

RIVIERA COMMUNITY CLUB
Annual Member
Meeting Minutes
11016 Country Club Dr.
Anderson Island, WA 98303



BOARD OF TRUSTEE MEMBERS
Dana Stirn President
Peter Anderle Vice President
Jerry Hines Secretary
Bill Quinn Treasurer
Therese Pasquier Trustee

**Annual Member Meeting Minutes
Saturday September 24, 2022 @ 10am**

CALL MEETING TO ORDER: *Dana Stirn, President 10am*

1. Call for the Vote: "If you have not yet voted, please do so in the next 10 minutes."

2. Introduction of Board Members and Guests:

Dana Stirn, President
Peter Anderle, Vice President
Jerry Hines, Secretary
Bill Quinn, Treasurer
Therese Pasquier, Trustee
John R. Berg, Parliamentarian

3. Adopt Agenda: Motion to Adopt Agenda as written was approved.

4. Announce Quorum Announcement

317 proxies needed to establish a quorum
As of September 23rd, we have received 319 proxy votes.

ANNOUNCEMENTS: "Pursuant to our covenants and by-laws, the only business item open for discussion are those in which the whole membership has been notified. In this case, the election of the Board of Trustees is the only topic in which the membership has been notified." Minutes of 2021 Annual Meeting are available at the check-in desk.

5. Motion 2022 Motion to approve the September 25, 2021 Annual Membership Meeting Minutes
Correction: #9 Candidate Intro - Reads 2021-2021 should read 2021-2022
Minutes are accepted as formal record of last year's Annual Member Meeting

6. Introduction of Candidates

Four (4) positions to be filled; top three candidates in the vote tally will serve a two- year term., the fourth will serve a one-year term:

Luke Atzert Chris Frye Jerry Hines Terry Kliever

7. Call for Close of Voting: "Voting is now completed, and ballots will be counted by election committee."

8. Year-end Reports

Golf & Grounds Superintendent Candace McElhenny

Been with the Riviera for 20 years, taking over last year as Superintendent. G & G takes care of the golf Course, all parks, campground, marina & restaurant. Thanked her crew of 3-4 full time workers for a job well done. This year with the BLDGS/MAINT Depts, deep cleaned the Golf Cart barn. Grounds crew cleared golf course of English

Daisies, which is an ongoing nuisance problem. Completed fall aerification to keep the turf healthy. Just purchased a brush for this purpose that will be used throughout the year along with last year's roller purchase. Cleared tree limbs from course. Working on the ongoing irrigation problems. Tennis Courts pressure wash cleaned, and nets need will be repaired. Lake algae was rampant this year. Sprayed for milfoil and other weeds, sent many samples to health dept that all came back non-toxic. Ongoing problem – Lakes Committee will be helpful. There are many reasons for the growth of algae – goose poop is a huge contributor to the growth. Will be continuing this fight. Future projects – rope fencing at Ray Park, trash cans, bocce ball court proposed for Interlachen and golf course drainage.

Water Department, Manager Russ Rodocker

Been with the Riviera 28 years. Thanked his Water Department Staff, Josh, John and Krista. Comments that Krista has given notice, thanks her for her years of outstanding service and states she will be missed.

This year there were 16 new water connections.

47 million gallons of water was pumped – down from 52 million gallons from last year – 5 million gallons which is an awesome feat.

Reducing costs to the ownership of the club is a focus. Here are some ways the Water Dept is reducing its cost:

A 1-ton flatbed truck was purchased to replace a ¾-ton, money saved by purchasing a cab chassis (lower cost) and built the system in the Riviera shop – which overall saved about \$12,000 for this truck.

A new trailer-vac replacing the 24yr old trailer-vac was purchased and the biggest reason for this purchase was the cost factor due to a change in PC regulations. This vac can be used in more situations that the old vac could not.

Merged in a purchase with other water depts to purchase 2400 feet of ductal-iron pipe for our water main project – saving us about \$6 per foot - \$24,4000. We will continue to collaborate with these other water depts for -future purchases as it allows us to purchase products for less than if we did it alone.

New correlator system this year, which is instrumental in leak detections. Each year we would spend \$10-12,000 hiring a company to come out and do systemwide audits. Purchased them for \$16,000 and monitor our whole system DAILY without any outside contractors. Detected and repaired seven leaks this year.

Water-main project: not only was cost of ductal-iron pipe lower but we are also collaborating with Tanner Electric on a project on the Country Club Drive/Pl loop in springtime – doing our service at the same time saving us cost of excavating – splitting cost evenly in some functions. Future project collaboration with Tanner is in the works – saving dollars ongoing.

Always on the lookout for grant monies opportunity – infrastructure grants are tricky to get. Our Water system is being maintained, efficient and generally in great shape – grants are usually given to other organizations that are in dire need of maintenance and repair. But we have two pumps that are due to be replaced next year. New pumps will reduce our energy by 20-40%, which will see a substantially lower energy cost. There is a grant coming out next year that is specifically for water utilities and energy efficiency, that we will be applying for. It is a 50/50 split so they will cover half the cost of the new pumps. Found a grant writer to assist us in this opportunity and feels good about our chances.

Admin Water Dept hours of operation will coincide with the Riv Main Office as the new hire for the Admin Water/AP position will be based out of the main office.

Please know that the members/owners are the eyes of the Riviera – walkers, etc. if you see something out of the ordinary – water collection – suspected leaks, etc., please reach out to us. We would benefit greatly if services were needed and caught early. Also please know that the Water Dept (with name tags) and the Fire Dept are the

only crews that should be meddling in yards, sides of the road, etc. Please report to us if you see anything suspicious.

Golf Shop Manager, Annie Burg

Overall, this year's revenue was up \$16,000. Merchandise sales and golf cart rental promotions over the winter months led to the increase. 24 tournaments were booked this year (675 golfers.) The men's and women's clubs invited outside golf clubs to come out and play which resulted in increased greens fees, merch sales and golf cart rentals which were up \$1200. Purchased another used golf cart – as we are sometimes short rental carts. Purchased a hot-dog roller and other food items resulting in increased food sales by \$3600.

Restaurant, Troy McCulloch

Had two outdoor live music events – Elvis and Creedence Clearwater Tribute Band. Held an outdoor BBQ on Labor Day Weekend – would like to make this a yearly event. Wine events, Film Festival Gala and will have a Halloween Party.

Financial Summary, Bill Quinn

Budget packets are available at the door and sent out with the Member Packets. In his opinion the Riviera is in great shape. As of July 31, Bank balances are Operations \$523,000, Water Operations \$141,000. Capital Water \$3,250,000, Other Capital \$312,000. The Riv is spending money wisely. Capital Water dollars are in cash – but given market conditions now, Phil & Russ have been working with an investment analyst about investing the Capital Water dollars to grow with interest.

Accounts Receivable: End of last year receivables balance was \$742,000 representing 269 lot's dues not paid. Of these 269 lots it represents about 8% of the 3100 lots. Less than 10% delinquency rate which is better than many other same types of communities. In 2015 our delinquency rate was about 13%, so we have reduced this considerably. 94 of the 269 lots owing \$552,00 were over five years old. This year we took a new approach for the first time with the GM and BOT's efforts, we began our own foreclosure process and are acquiring the delinquent lots. There are 65 lots in this process and six are back in our possession and will become for sale by the Riviera to members first. This in the long run puts hundreds of thousands of dollars in our bank account and brings new members to the RCC.

9. Committee Reports

Compliance Committee, Joanne Mettler – Chair

Primary Goal is to ensure compliance with the RCC Covenants & Bylaws in accordance with policies and procedures adopted have been established to maintain the beauty and property value within the community. The responsibility of the committee is to identify violations of said governing documents and notify the Community Development & Compliance Manager and the BOT accordingly to contact the owner for compliance. We also keep in mind the laws of Pierce County. The committee has five members currently and is adding one more shortly. In the last year, Dan (CDCM) has dealt with approx. 65 incidents with resolution. Examples of these incidents are members living or camping in RVs on their lot, non-permitted or unfinished building projects, tree removal without prior approval, abandoned cars, furniture, appliances on lots. Issues of not maintaining structures or landscaping, trash and noxious and hazardous materials. In many cases, the owner was not aware of these issues. Other cases, issues are more challenging, and some are still being worked on. As the Chair of the committee and a member for over 10 years, I would like to remind members to review the RCC Covenants & Bylaws. They are available through the office or on our website rivieraclub.org. Encourages members to use the home page Compliance email section to submit questions or concerns. Thanks the BOT for all of their volunteer work and thanks committee members and Dan Morgan for their assistance.

ACC, Murry Stewart – Chair

Three new Site Development and three new projects were approved this month. 10 projects had their final inspections approved, amounting to \$2000 in deposit refunds. Projects seem to be slowing down. Our new committee member Tina Cole has been a great addition. Busy summer for building and projects and the ACC appreciates everyone who participated in the ACC process. If you have any questions about ACC, please contact Dan Morgan dmorgan@rivieraclub.org or 253-884-4093.

Year end: 24 Site Development permits, 13 Site Development approvals, 68 projects permitted. More than \$25,000 deposit fees refunded. 98% of first-time submissions were approved. Need more volunteers for the committee, so please reach out if you are interested.

Dana thanks the Election Committee. Murry Stewart – Chair, Gretchen Sziebert, Susan Hatch, Greg Bergstrom, Laurie Keele, Arthur Willetts, Kristen Kennedy – and Christine Rodocker A/R and Accounting.

10. Announcement of election results for 2022-2023 New Board of Trustees: 344 total voters

Luke Atzert	280	Dan Heltsley	1
Terry Kliever	263	Kara Richards	1
Jerry Hines	224	Phyllis Zander Brown	1
Christopher Frye	219	Craig Richards	1
Jan Nelson	3	Robert Falk	1
Bill Quinn	2	Bob Peterson	1
Jerry Bergman	1	Chuck Eparvier	1
Barbie Stockstad	1		

11. Motion to certify election: Jerry Hines moved, and the motion passed unanimously

12. Introduction of new Board of Trustees

MOTION TO ADJOURN 11:55am

[New Board Adjourns to Upstairs for Election of Officers]