

# Board of Trustees Summary BOT Meeting March 30th, 2024

GM: General Manager

AGM: Assistant General Manager

OS: Office Staff TH: Town Hall

## Core Agenda Items

1. Review of minutes of previous monthly board meeting.
2. Review of summer of previous monthly board meeting.
3. New Business
4. Old Business
5. General Managers Report

*Review KPI (handout) \$200,000 behind this month, 205,000 for the year – typical for this time of year & will even out.*

*Rigero muck reduction bio pods are here and will be installed very soon.*

*Lake Josephine NO WAKE lake due to high-power of new battery motors. Speed Limit - Under 5mph at all times.*

*Buildings Dept has been repairing and repainting bathrooms around the Riv – parks and campground. Septic System at campground had a leak, was repaired.*

*Grounds have been replacing deteriorating RR ties for the parking lot at the Lakeshore. Also, will be replacing pavers down from upper lot with brushed cement. Replacing and maintaining RR ties/walls on golf course.*

*Lakeshore: Cook-line Hood cleaning project was completed. The walk-in freezer stopped freezing – Andy (bldgs) repaired. Locking liquor locker was installed.*

*Marina floats are scheduled to go in late April.*

*Lake Josephine Water won 2<sup>nd</sup> place in the Annual Taste Testing for our district. A huge tribute to our guys at the Water Dept and all the hard work they do.*

*Working on Reserve Study – Tennis courts have some dangerous dips due to settling. In the next 5 years, we will have to replace the courts – est. \$350,000.*

## 6. Report of Officers: Begins Below

## New Agenda Items

1. 2024 Schedule
  - a. BOT Upcoming Meetings
    - i. April 27, 2024 TH
      1. Topic Conspiracy Theories.
    - ii. May 25, 2024
    - iii. June 29, 2024 TH
    - iv. July 27, 2024
    - v. August 31, 2024 TH
    - vi. September 28, 2024
    - vii. October 26, 2024
    - viii. November 23, 2024 Moved up one week
    - ix. December 28, 2024 No BOT per FD
  - b. Town Halls

**2. Reminder Compliance Initiative**

- a. Reminder to membership that this quarter our focus will be on bringing all fuel tanks into compliance within the Riviera.
- b. SECTION 7.11. Fuel Tanks. No fuel tank shall be located above ground on any Lot, except in accordance with Pierce County Regulations, and unless screened from view.
- c. *Note: One request came in for a Variance and the Compliance Committee denied it. The board supported the committee's decision. All tanks must be screened fully from view.*

**3. Website: Update**

- a. The website is being updated to become more informative and user friendly.
- b. Please be patient as you may see several new pages with little to no content as the staff builds the framework.

**4. Committees: Update**

- a. All committees are full at this time.
- b. Committee Minutes will be posted to the website in the future as the website updates continue to happen.
- c. Lakes Committee: Supported recommendation for improvement to the boats launch area at Interlaken Park. This new buoy system will provide a safe corridor for boats to launch. This will ensure they are far away from the shore before they power up.
- d. ACC will receive directions from the BOT to ensure VA sponsored ramp installation request go through a quicker process. Especially when a member is being released from hospital care and the ramp is being contracted by the VA. *\*Approved seven new permits, one site development. Closed one permit. 166 permits out, 44 site builds. Encouraging members to complete projects in a timely manner within permit time limits. Project season is coming, please contact Dan if you have any questions. Welcome John Buhler and Don Gloyd to the ACC.*
- e. Forestry – *\*Two approvals for tree removal. No Meetings needed this month.*

**5. Reminder Properties out of Compliance (repeat)**

- a. Section 9. The Board of Trustees may, by specific action, authorize the Riviera Attorney to pursue injunctive relief and request the Architectural Control Committee to rescind their approval of the construction or development project. Page 26
- b. The BOT has directed staff to take additional actions on lots that have failed to meet the ACC expectations or fallen out of compliance.

**6. Reminder Golf Course Update (repeat)**

- a. New changes to the Golf Shop and a friendly reminder that not paying for your rounds is considered theft. *Molly: Goal is to get 25 new golfers this year, last year 15 new – Ladie's Beginner Club... Coming "Twilight Golf" Tues-Friday 4-7pm - All the golf you can play \$18. Being a PGA Professional allows opportunities, one is to open new accounts for gear - Calloway, Cutter Buck, Ping, Proactive PG. I will be available for club fittings. New POS system. Book tee-times online, check in/out, honor box still for hours Pro Shop is closed.*

**7. Membership Cards**

- a. New Cards are available for pick up. [Email contact@rivieraclub.org](mailto:Emailcontact@rivieraclub.org) or call to request via U.S.P.S.
- b. Reminder that the Interlachen Gate Combo is changed every winter. People who need the new gate code will need to come to the office.

**8. New Amenity: Internet Wifi**

- a. The board will be putting together a small committee to help the staff and management with guidance on new updated office equipment. Most of our software and hardware is over ten years old.
- b. During this review it was decided to treat the internet, which is generally considered an operational expense, as an Amenity to give back to the membership.
- c. Current internet speeds have already been improved at the Restaurant to around 80 mbps. The goal will be 200 around office via wifi.
- d. More information to follow over the next few months.

9. **Policy Updates -**
  - a. Marina: Updated pending approval
  - b. Campgrounds: Updated pending approval
  - c. Facilities: Updated pending approval  
*\*All the above approved by Motion 2024-03-03*
  - d. ACC (on hold)
10. **Member Opportunity: Replace Air Hose Nozzle for compressor by the yard (office.)**
  - a. Completed in February
11. **Member Reminders of Community Island Wide**
  - a. AICAB Meeting April 11<sup>th</sup> 5pm
  - b. Fire Department Pancake Breakfast - May 26th
  - c. Fire Department Fire Pit Permit: [\\*Time for Renewals!](#)
12. **Member Concern: Employee**
  - a. Concern Employee was giving away free drinks.
    - i. Employee has paid for all drinks. No evidence of employee going behind bar and pouring drinks on their own is available.
    - ii. Employees at Bar have stated that Employee in question always pays for their drinks. And is known to buy drinks for others.
    - iii. Members have stated that employees will often buy a round of drinks for members.
  - b. Concern Employee was giving away free Bingo Tickets
    - i. Employees are known to buy tickets and give them away. The assumption that they are being given free tickets from the American Legion would put the operation in question.
  - c. Concern Employee was discussing sensitive topics with another member.
    - i. Unless there is an active legal case or employees pay, nothing is officially off topic regarding Riviera Business
  - d. Concern Employee was working side job while during work week.
    - i. Employee took vacation days.
  - e. Did the Board approve a 3/12 Pitch on that the ACC declined?
    - i. The Board did not approve a 3/12 Pitch. This was a request for opinion and not an approval.
    - ii. Although previous boards have approved 3/12 pitch in the past this board believes that this decision goes against the county code in the case that they previous approved.
    - iii. County Code 18J.40.050 prohibits 3/12 pitch on primary.
    - iv. Membership will have to vote on a changes that align with the county code in the future.
    - v. McDonald Lake Property: Who authorized the concrete retaining wall that was built. Did the county approve this. No and a few boards ago it was approved.
13. **Member Opportunity: CCR/ByLaws/ACC not**
  - a. In regard to concern that CCRs and ByLaws and ACC site development Boards made changes without Membership Approval
  - b. Membership voted on CCRs in 1999 this is accurate and registered correctly with the County. #9907210373 07-21-1999
  - c. Membership voted on ByLaws in 2013 this is accurate and registered correctly with the County. # 201310310155 10-31-2013
  - d. July 28<sup>th</sup>, 2007, Motion 2007-07-06 Board approved an ACC site development plan to be given to membership for vote.
  - e. Our current documents say the following for ACC
    - i. Board of Trustees Approved - 07/28/07 (Motion # 2007-07-06) Membership Approved: 09/29/2007 - Recorded with Pierce County: 02/06/2008
    - ii. Recorded with county 09-29-2008
    - iii. Not voted on by members, per county, per folders
    - iv. Rescinded by Board 04-28-2018
    - v. Motion#2018-03-04 Unanimously voted to rescind

*\*Board of Trustees determined that the process and procedures referenced in recorded Site Development Documents are not required to be recorded and better left to be managed by the Board of Trustees and its duly authorized agents. Accordingly, on April 28<sup>th</sup>, 2018, the Riviera Community Club Inc, Board of Trustees, acting pursuant to its authority under the Bylaws, voted to rescind the Site Development Documents.*

However, SECTION 6.02. Trustee’s Authority to Recommend for Adoption Rules Regarding Land Use, Architectural Requirements, and Development of Individually Owned Property. The Trustees shall have the power and authority to recommend to the members for adoption reasonable Rules regarding the development, construction, alteration and use of all individually owned real property within the Subdivision, including, but not limited to, Rules regarding the exterior design, materials, color and finish for all improvements. The minimum standards for these Rules shall be the Pierce County Uniform Building Code (UBC) except when amended by these Covenants. These Rules shall not be inconsistent with these Covenants. Any Rules recommended by the Trustees shall be subject to adoption by a vote of sixty (60) percent of the Lots present or represented by written proxy and entitled to vote at any annual or special meetings of the membership called for that purpose and at which a quorum is present. After the recording of these Covenants, no dwelling shall be constructed or placed on any residential Lot unless it shall comply with these Covenants and the minimum architectural requirements recommended by the Trustees and adopted by the membership as provided herein.

- f. As a board we understand that there are legal ramifications to this regarding previous board members’ actions. However, we are just focused on moving forward at this time.
- g. At this time, we are asking all members to provide us with any written documentation that they may have in regard to this topic. Once we’ve reviewed new documentation we will update membership at the next board meeting.

**14. Member Question: Are we Rual 5 or Rural 10?**

- a. We are Rural 10
- b. <https://www.piercecountywa.gov/DocumentCenter/View/38493/ADOPTED-Anderson-Ketron-Islands-Community-Plan?bidId=>

**15. Member Email and Reply**

- a. *Large floats on the lake: This has been reviewed by the GM, BOT, and both Compliance and Lakes Committees. Floating docks haven’t been a problem for the RCC and currently a system of enforcement isn’t necessary. We share your love for the Lakes and will keep trying to find ways to promote the responsible usage of our common areas.*

**16. Member Email and Reply**

- a. Replacing the dock on Narrows: A new dock is in the budget, please standby for more information about the date of installation. I will investigate the wire hanging and make sure it’s not a hazard, thanks for letting us know.

**17. Member Email and Reply**

- a. JM continued emails have been answered and we are trying to come up with a good way to communicate this information with membership.

**18. ACC Charter (re-review)**

- a. Charter was last reviewed and approved in 2022 and needs to be reviewed and modified for 2024
- b. Previous documentation was removed from the policy book.
- c. A copy was retained, and this will be reviewed in accordance with the state law RCW 64.90.410
- d. We will look at who changed it, when it was changed and documentation to back any changes up and approve the character for 2024.

## **Member Comments:**

**Pete Anderle 14/148:** The BOT and Committees cannot override PC Guidelines & WA State.

**Answer:** *Our governing documents are supported by the state and supersede state and the county. Our governing documents are respected and monitored by the state and the county. Eighty percent of everything on the ACC should say follow the code of the county.*

Single Family resident in Zone 10 – We have several grand-fathered in areas.

**Darrel Beck: 08/046:** How is it that you are going to ‘undo’ what was illegally done without Membership Vote?

**Answer:** *No vote is needed – reverting back to last version voted on and approved by membership 1999.*

**Linda Williams:** What is the status of Cole Pt Water Proposal?

**Answer:** *Cole Pt proposal discussions have closed. The Cole Pt Association must gather 10% of membership signatures and put their proposal to a membership vote for any further consideration.*

**Michael Downing 02/026:** Will the correct documents be posted and how will members know?

**Answer:** *We are still collecting documentation for 30 days in case someone comes forward with something different to what we have. Yes, the correct documentation will be available to members and posted on our website as soon as the investigation is finished.*

**Phyllis Zander 11/071:** ACC Document Investigation - will we have time to digest this before changes are made to whatever the correct version is and put forth as the final?

**Answer:** *Yes, this will all be discussed and presented at the next Town Hall on April 27<sup>th</sup> - four weeks from today.*

We encourage and appreciate member feedback.

**Paula Armstrong 14/058:** Where can we find the reviewed and approved policies from

Motion 2024-03-03? Also, what are we doing with all of these boats beached on our beachfront?

**Answer:** *The newly reviewed and approved policies will be available on our website or may be picked up in the Business Office. Phil has reached out to the authorities, and the boats will be picked up within the next 15 days.*

**Joyce Young 11/060:** Dump Station still out of order and is it going to be repaired? Is disappointed with the state of the campground – looks like a dump and is unacceptable.

**Answer:** *Dump Station is being worked on and will be moving to a new spot. Yes, campground will be cleaned up and ready for start of the summer season May 1. Both Grounds and Bldgs Depts have been finishing up other winter projects. We have had some issues with illegal dumping. Two extended stay members have vacated – those spaces will be returned to acceptable state.*

**Past Question:** Can't the Camp & Marina Hosts & Golf Shop have a list of all members for proof of membership and standing?

**Answer:** *Working with the office investigating this avenue.*

**Internet update:** *The islandInternet has the support of the state and county who are helping us get the Internet fixed on our area HOA.*

**Traffic Evaluation - Pierce County:** *PC is coming out here this summer to do more traffic evaluations, adding yield signs on certain crossroads that are high risk for traffic collision.*

**Potholes:** *The BOT has authorized me to start a fb post of “LOCATIONS OF POTHOLEES.” When this post hits social media, please add to the growing list with locations of all the potholes you know of. PC has committed to us that if we give them a compiled list, they will come out here and clean up all the potholes.*

**Josie Thompson 12/019:** New buoys at Interlachen give very little room for boats to load/unload.

**Answer:** *BOT will look into it.*

## **End Report**