



**Board of Trustees**  
**Meeting Minutes**  
**Saturday, February 24, 2024 at 10am**

To join this meeting click <https://us06web.zoom.us/j/83018503239> or call 253-215-8782 Meeting ID 830 1850 3239#

**AGENDA**

Call Meeting to Order: Chris Frye, *President 10:09am*

*"All of our actions are taken in consideration of achieving widespread member benefit."*

Roll Call: Present: *Chris Frye, Larry Gramling, Gabe Sachwitz & Jerry Hines on Zoom*

1. **APPROVAL OF PREVIOUS BOT MEETING MINUTES - January 27, 2024:** *Chris moved, Gabe seconded, passed unanimously.*
2. **NEW BUSINESS:**
  - a. Motion 2024-02-01: To begin an investigation into GM, Philip Ronning, in response to member complaint stating that Phil was not paying for items consumed at the Lakeshore Restaurant. *Motion passed unanimously by email and verbal votes. The Bot investigated the issue and found it to be false and the facts were substantiated by video, electronic records and employee statements.*
  - b. Motion 2024-02-02: To Ban Solicitation at Riviera Amenities. *Chris moved, Gabe seconded, passed unanimously. No solicitation at the Lakeshore Restaurant by outside parties for any reason. The BOT is working on alternative forms of communication within the Riviera Community Club for solicitation by organizations for events, etc.*
  - c. Motion 2024-02-03: To appoint Deb Parker to the vacant Board of Trustees position. *Chris moved, Gabe seconded, passed unanimously.*
3. **OLD BUSINESS**
  1. Cole Point Water – End of Discussions: *Until CPA acquires 10% of signatures to bring a vote to Riviera membership for any reason, there will be no more discussion regarding this issue.*
  2. Schedule of Board Meetings and Town Halls
    1. March 30, 2024
    2. April 27, 2024 Town Hall to follow
    3. May 25, 2024 (moved so not to interfere with Tanner Electric Annual Meeting)
    4. June 29, 2024 Town Hall to follow
    5. July 27, 2024
    6. August 31, 2024 Town Hall to follow
    7. September 28, 2024 (Annual Member Meeting)
    8. October 26, 2024
    9. November 23, 2024 Moved up one week for Thanksgiving

4. **REPORTS OF COMMITTEES:** \*See Summary

- a. ACC
- b. Forestry
- c. Compliance
- d. Lakes

5. **GENERAL MANAGER'S REPORT:** \*See Summary

6. **BOARD REPORT:**

**Town Halls:** Are public meetings, open to all members. Members are invited to ask questions and share their thoughts and feelings about living in the Riviera. To get to know your volunteer community leaders in person and let them know what matters. Some members here will make comments that affect them, like talking about exclusivity and closing access to amenities to the people that aren't members. These members should be allowed to come into the town hall, too, and speak their thoughts.

**Compliance:** This quarter we're working on section 7.11; Fuel/Propane Tanks: no fuel tank should be located above ground or any lot except in accordance with Pierce County regulations, and unless screened from view. We are encouraging members to come within compliance on this issue.

**Website update:** We are updating the website. It is becoming more informative and user friendly. To save money, the staff in the office are handling this update and they are teaching themselves. With tips and suggestions, as I have website experience, it is coming along. We are adding an FAQ section, specific tabs under big topics. You will start seeing photos change and information change. Once it's finalized, we will show people the navigation of the updates.

**Committees:** ACC - We have an open position in the ACC. The official call will go out that we are seeking a volunteer to fill an ACC position. If you or anyone to know maybe interested, please submit a request to the board through the office, Dan or the ACC.

**Compliance:** Due process procedure - Section 9 pg. 26: The BOT, may by any specific action, authorize the Riviera attorney to pursue injunction relief and request the ACC to rescind their approval of construction development. The BOT has directed action on lots undergoing site development with permits that have failed to meet clear ACC guidelines. This is the result of being out of compliance, some lots that are vacant with foundations, etc. This is reiterated for members – to reference this is the motion of the section the article that reinforces the direction the ACC is going. The ACC committee is fully supported by the BOT.

**Chickens:** It is very clear on pg. 21 section 7.05: This is not a change to the chickens. State law has changed so members who wish to apply for a specific resolution may do so in writing to the BOT. Just like a variance for anything else in the covenants. A member can apply for a variance but that has to be approved by the BOT.

**Newsletters & Membership Cards:** Two back-to-back topics. The BOT is looking at making a few changes for cost savings but also still following through with our commitments. Newsletters cost us \$5000+ per quarter to produce it the way we currently do. The newsletter is not a required document. We are going to do a test for the remainder of this fiscal year. Newsletter will not be mailed out to every member. It will be available on our website, social media, pick-up in the office or create a subscription to have it mailed out.

Like newsletter, our member cards are costly to produce and distribute with very little value to the members but the cost is \$6000/yr to produce and mail. We would like to have a similar process as newsletter minus website/social media. If you want it mailed, simply give us a call or send an email and you will receive them in the standard way or you could always stop by the office and pick them up. More information to follow when we are ready for this process to begin.

**Riviera Lots for Sale:** Mailing has gone out with the 10 lots for sale from the Riviera. If you didn't receive one, please let the office know and we can get it to you.

**Questions asked about at the previous meeting:** \*See summary.

**ADJOURNMENT:** 11:31am

## **MEMBER COMMENTS**

*\*MEMBERS - TO SPEAK AT THE END OF THE BOARD OF TRUSTEES MEETING ON ANY TOPIC FOR A MAXIMUM OF THREE MINUTES, PLEASE USE THE SIGN IN SHEET PRIOR TO THE START OF THE MEETING. ZOOM PARTICIPANTS, PLEASE INDICATE YOUR INTENTION TO SPEAK AT THE BEGINNING OF THE MEETING AND THE NATURE OF YOUR COMMENT OR QUESTION*

## **PENDING BUSINESS**

- ✓ Potential Grants for Marina- exploratory phase
- ✓ Potential Grants for New Park- exploratory phase
- ✓ Amenity Report – in progress
- ✓ Books of Riviera – Available upon request, monitored by BOT
- ✓ Bylaws and Covenants Phase 1 Survey – future growth
- ✓ Bylaws and Covenants Phase 2
- ✓ Cole Point Proposal – End of Talks as of 02/07/24
- ✓ Committee Charter Review- in progress
- ✓ Compliance Initiative – quarterly targets
- ✓ Compliance Variants – in progress
- ✓ Designated Authorized Signatures- active and pending new BOT member
- ✓ Election Committee – in progress
- ✓ Goals and Mission Statement – in progress
- ✓ Good Neighbor Brochure – monitoring
- ✓ Insurance – monitoring/100% coverage
- ✓ Internet Engineers Invite – in progress Verizon application confirmed, T-Mobile Pending
- ✓ Membership Meeting 2024 – planning
- ✓ Office Equipment Report – awaiting more information
- ✓ Official Statement of corporate affairs- being prepared for 2024 Annual Meeting
- ✓ Renters Rights– monitoring
- ✓ Reserve Account – monitoring, report received
- ✓ Website Update – in progress
- ✓ Membership cards – in progress
- ✓ Restaurant Repair Schedule – monitoring and in progress
- ✓ Policy and Procedure Handbook - monitoring and in progress
- ✓ Lawyer Update- no changes

**BOT MOTIONS**  
**BOARD OF TRUSTEES MEETING**  
**FEBRUARY 24, 2024**

**MOTION 2024-02-01:** To begin an investigation into GM, Philip Ronning, in response to member complaint stating that Phil was not paying for items consumed at the Lakeshore Restaurant. *Motion passed unanimously by email and verbal votes.*

**MOTION 2024-02-02:** To Ban Solicitation at Riviera Amenities. *Chris moved, Gabe seconded, passed unanimously.*

**MOTION 2024-02-03:** to appoint Deb Parker to the vacant Board of Trustees position. *Chris moved, Gabe seconded, passed unanimously.*