>	<b>254,469.00</b>	<b>21.09%</b>
<b>Utilities</b>								
6000 -- Utilities	(344.64)	15,419.92	(688.15)	12,233.17	234.62	0.00	0.00	0.00%
6005 -- Utilities- Natural Gas	11,926.76	15,659.01	24,444.77	24,291.62	19,447.78	25,667.00	26,721.00	4.11%
6023 -- Utilities- Water & Sewer	44,336.85	51,671.80	49,102.26	47,326.37	20,842.49	51,558.00	52,060.00	0.97%
6033 -- Utilities- Electricity	50,963.27	51,731.55	64,128.98	63,949.43	39,115.74	67,546.00	70,345.00	4.14%
6035 -- Utilities- Trash & Recycling Service	22,092.51	15,556.35	19,903.08	20,553.88	10,100.78	23,082.00	22,411.00	(2.91%)
6050 -- Utilities- Communications Service	48,323.27	42,334.76	50,342.05	58,044.88	27,611.55	68,284.00	63,850.00	(6.49%)
<b>Total Utilities</b>	<b>177,298.02</b>	<b>192,373.39</b>	<b>207,232.99</b>	<b>226,399.35</b>	<b>117,352.96</b>	<b>236,137.00</b>	<b>235,387.00</b>	<b>(0.32%)</b>
<b>Maintenance &amp; Landscaping</b>								
6110 -- Landscape R&M	57,238.31	24,602.35	35,697.43	45,025.97	30,237.80	46,500.00	50,500.00	8.60%
6447 -- Weather Response	25,021.91	42,688.40	16,545.95	4,096.97	1,022.80	35,000.00	35,000.00	0.00%
6515 -- Building R&M- Materials	19,589.04	17,720.30	14,564.68	17,964.50	11,157.98	41,000.00	41,000.00	0.00%
6520 -- Building R&M- Contract Vendor	11,918.40	38,746.72	42,750.06	32,517.94	10,609.45	45,000.00	45,000.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**All Department Summary**

**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Maintenance &amp; Landscaping</b>								
6610 -- Raw Materials	42,896.53	28,745.47	50,517.24	40,924.80	47,852.05	40,500.00	52,500.00	29.63%
6621 -- Raw Materials: Sand & Gravel	46,768.60	24,050.77	46,112.66	49,340.68	22,317.87	45,000.00	50,000.00	11.11%
6635 -- Janitorial Supplies	8,640.99	7,388.83	13,802.00	14,212.69	7,519.63	14,500.00	17,500.00	20.69%
6675 -- Equipment R&M	58,849.43	80,596.62	68,526.14	89,895.04	70,612.31	83,750.00	97,250.00	16.12%
6765 -- Small Tools & Equipment	8,414.46	11,606.23	12,281.56	10,786.28	4,735.45	17,400.00	17,400.00	0.00%
6775 -- Vehicle R&M	13,852.58	17,606.05	15,581.41	13,607.92	5,516.69	18,700.00	16,660.00	(10.91%)
6785 -- Vehicle Fuel	46,746.47	56,044.65	57,960.92	55,836.50	27,156.44	60,648.00	61,673.00	1.69%
6795 -- Other Supplies	40,487.61	24,399.77	33,338.50	35,148.86	26,649.67	36,782.00	41,050.00	11.60%
6796 -- Other R&M	29,855.00	17,354.62	7,422.21	8,817.68	7,173.40	5,780.00	6,000.00	3.81%
<b>Total Maintenance &amp; Landscaping</b>	<b>410,279.33</b>	<b>391,550.78</b>	<b>415,100.76</b>	<b>418,175.83</b>	<b>272,561.54</b>	<b>490,560.00</b>	<b>531,533.00</b>	<b>8.35%</b>
<b>Contracted &amp; Professional Services</b>								
5085 -- Equipment Lease & Rental	14,240.59	11,080.54	6,576.39	17,888.67	13,662.55	29,500.00	31,500.00	6.78%
5086 -- Operating Lease Exp - ROU	0.00	6,767.52	6,871.78	7,965.66	0.00	0.00	0.00	0.00%
5125 -- IT Support and Services	56,084.69	45,476.51	70,560.99	58,431.22	25,407.42	50,000.00	55,000.00	10.00%
6438 -- Pool Management	47,877.71	61,699.54	61,938.69	56,346.85	24,112.50	55,000.00	60,000.00	9.09%
6440 -- Safety & Security Services	6,722.76	53,694.61	44,487.50	24,829.65	14,623.70	26,550.00	26,550.00	0.00%
6442 -- Snow Removal Services	70,081.38	37,788.65	9,246.57	0.00	0.00	0.00	0.00	0.00%
6448.3 -- COVID 19 Response Other Prof Se	280.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6460 -- ACC Consultant	77,993.77	60,643.37	63,912.90	108,917.07	11,093.33	10,000.00	50,000.00	400.00%
7095 -- Other Professional Services	241,952.85	218,508.26	78,865.68	37,792.66	49,762.52	40,750.00	65,750.00	61.35%
<b>Total Contracted &amp; Professional Services</b>	<b>515,233.75</b>	<b>495,659.00</b>	<b>342,460.50</b>	<b>312,171.78</b>	<b>138,662.02</b>	<b>211,800.00</b>	<b>288,800.00</b>	<b>36.36%</b>
<b>Other Expenses</b>								
5327 -- GM Recruiting Expense	1,444.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
9120 -- Vandalism & Towing	0.00	258.48	163.20	0.00	217.00	5,000.00	5,000.00	0.00%
9140 -- PPP Loan Interest Expense	(2,283.40)	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

**Budget Summary Trend**  
**Sudden Valley Community Association**  
**All Department Summary**  
**2026 Budget Draft**

Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	June 2025 YTD Actual	2025 Budget	2026 Budget	Budget % Change
<b>Other Expenses</b>								
9211 -- SVCA Committee Support	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	0.00%
<b>Total Other Expenses</b>	<b>(838.60)</b>	<b>258.48</b>	<b>163.20</b>	<b>0.00</b>	<b>217.00</b>	<b>5,000.00</b>	<b>8,500.00</b>	<b>70.00%</b>
<b>Total All Department Summary Expense</b>	<b>3,920,389.83</b>	<b>4,125,899.27</b>	<b>4,237,848.33</b>	<b>4,832,902.75</b>	<b>2,399,168.02</b>	<b>4,720,780.00</b>	<b>5,295,101.00</b>	<b>12.17%</b>
<b>Total All Department Summary Net Income / (Loss)</b>	<b>516,182.83</b>	<b>16,854.03</b>	<b>228,870.25</b>	<b>4,512.27</b>	<b>156,991.61</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Association Net Income / (Loss)</b>	<b>516,182.83</b>	<b>16,854.03</b>	<b>228,870.25</b>	<b>4,512.27</b>	<b>156,991.61</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>





## 2026 Capital Budget

- The Capital Budget is a complex, multi-year projection that models current fund reserves, obligated funds, planned income, anticipated project loan funding, and budgeted expenses.
- SVCA's Capital Repair Replacement Reserve Fund (CRRRF) budget includes the Association's facilities and equipment. The Roads Reserve Fund covers our roads, bridges, and culverts.
- SVCA's capital funds include the Mailbox Reserve, but no spending is planned to draw on that account in 2026.



# Open CRRRF & Roads Projects in 2025



# Sudden Valley Community Association - Capital Project Report

## CRRRF Projects Open in 2025

Updated as of

7/31/2025

BOARD APPROVED PROJECT						A	B	A-B
						BUDGETED		
Cost Manager	Approval Date	GL	Project Name	Fund	Status	Board Approve	Total Invoice	Acctg Fund Obligated
Turf Manager	1/23/20	9719.18	Trim Mower- Turf	CRRRF	Open	44,050	40,199	3,851 LE
Turf Manager	1/23/20	9719.19	Utility Vehicles	CRRRF	Open	104,248	104,701	(453) LE & X
Golf Director	11/5/20	9721.01	Golf Cart Fleet	CRRRF	Open	183,900	165,710	18,190 LE
Maint Manager	10/27/22 & 10/12/23 & 8/22/24	9722.08	Area Z Maintenance Facility Remodel	CRRRF	Open	503,898	498,294	5,604
GM	10/27/22 & 9/28/23 & 11/2/23	9722.09	Barn 8 Refurbishment	CRRRF	Open	824,530	187,238	637,292
GM	1/12/23 & 4/25/24 & 5/22/25	9723.04	Austin Creek Repair Design & Permitting	CRRRF	Open	34,585	9,703	24,882
GM	3/9/23	9723.07	Website Improvements	CRRRF	Open	10,483	5,605	4,878
Golf Director	12/14/23	9723.17	10 Additional Golf Carts Lease	CRRRF	Open	81,600	18,631	62,969 LE
Maint Manager	1/25/24	9724.012	Turf Building Remodel-Permit/Design	CRRRF	Open	9,755	8,217	1,538
Turf Manager	2/22/24	9724.05	Sand Trap Rake	CRRRF	Closed	32,579	32,579	-
Maint Manager	2/22/24	9724.06	Club House HVAC 20 Ton Design/permitting	CRRRF	Open	22,176	13,376	8,800
Maint Manager	4/25/24 & 7/25/24	9724.07	Adult Center Furnace & Water Heater Replacement	CRRRF	Open	42,422	44,588	(2,166) X
Maint Manager	7/25/24	9724.09	Fencing (Adult Cntr/Area Z/Turfcare) & Area Z RV Storage	CRRRF	Open	71,851	69,243	2,608
Turf Manager	9/26/24	9724.11	#2 Golf Bridge Repair	CRRRF	Open	25,460	23,994	1,466
Turf Manager	1/9/25	9725.01	Fairway Aerator- Wiedenmann Terra Spike XF6	CRRRF	Closed	57,495	57,495	-
Turf Manager	1/23/25	9725.02	Turfcare Traller	CRRRF	Closed	17,843	17,843	-
Turf Manager	2/27/25	9725.03	Golf Course Fairway Top-Dresser Replacement	CRRRF	Open	50,592	-	50,592
Maint Manager	3/27/25	9725.04	Zero-Turn Mower (Kubota ZD1211R)	CRRRF	Closed	21,146	20,601	-
Maint Manager	4/10/25	9725.05	Marina Directional Signage	CRRRF	Open	15,000	1,937	13,063
Maint Manager	4/10/25	9725.06	Gate 2 & Welcome Center Directional Signage	CRRRF	Open	20,000	-	20,000
Maint Manager	4/24/25	9725.07	Welcome Center Exterior Painting	CRRRF	Open	7,611	1,903	5,708
GM	6/12/25	9725.08	Lake Louise Slide Gate Replacement (Phase 1)	CRRRF	Open	30,896	-	30,896
Turf Manager	6/26/25	9725.09	2025 Asphalt Cart Path Repairs	CRRRF	Open	54,080	-	54,080
Maint Manager	5/22/25	9725.10	Turf Care Building Remodel	CRRRF	Open	116,785	-	116,785
Open Projects Total, CRRRF						\$ 2,382,986	\$ 1,321,858	\$ 1,060,583
LE These line items represent five-year finance leases, which means the obligated costs will be spread out over five-year periods.								
X Overbudget amount will be charged to operations.								
						Adjusted Balance		
						\$ 1,063,202		

7/31/2025

Page 54



# 2026 Capital Budget -- CRRRF



Sudden Valley Community Association  
2026-2035 CRRRF Capital Plan

	C	H	I	J	K	N	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH
1	2026 CRRRF Capital Planning																		
2							2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
3	Note: January 1, 2026, beginning balance includes \$635,431 of available unspent funds from project# 9722.09 (Barn 8 Remodel Project)					January 1 Carryover (Includes \$635,431 from Project# 9722.09)				2,318,551	1,894,550	2,013,747	2,070,861	232,288	33,616	192,942	257,123	126,928	149,715
4						Expected CRRRF Reserve Dues Collection				\$ 1,372,230	\$ 1,372,230	\$ 1,372,230	\$ 1,372,230	\$ 1,372,230	\$ 1,372,230	\$ 1,372,230	\$ 1,372,230	\$ 1,372,230	\$ 1,372,230
6						Anticipated Barn 8 Refurbishment Loan Proceeds				\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7						Estimated Interest and Other Income				\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
9						Previous year's Carryover hold back				\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
10	Escalation:	4.00%								\$8,296,781	\$3,872,781	\$3,991,977	\$4,049,091	\$2,210,519	\$2,011,846	\$2,171,172	\$2,235,354	\$2,105,158	\$2,127,945
11						TOTAL EXPECTED RESERVES/REVENUE													
12	Cost Est (Total Cost)	Cost Est Year	Asset ID	Useful Life	Year Scheduled	Project Name	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
13	FACILIITES																		
14	\$333,039	2026	1331	1	2026	CRRRF Loan Repayment	\$ 333,039	\$ 333,039	\$ 333,039	\$ 333,039	\$ 333,039	\$ 304,723	\$ 265,079	\$ 132,540					
15	\$418,139	2026		1	2026	Barn 8 Loan Repayment				\$ 173,333	\$ 435,625	\$ 435,625	\$ 435,625	\$ 435,625	\$ 435,625	\$ 435,625	\$ 435,625	\$ 435,625	\$ 435,625
16	\$34,064	2026	1162	10	2034	SEC: Rekey Buildings	\$ 31,494											\$ 46,619	
17	\$180,286	2026		20	2045	Barn 8 Remodel Inspection, Design, & Permitting (2023 to 2025)	\$ 173,352												
18	\$17,032	2026	1360	15	2039	Barn 8 Furnace Replacement	\$ 15,747												
19	\$244,400	2026		35	2026	Barn 8: Building Exterior - Covered Bridge				\$ 244,400									
20	\$131,040	2026		30	2026	Barn 8: Building Exterior - Doors (Ext)				\$ 131,040									
21	\$99,580	2026		16	2026	Barn 8: Building Exterior - HVAC Units				\$ 99,580									
22	\$20,800	2026		20	2026	Barn 8: Building Exterior - Roof (Entry)				\$ 20,800									
23	\$509,600	2026		30	2026	Barn 8: Building Exterior - Roof (Metal)				\$ 509,600									
24	\$131,040	2026		30	2026	Barn 8: Dance Area Floor				\$ 131,040									
25	\$228,800	2026		30	2026	Barn 8: Building Exterior - Siding				\$ 228,800									
26	\$14,456	2026		30	2026	Barn 8: Building Exterior - Windows				\$ 14,456									
27	\$2,451,992	2026		50	2026	Barn 8: Building Structural Upgrades & Repairs				\$ 2,451,992									
28	\$108,160	2026	1095	15	2026	Barn 8: Flat Roof - Replacement				\$ 108,160									
29	\$39,635	2026		20	2026	Barn 8: Upstairs Kitchen Interior Remodel				\$ 39,635									
30	\$56,243	2026	1099	12	2038	Barn 8: Painting													
31	\$67,492	2026	1090	40	2026	Barn 8: Plumbing System - Repair				\$ 67,492									
32	\$191,227	2026	1094	20	2030	Barn 8: Restrooms/Locker Rooms - Remodel								\$ 223,708					
33	\$7,916	2026		7	2025	Welcome Center - Painting			\$ 7,611							\$ 10,016			
34	\$53,966	2026		15	2038	Welcome Center - HVAC	\$ 47,976												
35	\$15,600	2026		20	2044	Welcome Center - Roof													
36	\$20,800	2026		15	2039	Welcome Center - Building/Siding Repair													
37	\$31,200	2026		30	2049	Welcome Center - Door/Window Replacement													
38	\$9,955	2026	1337	10	2028	Main Pool: ADA Lift - Replacement					\$ 10,767								
39	\$388,078	2026	1105	30	2049	Main Pool: Deck - Repair													
40	\$84,365	2026	1100	12	2031	Main Pool: Equipment - Replacement								\$ 102,643					
41	\$28,122	2026	1104	30	2049	Main Pool: Fence - Replacement													
42	\$140,608	2026	1244	12	2031	Main Pool: Resurface								\$ 171,071					
43	\$6,749	2026	1338	10	2028	Main Pool: Swim Lanes - Replacement					\$ 7,300								
44	\$10,124	2026	1356	12	2031	Main Pool: Heaters								\$ 12,317					
45	\$30,296	2026		12	2034	Main Pool: Gutters												\$ 41,462	
46	\$8,999	2026	1113	10	2027	Core Area: Field Equipment - Replacement				\$ 9,359									
47	\$22,497	2026	1109	30	2026	Core Area: Outdoor Amenities - Replacement			\$ 22,497										
48	\$339,558	2026	1110	30	2054	Core Area: Tennis Court - Resurface (2023 to 2024)	\$ 19,102	\$ 294,838											
49	\$38,049	2026	1112	30	2054	Core Area: Tennis Court Fence - Replacement		\$ 35,178											
50	\$8,999	2026		15	2034	Adult Center Building: Interior - Conference Room Refurbishment												\$ 12,316	
51	\$44,995	2026	1118	20	2029	Adult Center Building: Interior - Renovation (at expiration of lease)							\$ 50,613						
52	\$6,342	2026	1119	12	2037	Adult Center Building: Water Heater - Replacement		\$ 6,098											
53	\$18,898	2026	1116	30	2032	Adult Center Building: Doors & Windows- Repair										\$ 23,912			
54	\$22,497	2026	1284	50	2043	Adult Center Building: Electrical System - Replacement													
55	\$12,823	2026	1115	7	2031	Adult Center Building: Exterior Painting - Replacement		\$ 11,856						\$ 15,602					
56	\$37,777	2026	1117	15	2040	Adult Center Building: HVAC - Replacement		\$ 36,324											
57	\$44,995	2026	1285	50	2043	Adult Center Building: Plumbing System - Replacement													
58	\$31,356	2026	1114	25	2040	Adult Center Building: Roof - Replacement													
59	\$22,497	2026	1245	14	2032	Adult Center Building: Siding - Repair										\$ 28,466			
60	\$9,955	2026	1342	10	2028	Quiet Pool: ADA Lift Replacement					\$ 10,767								
61	\$73,116	2026	1123	30	2049	Quiet Pool: Deck - Repairs													
62	\$23,016	2026	1126	20	2045	Quiet Pool: Fence - Replacement		\$ 22,131											
63	\$44,995	2026	1362	30	2049	Quiet Pool: Pumphouse - Improvements													
64	\$8,999	2026	1361	30	2049	Quiet Pool: Shed Improvements													
65	\$17,998	2026		15	2036	Quiet Pool: Controller and filter/heater/pump installation													
66	\$27,559	2026	1121	12	2031	Quiet Pool: Resurface - Replacement								\$ 33,530					

Sudden Valley Community Association  
2026-2035 CRRRF Capital Plan

	C	H	I	J	K	N	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH
12	Cost Est (Total Cost)	Cost Est Year	Asset ID	Useful Life	Year Scheduled	Project Name	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
67	\$28,122	2026	1343	30	2049	Quiet Pool: Retaining Wall - Repair													
68	\$22,497	2026	1124	30	2049	Quiet Pool: Shed - Rebuild													
69	\$5,624	2026	1341	10	2028	Quiet Pool: Skimmer- Replacement						\$ 6,083							
70	\$8,721	2026	1148	5	2029	Clubhouse: Bar Deck - Recoating		\$ 8,062					\$ 9,810					\$ 11,935	
71	\$29,070	2026		25	2038	Clubhouse: Ext Deck - Resurface													
72	\$73,116	2026	1157	50	2072	Clubhouse: Electrical Systems - Renovation													
73	\$26,007	2026		25	2038	Clubhouse: Ext Deck - Glass/Metal Rail													
74	\$815,526	2026	1146	42	2056	Clubhouse: Exterior - Replacement													
75	\$28,122	2026	1153	25	2044	Clubhouse: Fire Systems - Upgrade													
76	\$86,528	2026	1318	15	2025	Clubhouse: HVAC 20 Ton		\$ 22,176	\$ 61,024										
77	\$44,995	2026	1316	20	2038	Clubhouse: HVAC CH													
78	\$44,995	2026	1317	15	2033	Clubhouse: HVAC Economizer											\$ 59,210		
79	\$22,497	2026	1319	20	2033	Clubhouse: HVAC Exterior Cover											\$ 29,605		
80	\$56,243	2026	1156	50	2030	Clubhouse: Plumbing Systems - Renovation							\$ 65,797						
81	\$67,492	2026	1144	25	2039	Clubhouse: Roof & Gutters - Replacement													
82	\$22,658	2026	1145	7	2031	Clubhouse: Siding - Painting		\$ 20,949							\$ 27,567				
83	\$33,746	2026	1151	15	2025	Clubhouse: 19th Hole - Renovation (at end of lease)			\$ 32,448										
84	\$33,746	2026	1150	15	2025	Clubhouse: Admin - Renovation (at end of lease)			\$ 32,448										
85	\$67,492	2026	1351	20	2027	Clubhouse: Golf Locker Rooms & Restrooms - Renovation					\$ 70,192								
86	\$22,497	2026	1147	15	2027	Clubhouse: Pro Shop - Renovation				\$ 23,397									
87	\$67,492	2026	1149	15	2025	Clubhouse: Restaurant - Renovation			\$ 64,896										
88	\$35,996	2026	1155	20	2042	Clubhouse: Upstairs Restrooms - Renovation													
89	\$9,899	2026	1154	15	2036	Clubhouse: Water Heater - Replacement													
90	\$35,967	2026	1224-D	10	2035	Golf: Austin Creek - Repair Design & Permitting (2022 to 2025)	\$ 9,702		\$ 24,882										\$ 51,193
91	\$112,486	2026	1224	10	2034	Golf: Austin Creek - Repair											\$ 153,945		
92	\$365,581	2026	1212	40	2062	Golf: Bridges - GCBR6 (8th Hole)													
93	\$56,243	2026		30	2041	Golf: Bridges - GCBR9 (9th Hole)													
94	\$80,000	2026		30	2032	Golf: Bridges - GCBR1 (17th Hole)										\$ 101,226			
95	\$56,243	2026		30	2043	Golf: Bridges - GCBR2 (10th Hole)		\$ 25,460											
96	\$80,000	2026		30	2034	Golf: Bridges - GCBR3 (9th Hole)											\$ 109,486		
97	\$56,243	2026		30	2035	Golf: Bridges - GCBR4 (9th Hole Green Bridge)												\$ 80,052	
98	\$56,243	2026		30	2036	Golf: Bridges - GCBR5 (9th Hole Tee Bridge)													
99	\$80,000	2026		30	2037	Golf: Bridges - GCBR7 (7th Hole Bridge)													
100	\$80,000	2026		30	2038	Golf: Bridges - GCBR8 (5th Hole Tee Bridge)													
101	\$16,873	2026	1213	5	2030	Golf: Bunkers - Replacement								\$ 19,739				\$ 24,015	
102	\$58,493	2026		10	2034	Golf: Cart Path - Repaving -Phase 1		\$ 54,080										\$ 80,052	
103	\$56,243	2026		10	2025	Golf: Cart Path - Repaving -Phase 2			\$ 54,080										
104	\$56,243	2026		10	2026	Golf: Cart Path - Repaving -Phase 3				\$ 56,243									\$ 80,052
105	\$28,122	2026	1217	10	2028	Golf: Greens & Tee Boxes - Rebuild						\$ 30,416							
106	\$1,500,000	2026	1214	17	2040	Golf: PVC Irrigation Pipe & Isolation Valves (Phase 1)													
107	\$1,500,000	2026	1214.1	17	2041	Golf: PVC Irrigation Pipe & Isolation Valves (Phase 2)													
108	\$20,000	2026	1214-a	20	2043	Golf: Control Wire													
109	\$571,000	2026	1214-b	20	2043	Golf: Irrigation Heads (Total Quantity# 1142)													
110	\$204,725	2026	1214-c	15	2038	Golf: Satellite Controllers													
111	\$11,249	2026	1214-d	10	2033	Golf: Central Control Computer											\$ 14,802		
112	\$11,249	2026	1214-e	15	2033	Golf: Weather Station											\$ 14,802		
113	\$47,235	2026		15	2039	Golf: Irrigation System Pump Controller	\$ 43,671												
114	\$28,122	2026	1359	10	2030	Golf: Hole 17 Turbine Pump #1								\$ 32,898					
115	\$28,122	2026	1359-a	10	2030	Golf: Hole 17 Turbine Pump #2								\$ 32,898					
116	\$10,686	2026	1359-b	8	2030	Golf: Hole 17 Pressure Maintenance Pump								\$ 12,501					
117	\$4,500	2026	1359-c	6	2029	Golf: Hole 14 Centrifugal Pump #1							\$ 5,062					\$ 6,405	
118	\$4,500	2026	1359-d	6	2029	Golf: Hole 14 Centrifugal Pump #2							\$ 5,062					\$ 6,405	
119	\$4,500	2026	1359-e	8	2031	Golf: Hole 14 Pressure Maintenance Pump								\$ 5,475					
120	\$20,810	2026	1363	15	2034	Golf: Office Renovation												\$ 28,480	
121	\$32,131	2026	1269	20	2025	Golf: Lake Louise Damn Repair Phase# 1			\$ 30,896										
122	\$66,857	2026	1269.1	20	2032	Golf: Lake Louise Damn Repair Phase# 2													
123	\$16,873	2026	1216	6	2025	Golf: Lake Louise Pump Station - Rebuild			\$ 16,224						\$ 20,529	\$ 84,595			
124	\$4,499	2026	1216-a	5	2025	Golf: Lake Louise Pump Controller			\$ 4,326					\$ 5,264					\$ 6,404
125	\$39,370	2026	1274	15	2029	Golf: Practice Putting Green							\$ 44,286						
126	\$12,374	2026	1345	43	2031	Golf: Pro Shop Shed - Replacement								\$ 15,054					
127	\$10,000	2026	1246	30	2028	Golf: Pump Houses - Renovation						\$ 10,816							
128	\$7,874	2026	1246-a	30	2053	Golf: Lower Pump House #17 Hole													
129	\$7,874	2026	1246-b	30	2053	Golf: Upper Pump House #14 Hole													
130	\$26,000	2026	1247	30	2025	Golf: Restrooms - Renovation			\$ 25,000										
131	\$10,145	2026		20	2045	TURF: Building - Remodel/Design/Permitting		\$ 9,755											
132	\$13,498	2026	1209	7	2025	TURF: Building - Paint			\$ 12,979							\$ 17,080			
133	\$50,619	2026	1210	30	2025	TURF: Building - Repair			\$ 48,672										

Sudden Valley Community Association  
2026-2035 CRRRF Capital Plan

	C	H	I	J	K	N	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH
12	Cost Est (Total Cost)	Cost Est Year	Asset ID	Useful Life	Year Scheduled	Project Name	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
134	\$2,615	2026	1254	20	2025	TURF: Building Overhead Door - Replacement			\$ 2,515										
135	\$7,480	2026	1352	15	2025	TURF: Change Room Repair			\$ 7,193										
136	\$22,497	2026	1283	40	2025	TURF: Electrical System - Replacement			\$ 21,632										
137	\$7,139	2026	1208	15	2040	TURF: Fence - Replacement/Repair		\$ 6,864											
138	\$9,744	2026	1276	15	2039	TURF: HVAC - Replacement		\$ 9,009											
139	\$1,469	2026	1255	25	2026	TURF: Gutters - Replacement				\$ 1,469									
140	\$3,375	2026	1280	15	2025	TURF: Restrooms - Replacement			\$ 3,245										
141	\$24,747	2026	1204	20	2026	TURF: Roof - Replacement				\$ 24,747									
142	\$19,170	2026	1205	20	2043	TURF: Sand Storage Roof - Replacement	\$ 17,042												
143	\$12,936	2026	1207	15	2025	TURF: Vent System - Replacement/Repair			\$ 12,438										
144	\$8,436	2026	1211	25	2025	TURF: Wash Pad - Refurbish			\$ 8,112										
145	\$1,963	2026	1281	12	2025	TURF: Water Heater - Replacement			\$ 1,887										
146	\$3,375	2026	1250	10	2025	Area Z Door - Repair			\$ 3,245									\$ 4,803	
147	\$64,009	2026	1253	20	2044	Area Z Tall Barn Refurbishment	\$ 59,180												
148	\$11,249	2026	1263	10	2031	Area Z Storage Gate - Replacement								\$ 13,686					
149	\$31,189	2026	1364	10	2031	Area Z Sprung Structure Repair								\$ 37,946					
150	\$524,054	2026	1600	20	2045	Maintenance Building - Facility Remodel (2022 to 2024)	\$ 483,398	\$ 20,500											
151	\$17,619	2026		10	2034	Maintenance Building - Generator	\$ 16,290											\$ 24,113	
152	\$8,999	2026	1130	3	2025	Maintenance Building: Equipment - Replacement			\$ 8,653			\$ 9,733			\$ 10,949			\$ 12,316	
153	\$16,224	2026	1128	30	2055	RV: Area - Rehab		\$ 15,600											
154	\$39,370	2026	1346	25	2030	Security Building - Electrical								\$ 46,058					
155	\$8,999	2026	1301	25	2030	Security Building - Interior- Repair								\$ 10,527					
156	\$7,312	2026	1227	15	2030	Security Building - Roof - Replacement								\$ 8,554					
157	\$3,768	2026	1229	7	2030	Security Building - Siding - Paint								\$ 4,408					
158	\$22,497	2026	1228	25	2030	Security Building - Siding - Repair								\$ 26,319					
159	\$8,436	2026	1142	7	2026	Marina & AM/PM: Buildings - Painting				\$ 8,436							\$ 11,102		
160	\$89,989	2026	1320	28	2046	Marina & AM/PM: Buildings - Renovation													
161	\$176,341	2026	1139	20	2044	Marina: Boat Ramp Harbor - Rebuild (2022 to 2024)	\$ 163,037												
162	\$320,586	2026	1348	25	2044	Marina: Fire Standpipe & East/West Gangways													
163	\$33,746	2026	1141	7	2031	Marina: Outdoor Amenities - Replacement								\$ 41,057					
164	\$28,122	2026	1133	7	2032	Marina: Picnic Shelter - Repairs									\$ 35,583				
165	\$33,746	2026	1136	20	2032	Marina: Restroom - Renovation/Repairs									\$ 42,699				
166	\$230,000	2026		50	2028	Marina Basin Repair						\$ 248,768							
167	\$348,401	2026	1134	20	2026	Marina: Tennis Court - Resurface				\$ 348,401									
168	\$33,903	2026	1135	30	2026	Marina: Tennis Court Fence - Replacement				\$ 33,903									
169	\$1,682,625	2026	1137	20	2029	Marina: Wet Slip Docks - Renovation	\$ 12,188						\$ 1,892,725						
170	\$33,746	2026	1365	20	2041	Marina: Gate Arm													
171	\$65,242	2026	1131	20	2035	AM/PM: Picnic Shelter - Repairs												\$ 92,860	
172	\$31,200	2026	1132	20	2030	AM/PM: Restrooms - Repairs								\$ 36,500					
173	\$8,436	2026	1298	8	2027	Gate 1 Bus Shelter - Replacement					\$ 8,774								\$ 12,008
174	\$43,870	2026	1252	25	2040	Gate 3 Bus Shelter - Replacement													
175	\$8,999	2026	1297	25	2048	Gate 9 Bus Shelter	\$ 1,665												
176	\$9,899	2026	1299	5	2027	Harbor View Bus Shelter - Replacement					\$ 10,295					\$ 12,525			
177	\$21,372	2026	1257	25	2034	Parking Lot: Gate 5 - Replacement												\$ 29,250	
178	\$28,346	2026		30	2055	RV - Area - Chain Link Fence		\$ 27,256											
179	\$11,249	2026	1266	12	2027	Campground - Trails & Roads					\$ 11,699								
180	\$565,000	2026	1309	40	2036	Barn 6 (Ice Barn) - Rehab Phase 1													
181	\$543,269	2026	1309.1	40	2037	Barn 6 (Ice Barn) - Rehab Phase 2													
182																			
183	\$ 19,400,355					SUBTOTAL Facilities	\$ 1,426,883	\$ 959,175	\$ 817,445	\$ 5,049,064	\$ 902,380	\$ 1,074,999	\$ 2,708,262	\$ 1,093,336	\$ 943,050	\$ 791,727	\$ 565,147	\$ 985,598	\$ 799,821
184																			
185	EQUIPMENT																		
186	\$18,560	2026		5	2028	System: Computer - Server Replacement	\$ 16,500					\$ 20,075					\$ 24,424		
187	\$22,497	2026		7	2025	System: Computer Systems			\$ 21,632							\$ 28,466			
188	\$11,338	2026	1160	7	2032	System: Web Page - Redesign	\$ 10,483									\$ 14,347			
189	\$6,187	2026		15	2027	Barn 8: Coffee Area: Equipment - Replacement					\$ 6,434								
190	\$5,174	2026	1200	10	2027	Barn 8: Coffee Area: Ice Machine II - Replacement					\$ 5,381								
191	\$13,498	2026	1098	15	2037	Barn 8: Coffee Area: Kitchen - Renovation													
192	\$19,685	2026	1096	15	2037	Barn 8: Coffee Area: Lobby - Renovation													
193	\$38,245	2026	1085	20	2042	Barn 8: Dance Area - Renovation													
194	\$22,497	2026	1087	20	2042	Barn 8: Dance Area Kitchen Equipment - Replacement													
195	\$80,990	2026	1248	10	2025	Barn 8: Gym Cardio Machines - Replacement			\$ 77,875									\$ 115,274	
196	\$89,989	2026	1084	15	2026	Barn 8: Gym Weight Machines - Replacement				\$ 89,989									
197	\$18,560	2026	1231	15	2028	Barn 8: Safety Nets - Replacement						\$ 20,075							
198	\$32,424	2026	1340	10	2032	Barn 8: Sauna - Replacement										\$ 41,027			
199	\$16,873	2026	1092	12	2034	Barn 8: Water Heaters - Replacement												\$ 23,092	
200	\$4,724	2026	1196	15	2025	Kitchen (19): Cooler - Replacement			\$ 4,543										



Sudden Valley Community Association  
2026-2035 CRRRF Capital Plan

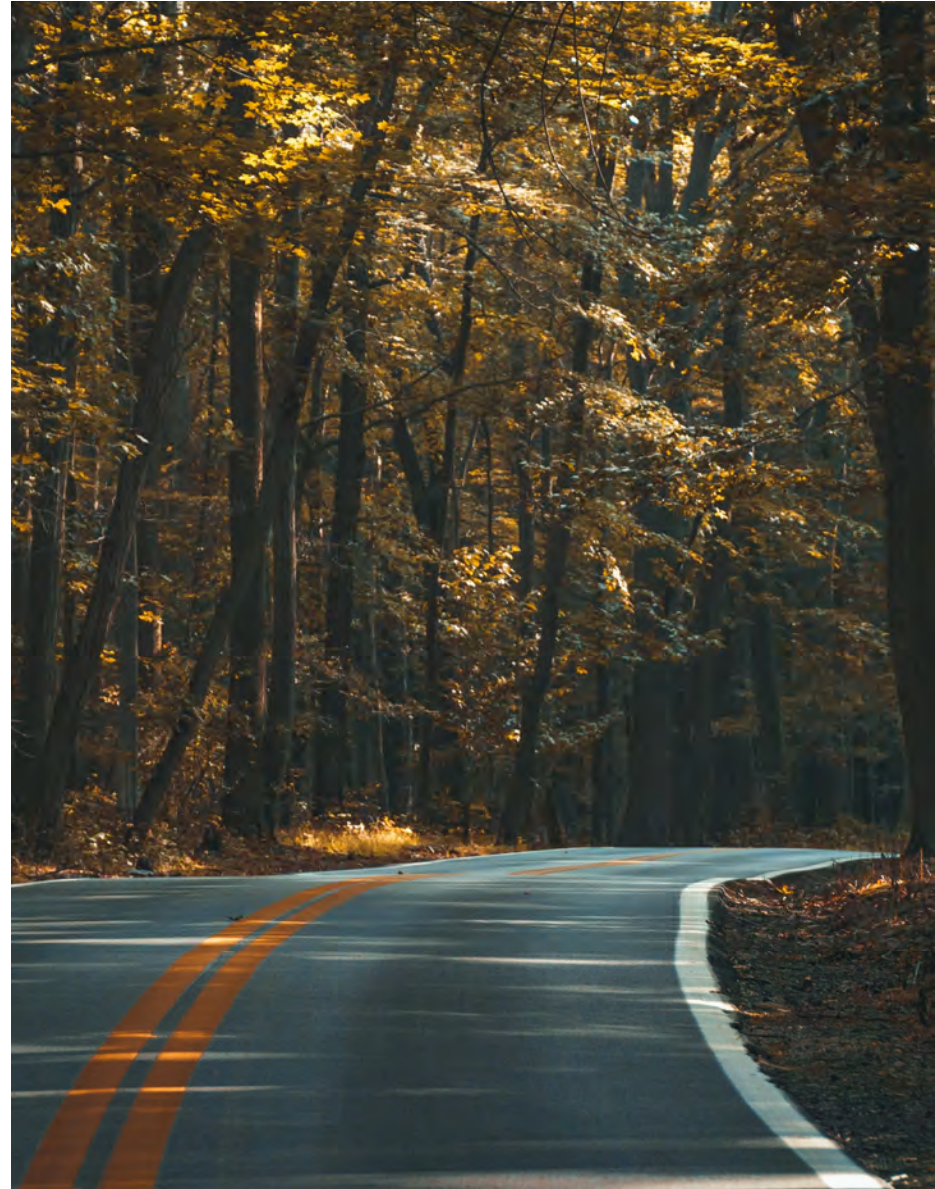
	C	H	I	J	K	N	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH
12	Cost Est (Total Cost)	Cost Est Year	Asset ID	Useful Life	Year Scheduled	Project Name	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
201	\$3,937	2026	1197	15	2025	Kitchen (19): Drink/Display Cooler - Replacement			\$ 3,786										
202	\$3,150	2026	1192	10	2025	Kitchen (19): Fryers - Replacement			\$ 3,028										\$ 4,483
203	\$13,498	2026	1198	15	2025	Kitchen (19): Remodel			\$ 12,979										
204	\$6,749	2026	1195	20	2025	Kitchen (19): Stove & Flat Top - Replacement			\$ 6,490										
205	\$10,124	2026	1191	20	2025	Kitchen (19): Walk-in Coolers - Repair			\$ 9,734										
206	\$89,989	2026	1182	10	2025	Kitchen: Equipment			\$ 86,528										\$ 128,083
214	\$106,764	2026	1193	30	2052	Kitchen: Renovation													
217	\$10,686	2026	1354	10	2030	Golf: Hole 17 Pond Aeration Fountain								\$ 12,501					
218	\$9,561	2026	1354-a	10	2030	Golf: Hole 14 Pond Aeration Fountain								\$ 11,185					
219	\$13,498	2026	1296	25	2025	250 Gallon Gas Tank - Replacement			\$ 12,979										
220	\$441,293	2026	1258	7	2029	50 Golf Carts - Replacement							\$ 496,395						
221	\$88,259	2026		7	2032	10 Golf Carts - Replacement	\$ 81,600									\$ 111,675			
222	\$16,873	2026	1344	7	2026	Golf: Club Car Carry All - Replacement				\$ 16,873							\$ 22,204		
223	\$15,600	2026	1221	7	2026	Golf: Range Picking Unit - Replacement				\$ 15,600							\$ 20,529		
224	\$56,344	2026	1079	12	2036	John Deere ProGator 2030A		\$ 52,093											
225	\$65,000	2026	1073	10	2026	2008 Toro 3100 Approach Mower - Replacement				\$ 65,000									
226	\$75,000	2026		15	2026	Toro Reelmaster 5010 Series 5410-D Fairway Mower				\$ 75,000									
227	\$80,006	2026		15	2026	Kubota KX40 Mini-Excavator				\$ 80,006									
228	\$25,000	2026	1078	8	2031	2009 Club Car Carryall 252 - Replacement									\$ 30,416				
229	\$91,615	2026	1077	13	2036	2022 John Deere 7500A Fairway Mower Listed													
230	\$65,000	2026	1076	7	2026	2012 Toro Greens Triplex Mower - Replacement				\$ 65,000							\$ 85,536		
231	\$16,873	2026	1026	20	2036	2016 SIP 650 - Replacement													
232	\$35,996	2026	1025	20	2036	2016 SIP 7000 Reel Grinder - Replacement													
233	\$22,000	2026	1032	15	2031	2016 Toro GTX Light Utility Vehicle - Replacement									\$ 26,766				
234	\$11,249	2026	1036	25	2028	250 Gal. Gas Storage Tank (Proshop) - Replacement						\$ 12,167							
235	\$5,399	2026	1034	20	2029	Alladin 1222 Steam Cleaner - Replacement							\$ 6,074						
236	\$19,000	2026	1324	7	2027	John Deere Gater TX 2019-1				\$ 19,760							\$ 26,003		
237	\$19,000	2026	1325	7	2027	John Deere Gater TX 2019-2				\$ 19,760							\$ 26,003		
238	\$19,000	2026	1063	7	2027	John Deere Gater TX 2019-3				\$ 19,760							\$ 26,003		
239	\$5,399	2026	1046	22	2029	Cushman Greens Groomer Brush - replacement							\$ 6,074						
240	\$33,882	2026	1047-R	25	2050	Utility Rake Replacement - John Deere Tru Finish 1220		\$ 32,579											
241	\$112,486	2026	1308	30	2047	Emergency Generator - Replacement													
242	\$55,093	2026		25	2049	Kubota M5660SUHD Tractor		\$ 50,937											
243	\$11,249	2026	1070	6	2028	Golf Safety Net/Posts - Replacement						\$ 12,167					\$ 15,395		
244	\$65,000	2026	1053	15	2036	Greens King V 186 Mower - Replacement=Greenmaster 3320 Triflex													
245	\$15,748	2026	1302	15	2031	Honda Walk Behind Mower - Replacement								\$ 19,160					
246	\$61,868	2026	1074	10	2033	JD 2030 Fairway Sprayer - Replacement										\$ 81,413			
247	\$56,344	2026	1058	7	2027	John Deere ProGator 2030A9-1				\$ 58,598							\$ 77,110		
248	\$56,344	2026	1322	7	2027	John Deere ProGator 2030A9-2				\$ 58,598							\$ 77,110		
249	\$56,243	2026	1064	20	2026	NH 42 HP Tractor Model #WTN55 - Replacement Listed				\$ 56,243									
250	\$18,557	2026		15	2025	Turfcare-Four to Six Yard Dump Trailer			\$ 17,843										
251	\$37,121	2026	1306	15	2031	ProCore 648 Gas Aerifer 23 HP - Replacement								\$ 45,163					
252	\$8,436	2026	1055	20	2028	Ryan Core Harvester - Replacement						\$ 9,125							
253	\$59,795	2026	1030-R	30	2025	Fairway Aerator Replacement - Wiedenmann Terra Spike XF6			\$ 57,495										
254	\$7,874	2026	1031	30	2035	Ryan Sod Cutter - Replacement													\$ 11,207
255	\$50,619	2026	1181	10	2030	TURF: 05 Chevy Colorado - Replacement								\$ 59,217					
256	\$41,442	2026	1206	12	2035	TURF: Hole 17 Pump Panel PLC													\$ 58,985
257	\$11,249	2026	1206-a	10	2033	TURF: Hole 17 Pump Panel VFD											\$ 14,802		
258	\$5,624	2026	1206-b	10	2033	TURF: Hole 14 Pump Panel PLC											\$ 7,401		
259	\$4,499	2026	1206-c	10	2033	TURF: Hole 14 Pump Panel VFD											\$ 5,921		
260	\$65,000	2026	1303	15	2026	Toro 3300 TriPlex Mower - Replacement				\$ 65,000									
261	\$16,873	2026	1039	15	2037	Toro Greensmaster 1000 Mower - Replacement													
262	\$16,873	2026	1040	15	2037	Toro Greensmaster 1000 Mower - Replacement													
263	\$16,873	2026	1041	15	2037	Toro Greensmaster 1000 Mower - Replacement													
264	\$16,873	2026	1042	15	2037	Toro Greensmaster 1000 Mower - Replacement													
265	\$29,000	2026	1082	5	2026	Tru Turf Greens Roller - Replacement				\$ 29,000					\$ 35,283				
266	\$19,573	2026	1080	15	2028	Turfco 1530 Top Dresser - Replacement						\$ 21,170							
267	\$8,436	2026	1057	20	2028	Road Sand Spreader						\$ 9,125							
268	\$10,000	2026	1347	15	2028	Turfco Torrent 2 Blower						\$ 10,816							
269	\$52,616	2026	1045-R	25	2025	Fairway Top Dresser Replacement - Turfco CR-20			\$ 50,592										
270	\$51,744	2026	1075	10	2027	Vermeer Brush Chipper 2012-05CRRF					\$ 53,813								
271	\$7,874	2026	1062	15	2030	Vicon PS 403 Fertilizer Spreader - Replacement								\$ 9,212					
272	\$16,873	2026	1015	25	2027	1,000 Gal. Gas Storage Tank					\$ 17,548								
273	\$168,730	2026	1012	20	2033	2008 Cat 420e Backhoe - Replacement	\$ 58,385										\$ 222,037		
274	\$51,744	2026	1019	20	2033	2008 Cat Skid Steer Loader											\$ 68,091		
275	\$101,238	2026	1018	20	2033	2013 Cat 906h Wheel Loader											\$ 133,222		
276	\$15,748	2026	1071	18	2027	500 Gal Diesel Fuel Tank - Replacement				\$ 16,378									
277	\$16,873	2026	1014	15	2028	Cat Rotary Brush - Replacement						\$ 18,250							

Sudden Valley Community Association  
2026-2035 CRRRF Capital Plan

12	C	H	I	J	K	N	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH
	Cost Est (Total Cost)	Cost Est Year	Asset ID	Useful Life	Year Scheduled	Project Name	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
278	\$97,863	2026	1178	7	2031	Maint: Ram 3500 & Attachments - Replacement		\$ 90,480							\$ 119,066				
279	\$147,357	2026	1174	7	2026	Maint: 08 Dodge 4500 Dump Truck - Replacement				\$ 147,357							\$ 193,912		
280	\$95,613	2026	1175	7	2030	Maint: 14 Dodge 4500 - Replacement								\$ 111,854					
281	\$75,366	2026	1176	7	2030	Maint: 15 5500 - Replacement								\$ 88,167					
282	\$58,493	2026	1177	7	2025	Maint: 16 3500 - Replacement		\$ 56,243								\$ 74,012			
283	\$112,486	2026	1278	15	2032	Maint: 16 HydroVac Trailer Pressure Washer - Replacement										\$ 142,331			
284	\$33,653	2026	1270	7	2027	Maint: 2013 Chevy Express Van - Replacement				\$ 34,999								\$ 46,057	
285	\$50,619	2026	1311	7	2028	Maint: 18 Silverado - Replacement						\$ 54,749						\$ 72,046	
286	\$53,993	2026	1315	7	2028	Maint: 18 Silverado - Replacement						\$ 58,399							\$ 76,850
287	\$44,995	2026	1326	7	2030	Maint: 19 Silverado - Replacement								\$ 52,637					
288	\$21,992	2026		7	2025	Maint: Zero Turn Mower		\$ 21,146								\$ 27,827			
289	\$8,099	2026	1328	15	2026	Salt Dogg Sander - Replacement				\$ 8,099									
290	\$23,903	2026	1327	15	2034	Snow Plow/Sander - Replacement												\$ 32,713	
291	\$10,183	2026		7	2030	Sno-Way Sander	\$ 9,052							\$ 11,912					
292	\$20,800	2026	1304	7	2025	SnowDogg 9' Snow Plow & Beyers HP 2000 Sander - Replacement			\$ 20,000							\$ 26,319			
293	\$20,800	2026	1312	7	2025	SnowDogg 9' Snow Plow & Spreader - Replacement			\$ 20,000							\$ 26,319			
294	\$44,242	2026		15	2038	Snow Removal UTV	\$ 39,331												
295	\$114,516	2026		20	2042	Yanmar YT359 Tractor & Attachments													
296	\$15,807	2026		10	2032	Dump Trailer- 14 Feet										\$ 20,000			
297	\$14,876	2026	1357	15	2034	Deicer Storage Tank												\$ 20,359	
298	\$10,481	2026	1164	10	2025	SEC: Defibrillator - Replacement			\$ 10,078										\$ 14,918
299	\$40,000	2026		7	2026	SEC: Chevy Colorado Replacement				\$ 40,000							\$ 52,637		
300	\$32,621	2026	1165	10	2027	SEC: Radio System - Replacement					\$ 33,926								
301	\$75,838	2026	1161	7	2030	SEC: Security/Access Control - Replacement								\$ 88,720					
302	\$15,600	2026		20	2025	Marina Directional Signage			\$ 15,000										
303	\$20,800	2026		20	2025	Gate 2 & Welcome Center Directional Signage			\$ 20,000										
304	\$58,493	2026	1230	15	2035	Parks: Playground Equipment - Replacement													\$ 83,254
305	\$11,249	2026	1256	10	2027	Parks: Tables & Benches - Replacement					\$ 11,699								
306	\$116,569	2026		20	2044	Parks: Playgrounds ADA Compliance phase 1	\$ 107,775												
307	\$121,336	2026		20	2025	Parks: Playgrounds ADA Compliance phase 2			\$ 116,669										
308	\$8,474	2026	1106	10	2033	Pools: Quiet & Main Pool Furniture	\$ 7,533										\$ 11,151		
309	\$35,160	2026		12	2035	Pools: Quiet & Main Pool Covers													\$ 50,043
310	\$7,903	2026	1313	15	2032	Summit 7x16 Tilt Trailer - Replacement										\$ 10,000			
311	\$32,621	2026	1066	12	2030	Toro GM 3280D								\$ 38,162					
312																			
313	\$ 4,948,320					SUBTOTAL Equipment	\$ 330,659	\$ 226,089	\$ 644,641	\$ 753,167	\$ 356,654	\$ 246,117	\$ 508,542	\$ 483,567	\$ 275,854	\$ 522,322	\$ 943,280	\$ 369,845	\$ 615,144
314																			
315	\$ 24,348,675					GRAND TOTAL CRRRF Expenses Totals	\$ 1,757,542	\$ 1,185,264	\$ 1,462,086	\$ 5,802,231	\$ 1,259,034	\$ 1,321,116	\$ 3,216,803	\$ 1,576,903	\$ 1,218,904	\$ 1,314,049	\$ 1,508,426	\$ 1,355,443	\$ 1,414,965
316																			
317																			
318																			
319						CRRRF Plan Expenses in current year				\$ (5,802,231)	\$ (1,259,034)	\$ (1,321,116)	\$ (3,216,803)	\$ (1,576,903)	\$ (1,218,904)	\$ (1,314,049)	\$ (1,508,426)	\$ (1,355,443)	\$ (1,414,965)
323						Year End Reserve Balance After Expenses				\$ 2,494,550	\$ 2,613,747	\$ 2,670,861	\$ 832,288	\$ 633,616	\$ 792,942	\$ 857,123	\$ 726,928	\$ 749,715	\$ 712,980
324						Target Reserves Board Recommended Carryover				\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)
325						Expected Residual at Year-end after Carryover: (Revenues - Expenses - Reserves Carryover)				\$ 1,894,550	\$ 2,013,747	\$ 2,070,861	\$ 232,288	\$ 33,616	\$ 192,942	\$ 257,123	\$ 126,928	\$ 149,715	\$ 112,980

# SVCA Ten-Year Roads & Drainage Plan

- In February of 2023, the Board awarded a contract to Impact Design for the development of a ten-year maintenance plan for SVCA's roads, culverts, and bridges. This comprehensive plan was presented to the Board in January 2024.
- The plan includes a prioritized list of projects by year, along with estimates of the cost of each project, which the 2026 Roads Capital Budget applies an increase to at an inflation rate of 4% per year.
- The 2026 Roads Capital Budget aligns with the recommendations made by Impact Design in the Ten-Year Plan.





# 2026 Capital Budget -- Roads



Sudden Valley Community Association 2026-2035 Road Rehabilitation and Culvert Capital Improvement Plan																																																																																																						
	A	B	G	H	J	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB																																																																																				
1	<div>2026 Roads Capital Planning</div> <table><tr><th>REVENUES</th><th>2023</th><th>2024</th><th>2025</th><th>2026</th><th>2027</th><th>2028</th><th>2029</th><th>2030</th><th>2031</th><th>2032</th><th>2033</th><th>2034</th><th>2035</th></tr><tr><td>January 1 Carryover</td><td></td><td></td><td></td><td>1,462,179</td><td>1,450,150</td><td>1,448,686</td><td>1,108,161</td><td>903,792</td><td>1,079,813</td><td>790,595</td><td>430,870</td><td>346,100</td><td>346,100</td></tr><tr><td>Expected Road Reserve Dues Collection</td><td></td><td></td><td></td><td>\$ 1,411,305</td><td>\$ 1,411,305</td><td>\$ 1,411,305</td><td>\$ 1,411,305</td><td>\$ 1,411,305</td><td>\$ 1,411,305</td><td>\$ 1,411,305</td><td>\$ 1,411,305</td><td>\$ 1,411,305</td><td>\$ 1,411,305</td></tr><tr><td>Estimated Interest and Other Income</td><td></td><td></td><td></td><td>\$ 6,000</td><td>\$ 6,000</td><td>\$ 6,000</td><td>\$ 6,000</td><td>\$ 6,000</td><td>\$ 6,000</td><td>\$ 6,000</td><td>\$ 6,000</td><td>\$ 6,000</td><td>\$ 6,000</td></tr><tr><td>Previous year's Carryover hold back</td><td></td><td></td><td></td><td>\$ 500,000</td><td>\$ 500,000</td><td>\$ 500,000</td><td>\$ 500,000</td><td>\$ 500,000</td><td>\$ 500,000</td><td>\$ 500,000</td><td>\$ 500,000</td><td>\$ 500,000</td><td>\$ 500,000</td></tr><tr><td>TOTAL EXPECTED RESERVES/REVENUE</td><td></td><td></td><td></td><td>\$3,379,484</td><td>\$3,367,455</td><td>\$3,365,991</td><td>\$3,025,466</td><td>\$2,821,097</td><td>\$2,997,118</td><td>\$2,707,900</td><td>\$2,348,175</td><td>\$2,263,405</td><td>\$2,263,405</td></tr></table>																		REVENUES	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	January 1 Carryover				1,462,179	1,450,150	1,448,686	1,108,161	903,792	1,079,813	790,595	430,870	346,100	346,100	Expected Road Reserve Dues Collection				\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	Estimated Interest and Other Income				\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	Previous year's Carryover hold back				\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	TOTAL EXPECTED RESERVES/REVENUE				\$3,379,484	\$3,367,455	\$3,365,991	\$3,025,466	\$2,821,097	\$2,997,118	\$2,707,900	\$2,348,175	\$2,263,405	\$2,263,405
REVENUES																			2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035																																																																							
January 1 Carryover																						1,462,179	1,450,150	1,448,686	1,108,161	903,792	1,079,813	790,595	430,870	346,100	346,100																																																																							
Expected Road Reserve Dues Collection																						\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305	\$ 1,411,305																																																																							
Estimated Interest and Other Income																						\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000																																																																							
Previous year's Carryover hold back																						\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000																																																																							
TOTAL EXPECTED RESERVES/REVENUE																						\$3,379,484	\$3,367,455	\$3,365,991	\$3,025,466	\$2,821,097	\$2,997,118	\$2,707,900	\$2,348,175	\$2,263,405	\$2,263,405																																																																							
2																																																																																																						
3																																																																																																						
4																																																																																																						
6																																																																																																						
7																																																																																																						
8																																																																																																						
9	Cost Est	Cost Est Year	CIP Num	Year Scheduled (adjusted if applicable)	Project Name	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035																																																																																				
10																																																																																																						
11	Escalation: 4.00%																																																																																																					
12																																																																																																						
13	44,995	2026		Annual	On-Call Engineering Services for CIP	\$ 39,995	\$ 40,305	\$ 44,559	\$ 44,995	\$ 46,794	\$ 48,666	\$ 50,613	\$ 52,637	\$ 54,743	\$ 56,932	\$ 59,210	\$ 61,578	\$ 64,041																																																																																				
14	6,014	2026		Bi-Annual	Large Culvert or Bridge Inspection (alternating years)		\$ 5,561		\$ 6,014		\$ 6,505		\$ 7,036		\$ 7,610		\$ 8,231																																																																																					
15	16,224	2026		Every 5 Years	Whatcom County Programmatic Permit (NOA permit)		\$ 15,000					\$ 18,250					\$ 22,204																																																																																					
16	16,224	2026		Every 5 Years	Whatcom County Programmatic Permit (maintenance of gravel)		\$ 15,000					\$ 18,250					\$ 22,204																																																																																					
17	148,874	2026		Every 5 Years	Capital Improvement Plan (CIP) 2025 -2034 Update	\$ 132,348					\$ 161,022					\$ 195,907																																																																																						
19					SUBTOTAL - ENGINEERING, PLANNING & INSPECTION	\$ 172,343	\$ 75,866	\$ 44,559	\$ 51,009	\$ 46,794	\$ 216,193	\$ 87,112	\$ 59,673	\$ 54,743	\$ 64,543	\$ 255,117	\$ 114,217	\$ 64,041																																																																																				
20																																																																																																						
21																																																																																																						
22	364,742	2026		2035	2023 Road Reconstruction & Drainage (Obligated in 2023)	\$ 324,254												\$ 519,141																																																																																				
23	13,776	2026		2035	2024 Road Design & Permitting - Deer Run Lane (Obligated in 2023)	\$ 12,737												\$ 19,607																																																																																				
24	70,949	2026		2024	Cold Spring Drainage Construction		\$ 30,000																																																																																															
25	141,694	2026		2024	Design & Permitting - Area Z Access Bridge & Culvert #4 with Road		\$ 131,004																																																																																															
26	288,787	2026		2024	2024 Deer Run Lane Asphalt Overlay		\$ 267,000																																																																																															
27	24,680	2026		2025	Street Signs & Pavement Marking Repairs			\$ 23,731																																																																																														
28	242,320	2026		2025	Area Z Bridge Replacement			\$ 233,000																																																																																														
29	889,683	2026		2025	Culvert #4 with Bridge Replacement			\$ 855,464																																																																																														
30	21,782	2026		2025	Design & Permitting - 2026 Road Projects			\$ 20,944																																																																																														
31	38,339	2026		2026	Appaloosa Court Repair and Overlay			\$ 38,339																																																																																														
32	98,067	2026		2026	Yearling Place Repair and Overlay			\$ 98,067																																																																																														
33	32,853	2026		2026	Misty Ridge Court Repair and Overlay			\$ 32,853																																																																																														
34	24,315	2026		2026	Fields Park Place Repair and Overlay			\$ 24,315																																																																																														
35	84,203	2026		2026	Design & Permitting - Culvert #24: Remove and Install Metal Bridge			\$ 84,203																																																																																														
36	955,118	2026		2027	Culvert #24: Remove and Install Prefabricated Metal Bridge				\$ 993,323																																																																																													
37	93,558	2026		2027	Design & Permitting - Culvert #22: Remove and Install Metal Bridge				\$ 97,301																																																																																													
38	1,061,242	2026		2028	Culvert #22: Remove and Install Prefabricated Metal Bridge					\$ 1,147,839																																																																																												
39	93,558	2026		2028	Design & Permitting - Culvert #23: Remove and Install Metal Bridge					\$ 101,193																																																																																												
40	1,061,242	2026		2029	Culvert #23: Remove and Install Prefabricated Metal Bridge						\$ 1,193,753																																																																																											
41	21,632	2026		2029	Design & Permitting - 2030 Road Repairs and Overlays						\$ 24,333																																																																																											
42	48,113	2026		2030	Fawn Court Repair and Overlay							\$ 56,285																																																																																										
43	108,421	2026		2030	Highwood Circle Repair and Overlay							\$ 126,837																																																																																										
44	21,632	2026		2030	Design & Permitting - 2031 Road Repairs and Overlays							\$ 25,306																																																																																										
45	89,163	2026		2031	Park View Circle Repair and Overlay								\$ 108,480																																																																																									
46	113,629	2026		2031	Thunder Peak Way Repair and Overlay								\$ 138,247																																																																																									
47	157,088	2026		2031	Pinto Creek Lane Repair and Overlay								\$ 191,122																																																																																									
48	142,560	2026		2031	Inlet Circle Repair and Overlay								\$ 173,446																																																																																									
49	108,660	2026		2031	Twinflower Circle Repair and Overlay								\$ 132,202																																																																																									
50	93,558	2026		2031	Design & Permitting - Culvert #54: Remove and Install Metal Bridge								\$ 113,828																																																																																									
51	1,061,242	2026		2032	Culvert #54: Remove and Install Prefabricated Metal Bridge									\$ 1,342,810																																																																																								
52	10,816	2026		2032	Design & Permitting - 2033 Road Repairs and Overlays									\$ 13,686																																																																																								
53	295,108	2026		2033	Rocky Ridge Drive Repair and Overlay											\$ 388,342																																																																																						
54	158,904	2026		2033	Horseshow Circle Repair and Overlay											\$ 209,107																																																																																						
55	66,967	2026		2033	Sanwick Point Court Repair and Overlay											\$ 88,124																																																																																						
56	60,031	2026		2033	Kinglet Court Repair and Overlay											\$ 78,996																																																																																						
57	43,510	2026		2034	Autumn Vista Place Repair and Overlay												\$ 59,546																																																																																					
58	165,834	2026		2034	Holly View Way Repair and Overlay												\$ 226,956																																																																																					
59	139,357	2026		2034	Rose Ridge Loop Repair and Overlay												\$ 190,719																																																																																					
60	39,370	2026	R-101	Annual	Pothole Repairs (higher per year until Road Surfacing complete)	\$ 35,000	\$ 33,378	\$ 37,856	\$ 40,945	\$ 42,583	\$ 44,286	\$ 46,058	\$ 47,900	\$ 49,816	\$ 51,809	\$ 53,888	\$ 56,036																																																																																					
61					SUBTOTAL - ROADS	\$ 371,991	\$ 461,382	\$ 1,170,995	\$ 317,146	\$ 1,131,568	\$ 1,291,615	\$ 1,262,372	\$ 254,487	\$ 905,225	\$ 1,406,311	\$ 816,378	\$ 531,102	\$ 594,785																																																																																				

Page 63

Sudden Valley Community Association 2026-2035 Road Rehabilitation and Culvert Capital Improvement Plan																		
	A	B	G	H	J	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
	Cost Est	Cost Est Year	CIP Num	Year Scheduled (adjusted if applicable)	Project Name	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
10																		
62																		
63																		
64	95,613	2026		Annual	Fast Response for Unforeseen Drainage Issues	\$ 85,000	\$ 51,261	\$ 91,936	\$ 95,613	\$ 99,438	\$ 103,415	\$ 107,552	\$ 111,854	\$ 116,328	\$ 120,982	\$ 125,821	\$ 130,854	\$ 136,088
65	498,807	2026	C-315b	2023	Culvert 315	\$ 128,738												
66	15,467	2026		2023	Culvert 11 (15 Big Leaf Ln)	\$ 13,750												
67	13,049	2026		2023	Culvert 15 (19 Tumbling Water Dr)	\$ 11,600												
68	11,529	2026		2023	Culvert 17 (3 Shetland Ct)	\$ 10,250												
69	6,299	2026		2023	Culvert FND 13 (5 Meadow Ct)	\$ 5,600												
70	15,523	2026		2023	Culvert 28 (67 Polo Park Dr)	\$ 13,800												
71	9,224	2026		2023	Culvert 162 (188 Sudden Valley Dr)	\$ 8,200												
72	17,098	2026		2023	Culvert 81 (1 Sparrow Ct)	\$ 15,200												
73	7,311	2026		2023	Culvert 408.1 (7 Larkspur Ct)	\$ 6,500												
74	7,311	2026		2023	Culvert 408.2 (7 Larkspur Ct)	\$ 6,500												
75	25,830	2026		2023	2024 Culvert Design & Permitting	\$ 23,882												
76	14,331	2026		2024	Culvert 403 (230 Polo Park Dr)		\$ 13,250											
77	19,189	2026		2024	Culvert 404 (230 Polo Park Dr)		\$ 17,741											
78	7,579	2026		2024	Culvert FND 67 (Gate 1 Mailboxes)		\$ 7,007											
79	2,332	2026		2024	Culvert FND 68.2 (Maintenance Parking)		\$ 2,156											
80	17,489	2026		2024	Culvert FND 68.3 (Maintenance Parking)		\$ 16,169											
81	7,773	2026		2024	Culvert FND 68.4 (Between Maintenance/Tall Barn)		\$ 7,186											
82	7,190	2026		2024	Culvert FND 68.1 (Toward Community Garden)		\$ 6,647											
83	6,558	2026		2024	Culvert FND 21.2 (Newberry Ct)		\$ 6,064											
84	9,716	2026		2024	Culvert 205 (15 Spring Rd)		\$ 8,983											
85	9,716	2026		2024	Culvert 176 (24 Lost Fork Ln)		\$ 8,983											
86	11,173	2026		2024	Culvert 432/433 (13 Strawberry Cyn Ct)		\$ 10,330											
87	9,473	2026		2024	Culvert 402 (7 Lost Fork Ln)		\$ 8,758											
88	10,202	2026		2024	Culvert 103 (142 Harbor View Dr)		\$ 9,432											
89	9,910	2026		2024	Culvert 99 (28 Plum Ln)		\$ 9,163											
90	16,274	2026		2024	Culvert 214 (46 Maple Ct)		\$ 15,047											
91	7,044	2026		2024	Culvert 122 (2 Rocky Ridge Dr)		\$ 6,513											
92	8,502	2026		2024	Culvert 117 (54 Harbor View Dr)		\$ 7,860											
93	9,473	2026		2024	Culvert FND 30 (99 Harbor View Dr)		\$ 8,758											
94	9,716	2026		2024	Culvert 111 (113 Harbor View Dr)		\$ 8,983											
95	9,959	2026		2024	Culvert 109 (55 Green Hill Rd)		\$ 9,208											
96	10,202	2026		2024	Culvert 120 (10 Harbor View Dr)		\$ 9,432											
97	10,445	2026		2024	Culvert 118 (46 Harbor View Dr)		\$ 9,657											
98	12,631	2026		2024	Culvert 110 (125 Harbor View)		\$ 11,678											
99	6,607	2026		2024	Culvert 39 (8 Horseshoe Cir)		\$ 6,108											
100	7,579	2026		2024	Culvert 27 (66 Polo Park Dr)		\$ 7,007											
101	8,161	2026		2024	Culvert 20 (168 Polo Park Dr)		\$ 7,546											
102	8,744	2026		2024	Culvert 55 (5 River Ridge Loop)		\$ 8,085											
103	12,145	2026		2024	Culvert 78 (29 Sunnyside Ln)		\$ 11,229											
104	13,117	2026		2024	Culvert 1 (150 Polo Park Dr)		\$ 12,127											
105	14,574	2026		2024	Culvert 13 (18 Big Leaf Ln)		\$ 13,475											
106	5,830	2026		2024	Culvert 157 (5 North Point Dr)		\$ 5,390											
107	6,024	2026		2024	Culvert 144 (26 Longshore Ln)		\$ 5,569											
108	6,801	2026		2024	Culvert 155 (83 Winward Dr)		\$ 6,288											
109	7,773	2026		2024	Culvert FND 49 (17 Marina Dr)		\$ 7,186											
110	7,773	2026		2024	Culvert 139 (17 Clear Lake Ct)		\$ 7,186											
111	7,967	2026		2024	Culvert FND 53 (142 Windward Dr)		\$ 7,366											
112	8,744	2026		2024	Culvert 142 (65 Windward Dr)		\$ 8,085											
113	10,299	2026		2024	Culvert 415 (28 Windward Dr)		\$ 9,522											
114	10,688	2026		2024	Culvert FND 48 (20 Par Ln)		\$ 9,881											
115	3,886	2026		2024	Culvert FND 45 (23 Sunflower Cir)		\$ 3,593											
116	7,773	2026		2024	Culvert 75 (43 Marigold Dr)		\$ 7,186											
117	14,817	2026		2024	Culvert 203 (14 Lake Louise Dr)		\$ 13,699											
118	17,003	2026		2024	Culvert 63 (52 Lake Louise Dr)		\$ 15,720											
119	14,574	2026		2024	Culvert 25 (3 Huckleberry Ct)		\$ 13,475											
120	18,218	2026		2024	Culvert 431 (29 Lost Lake Ln)		\$ 16,843											
121	15,934	2026		2024	Culvert 143 (26 Longshore Ln)		\$ 14,732											
122	20,161	2026		2024	Culvert 133 (4 North Summit Dr)		\$ 18,640											
123	16,129	2026		2024	Culvert FND 62 (3 Barn View Ct)		\$ 14,912											

Sudden Valley Community Association 2026-2035 Road Rehabilitation and Culvert Capital Improvement Plan																		
	A	B	G	H	J	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
	Cost Est	Cost Est Year	CIP Num	Year Scheduled (adjusted if applicable)	Project Name	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
10																		
124	23,319	2026		2024	Culvert 410 (22 Lake Louise Dr)		\$ 21,559											
125	29,148	2026		2024	Culvert 126 (1 Sudden Valley Dr)		\$ 26,949											
126	38,864	2026		2024	Culvert 445 (20 Lake Louise Dr (Outlet))		\$ 35,932											
127	49,358	2026		2024	Culvert FND 42 (6 Lake Louise Dr)		\$ 45,634											
128	54,993	2026		2024	Culvert FND 61 (37-30 Marigold Dr)		\$ 50,844											
129	72,467	2026		2024	2024 Culvert Utility Work		\$ 67,000											
130	21,782	2026		2025	2026 Culvert Design & Permitting			\$ 20,944										
131	594,880	2026		2026	Culvert 25 - Remove and Replace with Box Culvert				\$ 594,880									
132	4,543	2026		2026	Culvert 436 (8 Pinedrop Pl)				\$ 4,543									
133	7,139	2026		2026	Culvert 33 (35 Holly View Way)				\$ 7,139									
134	7,355	2026		2026	Culvert 52 (7 Austin Ck Ln)				\$ 7,355									
135	6,490	2026		2026	Culvert 140 (47 North Point Dr)				\$ 6,490									
136	10,816	2026		2026	Culvert 113 (19 Pinto Creek Ln)				\$ 10,816									
137	5,624	2026		2026	Culvert 430 (5 Berrywood Pl)				\$ 5,624									
138	10,383	2026		2026	Culvert 53 (20 Austin Creek Ln)				\$ 10,383									
139	12,330	2026		2026	Culvert 222 (6 Ridge Crest Way)				\$ 12,330									
140	7,571	2026		2026	Culvert 50 (33 Valley Crest Way)				\$ 7,571									
141	9,951	2026		2026	Culvert 173 (10 Stable Ln)				\$ 9,951									
142	22,281	2026		2026	Culvert 175 (1 Stable Ln)				\$ 22,281									
143	8,653	2026		2026	Culvert 211 (93B Sudden Valley Dr)				\$ 8,653									
144	7,139	2026		2026	Culvert 202 (1 Autumn Vista Pl)				\$ 7,139									
145	10,383	2026		2026	Culvert 85 (46 Sudden Valley Dr)				\$ 10,383									
146	11,249	2026		2026	Culvert 86 (50 Sudden Valley Dr)				\$ 11,249									
147	7,788	2026		2026	Culvert 91 (8 Inglewood Pl)				\$ 7,788									
148	9,734	2026		2026	Culvert 116 (87 Harbor View Dr)				\$ 9,734									
149	22,065	2026		2026	Culvert 146 (6 Spinnaker Ln)				\$ 22,065									
150	7,139	2026		2026	Culvert 417 (20 Longshore Ln)				\$ 7,139									
151	18,387	2026		2026	Culvert FND 51 (16 Inlet Cir)				\$ 18,387									
152	10,383	2026		2026	Culvert 67 (12 Sweetclover Cir)				\$ 10,383									
153	10,383	2026		2026	Culvert 58 (1 Catkin Ct)				\$ 10,383									
154	7,355	2026		2026	Culvert 72 (12 Honeycomb Ln)				\$ 7,355									
155	10,816	2026		2029	2030 Culvert Design & Permitting							\$ 12,167						
156	34,828	2026		2030	Culvert 161 (16 Sunflower Cir)								\$ 40,743					
157	6,490	2026		2030	Culvert 77 (106 Grand View Ln)								\$ 7,592					
158	8,004	2026		2030	Culvert FND 23 (2 Gooseberry Cir)								\$ 9,363					
159	11,032	2026		2030	Culvert 437 (11 Wisteria Ln)								\$ 12,906					
160	13,628	2026		2030	Culvert FND 4 (2 Bracken Pl)								\$ 15,943					
161	94,316	2026		2030	Culvert FND 2 (70-80 Louise View Dr)								\$ 110,336					
162	9,085	2026		2030	Culvert 2 (34 Western Ln)								\$ 10,629					
163	9,951	2026		2030	Culvert 3 (153 Polo Park Dr)								\$ 11,641					
164	11,249	2026		2030	Culvert 30 (90 Polo Park Dr)								\$ 13,159					
165	10,383	2026		2030	Culvert 38 (42 Morning Glory Dr)								\$ 12,147					
166	14,926	2026		2030	Culvert FND 6 (77 Honeycomb Ln)								\$ 17,461					
167	12,763	2026		2030	Culvert 32 (37 Holly View Way)								\$ 14,931					
168	18,387	2026		2030	Culvert 189 (33 Little Strawberry Ln)								\$ 21,510					
169	16,657	2026		2030	Culvert 48/49 (389 Sudden Valley Dr)								\$ 19,486					
170	6,273	2026		2030	Culvert 174 (3 Stable Ln)								\$ 7,339					
171	12,114	2026		2030	Culvert 44 (1 Ridge Crest Way)								\$ 14,172					
172	6,706	2026		2030	Culvert 192 (36 Rocky Ridge Dr)								\$ 7,845					
173	8,220	2026		2030	Culvert 400 (2 Holly View Way)								\$ 9,616					
174	19,469	2026		2030	Culvert 165 (201 Sudden Valley Dr)								\$ 22,776					
175	10,167	2026		2030	Culvert 163 (192 Sudden Valley Dr)								\$ 11,894					
176	7,355	2026		2030	Culvert 169 (21 Parkview Cir)								\$ 8,604					
177	6,922	2026		2030	Culvert 171 (32 Stable Ln)								\$ 8,098					
178	7,139	2026		2030	Culvert 177 (36 Canyon Ct)								\$ 8,351					
179	7,139	2026		2030	Culvert 94 (17 Basin View Cir)								\$ 8,351					
180	7,355	2026		2030	Culvert 96 (3 Green Hill Rd)								\$ 8,604					
181	10,600	2026		2030	Culvert 100 (7 Sundew Ct)								\$ 12,400					
182	7,139	2026		2030	Culvert 136 (32 Twinflower Cir)								\$ 8,351					
183	33,530	2026		2030	Culvert 412/413 (3 Longshore Ln)								\$ 39,225					
184	8,436	2026		2030	Culvert 154 (1 Fairway Ln)								\$ 9,869					
185	12,979	2026		2030	Culvert 156 (73 Windward Dr)								\$ 15,184					

Sudden Valley Community Association 2026-2035 Road Rehabilitation and Culvert Capital Improvement Plan																		
	A	B	G	H	J	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
	Cost Est	Cost Est Year	CIP Num	Year Scheduled (adjusted if applicable)	Project Name	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
10																		
186	12,547	2026		2030	Culvert 76 (41 Marigold Dr)								\$ 14,678					
187	9,734	2026		2030	Culvert 73 (22 Morning Beach Dr)								\$ 11,388					
188	5,192	2026		2030	Culvert 429 (225 Polo Park Dr)								\$ 6,074					
189	17,306	2026		2030	Culvert FND 25 (3 Tawny Cir)								\$ 20,245					
190	23,579	2026		2030	Culvert 406 (30 Rocky Ridge Dr)								\$ 27,584					
191	8,653	2026		2030	Culvert 62 (18 Clematis Ln)								\$ 10,123					
192	8,653	2026		2030	Culvert FND 14 (29 Lost Lake Ln)								\$ 10,123					
193	9,518	2026		2030	Culvert 199 (5 Meadow Ct)								\$ 11,135					
194	6,273	2026		2030	Culvert 179 (10 Tawny Cir)								\$ 7,339					
195	5,841	2026		2030	Culvert FND 43 (120 Grand View Ln)								\$ 6,833					
196	10,816	2026		2030	2031 Culvert Design & Permitting								\$ 12,653					
197	6,922	2026		2031	Culvert 71 (13 Honeycomb Ln)									\$ 8,422				
198	8,220	2026		2031	Culvert 190 (16 Little Strawberry Ln)									\$ 10,001				
199	12,330	2026		2031	Culvert FND 19 (8 Acorn Pl)									\$ 15,002				
200	6,922	2026		2031	Culvert 95 (93A Sudden Valley Dr)									\$ 8,422				
201	10,383	2026		2031	Culvert 98 (28 Plum Ln)									\$ 12,633				
202	5,841	2026		2031	Culvert 221 (39 Inglewood Pl)									\$ 7,106				
203	8,436	2026		2031	Culvert 151 (64 North Point Dr)									\$ 10,264				
204	9,951	2026		2031	Culvert BOGEY (48 Windward Dr)									\$ 12,107				
205	9,734	2026		2031	Culvert 315 (225 Polo Park Dr)									\$ 11,843				
206	10,167	2026		2031	Culvert 180 (9 Strawberry Cyn Ct)									\$ 12,370				
207	16,873	2026		2031	Culvert FND 99 (124 Lost Fork Ln)									\$ 20,529				
208	6,922	2026		2031	Culvert 42 (41 Honeycomb Ln)									\$ 8,422				
209	13,412	2026		2031	Culvert 223 (37 North Point Dr)									\$ 16,318				
210	8,220	2026		2031	Culvert 138 (72 Marigold Dr)									\$ 10,001				
211	8,869	2026		2031	Culvert 187 (128 Polo Park Dr)									\$ 10,791				
212	10,816	2026		2031	Culvert 93 (119 Sudden Valley Dr)									\$ 13,159				
213	6,706	2026		2031	Culvert 92 (34 Basin View Cir)									\$ 8,159				
214	8,653	2026		2031	Culvert 105 (136 Harbor View Dr)									\$ 10,527				
215	8,436	2026		2031	Culvert 102 (2 Plum Ln)									\$ 10,264				
216	6,273	2026		2031	Culvert 101 (7 Sundew Ct)									\$ 7,632				
217	15,575	2026		2031	Culvert 183 (2 Canyon Ct)									\$ 18,949				
218	9,734	2026		2031	Culvert 134 (4 North Summit Dr)									\$ 11,843				
219	8,220	2026		2031	Culvert 114 (174 Maple Ct)									\$ 10,001				
220	18,604	2026		2031	Culvert 89 (39 Sudden Valley Dr)									\$ 22,634				
221	19,901	2026		2031	Culvert 125 (9 Sudden Valley Dr)									\$ 24,213				
222	15,575	2026		2031	Culvert 145 (17 Marina Dr)									\$ 18,949				
223	6,922	2026		2031	Culvert FND 57 (6 Barn View)									\$ 8,422				
224	9,085	2026		2031	Culvert 10 (N/A)									\$ 11,054				
225	7,571	2026		2031	Culvert 21 (15 Sunnyside Ln)									\$ 9,212				
226	10,167	2026		2031	Culvert FND 9 (5 Dawn Break Ct)									\$ 12,370				
227	5,841	2026		2031	Culvert 219 (13 Meadow Ct)									\$ 7,106				
228	5,841	2026		2031	Culvert 209 (22 Creekside Ln)									\$ 7,106				
229	7,788	2026		2031	Culvert 36 (12 Morning Glory Dr)									\$ 9,475				
230	10,816	2026		2031	Culvert 43 (54 Honeycomb Ln)									\$ 13,159				
231	11,681	2026		2031	Culvert 41 (8 Baywood Ct)									\$ 14,212				
232	10,816	2026		2031	Culvert FND 8 (76 Honeycomb Ln)									\$ 13,159				
233	6,706	2026		2031	Culvert 402 (76 Honeycomb Ln)									\$ 8,159				
234	8,004	2026		2031	Culvert 31 (306 Sudden Valley Dr)									\$ 9,738				
235	9,518	2026		2031	Culvert 191 (10 Little Strawberry Ln)									\$ 11,580				
236	10,816	2026		2032	2033 Culvert Design & Permitting										\$ 13,686			
237	7,571	2026		2033	Culvert 12 (23 Big Leaf Ln)											\$ 9,963		
238	10,600	2026		2033	Culvert 18 (9 Tumbling Water Dr)											\$ 13,948		
239	11,249	2026		2033	Culvert 216 (2 Sunnyside Ln)											\$ 14,802		
240	12,979	2026		2033	Culvert 186 (127 Polo Park Dr)											\$ 17,080		
241	10,167	2026		2033	Culvert 210 (40 Honeycomb Ln)											\$ 13,379		
242	9,085	2026		2033	Culvert 401 (76 Honeycomb Ln)											\$ 11,956		
243	8,653	2026		2033	Culvert 51 (2 Acorn Pl)											\$ 11,386		
244	7,788	2026		2033	Culvert 82 (68 Lake Louise Dr)											\$ 10,248		
245	8,220	2026		2033	Culvert 80 (1 Sparrow Ct)											\$ 10,817		
246	9,734	2026		2033	Culvert 204 (30 Lake Louise Dr)											\$ 12,810		
247	135,546	2026		Annual	Ditches, Culverts and Swales (2016 SGM mandate)	\$ 487,316	\$ 124,396	\$ 167,333	\$ 135,546	\$ 140,968	\$ 146,607	\$ 152,471	\$ 158,570	\$ 164,913	\$ 171,509	\$ 178,369	\$ 185,504	\$ 192,924



Sudden Valley Community Association  
2026-2035 Road Rehabilitation and Culvert Capital Improvement Plan

	A	B	G	H	J	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
10	Cost Est	Cost Est Year	CIP Num	Year Scheduled (adjusted if applicable)	Project Name	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
248					SUBTOTAL - STORMWATER	\$ 816,336	\$ 893,433	\$ 280,213	\$ 1,061,179	\$ 240,406	\$ 250,022	\$ 272,190	\$ 927,125	\$ 746,554	\$ 306,176	\$ 430,580	\$ 316,358	\$ 329,012
249																		
250	\$12,327,072				GRAND TOTAL Stormwater + Roads Maintenance + On-Call + Fast Response	\$ 1,360,670	\$ 1,430,681	\$ 1,495,767	\$ 1,429,334	\$ 1,418,769	\$ 1,757,830	\$ 1,621,674	\$ 1,241,284	\$ 1,706,523	\$ 1,777,030	\$ 1,502,075	\$ 961,676	\$ 987,838
251																		
252																		
253						2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
254					Roads/Storm Plan Expenses				\$ (1,429,334)	\$ (1,418,769)	\$ (1,757,830)	\$ (1,621,674)	\$ (1,241,284)	\$ (1,706,523)	\$ (1,777,030)	\$ (1,502,075)	\$ (961,676)	\$ (987,838)
256					Year End Reserve Balance After Expenses				\$ 1,950,150	\$ 1,948,686	\$ 1,608,161	\$ 1,403,792	\$ 1,579,813	\$ 1,290,595	\$ 930,870	\$ 846,100	\$ 1,301,729	\$ 1,275,567
257					Target Reserves Board Recommended Carryover				\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)
258					Expected Residual at Year-end after Carryover: (Revenues - Expenses - Reserves Carryover)				\$ 1,450,150	\$ 1,448,686	\$ 1,108,161	\$ 903,792	\$ 1,079,813	\$ 790,595	\$ 430,870	\$ 346,100	\$ 801,729	\$ 775,567



# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

## CAPITAL REQUEST MEMO

**To:** Sudden Valley Community Association Board of Directors  
**From:** Michael Bennett, General Manager  
**Date:** August 28<sup>th</sup>, 2025  
**Subject:** SVCA CRRRF Capital Code 9724.06 – Clubhouse HVAC 20 Ton

---

### Purpose

To request funding for replacing the upper 20 Ton HVAC unit located on the first floor of the Clubhouse in room 100.

### Background

On February 22, 2024, the Board approved CRRRF Capital Code 9724.06 for design and permitting of the HVAC replacement. The design work is complete, and permitting is currently under final review. This capital request is a change order request to CRRRF Capital Code 9724.06, adding funding for construction. The original capital request, along with project information, is attached for your reference.

The existing unit has suffered multiple bearing failures, with a broken shaft now requiring custom fabrication. Due to the age of the unit, replacement parts are unavailable, and a temporary repair is underway to maintain minimal heating until a full replacement can be made.

### Analysis

Approximately \$8,800.00 remains available of the design and permitting capital request. This amount will cover final invoices expected for permit fees and the engineer/architect, once invoiced upon permit approval.

Item	Amount
HVAC Replacement (Berona Engineers, Inc.)	\$100,000.00
Exterior Work Allowance	\$25,000.00
WSST (8.8%)	\$11,000.00
Construction Management (PNW Services, Inc.)	\$5,400.00
<b>Total Construction Estimate</b>	<b>\$141,400.00</b>

Item	Amount
Bearing Shaft Repair (Baron Heating)	\$2,000.00
Custom Shaft/Bearing Parts	\$4,000.00
WSST (8.8%)	\$352.00
<b>Total Temporary Repairs</b>	<b>\$6,352.00</b>

**Total change order request: \$147,752.00.**



# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

Upon project funding approval, this project will be issued for bid to contractors and then brought back to SVCA for contract award.

## **Proposal**

Authorize \$147,752.00 from CRRRF for construction to replace the Clubhouse HVAC 20 Ton unit.

## **Request**

It is requested that the Board approve a change order allocation of \$147,752.00 from CRRRF to CRRRF Capital Code 9724.06 for construction and temporary repairs required to replace the Clubhouse's 20 Ton HVAC unit.

## **Motion**

Move that the SVCA Board of Directors approve a change order allocation of up to \$147,752.00 from CRRRF to CRRRF Capital Code 9724.06 to fund construction and temporary repairs for replacement of the Clubhouse HVAC 20 Ton unit.

## **Finance Committee Recommendation**

### **Motion**

Recommended: \_\_\_\_\_ Not Recommended: \_\_\_\_\_ Finance Committee

## **Board of Directors Approval**

### **Motion**

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_ SVCA Board of Directors

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Keith McLean, SVCA Board President

## Tyler Andrews

---

**Subject:** FW: SVCA - Clubhouse Drawing Review

---

**From:** robr@beronaengineers.com <robr@beronaengineers.com>

**Sent:** Tuesday, August 13, 2024 3:55 PM

**To:** Tyler Andrews <tylera@pnwcivil.com>

**Cc:** 'Sarah Brown' <sarah@sbarchdesign.com>; 'Michael Brock' <mike.brock@suddenvalley.com>

**Subject:** RE: SVCA - Clubhouse Drawing Review

Hi Tyler,

For the AHU, CU, piping, and install, figure around \$90k-\$100k. This does not include trenching for the piping, landscaping/paving or electrical connection/ disconnect for the new equipment.

Thanks.

Exterior Allowance - Add \$25,000.00

Add WSST

**Rob Russell, PE**

*Principal*



(425)744-6033 ext 102



# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

## CAPITAL REQUEST MEMO

**To:** Sudden Valley Community Association Board of Directors  
**From:** Jo Anne Jensen, General Manager  
**Date:** February 22, 2024  
**Subject:** Capital Request – Clubhouse HVAC 20 Ton

---

### Purpose

To request funding for the replacement of the HVAC 20 Ton unit located in the Clubhouse.

### Background

SVCA's 2024 budget includes \$83,200.00 for replacing this unit. Per PNW's summary dated February 3, 2024, the unit has been evaluated to be at the end of its lifecycle.

### Analysis

Funding is requested in the amount of \$22,176 for design and permitting per PNW's summary. Access for installation of a new unit is a major factor in this project and could possibly require the temporary removal of doors and/or walls to bring in new equipment. In addition, an economizer, see description attached, must be added to meet current code requirements. These two requirements create the majority of the work that is needed to design a replacement the current system system.

We propose to replace this unit in kind, since altering the overall HVAC system in the clubhouse would require bringing the existing building up to current energy code. A thorough evaluation of this hasn't been completed, but is estimated that it would be a very large project considering the Clubhouse was built in the early 1970's. An energy code upgrade would likely include other items such as building insulation, window replacement, other HVAC components, etc.

After the design is complete, and permits submitted, an engineer's estimate will be prepared. The project will then be brought back to the Board for funding approval. Following approval, the project would be issued for bid, and then brought back to the Board of Directors for contract award.

### Proposal

Authorize \$22,176.00 from CRRRF per PNW's summary dated February 3<sup>rd</sup>, 2024, for design and permitting for the Clubhouse HVAC 20 Ton unit replacement project.



## Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

### Motion

Move that the SVCA Board of Directors approve the allocation of \$22,176.00 from CRRRF for design and permitting per PNW's summary dated February 3, 2024, for the Clubhouse HVAC 20 Ton unit replacement project.

### Approvals

Approved:                      Not Approved:                      SVCA Finance Committee

Approved:                      Not Approved:                      Board of Directors

Signed:                      Date: 2-22-24

ELECTED, SVCA Board President



February 3, 2024

Sudden Valley Community Association  
Attn: Michael Brock  
4 Clubhouse Circle  
Bellingham, WA 98229

RE: Project Scope Letter  
**Clubhouse HVAC 20 TON**

PNW is providing this overall project scope letter to SVCA for the proposed Clubhouse HVAC 20 TON replacement project. This specific unit is located on the first floor of the Clubhouse in Room 100, Mechanical Room (reference the attached drawing for this room location). SVCA's 2024 budget includes \$83,200.00 for replacing this unit. The unit has been identified to be at the end of its life cycle. This has been confirmed by Barron Heating, who is SVCA's current maintenance service provider, and Berona Engineers. Berona Engineers has assisted SVCA with HVAC design at Barn 8, and the Area Z Maintenance Shop.

There are 2 HVAC units located in this mechanical room along with numerous other items. The lower 20-ton unit was previously replaced. The upper 20-ton unit is now proposed. An in-kind replacement is proposed, and due to code changes an economizer will have to be added as noted in Berona's proposal. An in-kind replacement is generally a simple task. However, in this case it is not. With the addition of an economizer being required, and where the unit is located, it presents many challenges. The majority of the HVAC design time will be figuring out how to add the economizer within the space, and get a new unit into the room. Removal of the existing unit is relatively simple as it can be cut into pieces. To access this room a new unit will need to fit through a 3' door next to room 107. This would be relatively simple to remove temporarily if needed. However, navigating through room 102 is narrow at 3'10" opening width between a wall and electrical switchgear. To then enter room 100 requires navigating through a 3' door that is in a CMU (concrete masonry unit) wall. This is likely a structural wall that will be challenging to create a temporary larger opening in. The new unit will need to be broken down preferably into pieces less than 3' to fit, and then be reassembled in the room. Attached for reference are a few pictures of the existing unit, and access restrictions.

Depending on how the new HVAC unit is designed, this project might require a remodel permit in addition to the HVAC permit. An allowance has been included for Sarah Brown Architecture + Design to provide additional drawings and remodel permitting assistance if needed. This would be if any walls / doors needed to be temporarily removed and then rebuilt after the new unit is installed. The intent is to not do anything that requires structural modifications. Funding for a structural engineer isn't included at this time in this proposal.

At this time, we are seeking funding approval to proceed with design and permitting. After design is complete, an engineer's estimate will be prepared and submitted to the Board for funding approval. Once funded, the project will be issued for bid, and then brought back to the Board for contract award.



Summary of anticipated costs:

<b>Design &amp; Permitting Scope</b>	
- Berona Engineers, Inc. – HVAC design and permit application.	\$10,000.00
- Sarah Brown Architecture + Design – Remodel design and permitting support as needed.	\$6,000.00
- PNW Services, Inc. – Per Attached	\$2,160.00
- Permit Fees Allowance	\$2,000.00
<b>Total Design &amp; Permitting</b>	<b>\$20,160.00</b>
Contingency at 10%	\$2,016.00
<b>Total with Contingency</b>	<b>\$22,176.00</b>
<b>Contractor Bids &amp; Construction</b>	
- Under Separate Proposal	

Please let me know if you have any questions, or if you would like any further information.

Sincerely,

Tyler Andrews  
President



# SUDDEN VALLEY COMMUNITY ASSOCIATION

## CLUBHOUSE – FIRST FLOOR

KEY:

**LIFE SAFETY:**  
FX = FIRE EXTINGUISHER  
SD = SMOKE DETECTOR  
FA = FIRE ALARM  
FAP = FIRE ALARM PULL  
FAP Reset = FIRE ALARM PULL RESET  
EmLt = EMERGENCY EXIT LIGHT  
Fire Pnl = FIRE ALARM PANEL  
Hood F-Susp = HOOD FIRE SUPPRESSION

**PLUMBING:**

WS = WATER SPIGOT  
Wshr = DISH WASHER  
WHTR = WATER HEATER  
SH= SPRINKLER HEAD  
Shw = SHOWER  
Snk = SINK  
TLT = TOILET  
Urn = URINAL  
WATER FOUNTAIN  
TRAPS  
LIFT PUMP  
DRAIN TRAP

**MECHANICAL/BUILDING:**

T-stat = THERMOSTAT  
WIN = WINDOW  
Dr = DOOR  
Dr Entry Pnl = DOOR ALARM ENTRY PANEL  
HVAC = HEATING VENTILATION AND AIR CONDITIONING  
HVAC Control = HEATING VENTILATION & AIR CONDITION CONTROL  
Steam Htr = STEAM HEATER  
EXL # = EXTERIOR LIGHTS  
DS = DOWN SPOUT

**ELECTRICAL:**

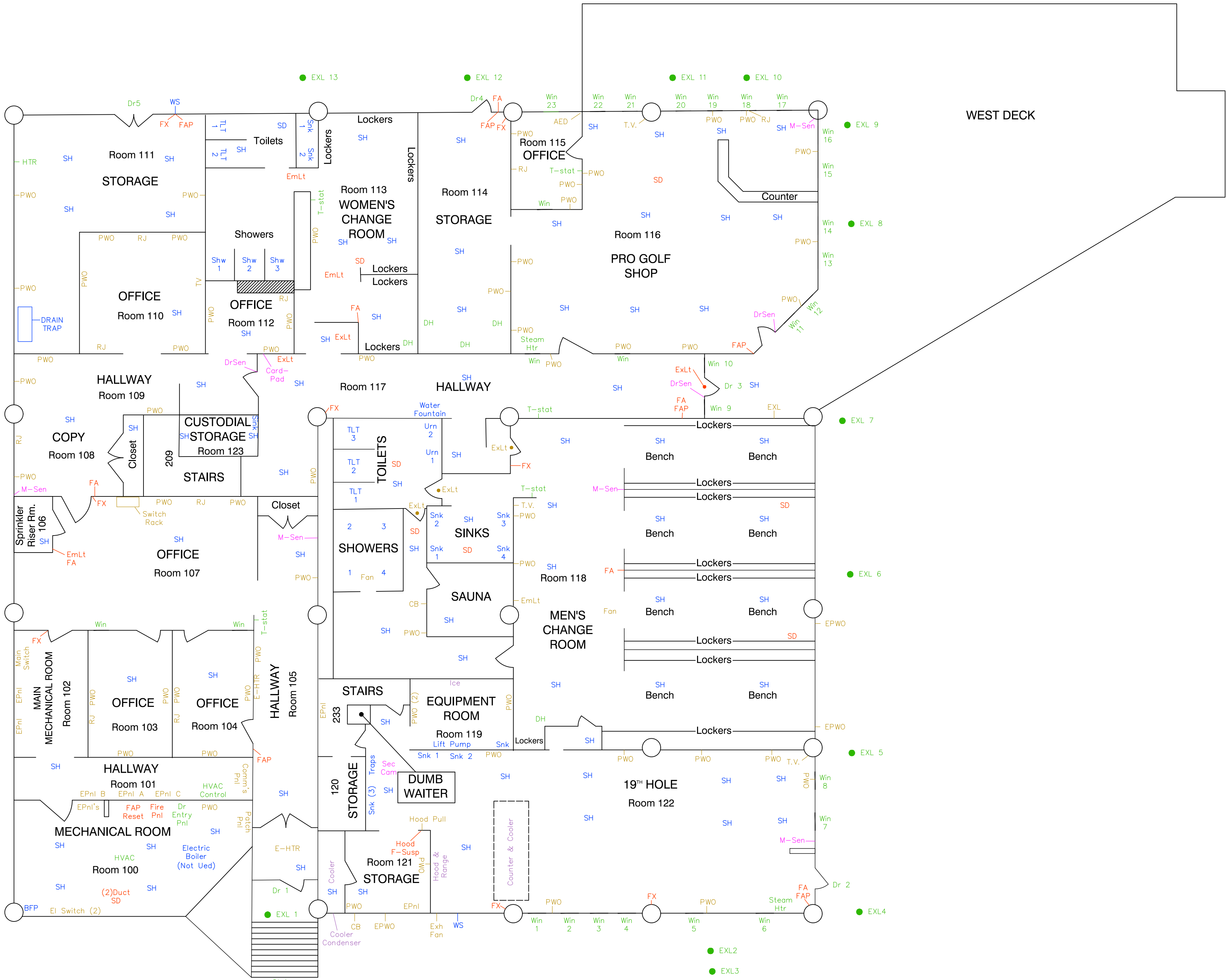
PWO = POWER OUTLET  
EPWO = EXTERIOR POWER OUTLET  
EPnl = ELECTRICAL PANEL  
T.V. = TELEVISION MONITOR  
CB = CIRCUIT BREAKER  
EPnl = ELECTRICAL PANAL  
E-HTR = ELECTRIC HEATER  
Exh Fan = EXHAUST FAN  
Fan  
RJ = RJ45 ETHERNET  
MAIN SWITCH  
ExLt = EXIT LIGHT  
El. SWITCH – ELECTRICAL SWITCH  
Comm's Pnl = COMMUNICATION PANEL  
SPKR = SPEAKER

**SECURITY:**

DrSen = DOOR SENSOR  
MSen = MOTION SENSOR  
Sec Cam = SECURITY CAMERA  
CARD-PAD

**EQUIPMENT:**

COOLER  
HOOD AND RANGE  
COUNTER AND COOLER



SUDDEN VALLEY: B. BISHOP  
PDF TO VISIO TO JPG

SUDDEN VALLEY COMMUNITY ASSOCIATION

WASHINGTON

CLUBHOUSE – FIRST FLOOR

DATE  
NOV. 2017

SCALE  
AS SHOWN

JOB NUMBER  
2016-148

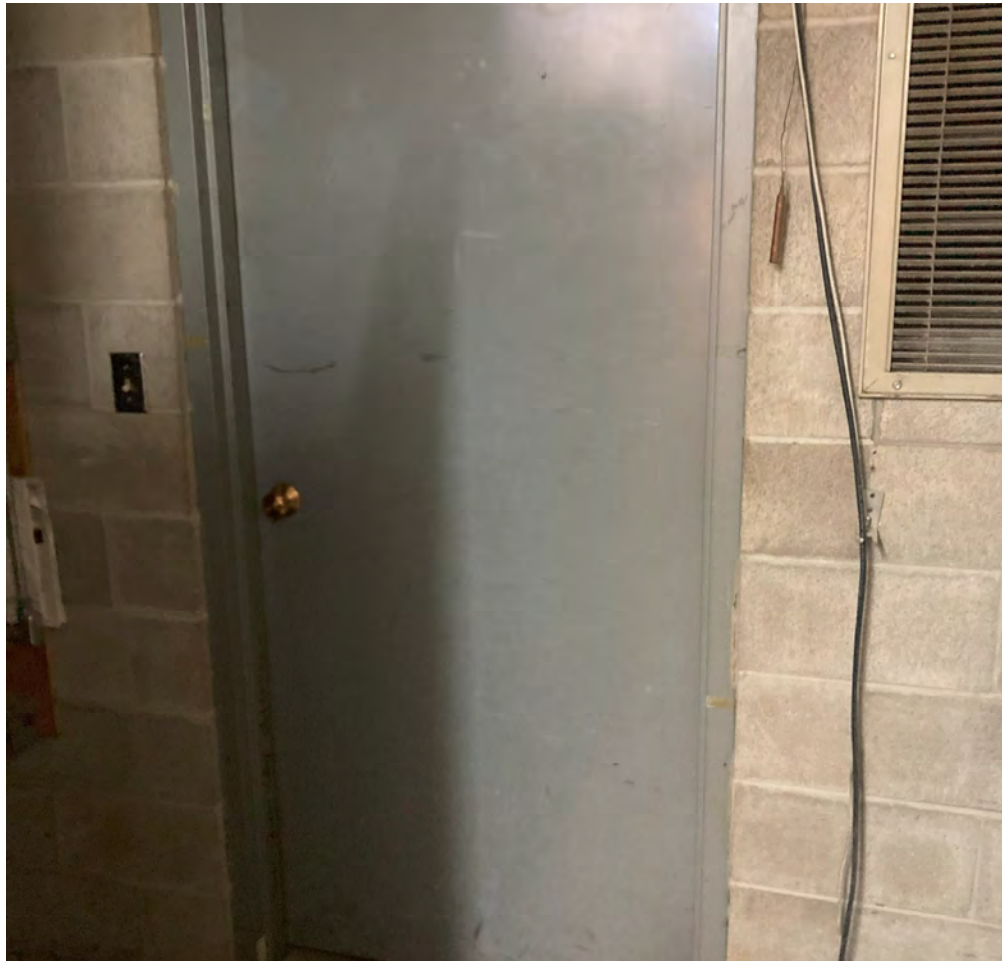
SHEET  
1

PAGE  
2

## Room 102 - 3'10" Opening Width Assumes all Files Removed



## Room 100 Access Door - 3' Opening





## Existing Unit (Yellow) - Left Side



## Existing Unit (Yellow) - Right Side





## PROFESSIONAL SERVICES AGREEMENT

Jan 30, 2024

**CLIENT:** Tyler Andrews  
PNW Services  
PO Box 30498  
Bellingham, WA 98228  
(425)954-9614

**PROJECT:** Sudden Valley Recreation Center- Clubhouse HVAC  
Bellingham, WA

**SUBJECT:** MECHANICAL ENGINEERING SERVICES FEE PROPOSAL – Revised

**Berona Engineers, Inc. (BEI)** is pleased to submit this proposal to provide Mechanical (HVAC) design services for this project. This proposal is a statement of intent by **PNW Services** (Client), to engage Berona Engineers, Inc. to perform the following mentioned services for this project.

The project consists of replacing the existing (upper) airhandler and associated 20-ton air-cooled condensing unit for the Clubhouse. The existing unit is at its life expectancy and needs to be replaced. There is one newer (lower) 20-ton airhandler located on the bottom that is to remain. The basic scope of new work will include a site visit to examine existing conditions, new equipment selection, and modification of ductwork design in the mechanical room for connection of new airhandler. We will look at a like-for-like replacement as well as a more efficient Variable Refrigerant Flow (VRF) type of system for best space compatibility. As the current system does not have an economizer, adding an economizer will be required per code and is therefore included in this scope. Design will conform to the 2018 WA State Energy Code.

Addition of a Dedicated Outside Air System (DOAS) in lieu of an economizer is not included in this scope and will be additional services.

Our basic scope will be to design through the Permit stages. We will respond to Permit questions, comments and make the necessary revisions to the documents. Then submit to the Client the final permit set for their use and at this submittal will indicate the completion and fulfillment of this agreement. The Client shall take full responsibility and full liability for any changes made to these permit documents, where BEI is not involved in and/or has not been authorized by BEI. These set of documents are for the sole purpose of this project and this project site, and shall not be used for any other site without BEI authorization. Changes developed by the contractor and changes to our design, if any, will become the Contractor's responsibility for those changes.

Construction administration will be additional and invoiced on an hourly basis, plus expenses.

**8021 State Ave, Marysville, WA 98270**  
**ph: (425)744-6033**  
**website: [www.beronaengineers.com](http://www.beronaengineers.com)**

Changes developed by the contractor and changes to our design, if any, will become the Contractor's responsibility for those changes.

**Fees and Billings:**

Our fee to perform this work will be a lump sum of **\$10,000.00**.

Billings will be monthly based on our percent of completion of submittals.

Reimbursable expenses, if any, will be additional to our basic fee plus 15% and shall not exceed \$300. Payments for each invoice must be received within 30 calendar days of invoice date. A 1.5% finance charge or \$150, whichever is more will be assessed monthly on any balance remaining over 60 days after invoice date.

**Additional Services:**

Additional services will be any scope of work not listed above, scope changes by the Client. Additional services will be negotiated separately and either added to the basic agreement or performed under a separate agreement and will not proceed without written authorization.

**BEI Hourly rates are as follows:**

Principal: \$200/hr, Senior Engineer: \$ 180.00/hr, Project Engineer/Sr. Designer: \$ 160.00/hr  
Designer/Revit: \$ 140.00/hr, CAD Operator: \$ 120.00/hr, Administration: \$ 85.00/hr.

Work not included:

1. Building Envelope and Energy Modeling
2. Plumbing design
3. Stairwell Pressurization
4. Fire and Life Safety Analysis Narrative
5. Fire sprinkler Design
6. Electrical Design
7. Seismic and structural design as it relates to mechanical & plumbing
8. Acoustic engineering
9. Testing, adjusting and balancing, including building pressure testing
10. Redesign based on value engineering
11. All fees, permits and inspections.

**Client to Provide and Responsible for:**

1. Take out all Permits and order site inspections
2. Architectural backgrounds in pdf, CAD and/or Revit formats.
3. Site Utilities
4. Equipment cut sheets for all owner or by others specified equipment.
5. Copying of our documents.
6. Distribution of our copied and original documents for each submittal.

**TERMINATION OF SERVICES**

The failure to make payment to BEI in accordance with the payment terms herein shall constitute a material breach of this Agreement and shall be cause for termination by Berona Engineers, Inc.

Either the Client or BEI may terminate this AGREEMENT without penalty at any time with or without cause upon giving the other party 30 calendar days prior written notice. Client shall within (15) fifteen calendar days of termination pay BEI for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of this AGREEMENT. CLIENT shall also reimburse BEI termination expenses, including but not limited to, those associated with, reassignment of personnel, and space and equipment cost.

Our scope only covers reviewing documents to be submitted to the Jurisdiction Having Authority (JHA) for review and comment, of which we will respond and revise our documents accordingly. These documents will be used for the basis of the JHA to issue a construction permit for the Client. Our understanding is that your firm will be the builder and that you will have the last say on selected products for us to design around and that we will confirm selections through load calculations. Also, the Client will be responsible for the full means and methods for the construction of the work that we will provide design review for under this agreement.

#### **INDEMNIFICATION**

The Client shall indemnify and hold harmless Berona Engineers, Inc. and all of its personnel, agents, sub consultants from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) arising out of, or resulting from, the performances of these services, provided that any such claim, damage, loss or expenses is caused by the sole negligent act, errors, or omissions and/or strict liability of the Client, including, but not limited to anyone directly or indirectly employed by the Client or anyone or entity (other than BEI), associated with the Client whose acts may be liable.

**APPLICABLE LAW:** This agreement shall be governed by the laws of the State of Washington.

**This proposal is good to the end of the day, Feb 29, 2024.**

If this proposal is acceptable, please sign below and return a copy for our records. We look forward to working with you on this project. If you have any questions or require more information, please call.

Sincerely,

***Berona Engineers, Inc.***



Rob Russell, PE  
Principal

**ACCEPTABLE TO PNW Services:**

**By:** \_\_\_\_\_ **Date:** \_\_\_\_\_





January 9, 2024

Tyler Andrews  
PNW Services Inc.  
PO Box 30498  
Bellingham, WA 98228

Dear Tyler,

Thank you for allowing me the opportunity to propose on architectural services for the Mechanical Replacement located at the Sudden Valley Recreation Center-Clubhouse. The following provides a summary description of the project I have discussed with the Mechanical Engineer and describes the Agreement for Services between Tyler Andrews (Client), and Sarah Brown Architecture + Design, Architect (Consultant). By signing this Agreement for Services, Client accepts the scope, fees and timing as set forth herein, including the attached "CONSULTANT CONTRACT PROVISIONS" which is fully incorporated into this Agreement for Services.

#### **PROJECT SUMMARY DESCRIPTION**

The primary work will be to provide support drawings to the Mechanical Engineer and permit documents to Whatcom County Planning & Development for the replacement of mechanical units.

#### **SCOPE OF SERVICES TO BE PROVIDED**

The scope of work provided by Consultant will include:

- Preparation of Contract Documents consisting of Architectural Construction Drawings for the remodel and improvement in the subject projects.
- Assist the client with the submission to the Whatcom County for the project's building permit and respond to planning review comments. All other construction permit submissions are the responsibility of the project Contractors.

#### **PERMIT/CONSTRUCTION DOCUMENTS**

- Project Information & Code Requirements
- Site Plan
- Exiting/Demo Plan
- Floor Plan
- Reflected Ceiling Plan

#### **SERVICES NOT PROVIDED**

- The Consultant is not providing nor is the Consultant responsible for the following services:
- Structural, Electrical, Mechanical, Acoustical or Civil Engineering Design or their drawings for this Project.
- Fire suppression, Fire Alarm or Security System Design or their drawings for this Project.



- Construction budgets, cost estimates, or construction inspections, energy analysis or energy code compliance.
- Detailed Construction specifications.
- Energy Code calculations and submittal documentations.
- Fixtures or other equipment that have no permanent connection to the structure of the building.
- Interior Design or their drawings for this Project for selection of movable furniture, paint colors, finish materials selection including flooring.

## PROJECT FEES

Fees for services provided will be billed on an hourly basis at the rate of \$195.00 per hour, plus reimbursable expense. Reimbursable expenses will be billed to the client at cost. Reimbursable expenses include but are not limited to computer downloads, photo charges, shipping, document printing and copying.

The estimated total fee for services under this agreement, based on digital files being provided by the Client, is \$5,800 but may vary depending on unforeseen issues (such as city questions or construction consulting) and the actual time required by the Consultant to complete this project.

Fees shall be invoiced monthly and will be paid by the Client within 30 days of receipt.

All additional costs associated with this project beyond the services described in this agreement, including but not limited to permit fees, application fees, contractor fees, etc. are the responsibility of Client, not the Consultant.

All limitations of liability, indemnifications, warranties and representations contained in this Agreement for Services shall survive the completion of this Agreement and shall remain in full force and effect.

Please indicate acceptance of this Agreement for Services where indicated below and return a signed copy to me.

Sincerely,

A handwritten signature in black ink that reads "Sarah Brown".

Sarah Brown

ACCEPTED:

By: \_\_\_\_\_

Date: \_\_\_\_\_



## CONSULTANT CONTRACT PROVISIONS

1. **CONTRACT** – These Contract Provisions and the accompanying Proposal constitute the full and complete Agreement between the parties and may be changed, amended, added to, superseded, or waived only if both parties specifically agree in writing to such amendment of the Agreement. In the event of any inconsistency between these Contract Provisions and any proposal, contract, purchase order, requisition, notice to proceed, or like document, these Contract Provisions shall govern.

2. **RIGHT OF ENTRY** – When entry to property is required for the CONSULTANT to perform its services, the Client agrees to obtain legal right-of-entry on the property.

3. **DOCUMENTS** – All reports, notes, drawings, specifications, data, calculations, and other documents, including those in electronic form, prepared by CONSULTANT are instruments of CONSULTANT's service that shall remain CONSULTANT's property. The Client agrees not to use CONSULTANT-generated documents for marketing purposes, for projects other than the project for which the documents were prepared by CONSULTANT, or for future modifications to this project, without CONSULTANT's express written permission.

Any reuse or distribution to third parties without such express written permission or project-specific adaptation by CONSULTANT will be at the Client's sole risk and without liability to CONSULTANT or its employees, subsidiaries, independent professional associates, subconsultants, and subcontractors. Client shall, to the fullest extent permitted by law, defend, indemnify, and hold harmless CONSULTANT from and against any and all costs, expenses, fees, losses, claims, demands, liabilities, suits, actions, and damages whatsoever arising out of or resulting from such unauthorized reuse or distribution.

4. **DISPOSAL OF SAMPLES** – CONSULTANT will discard samples upon completion of the work covered under this Agreement, unless the Client instructs otherwise in writing.

5. **HAZARDOUS MATERIALS** – The scope of CONSULTANT's services for this Agreement does not include any responsibility for detection, remediation, accidental release, or services relating to waste, oil, asbestos, lead, or other hazardous materials, as defined by Federal, State, and local laws or regulations.

6. **CONSTRUCTION PHASE SERVICES** – If CONSULTANT performs any services during the construction phase of the project, CONSULTANT shall not supervise, direct, or have control over Contractor's work. CONSULTANT shall not have authority over or responsibility for the construction means, methods, techniques, sequences, or procedures for safety precautions and programs in connection with the work of the Contractor. CONSULTANT does not guarantee the performance of the construction contract by the Contractor and does not assume responsibility for the Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

7. **STANDARD OF CARE** – CONSULTANT and its employees, subsidiaries, independent professional associates, subconsultants, and subcontractors will exercise that degree of care and skill ordinarily practiced under similar circumstances by design professionals providing similar services. Client agrees that services provided will be rendered without any warranty, express or implied.

CONSULTANT shall exercise usual and customary professional care in its efforts to comply with applicable codes, regulations, laws rules, ordinances, and such other requirements in effect as of the date of execution of this Agreement.



8. **OPINION OF PROBABLE COSTS** – When required as part of its work, CONSULTANT will furnish opinions of probable cost, but does not guarantee the accuracy of such estimates. Opinions of probable cost, financial evaluations, feasibility studies, economic analyses of alternate solutions, and utilitarian considerations of operations and maintenance costs prepared by CONSULTANT hereunder will be made on the basis of CONSULTANT's experience and qualifications and will represent CONSULTANT's judgment as an experienced and qualified design professional. However, users of the probable cost opinions must recognize that CONSULTANT does not have control over the cost of labor, material, equipment, or services furnished by others or over market conditions or contractors' methods of determining prices or performing the work.

9. **SUSPENSION OF WORK** – The Client may, at any time, by written notice, suspend further work by CONSULTANT. The Client shall remain liable for, and shall promptly pay CONSULTANT, for all services rendered to the date of suspension of services, plus suspension charges, which shall include the cost of assembling documents, personnel and equipment, rescheduling or reassignment, and commitments made to others on Client's behalf.

Client shall pay CONSULTANT pursuant to the rates and charges set forth in the Proposal. CONSULTANT will submit monthly invoices to Client for services rendered and expenses incurred. If Client does not pay invoices within thirty (30) days of submission of invoice, CONSULTANT may, upon written notice to the Client, suspend further work until payments are brought current. The Client agrees to indemnify and hold CONSULTANT harmless from any claim or liability resulting from such suspension.

Upon receipt of payment for services performed through the date of suspension, the CONSULTANT will provide copies of their draft work product, in electronic form, in the state of completion achieved prior to termination to the client.

10. **CHANGES OR DELAYS** – Unless the accompanying Proposal provides otherwise, the proposed fees constitute CONSULTANT's estimate to perform the services required to complete the Project. Required services often are not fully definable in the initial planning; accordingly, developments may dictate a change in the scope of services to be performed. Where this occurs, changes in the Agreement shall be negotiated and an equitable adjustment shall be made.

Costs and schedule commitments shall be subject to renegotiation for unreasonable delays caused by the Client's failure to provide specified facilities, direction, or information, or if CONSULTANT's failure to perform is due to any act of God, labor trouble, fire, inclement weather, act of governmental authority, failure of transportation, accident, power failure, or interruption or any other cause beyond the reasonable control of CONSULTANT. Temporary work stoppage caused by any of the above may result in additional cost beyond that outlined in the accompanying Proposal.

11. **LIABILITY** – To the fullest extent permitted by law, the total liability, in the aggregate, of CONSULTANT and CONSULTANT's officers, directors, employees, agents, and consultants to Client and anyone claiming by, through or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to CONSULTANT's services, the Project or this Agreement, from any cause or causes whatsoever, including but not limited to, negligence, strict liability, breach of contract or breach of warranty shall not exceed the total compensation received by CONSULTANT under this Agreement.

12. **CONFLICTS OF INTEREST** – This assignment may involve parties with adverse interests to clients with whom CONSULTANT has current or past relationships. It is CONSULTANT policy to make reasonable attempts to identify such relationships prior to acceptance of a professional assignment, but CONSULTANT cannot assure that conflicts or perceived conflicts will not arise, and CONSULTANT does not accept responsibility for such occurrences.



13. REIMBURSABLE EXPENSES – CONSULTANT will bill direct nonpayroll expenses at cost plus 10%. Direct expenses include all reasonable expenses resulting from required responses to subpoenas or court orders related to work under the Contract.

14. MISCELLANEOUS - Governing Law: The laws of the state in which the CONSULTANT office executing this Agreement is located shall govern the validity and interpretation of this Agreement.

Invalid Terms: In the event any of these Contract Provisions are found to be illegal or otherwise unenforceable, the unenforceable Contract Provision will be stricken. Striking such a Contract Provision shall have no effect on the enforceability of the remaining Contract Provisions and those remaining Contract Provisions shall continue in full force and effect as if the unenforceable Contract Provision were never included in the Agreement.

Mediation: The Client and CONSULTANT agree to submit all claims and disputes arising out of this Agreement to non-binding mediation prior to the initiation of legal proceedings. This provision shall survive completion or termination of this Agreement; however, neither party shall seek mediation of any claim or dispute arising out of this Agreement beyond the period of time that would bar the initiation of legal proceedings to litigate such claim or dispute under the applicable law.

CONSULTANT Reliance: CONSULTANT shall be entitled to rely, without liability, on the accuracy and completeness of any and all information provided by Client, Client's consultants and contractors, and information from public records, without the need for independent verification.

Certifications: CONSULTANT shall not be required to sign any documents, no matter by whom requested, that would result in CONSULTANT's having to certify, guaranty, or warrant the existence of conditions that CONSULTANT cannot ascertain.

Third Parties: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Client or CONSULTANT. CONSULTANT's services hereunder are being performed solely for the benefit of the Client, and no other entity shall have any claim against CONSULTANT because of this Agreement or CONSULTANT's performance of services hereunder.

Consequential Damages: Neither the Client nor the CONSULTANT shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of, or connected in any way to the Project or this Agreement. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, loss of reputation, unrealized savings or diminution of property value and shall apply to any cause of action including negligence, strict liability, breach of contract and breach of warranty.

Sudden Valley Community Association

**Clubhouse HVAC 20 Ton**

PNW Estimate - Bid Package, Permitting, and Construction Management

Task	Description	Hours	Estimated Cost
Design Oversight			
	Oversight of Berona Engineers and Sarah Brown Architecture & Design, review drawings, and site visits as required.	12	
	<b>Total Estimated Design Oversight Hours</b>	12	<b>\$ 1,620.00</b>
Permitting			
	Oversight of permit applications, facilitate signatures / submittals / permit fees.	4	
	<b>Total Estimated Permitting Cost</b>	4	<b>\$ 540.00</b>
Contractor Bids			
	Under separate proposal.	0	
	<b>Total Estimated Bid Package Hours</b>	0	<b>\$ -</b>
Construction Management			
	Under separate proposal.	0	
	<b>Total Estimated Construction Management Hours</b>	0	<b>\$ -</b>
	<b>Total Estimated</b>		<b>\$ 2,160.00</b>



# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

www.suddenvalley.com

## CAPITAL REQUEST MEMO

**To:** Sudden Valley Community Association Board of Directors  
**From:** Michael Bennett, General Manager  
**Date:** August 28<sup>th</sup>, 2025  
**Subject:** CRRRF Capital Code 9724.013 – Turf Care Building Remodel

---

### Purpose

The purpose of this request is to obtain Board approval to award the construction contract for the Turf Care Building Remodel, an essential facilities improvement supporting SVCA's golf course maintenance operations and staff work environment.

### Background

On May 22, 2025 SVCA's BOD approved construction funding for the Turf Care Building Remodel. The approved capital request is attached for reference.

### Analysis

Despite outreach to six qualified contractors, only Cool Runnings Construction submitted a bid. The remaining firms cited existing project commitments or declined due to capacity constraints. This reflects current regional contractor availability and supports moving forward with the qualified bid received.

- Cool Runnings Construction – Quote Received
- Tiger Pearson – Too Busy
- The Franklin Corporation – Too Busy
- Wellman & Zuck – Too Busy
- Ethos West Construction – Too Busy
- WRS – Unresponsive

Cool Runnings Construction submitted a responsive bid on August 7<sup>th</sup>, 2025 with a unit price quote of \$98,137.60. The bid package and bid from Cool Runnings are attached for reference.

Overall Construction Funding:

Item	Amount
Approved Capital Funding (May 27, 2025)	\$116,785.00
Construction Quote – Cool Runnings	\$98,137.60
10% Construction Contingency	\$9,813.76
Architect Support (12 hrs @ \$195/hr)	\$2,340.00
Construction Management (40 hrs)	\$5,400.00
<b>Total Project Budget</b>	<b>\$115,691.36</b>
<b>Unallocated Funds Returned to CRRRF</b>	<b>(\$1,093.64)</b>



# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

## **Request**

It is proposed that the Board approve awarding the Turf Care Building Remodel contract to Cool Runnings Construction for \$98,137.60, and authorize the General Manager to execute SVCA's standard construction contract, including contingency and professional support allowances, for a total not to exceed \$115,691.36.

## **Motion**

Move that the SVCA Board of Directors approve awarding the Turf Care Building Remodel contract to Cool Runnings Construction in the amount of \$98,137.60, and authorize the General Manager to execute SVCA's standard construction contract with a total project budget not to exceed \$115,691.36, funded from CRRRF Capital Code 9724.013.

## **Finance Committee Review**

## **Motion**

Recommended: \_\_\_\_\_ Not Recommended: \_\_\_\_\_ Finance Committee

## **Board of Directors Approval**

## **Motion**

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_ SVCA Board of Directors

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Keith McLean, SVCA Board President





# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

www.suddenvalley.com

## CAPITAL REQUEST MEMO

**To:** Sudden Valley Community Association Board of Directors  
**From:** Michael Bennett, General Manager  
**Date:** April 24<sup>th</sup>, 2025  
**Subject:** Capital Request – Turf Care Building Remodel

---

### Purpose

To request funding for the Turf Care Building Remodel project.

### Background

The Turf Care Building Remodel project has been split into three projects:

- SVCA Capital Code 9724.01 remodeled the HVAC.
- SVCA Capital Code 9724.012 designed and permitted the overall remodel project that is now being proposed.
- SVCA's 2025 capital budget includes \$141,993.00 in available funds to complete the permitted remodel proposed.

### Analysis

The 2025 budget of \$141,993.00 includes roof and gutter replacements totaling \$25,208.00. Staff has reviewed these two items, and it is recommended that they be delayed for at least another year, as the current condition doesn't warrant replacement at this time. Staff would like to reevaluate in a year and continue pushing this out until the time is necessary. This leaves a construction budget of \$116,785.00.

Attached are the permitted drawings for the proposed remodel. The main scopes include:

- A bathroom remodel to meet ADA standards is required.  
Reconfiguring and updating the Drying Room and Break Room. The reconfiguration is
- required to accommodate bringing the bathroom up to ADA standards.  
Miscellaneous improvements to the building include exterior painting, garage door
- improvements, wash down pad improvements, electrical improvements, and ventilation improvements.

Upon funding approval, the project will be issued for bids and returned to the BOD for contract award. The contract award capital request will include allowances for Architect support and construction management, but this project is primarily assumed to be managed by the Turf Care Superintendent.

### Proposal

Authorize \$116,785.00 from CRRRF to complete the Turf Care Building Remodel project.



# Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

[www.suddenvalley.com](http://www.suddenvalley.com)

## Request

Request \$116,785.00 from CRRRF to complete the Turf Care Building Remodel project.

## Motion

Move that the SVCA Board of Directors approve the allocation of \$116,785.00 from CRRRF for the Turf Care Building Remodel project.

## Finance Committee Approval

### Motion

Approved: X Not Approved: \_\_\_\_\_ Finance Committee

## Board of Directors Approval

### Motion

Approved: X Not Approved: \_\_\_\_\_ SVCA Board of Directors

Keith McLean

Keith McLean - President

5.27.25

Date



July 25, 2025

Attn: Bidders

RE: Sudden Valley Community Association (SVCA)  
**Bid Form – Turf Care Maintenance Shop Remodel**

Bid submissions are due by 4:00pm on Friday, 8-12-25. Email bid submissions to [tylera@pnwcivil.com](mailto:tylera@pnwcivil.com).

Firm Name: Cool Runnings Construction

<b>Bid Schedule – Turf Care Maintenance Shop Remodel</b>					
Item #	Description	Quantity	Unit	Unit Price	Total
1.	Mobilization	1	LS	\$ 4,000	\$ 4,000
2.	Demolition	1	LS	\$ 14,000	\$ 14,000
3.	Electrical	1	LS	\$ 9,000	\$ 9,000
4.	Plumbing	1	LS	\$ 13,500	\$ 13,500
5.	HVAC	1	LS	\$ 1,700	\$ 1,700
6.	Room 109 Garage Door Replacement	1	LS	\$ 7,000	\$ 7,000
7.	All Other Work	1	LS	\$ 36,000	\$ 36,000
8.	Minor Changes	1	EST.	\$5,000.00	\$5,000.00
	<b>Subtotal</b>				\$ 90,200
	<b>WSST @ 8.8%</b>				\$ 7,937.60
	<b>Total w/ WSST</b>				\$ 98,137.60

Acknowledgement of addendums: DC

By: David Campbell  
Signature of Authorized Person

Date: 08/07/2025

Print Name & Title: David Campbell



July 25, 2025

Attn: Bidders

RE: Sudden Valley Community Association (SVCA)  
**Quote Request – Turf Care Maintenance Shop Remodel**

SVCA is requesting quotes for the Turf Care Maintenance Shop Remodel project. The existing maintenance shop will be remodeled per the design drawings by Sarah Brown Architecture + Design dated 8-21-24. Bid proposals are due by 4:00pm on Tuesday, 8-12-25. To review the interior, contractors need to schedule a time Monday thru Friday, 8:00am to 2:00pm. Please contact Greg Wadden at [greg.wadden@suddenvalley.com](mailto:greg.wadden@suddenvalley.com) to schedule any visits.

**Summary of Work:**

1. The project will go in front of the SVCA Finance Committee on Wednesday, 8-20-25, and in front of the SVCA Board on Thursday, 8-28-25, for contract award. NTP is anticipated 9-15-25 or sooner upon contract execution.
2. SVCA's construction estimate for this project is approximately \$100,000.00.
3. All questions shall be submitted to Tyler Andrews at [tylera@pnwcivil.com](mailto:tylera@pnwcivil.com) by 1:00pm on 8-5-25.
4. All work is assumed to be completed under 1 mobilization.
5. All work shall be completed by 12-12-25.
6. Contractor shall provide a schedule and submittals to SVCA within 14 calendar days of NTP.
7. SVCA work hours are 8:00am – 7:00pm Monday through Friday, and 8:00am – 6:00pm Saturday. No work is allowed on Sundays.
8. SVCA will work with the contractor to provide adequate staging around the maintenance shop. Contractor shall utilize existing gravel surfaces for staging.
9. SVCA will empty the shop rooms proposed for remodel of all items prior to contractor starting. This includes tools, equipment, and furniture. SVCA will continue to access and utilize other areas not under construction in the shop. All items noted for removal on the drawings are contractor's responsibility.
10. Contractor shall hire a professional cleaner to clean the maintenance shop upon completion prior to turnover to SVCA.
11. All permits will be by SVCA except electrical. Contractor will be responsible for coordinating necessary inspections, and getting the electrical permit. SVCA received a building permit from Whatcom County on 1-17-25.
12. Testing by SVCA.
13. Force account work to receive 15% markup.
14. Contractor shall provide Performance and Payment Bonds. Bid bonds are not required.
15. This is a private project, and prevailing wages are not applicable.
16. Contractor shall warranty work for 1 year from final completion.
17. SVCA's standard construction contract is attached for review.



Scope of Work Clarifications:

- Bid Item #3 - Electrical
  - o Includes relocation of data and TV as needed.
  
- Bid Item #6 – Room 109 Garage Door Replacement
  - o Existing garage door shall be removed and disposed of.
  - o New 9' x 8' garage door shall be installed. Door shall be hand operated, and insulated.
  
- Bid Item #7 – All Other Work
  - o Refrigerator to be reinstalled by contractor.
  - o SVCA to provide TV and wall mount bracket for installation by contractor.

Attachments:

1. Bid Form – 1 Page
2. Drawings – Sarah Brown Architecture + Design – 5 Pages
3. Whatcom County Building Permit Dated 1-17-25 – 2 Pages
4. SVCA Standard Contract – 12 Pages

Contractors are encouraged to independently visit the site; no formal pre-bid is scheduled. Bids are due by 4:00pm on Tuesday, 8-12-25. Email bid submissions to [tylera@pnwcivil.com](mailto:tylera@pnwcivil.com).



July 25, 2025

Attn: Bidders

RE: Sudden Valley Community Association (SVCA)  
**Bid Form – Turf Care Maintenance Shop Remodel**

Bid submissions are due by 4:00pm on Friday, 8-12-25. Email bid submissions to [tylera@pnwcivil.com](mailto:tylera@pnwcivil.com).

Firm Name: \_\_\_\_\_

<b>Bid Schedule – Turf Care Maintenance Shop Remodel</b>					
Item #	Description	Quantity	Unit	Unit Price	Total
1.	Mobilization	1	LS	\$	\$
2.	Demolition	1	LS	\$	\$
3.	Electrical	1	LS	\$	\$
4.	Plumbing	1	LS	\$	\$
5.	HVAC	1	LS	\$	\$
6.	Room 109 Garage Door Replacement	1	LS	\$	\$
7.	All Other Work	1	LS	\$	\$
8.	Minor Changes	1	EST.	\$5,000.00	\$5,000.00
	<b>Subtotal</b>				\$
	<b>WSST @ 8.8%</b>				\$
	<b>Total w/ WSST</b>				\$

Acknowledgement of addendums: \_\_\_\_\_

By: \_\_\_\_\_  
Signature of Authorized Person

Date: \_\_\_\_\_

Print Name & Title: \_\_\_\_\_



APPROVED PLANS SHALL BE KEPT ON SITE OF THE BUILDING OR WOR AT ALL TIMES DURING WHICH WORK IS AUTHORIZED. IBC SEC.107

Pre-Construction Meeting Req'd Prior to Construction  
All Inspection requests call inspection hotline at (360)778-5902 prior to 6pm



VICINITY MAP  
NTS



ARCHITECTURAL ABBREVIATIONS

(2021 version)

ABV	ABOVE	ID	INSIDE DIMENSION
AFF	ABOVE FINISH FLOOR	INSUL	INSULATION
AC TILE	ACOUSTICAL TILE	INT	INTERIOR
ASC	ACOUSTICAL SUSPENDED CEILING	JNT	JOINT
ACT	ACTUAL	LVL	LEVEL
AL	ALUMINUM	L	LONG LINE
ARCH	ARCHITECTURE	LAV	LAVATORY
A TILE	ASPHALT TILE	LIN	LINOLEUM
AVG	AVERAGE	LT	LIGHT
BFF	BOTTOM FINISH FLOOR	MAR	MARBLE
BLKG	BLOCKING	MO	MASONRY OPENING
BR	BRICK	MFR	MANUFACTURE
BOS	BOTTOM OF STRUCTURE	MATL	MATERIAL
CPT	CARPET	MAX	MAXIMUM
CI	CAST IRON	MECH	MECHANICAL
CLG	CEILING	MTL	METAL
CL	CENTER LINE	MIN	MINIMUM
C TO C	CENTER TO CENTER	MUL	MULLION
CT	CERAMIC TILE	NAT	NATURAL
CO	CLEAN OUT	NOM	NOMINAL
CLO	CLOSET	NA	NOT APPLICABLE
CW	COLD WATER	NC	NOT IN THIS CONTRACT
COL	COLUMN	NTS	NOT TO SCALE
CONC	CONCRETE	NO.	NUMBER
CNU	CONCRETE MASONRY UNIT	OC	ON CENTER
CONST	CONSTRUCTION	OD	OUTSIDE DIMENSION
CONT	CONTINUOUS	OI	OVER
COORD	COORDINATE	OVDH	OVERHEAD
COR	CORRIDOR	PNT	PAINT
CFM	CUBIC FEET PER MINUTE	PTD	PAINTED
DTL	DETAIL	PL	PLASTIC LAMINATE
DIA	DIAMETER	P LAM	PLASTIC LAMINATE
DIM	DIMENSION	PLYWD	PLYWOOD
DR	DOOR	PT	PRESSURE-TREATED WOOD
DWR	DRAWER	POIC	PROVIDED OWNER INSTALL BY GC
DN	DOWN	POID	PROVIDED OWNER INSTALL BY OWNER
D.S.	DOWNSPOUT	POID	QUARRY TILE
DWG	DRAWING	QT	QUARRY TILE
DF	DRINKING FOUNTAIN	RC	RESILIENT CHANNEL
EA	EACH	RL	RAIN LEADER
ELEC	ELECTRICAL	REF	REFRIGERATOR, REFERENCE
ELEV	ELEVATION	REIN	REINFORCING BAR
EF	EACH FACE	REV	REVISION
EQ	EQUAL	R	RISER, RADIUS
EXIST	EXISTING	R	ROOM, ROOMS
EXT	EXTERIOR	RO	ROUGH OPENING
FO	FACE OF FINISH OPENING	SAN	SANITARY DRAIN LINE
FRP	FIBERGLASS REINF POLYESTER	SEC	SECTION
FIN	FINISH	SHT	SHEET
FAAP	FIRE ALARM ANNUNCIATOR PANEL	SV	SHEET VINYL
FD	FIRE DRAIN W/ PRIMER	SC	SOLID CORE
FE	FIRE EXTINGUISHER	SPECS	SPECIFICATIONS
FRT	FIRE RETARDANT TREATED	SE	SQUARE FEET
FLASH	FLASHING	SS	STAINLESS STEEL
FLR	FLOOR	SV	SHEET VINYL
FS	FLOOR SINK	STL	STEEL
FND	FOUNDATION	STORE	STORAGE
FOIC	FURNISHED BY OWNER	STRUCT	STRUCTURAL
FOIO	INSTALLED BY CONTRACTOR	SUSP	SUSPENDED
FCIC	INSTALLED BY OWNER	TB	TACK BOARD
FURN	FURNISHED BY CONTRACTOR	TBD	TO BE DETERMINED
FURNITURE	INSTALL BY CONTRACTOR	THRESH	THRESHOLD
GA	GAUGE	TS	TUBE STEEL
GL	GLASS	TYP	TYPICAL
GALV	GALVANIZED	UNFIN	UNFINISHED
GWB	GYPSUM WALLBOARD TYPE X	UNO	UNLESS NOTED OTHERWISE
GI	GREASE INTERCEPTOR	VCT	VINYL COMPOSITION TILE
HC	HANDICAP	VERT	VERTICAL
HDWR	HARDWARE	VIN	VINYL
HP	HEAT PUMP	VR	VAPOR RETARDER
HT	HEIGHT	VTR	VENT TO ROOF
HM	HOLLOW METAL	WB	WHIT BOARD
HOR	HORIZONTAL	WC	WATER CLOSET
HB	HOSE BIB, COLD WATER	WL	WALL
HW	HOT WATER	WP	WEATHERPROOFING
HWT	HOT WATER TANK	WRB	WEATHER RESISTIVE BARRIER
HM	HOLLOW METAL	WDW	WINDOW
		W	WITH
		WD	WOOD

PROJECT NOTES:

FLOOR PLAN NOTES:

1. PROVIDE BARRIER FREE SIGNAGE AT RESTROOMS
2. CONFIRM ALL ROUGH OPENINGS FOR DOORS AND WINDOWS PRIOR TO FRAMING AND ORDERING.
3. CONFIRM ALL FINISHES W. OWNER AND ARCHITECT PRIOR TO ORDERING

DEMOLITION NOTES:

1. LEGALLY REMOVE DEMOLITION DEBRIS FROM SITE.
2. PROTECT ALL STRUCTURAL MEMBERS AND COLUMNS.
3. DEMOLITION DEBRIS SHALL NOT BE ALLOWED TO DAMAGE OR OVERLOAD THE EXISTING STRUCTURE.

ELECTRICAL:

1. INSTALL NEW POWER OUTLETS AS REQ'D
2. INSTALL NEW DATA DROPS IF REQ'D
3. TRIM TO MATCH EXISTING.

PLUMBING NOTES:

1. RELOCATE AND INSTALL NEW PLUMBING AS SHOWN

HVAC NOTES:

1. RELOCATE EXISTING HVAC DUCTING AND REGISTERS AS REQ'D

ANY DEVIATION IN CONSTRUCTION FROM APPROVED PLANS REQUIRES PRIOR REVIEW AND APPROVAL.

OWNER:

SUDDEN VALLEY COMMUNITY ASSOCIATION  
4 CLUBHOUSE CIRCLE  
BELLINGHAM, WA 98229

DESIGN TEAM:

ARCHITECT  
SARAH BROWN ARCHITECTURE + DESIGN  
CONTACT: SARAH BROWN  
3222 EAGLERIDGE WAY  
BELLINGHAM, WA 98226  
C) 360.920.5488

CODE REVIEW:

2021 IEBC, 2021 IBC & ALL APPLICABLE CODES

ALTERATION LEVEL: LEVEL II

CONSTRUCTION TYPE: VB, NON SPRINKLERED

OCCUPANCY: GROUP B - 570 SQFT = 4 OCCUPANTS  
GROUP S1 - 4224 SQFT = 8 OCCUPANTS

PARKING: PARKING PROVIDED: 12 STALLS (EXISTING)

FIRE SPINKLERS: NONE, NO WORK

FIRE ALARM: PROVIDE & LOCATE FIRE ALARM NOTIFICATION APPLIANCE(S) STATION(S) AND SENSOR(S) AS REQ'D BY FIRE DEPARTMENT

PROJECT DATA:

SITE ADDRESS: 2054 LAKE WHATCOM BLVD  
BELLINGHAM, WA

PARCEL NO.: 33167

LEGAL DESCRIPTION: THAT PTN OF TRACTS A-B LY WITHIN SEC 8 DAF-BEG AT SE COR OF LOT 13 SUDDEN VALLEY DIV 32-TH ALG ELY PLAT BNDRY ON FOL COURSES N 09 DEG 35'56" W 781.11 FT-TH N 15 DEG 53'34" E 170.39 FT-TH N 01 DEG 46'44" W 161.08 FT-TH N 15 DEG 56'43" E 305.77 FT-TH N 20

PROPERTY CHARACTERISTICS:

LAND USE: 74  
TAX DIST: 1015 - 501 R L FSW LWWS  
LEGAL ACRES: 15.66 ACRES  
SETBACKS: 0'

PROJECT DESCRIPTION:

THIS IS A TENNANT IMPROVEMENT PROJECT. AN EXISTING MAINTENANCE FACILITY WILL UNDERGO AN UPDATE TO THEIR TOILET ROOM AND STAFF BREAK ROOM. NEW MAN DOORS AND FLOORING WILL BE INSTALLED AS INDICATED ON PLAN.

BUILDING AREAS:

GROUND FLOOR: 4,794 SQFT  
TI AREA: 570 SQFT

DEFERRED SUBMITTAL:

PLUMBING DESIGN  
HVAC ENGINEERING  
ELECTRICAL

DRAWING INDEX:

ARCHITECTURAL

A1.01 TITLE PAGE & PROJECT INFO  
A2.01 FLOOR PLAN  
A2.02 ENLARGED PLANS & INT. DETAILS

STRUCTURAL

S1.0 FOUNDATION PLAN  
S2.0 STRUCTURAL NOTES

Address shall be placed on all new and existing buildings and shall be plainly visible from the street or road. IFC sec. 505.1

REQUEST FOR INSPECTION SHALL BE FILED WITH OUR OFFICE AT LEAST ONE WORKING DAY BEFORE SUCH INSPECTION IS DESIRED

INSPECTION REQUESTS  
24 HOUR ANSWERING MACHINE  
(360) 778-5902

REVIEWED FOR CODE COMPLIANCE SUBJECT TO FIELD INSPECTIONS, CORRECTIONS AND PROVISIONS OF PLAN REVIEW

11/04/2024

PLANS EXAMINER, BLDG. SERVICES

Zoning Approval

Zoning Administrator:  12/20/2024

Certificate of Occupancy required. Call one week prior to desired occupancy date. IBC Sec. 111

SUDDEN VALLEY  
GOLF MAINT. TI

2054 LAKE WHATCOM BLVD.  
BELLINGHAM, WA 98229

SB JOB NO: 202405.21  
DATE: 08.21.2024

PERMIT SET

No.	ISSUED FOR	DATE

TITLE PAGE &  
PROJECT  
INFORMATION

A1.01

8/21/2024 11:02:32 AM



Inspector verify moved walls are non bearing.

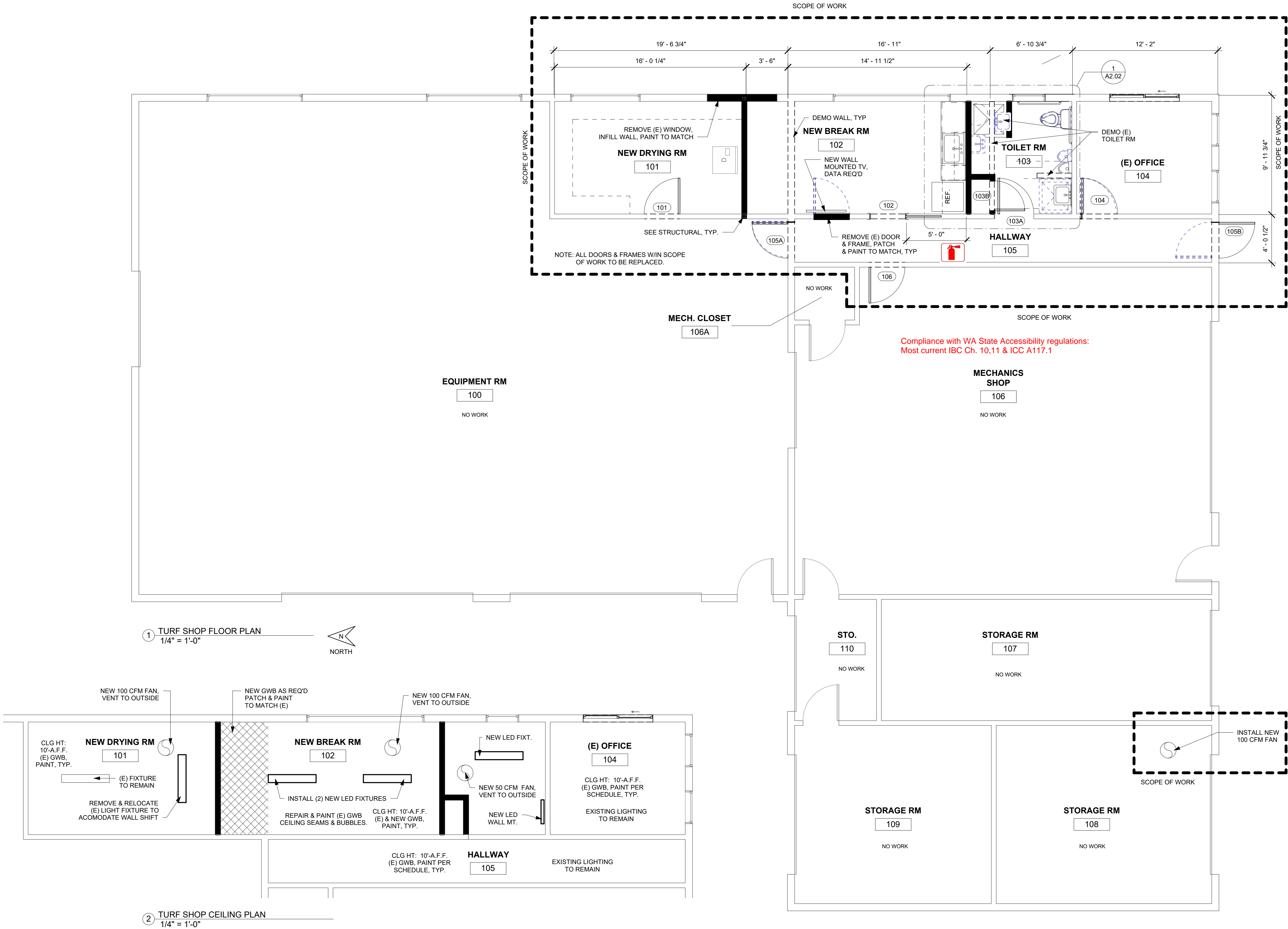
IBC 803. Interior finishes shall be minimum Class C:  
Flame spread 76-200; Smoke developed 0-450.  
IBC 2603.4 Plastic shall be separated from the interior  
of the building by a thermal barrier of 1/2" gypsum  
wall board or equivalent protection.

Sarah Brown  
ARCHITECTURE + DESIGN

3222 EAGLERIDGE WAY, BELLINGHAM, WA 98226  
CJ 368.920.8488  
E) SARAH@SARAHBROWN.COM



2A1/10BC Fire Extinguisher (FE) Shall be located in a  
conspicuous location and ready for immediate use.  
The FE if less than 40lbs shall not be installed so as the  
top is not more than 5' above the floor. IFC 906 There  
shall be no more than 75' travel distance from any one  
extinguisher.



WALL KEY

- NEW WALL
- EXISTING WALL
- DEMO WALL

SUDDEN VALLEY  
GOLF MAINT. TI

2054 LAKE WHATCOM  
BLVD.  
BELLINGHAM, WA  
98229

SB JOB NO: 202405.21  
DATE: 08.21.2024

PERMIT SET

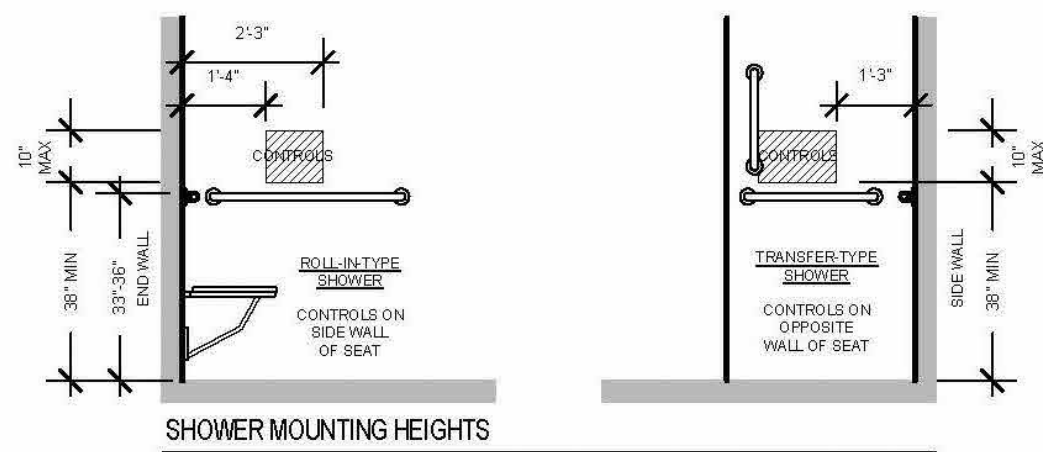
No.	ISSUED FOR	DATE

FLOOR PLAN

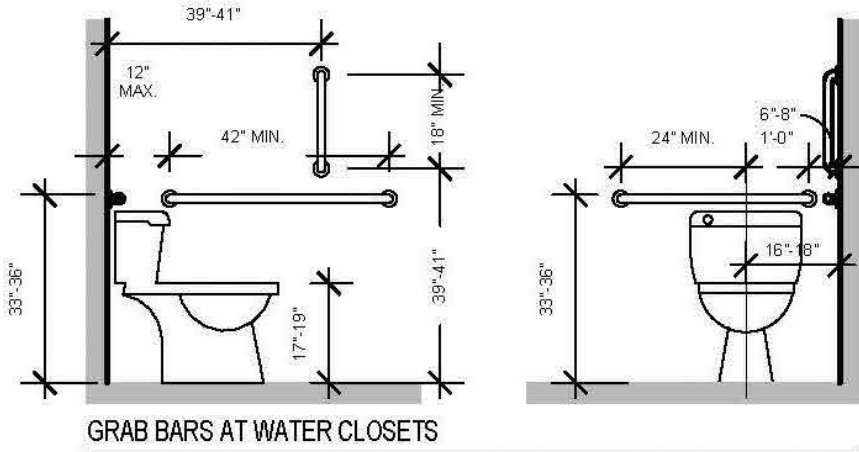
A2.01

8/21/2024 11:02:32 AM

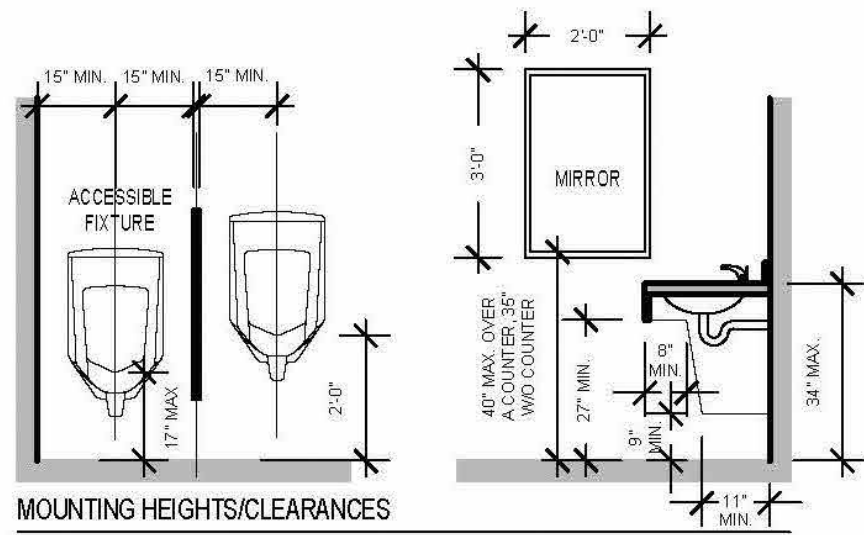




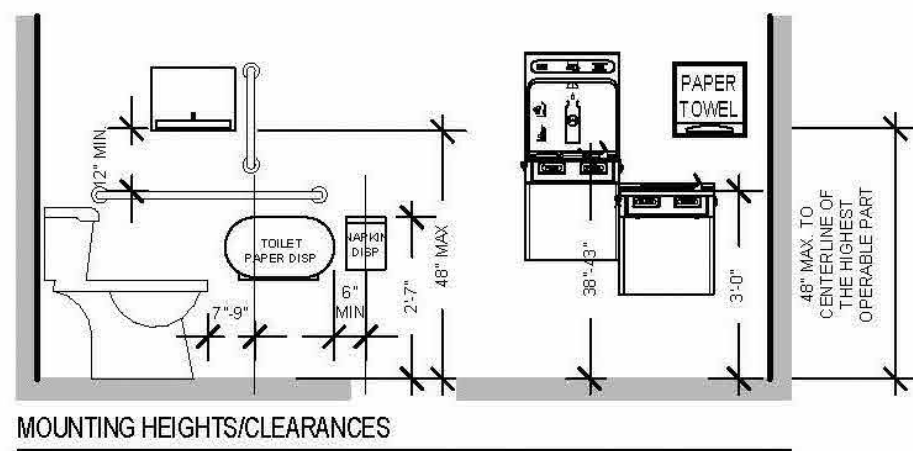
SHOWER MOUNTING HEIGHTS



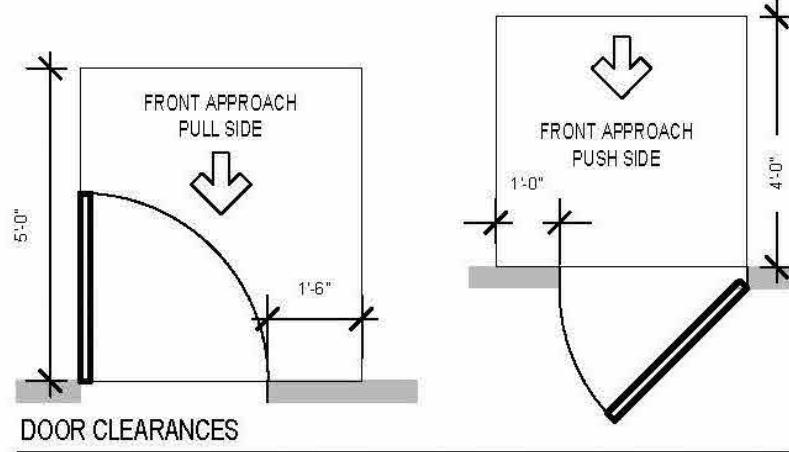
GRAB BARS AT WATER CLOSETS



MOUNTING HEIGHTS/CLEARANCES

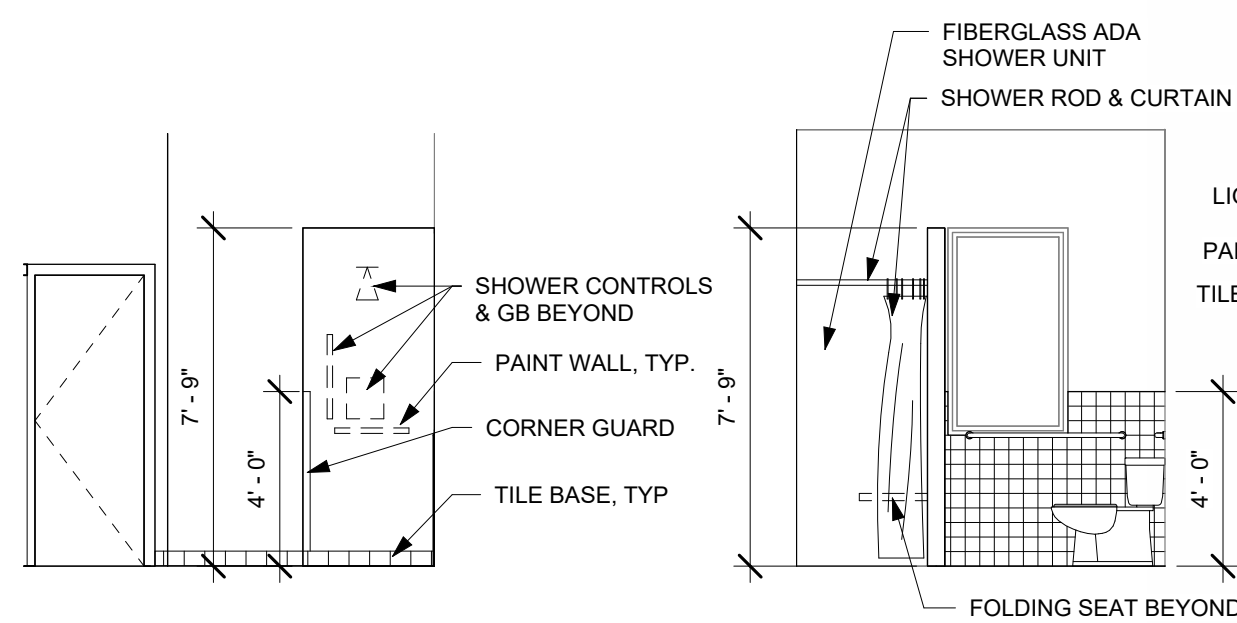


MOUNTING HEIGHTS/CLEARANCES

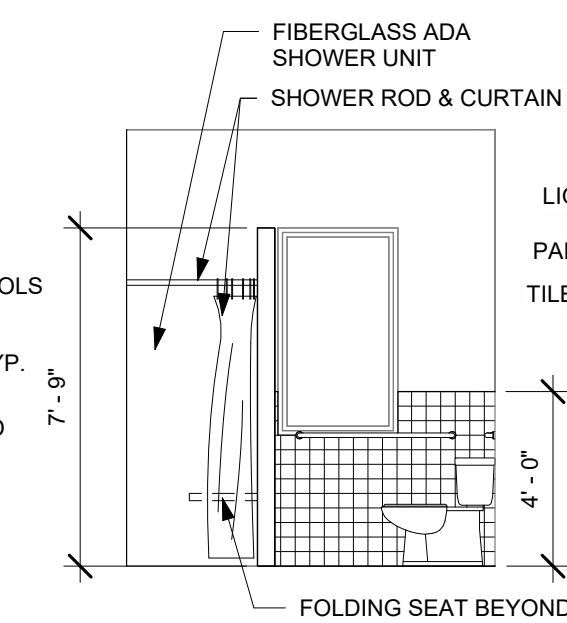


DOOR CLEARANCES

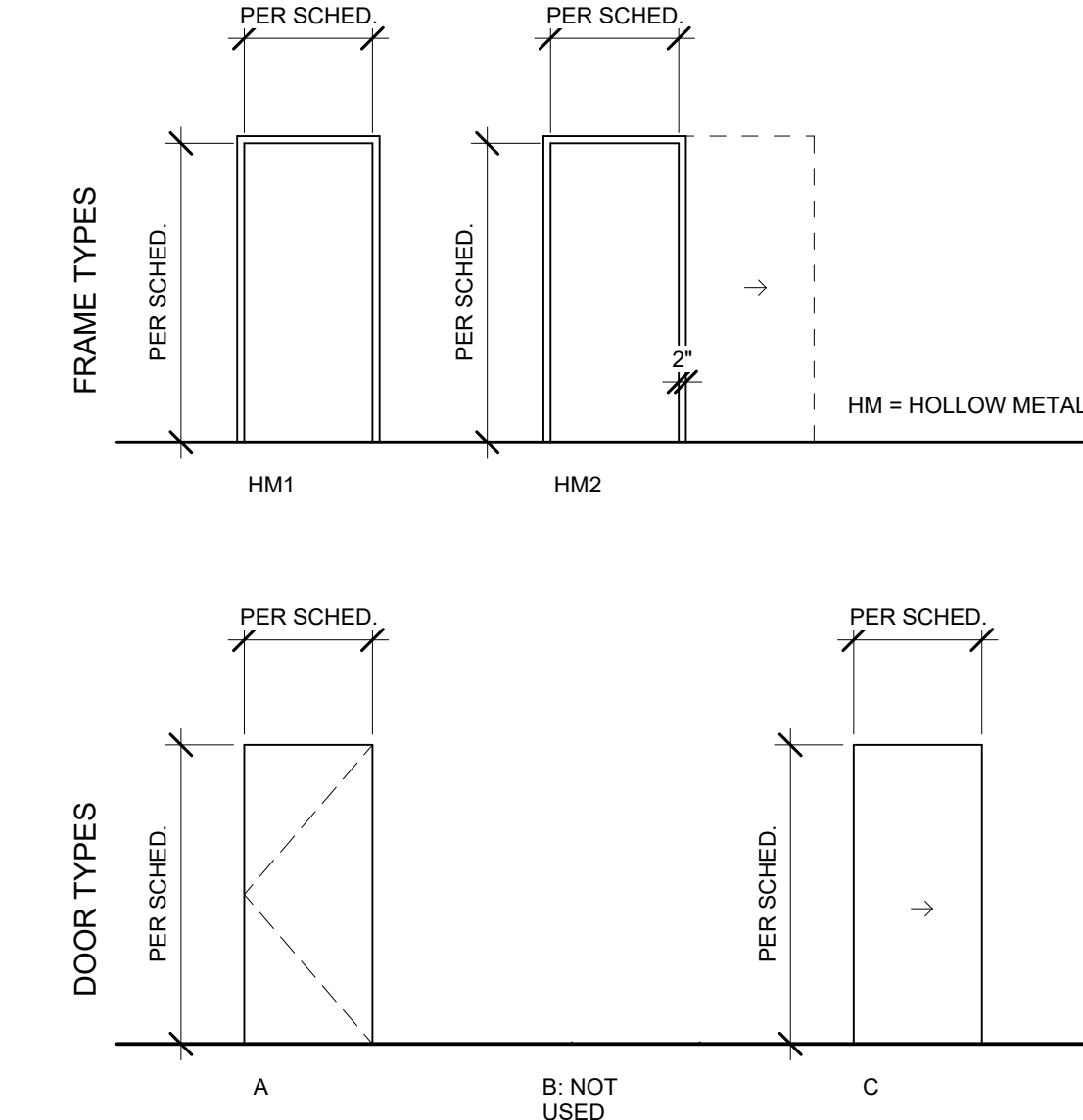
2 ADA MOUNTING HEIGHTS W. SHOWER  
3/32" = 1'-0"



5 NORTH ELEVATION  
1/4" = 1'-0"



6 EAST ELEVATION  
1/4" = 1'-0"



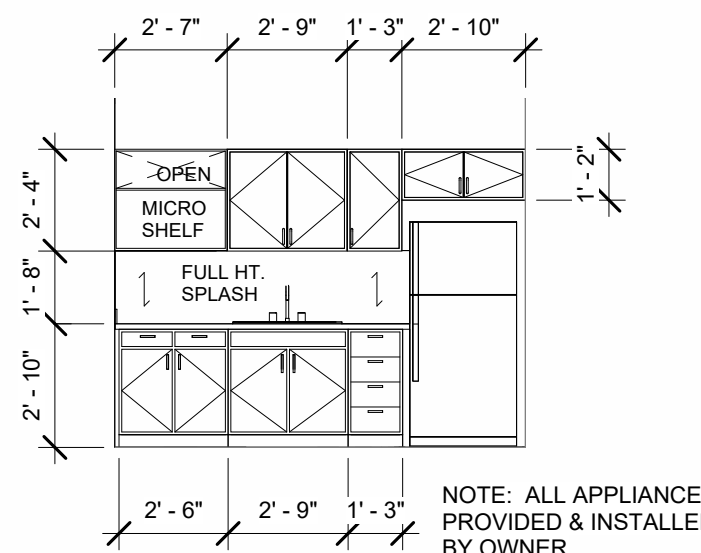
3 DOOR TYPES  
1/4" = 1'-0"

SUDDEN VALLEY TURF MAINTENANCE FACILITY

ROOM FINISH SCHEDULE

RM#	ROOM USE	FLOOR	WALL BASE	CLG	NORTH WALL	EAST WALL	SOUTH WALL	WEST WALL	NOTES
101	DRYING RM	SC	4" RB	(E) GWB-NEW PAINT	(E) GWB - NEW PAINT	(E) GWB - NEW PAINT	(E) GWB - NEW PAINT	(E) GWB - NEW PAINT	
102	N BREAK RM	LVP	4" RB	(E) GWB-NEW PAINT	(E) GWB - NEW PAINT	(E) GWB - NEW PAINT	NEW GWB/PAINT/CAB	(E) GWB - NEW PAINT	
103	TOILET RM	SV	4" TILE	NEW GWB	NEW GWB/PAINT	(E) GWB - PAINT/TILE	(E) GWB - PAINT/TILE	(E) GWB - NEW PAINT	
104	OFFICE	LVP	4" RB	(E) GWB	(E) GWB - NEW PAINT	(E) GWB - NEW PAINT	(E) GWB - NEW PAINT	(E) GWB - NEW PAINT	
105	HALLWAY	LVP	4" RB	(E) GWB	(E) GWB - NEW PAINT	(E) GWB - NEW PAINT	(E) GWB - NEW PAINT	(E) GWB - NEW PAINT	

ABBREV.:	CAB	CABINTRY
	LVP	LUXURY VINYL PLANK
	SV	SHEET VINYL
	RB	RUBBER BASE
	GWB	GYPSUM WALL BOARD
	SC	SEALED CONCRETE



4 KITCHENETTE  
1/4" = 1'-0"

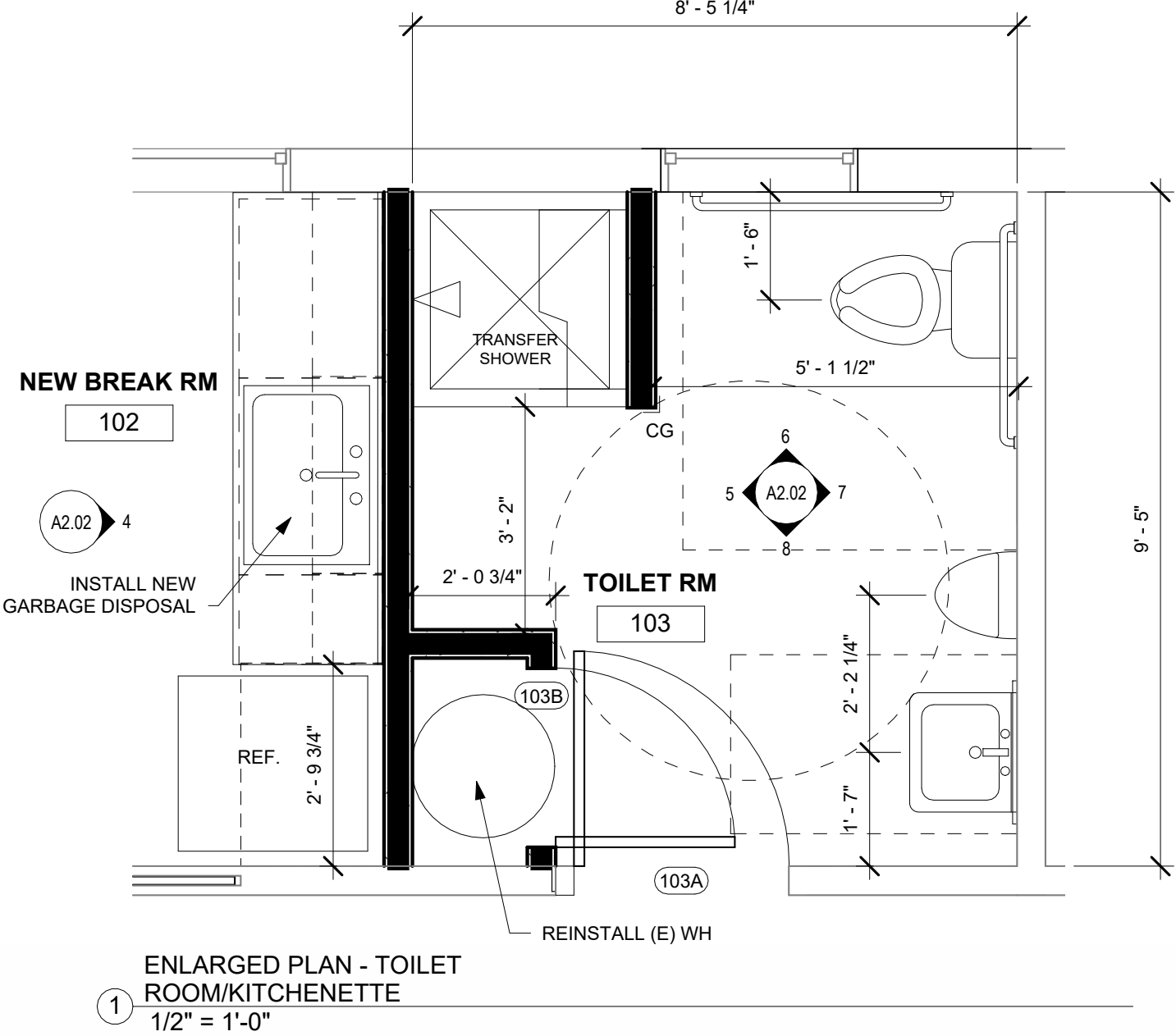
PRODUCT	MFR	COLOR	STYLE	DTLS
WALL PAINT	SHERWIN WILLIAMS	WORDLY GRAY - SW-7043	LOW SHEET EGGSHELL	PROMAR 200, 0-VOC LATEX
DOOR TRIM	SHERWIN WILLIAMS	MATCH RUBBER BASE	SATIN, ENAMEL FOR MTL	PROMAR 200, 0-VOC LATEX
RUBBER BASE	TARKETT	BURNT UMBER #63	4"; COVED	
FLOORING LVT	K-TRADE	VIVAR-LLP151	RIGID CORE	20 MIL, 41"x10"
FLOORING SV	MANNINGTON	HOJICHA 15417 OR ECRU 15362	BIOSPEC CHOICES	WELDED SEAM, 6'-6" SHEET
CABINET FINISH	WILSONART	PEWTER MESH 4878-38	FINE VELVET; STAND. LAM	EDGE BANDING
COUNTER/BS	WILSONART	POLISHED CONCRETE	ANTIQUE FINISH; PREM. LAM	AEON SCRATCH RESIST.; EDGE BANDING

ITEM	MFR	STYLE	FINISH	DTLS
FAUCET	DELTA	MODERN COLLECTION	STAINLESS	DELTA MODERN SINGLE HOLE
SHOWER	DELTA	MODERN COLLECTION	STAINLESS	MODERN SHOWER SINGLE FUNCTION SHOWER HEAD
LAVATORY	AMERICAN STANDARD	DECLYN, WALL HUNG 4" CTR.	WHITE	14.25"x10.75"x6"
TOILET	AMERICAN STANDARD	CADET	WHITE	TWO PIECE PRESS ASSIST 1.6 GAL/6.0 Rpf ELONG BOWL
URINAL	AMERICAN STANDARD	MAYBROOK, 125-1.0 GPF	WHITE	TOP SPUD W. EVERCLEAN
KIT. SINK	TIRANA COLLECTION	TIRANA 30" UNDERMOUNT	STAINLESS	16 GA; 29X18X10
KIT. FAUCET	KOHLER	SIMPLICE COLLECTION	VIBRANT STAINLESS	SINGLE HOLE, PULL DOWN, NO ESCUTCHEON
CABINTRY HARDWARE	AMAZON HANDLES	SQUARE PULLS	SATIN CHROME	5"
GRAB BARS	ASI	-	STAINLESS	-
PAPER TOWEL DISP.	ASI	210	STAINLESS	-
TOILET PAPER DISP.	ASI	39; LOW PRO. 9" JUMBO ROLL	STAINLESS	20-1/2" X 11-3/16" X 4-11/16"
MIRROR	ASI	0600-C2436	STAINLESS	24X36
SOAP DISPENSOR	ASI	20364	STAINLESS	ROYAL AUTOMATIC LIQUID SOAP DISP., SURFACE MT.
CORNER GUARDS	-	-	POLYCARBONATE, CLEAR	90 DEG., 4"x2"x2"; DOUBLE STICK CLEAR TAPE PER MFR.

Mark	Width	Height	Thickness	Construction	Type	Door Type	Finish	Frame Material	Fire Rating
101	3' - 0"	6' - 8"	0' - 1 3/4"	HOLLOW METAL	A	PAINT			-
102	3' - 0"	6' - 8"	0' - 1 3/8"	HOLLOW METAL	A	PAINT			-
103A	3' - 0"	6' - 8"	0' - 1 3/4"	HOLLOW METAL	A	PAINT			-
103B	2' - 6"	6' - 8"	0' - 1 3/4"	HOLLOW METAL	A	PAINT			-
104	3' - 0"	6' - 8"	0' - 1 3/4"	HOLLOW METAL	A	PAINT			-
105A	3' - 0"	6' - 8"	0' - 1 3/4"	METAL INSUL	A	PAINT			-
105B	3' - 0"	6' - 8"	0' - 1 3/4"	METAL INSUL	A	PAINT			-
106	3' - 0"	6' - 8"	0' - 1 3/4"	HOLLOW METAL	A	PAINT			-

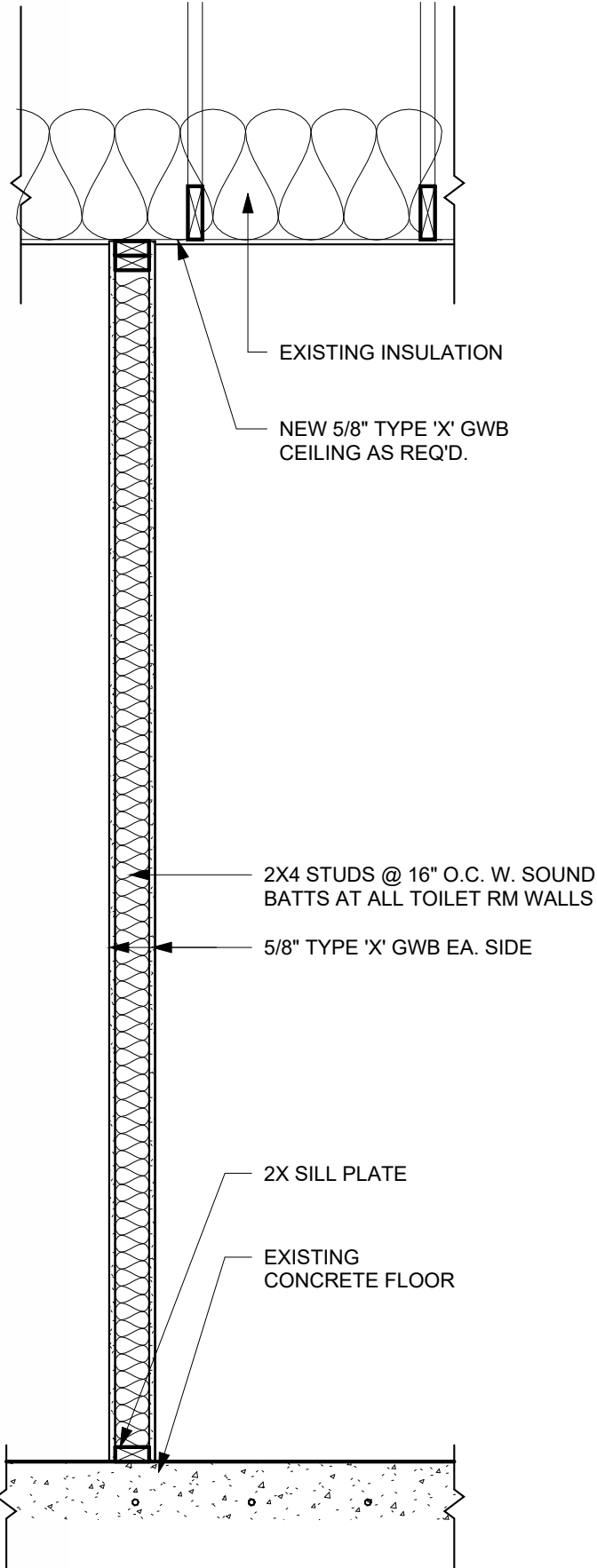
NOTE: ALL DOORS & FRAMES WITHIN SCOPE OF WORK TO BE REPLACED.

8 WEST ELEVATION  
1/4" = 1'-0"



1 ENLARGED PLAN - TOILET ROOM/KITCHENETTE  
1/2" = 1'-0"

Compliance with WA State Accessibility regulations:  
Most current IBC Ch. 10,11 & ICC A117.1



9 NEW WALL SECTION  
3/4" = 1'-0"

Sarah Brown  
ARCHITECTURE + DESIGN

3222 EAGLERIDGE WAY, BELLINGHAM, WA 98226  
CI 360.920.8488  
E) SARAH@SBRARCH.COM

11122 REGISTERED  
ARCHITECT  
SARAH A. BROWN  
STATE OF WASHINGTON

WALL KEY

- NEW WALL
- EXISTING WALL
- DEMO WALL

SUDDEN VALLEY  
GOLF MAINT. TI

2054 LAKE WHATCOM  
BLVD.  
BELLINGHAM, WA  
98229

SB JOB NO: 202405.21  
DATE: 08.21.2024

PERMIT SET

No.	ISSUED FOR	DATE

ENLARGED PLAN  
& INTERIOR  
DETAILS

A2.02

8/21/2024 11:02:33 AM



C:\Structural-Home\2024\24253-Sudden Valley GC Maint\Struct\24253-Sudden Valley GC-Str. Plans.dwg, 7/29/2024 10:38:25 AM, AutoCAD PDF (General Documentation).pc3

LEGEND

(E) WALLS

(N) WALLS

BEARING WALL

SHEARWALLS

2x6 OVERFRAMING

CONCRETE WALL

CONCRETE FOOTING

LINE OF FLOOR ABOVE

WOOD BEAM, GLULAM BEAM (GLB)

RAFTER OR WOOD ENG. TRUSS

FLOOR JOISTS

ROOF OUTLINE

(E) ROOFLINE

DEMO (E) WALLS

BEARING POINT

BEARING POINT FROM ABOVE (BPA)

(FTF)

FLOOR-TO-FLOOR CONNECTION

(FTB)

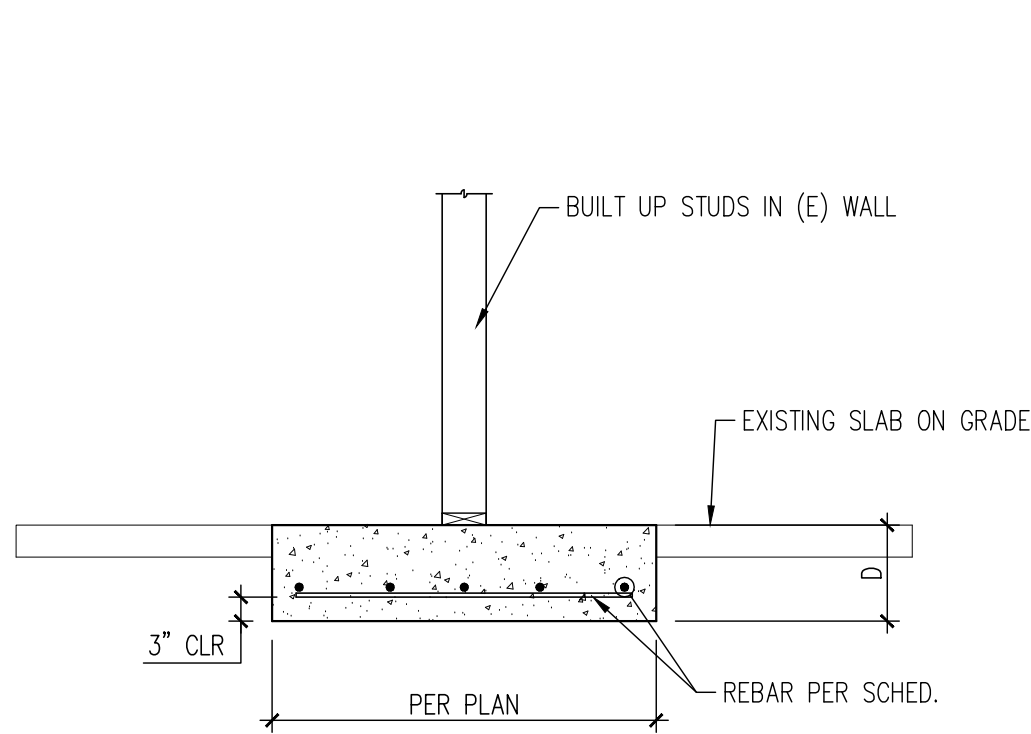
FLOOR-TO-BEAM CONNECTION

FLOOR LEVEL

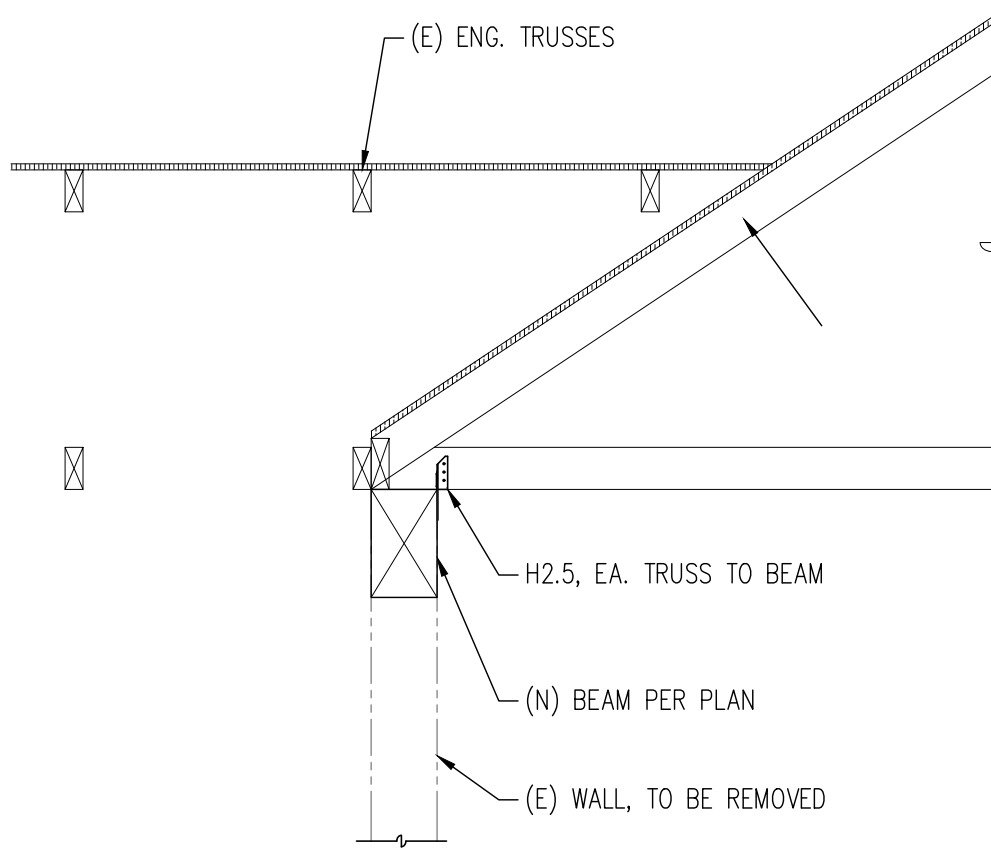
WALL NUMBER

REGULAR SHEARWALL

SHEARWALL W/ LOADS TRANSFER AROUND OPENINGS

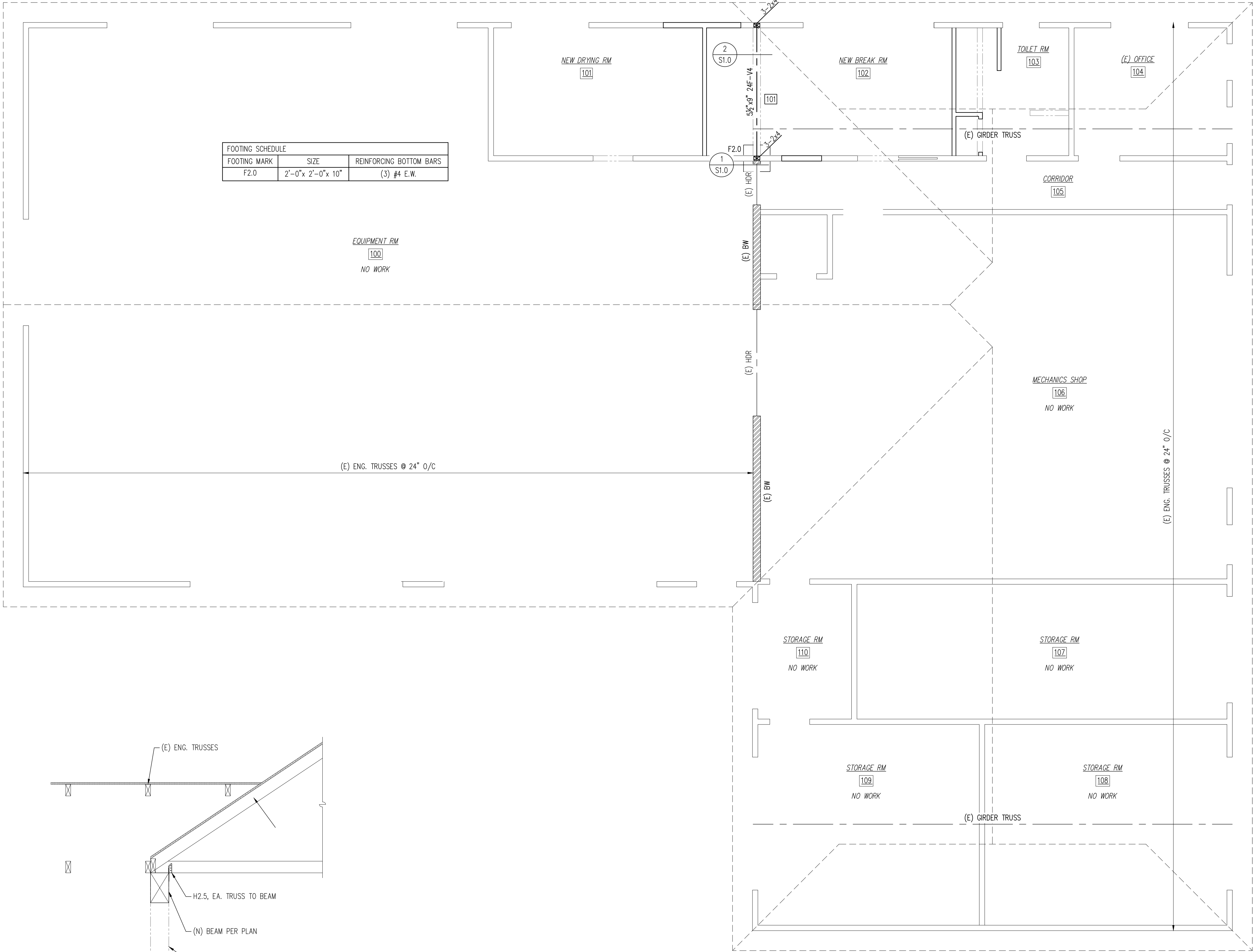


1 NEW FOOTING IN EXISTING SLAB  
S1.0 SCALE: 1/2" = 1'-0"



2 TRUSS TO TOP PLATE CONNECTION - TRUSSES PARALLEL  
S1.0 SCALE: 3/4" = 1'-0"

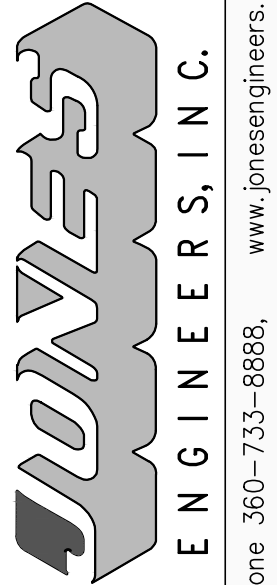
FOOTING SCHEDULE		
FOOTING MARK	SIZE	REINFORCING BOTTOM BARS
F2.0	2'-0"x 2'-0"x 10"	(3) #4 E.W.



FRAMING PLAN

SCALE: 1/4" = 1'-0"

THIS DOCUMENT, CONSISTING OF PLANS, DESIGNS AND SPECIFICATIONS IS AN INSTRUMENT OF OUR PROFESSIONAL SERVICE AND THIS DOCUMENT SHALL REMAIN THE PROPERTY OF JONES ENGINEERS, INC. WE GRANT THE PERSONS/COMPANY NAMED ON THIS SHEET A ONE-TIME USE OF THIS DOCUMENT AT THE LOCATION SPECIFIED HEREON. ANY RE-USE OF THIS DOCUMENT IN WHOLE OR IN PART, IS STRICTLY PROHIBITED WITHOUT WRITTEN PERMISSION.



phone 360-733-8886, www.jonesengineers.us  
4164 Meridian Street • Suite 304 • Bellingham, Wa. 98226

SUDDEN VALLEY GOLF  
MAINT. TI

2050 Lake Whatcom Blvd, Bellingham, WA

FOUNDATION PLAN



DRAWN BY: RAL  
CHECKED BY: RAL  
DATE: xx/xx/2024  
JOB NUMBER: 24 xxx  
REVISION:

S1.0

C:\Structural-Home\2024\24253-Sudden Valley GC Maint\Struct24253-Sudden\_Valley GC-Str\_Plans.dwg, 7/29/2024 10:38:25 AM, AutoCAD PDF (General Documentation).pc3

STRUCTURAL NOTES

1. REFERENCE CODES & STANDARDS

International Building Code (IBC) 2021 Edition  
Washington State Building Code (Washington Administrative Code (WAC) Title 51)  
National Design Specification for Wood Construction (NDS), 2018 Ed.  
American Concrete Institute, ACI 318-19  
Minimum Design Loads for Buildings and Other Structures, ASCE 7-16

2. DESIGN LOADS AND CRITERIA

Roof Snow Load	25 psf	Wind Design Data		Seismic Design Data	
Roof Dead Load	15 psf	Risk Category	II	Risk Category	II
Attic Live Load,	20 psf	Wind Speed, Basic	110 mph	Importance Factor (I <sub>w</sub> )	1.0
Solar Allowance	5 psf	Wind Exposure	C	Soil Site Class	D
Exterior Walls (Siding)	12 psf	Wind Importance Factor (I <sub>w</sub> )	1.0	S <sub>s</sub>	1.021
Exterior Walls (DryVit)	22 psf			S <sub>1</sub>	0.355
Interior Walls	10 psf	Soil Design Data		S <sub>ps</sub>	0.810
Floor Live Load	40 psf	Soil Bearing Capacity (DL + LL)	1500 psf	Design Category	D
Floor Dead Load	10 psf	Soil Coefficient Of Friction	0.35	Response Mod. Coeff. (R)	6.5
Deck Dead Load	5 psf	Soil Unit Weight	115 pcf	C <sub>s</sub> (ASD)	0.088
Deck Live Load	60 psf			ELF Design per ASCE 7 12.8	

ALLOWABLE DEFLECTIONS, unless noted otherwise in these notes, specifications, or drawings			
Roof Framing Deflection Live Load	L/360	Horizontal Deflection (Drift), Any Load Case	L/200
Roof Framing Deflection Total Load	L/240	Min. Roof Slope, unless noted otherwise	¼" per foot
Floor Framing Deflection Under Live Load	L/480		

3. SPECIFICATIONS

- 3.1 Design, material and workmanship shall be in accordance with the latest version of the following Codes And Standards contained herein, unless otherwise modified on the drawings or specifications.

ACI 211	Standard Practice For Selecting Proportions For Normal, Heavyweight, & Mass Concrete
ACI 301	Specifications For Structural Concrete For Buildings
ACI 305	Hot Weather Concreting
ACI 306	Standard Specification For Cold Weather Concreting
ACI 308	Standard Practice For Curing Concrete
ACI 318-19	Building Code Requirements For Reinforced Concrete
ACI 347	Guide To Formwork For Concrete
ACI MNL-66(20)	Detailing Manual
CRSI-PI	Recommended Practice For "Placing Reinforcing Bars", Current Ed.

4. CAST-IN-PLACE CONCRETE

- 4.1 Cast-in-place normal-weight concrete materials, mixing, placing, and testing shall conform to IBC Chapter 19, with mix design in conformance with ACI 211.1 & 301.
- 4.2 Material specifications, unless noted otherwise:

USE	MIN. 28-DAY	MAX. WATER-CEMENT RATIO	
		NON-AIR ENTRAINED	AIR ENTRAINED
FOOTING	2500 PSI (5-SACK)	0.67	0.54
ALL OTHER	3000 PSI (6-SACK)	0.58	0.46

- Use Type I cement unless noted otherwise. Use Type I-A cement where air entrainment is required. Slump shall be 4 inches plus or minus 1 inch per ASTM C94-2017a.

- 4.3 Water-reducing admixtures conforming to ASTM C494 may be incorporated in the concrete design mixes and be used in strict accordance with the manufacturer's recommendations, subject to Engineer's approval.

- 4.4 An air-entraining agent conforming to ASTM C260 shall be used in all concrete mixes for slabs and other flatwork to be exposed to weather. The amount of entrained air shall be 5% plus or minus 1% by volume.

- 4.5 Accelerating admixtures may be used in concrete mix design, provided that they conform to ASTM C494 Type C or E.

- 4.6 Special inspection and testing is required for all reinforced concrete except for foundation concrete with a designated compressive strength not exceeding 2500 PSI and nonstructural slabs on grade.

- 4.7 For each class of concrete where testing is required, the special inspector shall take not less than one set of three 4"x8" cylinders for each day of concrete placement, or for each pour, or not less than one set for each 150 cubic yards of concrete, or not less than one set for each 5,000 square feet of surface area for slabs or walls.

- 4.8 During periods of cold weather, batching, placing, and curing of concrete shall conform to ACI 306R. Do not place concrete on frozen subgrade or in contact with forms, reinforcing, or embeds that are less than 35F.

- 4.9 During periods of hot weather, batching, placing, and curing of concrete shall conform to ACI 305R.

- 4.10 Anchor bolts, dowels, and other embedded items shall be securely tied in position prior to concrete placement.

- 4.11 Do not add water at site. Maximum drop during placement is three feet. Consolidate concrete with a mechanical vibrator as required.

- 4.12 All exposed surfaces shall receive a steel trowel finish unless noted otherwise. Do not dust surfaces with dry cement to remove water.

- 4.13 Concrete shall be maintained in a moist condition for a minimum of five days after placement or sealed with a curing compound applied in two coats at right angles. Follow manufacturer's application instructions and do not exceed recommended coverage.

- 4.14 Keyed construction joints shall be used in all cases except slabs on grade. All construction joints, including connections to pre-existing concrete shall be clean and free from foreign substances, loose material or laitance. Where noted on drawings as "roughened," mechanically roughen (so as to fracture coarse aggregate) entire surface to at least 1/4" amplitude and remove all loose material. Dampen joints for at least 1/2 hour prior to new pour but leave no standing water. All vertical joints shall be thoroughly wetted and slushed with a coat of neat cement immediately before placing new concrete.

- 4.15 Pipes other than electrical conduits shall not be embedded in structural concrete except where specifically approved. Do not embed aluminum conduits and sleeves in concrete.

- 4.16 Placing of concrete shall be in accordance with ACI-301 and ACI-304.

- 4.17 Pumping or pneumatic conveying equipment shall be of suitable kind with adequate pumping capacity. Pneumatic placement shall be controlled so that segregation is not apparent in the discharge concrete. The loss of slump in pumping or pneumatic conveying equipment shall not exceed 2 inches. Concrete shall not be conveyed through pipe made of aluminum or aluminum alloy.

- 4.18 Generally, the aggregate size shall not be more than 1½ inches for the footings and ¾ inches for the walls and columns. Proportions of aggregate to cement for any concrete mix shall be such as to produce a mixture which, consistent with the method of placing, will work readily into corners and angles of the forms and around the reinforcement without permitting the materials to segregate or excess water to collect on the surface.

5. ANCHOR BOLTS IN CONCRETE

- 5.1 Use galvanized threaded parts, bolts, nuts, and washers where exposed to weather unless noted otherwise per ASTM A153.

- 5.2 Material specifications shall be as follows, unless noted otherwise:  
Anchor Bolts: ASTM A307, Grade A; ASTM F1554, Grade 36; or as indicated per plan  
Threaded rod: ASTM A36  
Nuts: ASTM A563  
Washers: ASTM F436

- 5.3 Provide anchor bolt configuration as shown including diameter, spacing, projection, embedment, and end configuration.

- 5.4 Install 1/2" diameter x 10" long anchor bolts at 4'-0" O/C and 6" to 12" from each end at wood sill plates unless noted otherwise.

- 5.5 Anchor bolts for holdowns shall be Simpson SB OR SSTB per drawings unless noted otherwise. Install anchors per ICC Report ESR-2611 and the manufacturer's recommended procedure. Deepen footing as required to maintain 3 inches clear under the anchors.

6. REINFORING STEEL IN CONCRETE

- 6.1 All reinforcing steel shall be free from loose rust and other coatings that would inhibit reinforcing bond.

- 6.2 Bar detailing and support of reinforcing bars in forms shall conform to the CRSI Manual Of Standard Practice, unless shown otherwise on the plans.

- 6.3 Reinforcing steel shall not be bent or displaced for the convenience of other trades unless approved by the structural engineer.

- 6.4 Reinforcing steel shall be deformed bars from new billets conforming to ASTM A615, Grade 60 (or A615M, Grade 420) for #5 bars and larger, and to ASTM A615, Grade 40 (or A615M, Grade 280) for #4 bars and smaller.

- 6.5 Bars conforming to the metric specifications and grades shown above in the metric sizes shown below may be substituted for the bars shown on the drawings. Bar spacing, embedment and lap lengths, reinforcing cover, bends, and hooks remain the same.

- 6.6 Fabrication and placement of reinforcing in concrete shall conform to ACI 318 & IBC section 1905. Lap all reinforcing bars at all splices, corners, and intersecting walls per table below, unless noted otherwise:

CONCRETE STRENGTH (psi)										
	2,000		3,000		4,000		5,000		6,000	
	TOP	OTHER	TOP	OTHER	TOP	OTHER	TOP	OTHER	TOP	OTHER
#3 (#10)	27	21	22	17	19	15	17	13	15	12
#4 (#13)	35	27	29	22	25	19	22	17	20	16
#5 (#16)	44	34	36	28	31	24	28	22	25	20
#6 (#19)	53	41	43	33	37	29	34	26	31	24
#7 (#22)	77	59	63	48	55	42	49	38	45	34
#8 (#25)	87	67	72	55	63	48	56	43	55	43
#9 (#29)	98	76	81	62	71	54	63	49	57	44

Use "TOP" reinforcing values for horizontal bars with more than 12" of concrete below them in the casting position. Lap lengths, in inches, are based on normal weight concrete and a minimum 2 D<sub>s</sub> spacing and 1 D<sub>s</sub> cover, per ACI 318-19. The sizes shown (#xx) are the corresponding metric bar sizes. Wire all the lap splices.

- 6.7 Minimum cover over reinforcement, unless noted otherwise:  
Concrete placed on earth: 3 inches  
Concrete exposed to air or weather: 2 inches  
Other conditions, u.n.o.: 1½ inches

- 6.8 Reinforcing steel welding shall be performed by WABO certified welders and shall conform to Structural Welding Code (AWS D1.4-2018). Use E80XX electrodes for A706 bars and E90XX electrodes for A615 bars unless noted otherwise. Field welds shall have special inspection per IBC section 1705.3.1.

- 6.9 Reinforcing bars, bolts, anchors, dowels, & metal inserts shall be securely tied in position prior to concrete placement. Reinforcing shall be supported on chairs or slab bolsters (with distribution plates if required) or concrete dobies prior to concrete placement. Support spacing shall not exceed 10 feet in each direction.

7. WELDED WIRE FABRIC IN CONCRETE

- 7.1 Plain welded wire fabric shall conform to ASTM A82 and A185 with fy = 65 ksi minimum. Lap fabric one space + 2" or 6" minimum at sides and ends.

- 7.2 Deformed welded wire fabric shall conform to ASTM A496 and A497 with fy = 70 ksi minimum. Lap fabric 8" minimum at sides and ends.

8. FIBROUS REINFORCING IN CONCRETE

- 8.1 Fibrous reinforcing shall have a current ICC Evaluation Report listing. Submit mix design to the Engineer for review.

- 8.2 Fibers shall be mixed and concrete placed per the ICC Report and the manufacturer's instructions.

9. SLABS ON GRADE

- 9.1 See foundation plan for concrete slab thickness and finish requirements.

- 9.2 Reinforcing bars or welded wire fabric shall be as noted on drawings placed 1 to 1-1/2" below the top of the slab. Two-course work or pulling reinforcing up during concrete placement is not permitted.

- 9.3 See foundation details for typical slab jointing.

- 9.4 All slab joints must be free of dirt and debris before they are sealed with semi-flexible, epoxy joint filler.

- 9.5 Floor slabs shall be level to within 1/4" in any 10 foot length except as noted. Flatness shall be checked with a 10 foot straight edge at random locations within 24 hours of each slab placement and construction procedures revised if required.

- 9.6 Exterior slabs and interior slabs that drain shall be sloped 1/8" in 12" minimum and 1/4" in 12" maximum unless noted otherwise.

- 9.7 If a geotechnical report is not available for this particular project, the soil properties shall be referenced to Table 1806.2 of IBC, in which allowable soil bearing pressure is taken as 1500 psf as the default value.

- 9.8 Concrete slabs shall be placed over 4" of ¾" minus crushed rock with less than 5% fines, unless noted otherwise in a geotechnical report. At office areas, slabs shall be placed over a 4 mil vapor barrier over 2" of sand over 4" of ¾" minus crushed rock with less than 5% fines.

10. WOOD FRAMING

- 10.1 Materials are to meet or exceed those shown below, with moisture content not to exceed 19% for sawn lumber and less than 16% for Glulams.

Glue-Laminated Beams	24F-V4 or 24F-V8, as noted on plans
Posts & Beam	Douglas-Fir (DF) #2
Studs, Sills & Plates	Hem/Fir (HF) or SPF, Stud Grade, U.N.O.
Sawn Joists	Hem/Fir (HF) #2
Rim Joist (1-Joists)	MIN. 1½" Thick 1.3E LSL Rim Boards
Rim Joists (2x Joists)	2x Hem/Fir HF Matching Joist Depth
Blocking & Bridging	Hem/Fir (HF) Construction Grade
Commercial Connectors	Simpson Strong-Tie, per plan. Provide Full Catalog Nailing and/or bolting.
Fabricator connectors	As detailed on plans
Roof Sheathing	¾" 5 ply CDX or OSB, APA rated sheathing w/ ply clips or T&G
Wall Sheathing	¾" 5 ply CDX or OSB, APA rated sheathing, U.N.O.
Floor Sheathing	¾" T&G, APA rated STUD-I-FLOOR, blocking required under all edges, glued & nailed.
Panel Adhesive	Per APA Spec AFG-01

- 10.2 Unless noted otherwise, use double joists under walls or partitions parallel to joists. Solid block under partitions perpendicular to joists.

- 10.3 For solid joists, Provide blocking or cross-bridging at 8'-0" O.C. maximum spacing and solid blocking at bearing points. Provide double joists each side of openings unless detailed otherwise.

- 10.4 Support joists not less than 2-1/2" onto beam or plates. Where framing into the face of the support, use not less than Simpson LUS-series hangers.

- 10.5 No structural member shall be cut or notched unless specifically shown & approved by the Structural Engineer.

- 10.6 Do not notch joists in middle half of the span. Limit depth of notch to 1/6" the depth of the joist, except as detailed. Locate bore holes within the middle 1/3 of the depth of the joist, not to exceed 2-1/2" in diameter.

- 10.7 Provide typical nailing per IBC Table 2304.10.2 where not called out on the plans. All nails are to be common or galvanized box, unless noted otherwise. "16d vinyl coated sinkers" may be used in lieu of 10d commons, however, they may not be used to replace 16d commons. Pre-drill as required to avoid splitting.

- 10.8 Where high moisture levels are present, use galvanized fasteners and galvanized hardware and fittings.

- 10.9 Lag bolts or screws shall be hex- or square- head steel bolts with cut threads. Use washers under heads. Pre-drill holes with bit approximately 60% of shank diameter. Install bolts by turning with a wrench, not by driving with a hammer.

- 10.10 Machine bolts shall be ASTM A307 bolts, unless noted otherwise. Use washers under head and nut. Bolt holes shall be nominal diameter of bolt plus 1/16" u.n.o.

- 10.11 All sheathing shall be installed with staggered end laps with support at all panel edges by means of clips, blocking or T&G joints.

- 10.12 Where wood panels are fastened to steel framing, use #10 or larger self-drilling screws with tapered head. Head of screw to be flush with the face of the sheet. Spacing and edge distance to be the same as for nails unless noted otherwise.

- 10.13 The manufactured roof and floor system shall be designed for all dead loads plus the live, snow, wind and seismic loads identified above and the requirements of the current edition of the IBC. Additional requirements include:  
Sprinkler system loads per current code or as specified in this contract document  
Mechanical equipment loading (see mechanical drawings)  
Any additional loading called out on the drawings.

- 10.14 Cants, crickets and over-framing shall be placed over the basic roof sheathing.

- 10.15 Hole diameter in GLB shall not exceed 20% of beam depth, nor 1½". Seal all exposed surfaces of GLB after field cutting or drilling.

11. WOOD TRUSSES

- 11.1 Trusses shall be manufactured with wood webs and chords. Lumber shall be kiln dried to a moisture content of 19% or less. Truss joints shall be fastened with light metal plate connectors of galvanized steel that conform to ANSI/TPI 1-2014 pressed into both sides of the wood members.

- 11.2 Trusses shall be designed to fit dimensions shown on the drawings and for loads shown above; include any concentrated mechanical loads on roof. Verify weight and location with mechanical Contractor. All designs shall be in accordance with allowable values assigned by a current ICC Evaluation Report. Live load deflection shall be limited to L/360 for roof and floor framing, unless noted otherwise.

- 11.3 For all the individual trusses identified as "strut/truss" in the plans, they shall be designed to resist the specified axial loads in addition to the pertinent vertical loads.

- 11.4 Shop drawings shall be submitted to the Engineer and Building Official for review prior to fabrication. Shop drawings shall be sealed by a Civil Engineer licensed in the State of Washington who is responsible for the design. The manufacturer shall design and provide all required bridging and bracing between the trusses. The supplier shall submit a Certificate of Compliance to the Engineer and Building Official per IBC section 1704.2.5.

- 11.5 Trusses shall be erected and installed in accordance with the drawings, approved shop drawings and manufacturer's instructions. Contractor shall notify the Engineer prior to enclosing the trusses to provide opportunity for review of the installation. Cutting or field alteration of trusses is not permitted.

12. WOOD JOISTS

- 12.1 Wood I Joists shall be manufactured with webs glued to the flanges with waterproof glue.

- 12.2 Joists shall be manufactured by: Trus Joist (ESR-1153).

- 12.3 Substitution of another product requires approval of the Engineer. Equivalent joists shall have the same or greater capacities for shear, moment, and deflection.

- 12.4 Joists shall be designed to fit dimensions shown on the drawings and for loads shown above; include any concentrated mechanical loads on floor (verify weight and location with mechanical Contractor). All designs shall be in accordance with allowable values assigned by a current ICC Evaluation Report. Live load deflection shall be limited to L/360 & L/480 for roof and floor framing, respectively, unless noted otherwise.

- 12.5 Shop drawings shall be submitted to the Engineer and Building Official for review prior to fabrication. Shop drawings shall be sealed by a Civil Engineer licensed in the State of Washington who is responsible for the design. The manufacturer shall design and provide all required bridging and bracing between the joists. The supplier shall submit a Certificate of Compliance to the Engineer and Building Official per IBC section 1704.2.5.

- 12.6 Joists shall be erected and installed in accordance with the drawings, approved shop drawings and manufacturer's instructions. Contractor shall notify the Engineer prior to enclosing the joists to provide opportunity for review of the installation. Cutting or field alteration of joists is not permitted.

13. ENGINEERED LUMBER

- 13.1 All engineered lumber shall conform to a current ICC Evaluation Report. Minimum specifications:

LUMBER SPECS							
LUMBER TYPE	E (psi)	F <sub>b</sub> (psi)	F <sub>v</sub> (psi)	S.G.	F <sub>t</sub> (psi)	F <sub>e</sub> II (psi)	F <sub>c</sub> ⊥ (psi)
Laminated Veneer (LVL)	2.0 × 10 <sup>6</sup>	2600	285	0.50	1895	2510	750
Parallel Strand (PSL)	2.2 × 10 <sup>6</sup>	2900	290	0.50	2300	2900	625
Laminated Strand (LSL), Rim Joist	1.3 × 10 <sup>6</sup>	1700	425	0.50	1300	1835	710
Laminated Strand (LSL), Other	1.55 × 10 <sup>6</sup>	2325	310	0.50	1290	2170	900

14. ADHESIVE ANCHORS IN CONCRETE

- 14.1 Epoxy adhesive anchors in concrete shall be one of the following conforming to concrete temp in the schedules:

ICC Report	
Simpson SET-XP	ESR-2508
Simpson AT-XP	ER-263
Hilti HIT-HY 200	ESR-3187

- 14.2 Install the anchors per the ICC report and the manufacturer's specifications. Periodic and regular special inspections are required during installation of all epoxy adhesive anchors.

- 14.3 Substitution of alternate products requires approval of the Engineer.

GENERAL NOTES

15. GENERAL CONDITIONS

- 15.1 All materials and construction shall conform to the drawings, these notes, and any specifications for this project.

- 15.2 During the construction period, the Contractor shall be responsible for the safety of the construction project, including all excavation procedures. The Contractor shall provide adequate logging, shoring, underpinning, bracing, guys and protection of adjacent property, structures, streets, and utilities in accordance with all national, state, and local safety ordinances.

- 15.3 DO NOT SCALE DRAWINGS.

- 15.4 All information shown on the drawings relative to existing conditions is given as the best present knowledge, but without guarantee of accuracy. Where actual conditions conflict with the drawings they shall be reported to the Engineer so that the proper revisions may be made. Construction modifications shall not be made without written approval of the Engineer.

- 15.5 Provide vertical support and lateral bracing for electrical and mechanical equipment, vents, ducts, and piping per the applicable code requirements.

- 15.6 Where these plans, the project manual, and the specifications do not state specifically, the minimum provisions of the 2021 International Building Code (IBC) shall apply. Good standards and workmanship shall be employed throughout the entire project. See the specifications for detailed material and methods. In case of conflict between these structural notes, the project manual and the drawings, the most specific will govern.

- 15.8 No deviations from the contract documents shall be made without written consent of the engineer. If deviations from the plans are made without notification to and approval from the engineer, the General Contractor shall release Jones Engineers, Inc. from any and all claims that are in any way related to this project. The General Contractor shall further agree to defend, hold harmless and indemnify Jones Engineers, Inc. from any and all claims by any third persons that are in any way related to the project.

- 15.9 Window and door assemblies shall meet or exceed the requirements specified in ASTM E330 with a design pressure not less than 50 psf.

- 15.10 The Contractor is responsible for coordinating the work of all trades and shall check all dimensions. The Contractor shall ensure that subcontractors and fabricators receive all applicable design information including geotechnical reports, drawings, notes, and specifications. Any discrepancies shall be called to the attention of the Engineer and be resolved before proceeding with the work.

- 15.11 Architectural, mechanical, plumbing, and electrical drawings shall be used to define detail configurations including, but not limited to: relative location at members, elevations, size and location of floor and wall openings, floor recesses, accessible facilities, ducts, pipes and pipe sleeves, electrical conduit, and other items to be embedded in concrete or otherwise incorporated in the structural work.

16. SUBMITTAL PROCEDURES

- 16.1 Shop drawings, erection drawings, design-build drawings, product data, and supporting calculations shall be submitted to the Engineer for review as noted below.

- 16.2 Submit one set of prints and one set of reproducible drawings, or four sets of prints maximum, to the Engineer prior to fabrication or construction. Allow 5 business days for review. All submittals shall include the name, address, and phone number of the manufacturer, fabricator, supplier, and the design engineer, as applicable.

- 16.3 The Contractor shall review and approve all submittals before release to the Engineer. Reference plans and details as applicable. Deviations from design drawings shall be clearly marked as such. Send one record set of the revised submittal where corrections are noted but resubmittal is not required.

- 16.4 If the fabricator's drawings are the sole design, differ in design, or add to the design of the structural drawings, they shall be stamped by a Civil Engineer registered in the State of Washington responsible for said design. Calculations submitted are for information only and will not be stamped or returned except at the option of the Engineer.

- 16.5 Review is only for general conformance with the design concept of the project and general compliance with the information included in the Contract Documents. Any markings or comments are subject to the requirements of the design drawings and specifications. Contractor is responsible for correlating and confirming dimensions, choice of fabrication processes and techniques of construction, coordination of his work with other trades, and performing the work in a safe and satisfactory manner.

17. EXCAVATION AND FILL

- 17.1 All footings shall bear on undisturbed ground or structural fill and shall be a minimum of 18 inches below grade unless noted otherwise on the drawings.

- 17.2 Footings shall not be located over subsurface utility lines, tanks, large organic deposits, or other obstructions. If footing excavations reveal subsurface objects, the area shall be over excavated, the objects shall be removed, and the excavation backfilled as noted below.

- 17.3 Foundation excavations shall be examined and approved by the Engineer or a testing laboratory approved by the Owner, and the Building Official prior to the placement of any reinforcing steel or concrete. Not required for R-3 construction.



Whatcom County  
Planning and Development Services  
5280 Northwest Drive  
Bellingham, WA 98226  
Phone 360-778-5900  
Inspection 360-778-5902  
epermits@co.whatcom.wa.us

# Permit

Permit Status: **Issued**

Permit Number: **COM2024-00142**

Permit Type: **Building (Commercial)**

Commercial Permit

Work Classification: **Alteration-TI**

Issue Date: **01/17/2025**

Location Address	Parcel Number
2054 LAKE WHATCOM BLVD, Bellingham, WA 98229	3704082055100000

Contacts

<div>Sudden Valley Community Association 4 CLUBHOUSE CIR, Bellingham, WA 98229 (360)734-6430  joanne.jensen@gmail.com</div> <div>Owner</div>	<div>SARAH BROWN 3222 EAGLERIDGE WAY, BELLINGHAM, WA 98226 (360)920-5498  sarah@sbarchdesign.com</div> <div>Applicant</div>
<div>Tyler Andrews PO Box 30498, Bellingham, WA 98228 accounting@pnwcivil.com PNWCIC1834C2  02/22/2027</div> <div>Contractor</div>	

Construction Permit Details

Proposed Work: Tenant Improvement - Alteration to existing bathroom and staff breakroom			
<b>Bldg. SQ. FT.</b>			
New Sq. Footage	570	Original SF	0
Total Sq. Footage	570		
<b>Building Info</b>			
Basement	No	Census Code	A-200 Addition/Remodel
Heat Sources	N/A	No. of Stories	1
Number of Bathrooms	1	Number of Units	0
Occupancy Group:	B/S1	Sprinklered	No
Type of Construction:	VB	Type of Work:	TI
<b>Set Back</b>			
Setback Front Ft.	Maintain Existing Footprint	Setback Rear Ft.	Maintain Existing Footprint
Setback Side1 Ft.	Maintain Existing Footprint	Setback Side2 Ft.	Maintain Existing Footprint
<b>Site or Approval Info</b>			
Commercial Project Type	Private Business	Comp Plan Designation	RURAL COMMUNITY
Fire District	South Whatcom Fire Authority	New Well Constructed after 1/19/2018	No
School District	Bellingham School District 501	Shoreline	No
Urban Growth Area		Watershed/Phase II NPDES	6641.4
Zoning	R5A, STC, RR3, RR3		

Pursuant to WCC 15.04, this permit will expire by limitation and become null and void if the work authorized under this permit is not completed in accordance with the permitted requirements within two (2) years of the date of issuance of this permit. A single, one (1) year extension may be granted to complete the authorized work under this permit if a written request is submitted to the Building Official prior to the original expiration date. An extension will only be granted if the permit holder has documented circumstances beyond their control have prevented the authorized work from being completed. A new permit

POST THIS PERMIT ONSITE WITH THE APPROVED PLANS  
COMPLIANCE WITH ALL INSPECTIONS AND CONDITIONS REQUIRED PRIOR TO OCCUPANCY

ALL INSPECTIONS SHOULD BE SCHEDULED A MINIMUM OF 1 BUSINESS DAY IN ADVANCE  
INSPECTION LINE 360-778-5902 or online at <https://www.whatcomcounty.us/582/Scheduling>



Whatcom County  
Planning and Development Services  
5280 Northwest Drive  
Bellingham, WA 98226  
Phone 360-778-5900  
Inspection 360-778-5902  
epermits@co.whatcom.wa.us

# Permit

Permit Status: **Issued**

Permit Number: **COM2024-00142**

Permit Type: **Building (Commercial)**

Commercial Permit

Work Classification: **Alteration-TI**

Issue Date: **01/17/2025**

Inspections

Inspection Type	Inspection Card (call inspections in the order they appear below)
Standard Inspections	Contractors, please call or schedule your inspection in this ord
Pre-Construction (Com)	
Ground Plumbing	
Ducts	
Rough Frame & Roof	
Rough Plumbing	
Insulation - Walls	
Final Health - OSS	
Final Health - Water	
Final Development (PW)	
Final Flood	
Final Planning/Zoning	
Final Natural Resources	
Fire Final Inspection	
Final Building	

Condition Name

- 1

**BS - IRC/IBC WORK SITE POSTING** The established address for the proposed work site shall be posted on a substantial, weather-resistant sign in a location readily visible from the public way. In all cases, when applicable, the sign shall also include the corresponding division and/or lot number. NO EXCEPTIONS. Sign lettering must have sufficient contrast from the sign background. Lettering must be clear, readable and large enough to be discernible from a passing vehicle. Signs are required to be posted prior to any inspection requests and shall remain visible for the duration of the project construction.
- 2

**BS - IRC/IBC DEFERED SUBMITTALS** Deferred submittals shall be submitted to the registered design professional in charge for review and general conformance with the building/structure design prior to submittal to Whatcom County. Once received by Whatcom County, deferred submittals must be approved by the Building Official. Deferred submittal items shall not be installed until design documents are approved, per IBC Section 107.3.4.2. All systems are to remain accessible until approved for cover.
- 3

**BS - IRC/IBC APPV TO CONSTRUCT** IRC/IBC - Approved to construct, subject to field inspections, special inspections, corrections and provisions of plan review.
- 4

**FM - Address Posting** Address shall be posted, per the Whatcom Sign Standards, where the driveway meets the main/private road or where approve by WCFMO.
- 5

**BS - IRC/IBC PLANS & INSP RECORD** Approved plans shall be kept on the building or work site at all times during which the work authorized thereby is in progress. Work requiring a permit shall not be commenced until the Inspection Record Card is posted or otherwise made available in a convenient location. (IRC Sections R105.7 & R106.3.1 / IBC Sections 105.7 & 107.3.1)
- 6

**BS - IRC/IBC ANY DEVIATION** IBC/IRC - Any deviation in construction from approved plans requires prior review and approval by Whatcom County Planning and Development Building Services and Land Use Departments.
- 7

**FM - FIRE EXTINGUISHER SIZE** Fire extinguisher size shall be \_\_\_\_2A/10BC\_\_\_\_. Location shall be approved by the Whatcom County Fire Marshal.

POST THIS PERMIT ONSITE WITH THE APPROVED PLANS  
COMPLIANCE WITH ALL INSPECTIONS AND CONDITIONS REQUIRED PRIOR TO OCCUPANCY

ALL INSPECTIONS SHOULD BE SCHEDULED A MINIMUM OF 1 BUSINESS DAY IN ADVANCE  
INSPECTION LINE 360-778-5902 or online at <https://www.whatcomcounty.us/582/Scheduling>

## **CONSTRUCTION CONTRACT**

This Construction Contract, including all appendices, (the "Contract") is made and entered into by and between Owner and Contractor on the date of the last signature below for the construction of the project described below.

### **OWNER**

Owner's Name	Sudden Valley Community Association
Address	ATTN: General Manager 4 Clubhouse Circle Bellingham, WA 98229
Telephone Number	(360) 734-6490

### **CONTRACTOR**

Contractor's Name	
Address	
Telephone Number	
Contractor's Authorized Representative	
Federal Identification Number	
Registration Number	
Washington UBI Number	

For and in consideration of the Contract Price noted below, subject to the terms and conditions contained herein, Contractor agrees to perform the following work (the "Work") in a timely and workmanlike manner, including supplying all necessary supervision, materials, equipment, supplies, and skilled and sufficient workforce to fully, completely, and faithfully comply with all the terms and conditions of this Contract.

1. **PROJECT.** The Project is described as follows:

**Project Name:**\_\_\_\_\_

**Project Location:**\_\_\_\_\_

\_\_\_\_\_

**2. WORK.** The Contractor agrees to perform the following Work in accordance with all applicable laws, codes, and industry standards to construct the Project as follows:

---

---

---

(Insert and list above a precise description of the Work covered by this Subcontract, referring to the numbers of drawings and pages and/or sections of specifications including any applicable addenda and/or alternates, etc.)

**3. CONTRACT DOCUMENTS.** In addition to this Contract and the enclosed Standard Contract General Conditions, the Contract Documents for this Contract consist of:

Description of Document	Date

Any conflicting provisions in the Construction Documents shall be interpreted harmoniously if possible or, in the event they cannot be reconciled, then they shall be interpreted in the manner most favorable to the Owner, and the interpretation shall be governed in the following priority:

- i. This Contract;
- ii. Any drawings and/or specifications provided by the Owner;
- iii. Any Change Orders executed by and between the Owner and Contractor after execution of this Contract; and
- iv. The Contractor's Proposal.

**4. CONTRACT PRICE.** The Owner shall pay the Contractor \$\_\_\_\_\_, plus Washington State sales tax, for all Work completed in conformance with this Contract and the Construction Documents.

**5. TIME OF PERFORMANCE.** The Contractor shall commence construction no later than \_\_\_\_\_ (the "Commencement Date"), and Contractor shall complete all Work within \_\_\_\_\_ days of the Commencement Date (the "Contract Time"). The parties agree that time is of the essence of this Contract and the Owner will suffer damage and be put to additional expenses in the event that the Contractor does not have the Work substantially complete by the end of the Contract Time.

☐ (CHECK IF APPLICABLE) Because it is difficult to accurately compute the amount of such costs and damages, the Contractor hereby covenants and agrees to pay to the Owner liquidated damages of \$\_\_\_\_\_ per day for each day that expires after the time set forth above, which the Contractor and Owner agree reasonably approximates Owner's actual damages.

**6. INSURANCE.** Contractor shall purchase and maintain insurance in the following amounts on a per occurrence and aggregate basis naming the Owner as an additional insured by endorsement. All such insurance shall be primary to any coverage carried by Owner. Contractor shall provide Owner evidence of such coverage prior to commencing the Work.

	Per Occurrence Coverage	Aggregate Coverage
<b>General Commercial Liability</b>	\$1,000,000	\$2,000,000
<b>Automobile Liability</b>	\$250,000 or such higher amount as Contractor currently carries	NA

**7. GENERAL CONDITIONS.** The Standard Contract General Conditions (the "General Conditions") are attached hereto and are incorporated herein by this reference.

**8. REPRESENTATIONS.** The Owner and the Contractor represent and warrant that the following statements are true and accurate:

***THIS CONTRACT CONTAINS AN INDEMNIFICATION OF CERTAIN LIABILITIES AND A WAIVER OF CONTRACTOR'S TITLE 51 RCW IMMUNITY.***

**IN WITNESS WHEREOF,** Owner and Contractor have executed this Contract, effective the date of the last authorized signature below.

**OWNER:**

**CONTRACTOR:**

SUDDEN VALLEY COMMUNITY  
ASSOCIATION

\_\_\_\_\_  
  
Date:\_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date:\_\_\_\_\_



## STANDARD CONTRACT GENERAL CONDITIONS

- A. Subcontractors and Lien Releases.** Contractor shall, upon request of Owner, provide a list of all subcontractors and suppliers of Contractor. Owner may request partial lien releases for all partial payments and a final lien release for the final payment to each subcontractor.
- B. Scheduling.** Owner shall give Contractor advance notice of anticipated starting date for Contract Work. Contractor shall start Work on the date agreed to by Owner and Contractor and shall complete the several portions and the whole of the Work herein described at such times as reasonably specified by the Owner in order to allow Owner to timely complete the Project. Contractor shall cooperate with Owner and other contractors hired by Owner to coordinate Work with other Contractors.
- C. Payment.** Contractor shall receive progress payments on a monthly basis for Work approved by Owner and all materials to be used on the Project which have been stored on site by Contractor. Contractor shall make applications for payment on a monthly basis by submitting a bill by the \_\_\_\_\_ day of the month (the fifth (5th) day of the month if not so stated). Applications for payment submitted by the Contractor shall indicate the percentage of completion of each portion of the Contractor's Work as of the end of the period covered by the application for payment. Contractor shall be paid for Work completed to date from Owner's last progress billing date. Owner shall withhold 5% retention from each progress payment. Retainage shall be paid within \_\_\_\_ days after the latest of the following: (i) Owner's approval of completion of the Work, (ii) close out of all paperwork required herein and (iii) receipt of required lien releases.

The Owner shall pay the approved amounts within \_\_\_\_\_ days (thirty (30) days if not so stated) of the date on which the application for payment is received.

Final payment for Work under this Contract shall be made within \_\_\_\_\_ days (thirty (30) days if not so stated) after Owner has approved the completion of the Work and Contractor has fulfilled each of its obligations under this Contract. As a prerequisite for any payment, Contractor shall provide, in a form satisfactory to Owner, partial lien releases, claim waivers and affidavits of payment from Contractor and its lower-tier subcontractors and suppliers of any tier, for the completed portions of Contractor's Work. Before issuance of the final payment, the Contractor shall submit evidence satisfactory to Owner that all payrolls, bills for materials and equipment, and all known indebtedness connected with the Contractor's Work have been satisfied. Contractor shall provide Owner with a signed lien release before receiving final payment.

Contractor shall be entitled to payment by Owner of all undisputed amounts. In the event that the Owner disputes an amount, the Owner may withhold fifty percent (50%) of the disputed amount. Owner shall provide a written explanation of the reason for the dispute with the payment.

Owner shall be entitled, but not required, to issue two-party checks in the name of the Contractor and any of Contractor's subcontractors or suppliers, union(s) for which Contractor's employees are members, any union trust fund, medical fund or pension fund for which Contractor's employees are members.

Contractor may invoice for materials delivered to the jobsite and receive payment as outlined above. Materials delivered to the site, and not installed, shall be paid at invoice cost. Contractor shall pay its own subcontractors and suppliers all sums owed them within ten (10)

days of receipt of payment from or on behalf of Owner. Contractor agrees that no assignment of any payment otherwise due under this Contract shall be effective without first securing the express approval of any assignee to the limitations contained in this subsection.

**D. Change Orders.** Owner may, without invalidating this Contract, order in writing extra Work or make changes by altering, adding to, or deducting from the Work and the Contract price and time shall be adjusted accordingly. All such Work shall be executed under the conditions hereof. All Change Orders shall be in writing and signed by the Owner and Contractor. The Owner shall not be liable for any additional Work performed by Contractor unless such additional Work has been incorporated into a Change Order. **NO ORAL INSTRUCTIONS AUTHORIZING A CHANGE IN THE WORK, ADJUSTMENT IN THE CONTRACT SUM, MAXIMUM CONTRACT SUM, OR ADJUSTMENT IN THE CONTRACT TIME SHALL BE VALID OR BINDING ON THE OWNER.**

If additional Work has been fully accepted by Owner, payment shall be made to Contractor with the next regular payment as provided herein. Contractor acknowledges that, unless expressly stated otherwise within a written Change Order, any change in the Contract Price and Time effected through a written Change Order shall constitute full and final payment and accord and satisfaction for any and all cost incurred (including, but not limited to, home office and field overhead and profit), labor performed, material and equipment furnished, and any delay, acceleration, or loss of efficiency associated with or arising out of the change in the Work.

**E. Nature of Work.** Contractor has conducted a full examination of all relevant plans and specifications and is not aware of any defects or mistakes in the applicable plans and specifications that would make the Work not buildable according to the applicable plans and specifications, for the Contract Price provided herein and in the time provided for herein. Contractor has satisfied itself as to the nature and location of the Work, the character, kind and quantity of material to be encountered, the character, kind and quantity of equipment needed, the location, conditions and other matters which can in any matter affect the Work under this Contract agreement and acknowledges that Contractor has had a reasonable opportunity to examine the site.

**F. Contractor Employer.** Contractor has the status of "employer" as defined by the Industrial Insurance, Workers' Compensation, Unemployment Compensation, Social Security, and other similar acts of the federal, state, and local government. Contractor shall withhold from its payroll applicable Social Security taxes, Workers' Compensation and Unemployment Compensation contributions and any other lawfully required withholding and pay the same; Owner shall be in no way liable as an employer of, or on account of, any employees of Contractor.

**G. Permits & Taxes.** Contractor shall obtain and pay for all permits, fees, and licenses necessary for the performance of this Contract and shall pay any and all federal, state, and local taxes, applicable to the Work to be performed under this Contract. Contractor shall also be responsible for payment of state sales/use taxes applicable to the Work of Contractor.

**H. Contractor Property.** Materials delivered by or for Contractor and intended to be incorporated into the construction hereunder shall remain on the jobsite and shall become property of Owner upon incorporation into the Work. Contractor may repossess any surplus materials remaining at the completion of the Contract; provided, Contractor shall not charge Owner for any repossessed materials. All scaffolding, apparatus, ways, works, tools, equipment, machinery, and plans brought upon the premises by Contractor shall remain

Contractor's property. It shall be Contractor's responsibility to unload, store, and protect its property to bear the risk of loss thereof.

Materials delivered by or for Contractor and intended to be incorporated into the construction hereunder shall remain on the site and shall become property of Owner upon incorporation into the Work, but Contractor may repossess any surplus materials remaining at the completion of the contract; provided, however, Contractor shall not charge Owner for any repossessed materials. All scaffolding, apparatus, ways, works, machinery, and plants brought upon the premises by Contractor shall remain Contractor's property. It shall be Contractor's responsibility to unload, store, and protect its materials, to bear the risk of loss thereof and to protect such material against loss until actually incorporated into the Work and until the Work is accepted.

**I. Default and Takeover.** Upon three (3) calendar days' written notice to Contractor, Owner may terminate this Contract in whole or in part for Owner's convenience and/or at its option. Contractor's remedy for such convenience or optional termination is limited to the following: (1) payment pursuant to the terms of this Contract for all Work properly performed prior to termination; (2) partial payment for lump sum items of Work on the basis of the percent complete of such items at the time of termination; and (3) Contractor's reasonable close-out costs. In no event shall Contractor be entitled to any compensation for loss of anticipated profits or unallocated overhead on Work not performed.

Contractor shall be in default of this Contract if it refuses or fails to supply enough properly-skilled workers or materials, refuses or fails to make prompt payment to subcontractors or suppliers of labor, materials or services, fails to correct, replace, or re-execute faulty or defective Work done or materials furnished, disregards the law, ordinances, rules, regulations or orders of any public authority having jurisdiction, files for bankruptcy, or materially breaches this Contract. If Contractor fails to correct the default and maintain the corrected condition within not less than three (3) working days of receipt of written notice of the default, then Owner, without prejudice to any rights or remedies otherwise available to it, shall have the right to terminate this Contract in writing and thereafter either perform the Work itself or obtain another Contractor to perform the Work. All of the costs incurred by Owner shall be charged to Contractor and Owner shall have the right to deduct such expenses from monies due or to become due Contractor. Contractor shall be liable for the payment of any expenses incurred by Owner in excess of the unpaid balance of the Contract Price.

In the event of an emergency including, but not limited to, the imminent potential damage to persons or property requires immediate repair Owner shall be entitled to conduct such repairs without providing advance written notice of the same to Contractor. Owner shall issue written notification to Contractor of such emergency repairs within five (5) days after making such repairs. Contractor shall be solely responsible for the cost of all such emergency repairs.

If Owner's termination for default is later deemed to be wrongful, without cause, or otherwise unjustified, the parties agree that the termination automatically converts to a termination for convenience and Contractor agrees that its remedies for such wrongful termination shall be limited to those provided in the termination for convenience.

If Contractor files or otherwise becomes subject to bankruptcy proceedings, Owner and Contractor agree that any delay attendant to the assumption or rejection of the Contract by the bankruptcy Trustee or a debtor-in-possession will be prejudicial to Owner. Consequently, Contractor, to minimize delay and to mitigate damages and/or other prejudice suffered by

Owner, hereby stipulates to a notice period of ten (10) calendar days for Owner's motion to require Trustee or debtor-in-possession to assume or reject the Contract.

**J. Unit Price.** In the event this Contract contains unit price items, it is understood and agreed that any quantities mentioned are approximations only and subject to change as required by the Contract or as ordered and directed by Owner.

**K. Material Quality.** Materials condemned by Owner as failing to conform to the Contract shall, upon notice from Owner, be immediately removed by Contractor. Failure of Owner to immediately condemn any Work or materials as installed shall not in any way waive Owner's right to object thereto to any subsequent time.

**L. Job Damage.** Damage caused by Contractor, its subcontractors or suppliers, or any subcontractor or supplier of any tier, to Work other than its own shall be reported immediately to Owner and Contractor shall be responsible for its repair. Damage caused by Owner to Work of Contractor shall be reported immediately to Contractor and Owner shall be responsible for its repair.

**M. Safety.** Contractor and its subcontractors shall take all reasonably necessary safety precautions pertaining to its Work and its Work performance, including compliance with applicable laws, ordinances, regulations and orders issued by a public authority, whether federal, state, local or other, OSHA (Federal Occupational Safety and Health Administration) / DOSH (Washington State Division of Occupational Safety and Health) / WISHA (Washington Industrial Safety and Health Act), and any safety measures requested by Contractor. Contractor shall at all times be responsible for providing a safe jobsite and be responsible for the Work performance and safety of all employees, personnel, equipment and materials within Contractor's or its subcontractors' care, custody or control. Contractor and its subcontractors shall furnish all required safety equipment for its Work and ensure all of their employees and subcontractors' employees have and wear personal protective equipment in compliance with applicable OSHA/DOSH/WISHA requirements.

Contractor certifies that it and its subcontractors are registered contractors. Contractor certifies that it and its subcontractors maintain a written Accident Prevention Plan and a Project-specific safety plan in compliance with applicable OSHA/DOSH/WISHA regulations. Contractor's Accident Prevention Plan should address subcontractor's role and responsibilities pertaining to safety on the Project, training and corrective action and be tailored to safety and health requirements for the Work involved. Contractor shall have and enforce a disciplinary action schedule in the event safety violations are discovered. When and as requested by Owner, Contractor shall provide information regarding safety matters.

Contractor shall promptly provide Owner with written notice of safety hazard(s) or violation(s) found on the Project or of any injury to its or its subcontractors' workers incurred on the Project.

Contractor agrees to defend, indemnify and hold Owner harmless from all OSHA/DOSH/WISHA claims, demands, proceedings, violations, penalties, assessments or fines that arise out of or relate to Contractor's failure to comply with any safety-related laws, ordinances, rules, regulations, orders or its obligations hereunder. Owner may charge against the sums otherwise owing to Contractor the Amount of the fine and the fees, costs and expenses incurred by Owner in the defense of the claims, citation and/or fine arising from or relating to the Contractor's above-referenced failure.

**N. Housekeeping and Cleanup.** Contractor shall regularly remove all refuse, waste and debris produced by its operation. Refuse shall not be permitted to accumulate to the extent that it interferes with free access to the Project or creates a safety hazard. Avoidance of safety hazards through good housekeeping is an important part of Contractor's obligations. In the event Contractor or its subcontractor fails or refuses to meet these requirements, Owner may remove refuse and charge all costs to the Subcontract, provided that Contractor has received twenty-four (24) hours or one (1) full working day, whichever is greater, prior written notice. In the event Owner determines emergency conditions exist, Owner may proceed as above without prior notice.

Contractor shall comply with all applicable hazardous waste regulations under federal, state or local laws. Contractor shall provide Owner with all Safety Data Sheets ("SDS") for any and all hazardous substances covered under all applicable laws before commencing Work, and all SDS shall comply with OSHA's Hazard Communication Standard. Contractor shall, prior to commencing Work, inform Owner of its intent to use any hazardous substances at the Project and shall continuously update Owner of any new hazardous substance brought to the Project during performance of the Work. Failure to comply with this paragraph may result in fines and damages being assessed to Contractor. Contractor shall defend, indemnify and hold Owner harmless from any and all costs and expenses, including attorneys' fees, arising from the use or discharge of any hazardous substance by Contractor at or off the Project site.

**O. Release and Hold Harmless – Damage to Equipment.** Contractor hereby releases, discharges and agrees to hold Owner harmless from any damage either to the Contractor's property or rented equipment which is caused in whole or in part by the negligence of Contractor, its agents, employees or subcontractors.

**P. Insurance.** Contractor shall obtain and keep in force during the term of this Contract and the applicable Statutes of Repose and Limitations period, commercial general liability insurance with dollar limits and coverage equal to, or greater than the types and amounts of coverage noted at the front of this Contract. Such insurance shall be "occurrence-based" and shall include contractual liability coverage applicable to the indemnity provisions of this Contract and "completed operations" coverage. Contractor shall furnish to Owner evidence of this insurance including the provision regarding notice of cancellation or reduction in coverage. Such evidence of insurance shall be in the form of an Insurance Certificate issued by an insurer satisfactory to Owner and shall provide for not less than thirty (30) days prior written notice to Owner of cancellation or reduction in coverage. In the event Contractor fails to maintain any and all insurance required by this Contract during the entire life of this Contract, Owner may at its option, and without waiver of other available remedies, purchase such insurance in the name of Contractor and deduct the cost of same from payments due Contractor.

Contractor shall provide insurance that: (1) names Owner as an additional insured for liability arising out of the Contractor's Work, including completed operations losses, without qualification, limitation or reservation; (2) is endorsed to be primary and noncontributory with any insurance maintained by Owner; (3) does not contain a "cross liability" or similar exclusion that would bar coverage for claims between or among insureds; (4) contains a severability of interest provision in favor of Owner; and (5) contains a waiver of subrogation against Owner. Before commencing work, Contractor shall provide a copy of the additional insured endorsement to Owner as evidence of additional insured status.

Owner makes no representations that the required minimum amount of insurance is adequate to protect Contractor. The procuring and/or carrying of insurance shall not limit Contractor's obligation or liability pursuant to this Contract or as a matter of law.

**Q. Workers' Compensation.** Contractor shall furnish to Owner evidence that its workers are covered by applicable workers' compensation coverage.

**R. Subcontractors.** Contractor shall, upon request of Owner, provide a list of all subcontractors and suppliers of Contractor. With regard to all subcontractors retained by the Contractor, the Contractor agrees (i) to be primarily responsible for any Work performed by such subcontractor and to ensure that such Work is timely completed in the manner required herein; (ii) to ensure that invoices submitted by subcontractor comply with the requirements for invoices submitted by Contractor to Owner; (iii) that Contractor shall be solely responsible to make any necessary repairs or to perform punch-list items caused by subcontractor's Work; and (iv) to ensure that subcontractor complies with all the obligations of Contractor set forth herein and to be primarily responsible for any non-compliance. Contractor shall be solely responsible for paying subcontractor any amounts due to it. Owner may request partial lien releases for all partial payments and a final lien release for the final payment to each subcontractor. Contractor agrees to release Owner and to hold Owner harmless from any and all claims by subcontractor for payment.

**S. Disputes and Back Charges.** In the event of a dispute between Owner and Contractor, Contractor agrees to proceed with the Work in accordance with the requirements of this Contract, pending settlement of the dispute.

**T. Indemnification.** To the fullest extent permitted by law, the Contractor shall defend, indemnify and hold harmless the Owner and its agents and employees from and against claims, damages, losses and expenses, including, but not limited to attorneys' and expert's fees, (collectively a "claim") arising out of or resulting from performance of the Contractor's Work under this Contract. Such obligation shall not be construed to negate, abridge, or otherwise reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this paragraph.

Contractor's duty to indemnify Owner shall not apply to liability for damages arising out of claims caused by or resulting in whole from the negligence of Owner or its agents or employees. Contractor's duty to indemnify Owner for liability for damages arising out of claims caused by or resulting from the concurrent negligence of: (a) Owner, its agents or employees, and (b) Contractor, its agents, employees and lower-tier subcontractors or suppliers of any tier shall apply only to the extent of negligence of Contractor, its agents, employees and lower-tier subcontractors or supplier of any tier.

**CONTRACTOR SPECIFICALLY AND EXPRESSLY WAIVES ANY IMMUNITY THAT MAY BE GRANTED IT UNDER THE WASHINGTON STATE INDUSTRIAL INSURANCE ACT, TITLE 51 RCW. FURTHER, THE INDEMNIFICATION OBLIGATION UNDER THIS CONTRACT SHALL NOT BE LIMITED IN ANY WAY BY ANY LIMITATION ON THE AMOUNT OR TYPE OF DAMAGES, COMPENSATION OR BENEFITS PAYABLE TO OR FOR ANY THIRD PARTY UNDER WORKERS' COMPENSATION ACTS, DISABILITY BENEFITS ACTS, OR OTHER EMPLOYEE BENEFITS ACTS PROVIDED CONTRACTOR'S WAIVER OF IMMUNITY BY THE PROVISIONS OF THIS PARAGRAPH EXTENDS ONLY TO CLAIMS AGAINST CONTRACTOR BY OWNER, AND DOES NOT INCLUDE, OR EXTEND TO, ANY CLAIMS BY CONTRACTOR'S EMPLOYEES DIRECTLY AGAINST CONTRACTOR.**

Contractor's Initials \_\_\_\_\_

Contractor agrees that its defense and indemnity obligations to Owner under this Contract survive any limitation imposed by any statute of repose or limitation including but not limited to RCW 4.16.300, 4.16.310, or 4.16.326, and Contractor hereby waives any and all defenses under any statute of repose or limitations. Contractor further agrees that any statute of limitation on a claim by Owner pursuant to this provision shall not begin to run until Owner discovers that Contract has breached either its duty to defend or its duty to indemnify, whichever occurs first.

**U. Warranty.** The Contractor warrants to the Owner that materials and equipment furnished under the Contract will be of good quality and new, unless otherwise required or permitted by the Contract, that the Work of this Contract will be performed in a workmanlike manner and free from defects not inherent in the quality required or permitted, will comply with all applicable codes and regulations, will be consistent with industry standards, and that the Work will conform to the requirements of the Contract. This warranty shall be in addition to and not in limitation of any other warranty or remedy required by law or the Contract. This warranty shall extend for the longer of the period of (i) the warranty normally given by Contractor for the Work in its ordinary course of business, (ii) the warranty period set forth in the Quote or other documents sent to Owner, or (iii) one (1) year from the date of substantial completion of the Work or occupancy of the Project by Owner, whichever occurs first. The warranty shall not apply to any damage or loss to the Work occasioned by Owner's failure to perform ordinary and reasonable maintenance during the warranty period or any written notice of defects received after the one (1) year period. Owner shall promptly notify Contractor in writing of all warranty claims and allow Contractor reasonable access to the Project to correct or repair the Work.

**V. Contract Controls.** Except for the Scope of Work and Warranty provisions specifically incorporated herein by the Contract, any terms or conditions attached to or incorporated into Contractor's proposal, quote, or other document shall not apply to the Contract. The Contract shall be solely and exclusively governed by the terms and conditions set forth in the Contract and these Standard Contract General Conditions.

**W. Wage and Other Payments.** Contractor shall comply with all state and federal wage laws and, upon request, provide proof of the same to Owner. In addition, if Contractor's employees are members of a union, then Contractor shall pay when due all obligations due under the collective bargaining agreement or other agreement, including but not limited to, medical benefits, dental benefits, pension benefits and the like.

**X. Notices.** All notices, demands, requests, consents and approvals which may or are required to be given by any party to any other party hereunder shall be in writing and shall be deemed to have been duly given if delivered personally, sent by facsimile, emailed, sent by a nationally recognized overnight delivery service, or if mailed or deposited in the United States mail and sent by registered or certified mail, return receipt requested, postage prepaid to the address provided in this Contract or to such other address as either party hereto may from time-to-time designate in writing and deliver in a like manner. All notices shall be deemed complete upon actual receipt or refusal to accept delivery. Electronic transmission of any signed original document and retransmission of any signed electronic transmission shall be the same as delivery of an original document.

**Y. Claims.** As a condition precedent to any right to recover for any instances of interruption, disruption, extra work, additional work, changed work, delay, hindrance and/or

efficiency loss of any nature whatsoever in Contractor's Work (collectively "Impact"), believed by Contractor to be caused by the acts or omissions of Owner, Architect/Engineer or the employees or agents of any of them, Contractor must provide written notice to Owner in the manner required by this Contract within five (5) days after occurrence of the Impact. Such written notice shall identify the cause of the Impact, the party Contractor believes is responsible for the Impact, and a rough order of magnitude as to the extra cost and/or time resulting from the Impact. FAILURE OF CONTRACTOR TO PROVIDE TIMELY WRITTEN NOTICE, AS PROVIDED IN THIS PARAGRAPH, SHALL RESULT IN AN ABSOLUTE WAIVER AND FORFEITURE OF CONTRACTOR'S RIGHT TO RECOVER ANY ADDITIONAL COST OR TIME RESULTING FROM THE IMPACT.

In the event Contractor believes it is entitled to receive compensation and/or time due to damages from Impact(s), Contractor's Statement of Claim (setting forth in detail the entitlement and quantum basis for Contractor's claim with supporting data and/or the entitlement basis to support an extension of time) shall be delivered to Owner within fifteen (15) days of its Written Notice of Impact, or within sufficient time to allow Owner to comply with the notice and claim requirements of the Main Contract (whichever is sooner). FAILURE OF CONTRACTOR TO TIMELY PROVIDE ITS STATEMENT OF CLAIM FOR AN INCREASE IN THE CONTRACT AMOUNT OR FOR AN EXTENSION OF TIME SHALL RESULT IN AN ABSOLUTE WAIVER OF CONTRACTOR'S CLAIM AND ANY RIGHT TO RECOVER ADDITIONAL COST OR TIME RESULTING FROM THE IMPACT.

Owner does not waive the requirement for timely written notice and/or timely written submission of the Statement of Claim unless Owner's waiver is unequivocal, explicit, and in writing.

**Z. Mediation.** Claims, disputes, or other matters in controversy arising out of or related to this Contract, except those waived, shall be subject to mediation as a condition precedent to the institution of legal or equitable proceedings by either party. This requirement may be waived by Owner.

**AA. Arbitration / Litigation.** At Owner's sole option, all claims, disputes, and other matters in question between Contractor and Owner arising out of, or relating to, this Agreement shall be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then obtaining or by an arbitrator mutually agreed upon by the parties. In the event of arbitration, Contractor and Owner agree to be bound by the findings and award of such arbitration finally and without recourse to any court of law other than for the enforcement of the arbitrator's decision. If the Owner does not select Arbitration as the means of dispute resolution, all claims, disputes and other matters in question between Contractor and Owner arising out of, or relating to, this Agreement shall be decided by an action filed exclusively in the Superior Court of Whatcom County, Washington. The substantially prevailing party in any arbitration or litigation shall be entitled to an award of its attorneys' fees, costs and expert fees.

**BB. Governing Law.** This Agreement and the right of the parties hereto shall be governed by and construed in accordance with the laws of the State of Washington and the parties agree that in any such action venue shall lie exclusively in Whatcom County, Washington, regardless of where the Project is located. Both parties expressly waive their right to a jury trial.

**CC. Amendment.** No modification, termination or amendment of this Contract may be made except by written Contract signed by all parties.



**DD. Waiver.** Failure by Owner or Contractor to insist upon the strict performance of any covenant, duty agreement, or condition of this Contract or to exercise any right or remedy consequent upon a breach thereof shall not constitute a waiver of any such breach or any other covenant, agreement, term or condition. Any waiver must be expressly made in writing and signed by the waiving party.

**EE. Severability.** In case any one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

**FF. Neutral Authorship.** Each of the provisions of this Agreement has been reviewed and negotiated, and represents the combined work product of both parties hereto. No presumption which would interpret the provisions of this Agreement in favor of or against the party preparing the same shall be applicable in connection with the construction or interpretation of any of the provisions of this Agreement.

**GG. Captions.** The captions of this Contract are for convenience and reference only and in no way define, limit, or describe the scope or intent of this Contract.

**HH. Entire Agreement.** The entire agreement between the parties hereto is contained in this Agreement; and this Agreement supersedes all of their previous understandings and agreements, written and oral, with respect to this transaction, including any proposal for services. Owner shall not be liable to Contractor or to any third party for any representations, made by any person, concerning the Work or the terms of this Agreement, except to the extent that the same are expressed in this Agreement. No modification, termination or amendment of this Agreement may be made except by written agreement signed by both parties.