

RIVIERA COMMUNITY CLUB
Monthly Meeting Minutes
11016 Country Club Dr.
Anderson Island, WA 98303
Zoom Meeting



BOARD OF TRUSTEE MEMBERS
Christopher Frye, President
Gabe Sachwitz, Vice President
Deb Parker, Secretary
Jerry Hines, Treasurer
Sonja Hopkins, Trustee

Board of Trustees
Minutes
Saturday January 25, 2025 at 10am

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

AGENDA

- a. Call Meeting to Order: 10:00am
- b. Stand for Pledge of Allegiance to the United States of America

"There is no transparency without documentation."

Roll Call: **Present:** Chris Frye, Gabe Sachwitz, Jerry Hines, Deb Parker, Sonja Hopkins

1. OLD BUSINESS:

2. NEW BUSINESS:

1. 2025 - 2030 Hazard Mitigation Plan Renewal / John Cammon Maintenance Super Presents:
It is time for Riviera Community Club to update the existing 2020 – 2025 Hazard Mitigation Plan for the 2025 – 2030 period. I encourage any of you not familiar with the current plan to visit our website and review it from the links on the main page. I would also appreciate any thoughts or comments you may have regarding the current plan and what you think should be in the updated plan.
Office Direct: 253-432-7268 Cell: 253-405-2385 or email john@rivieraclub.org.
2. MOTION 2025-01-01: Approve previous meeting minutes November 23, 2024.
Deb moved, Jerry seconded, passed unanimously
3. MOTION 2025-01-02: Approve lot combination for Josef Waldmann 02/045 & 02/046
Deb moved, Gabe seconded, passed unanimously
MOTION 2025-01-03: Approve to delay Campground Fence, allocate the monies to Asphalt
(for a savings of \$4900.) *Deb moved, Gabe seconded, passed unanimously*

4. SCHEDULE OF BOARD MEETINGS AND TOWN HALLS:

5. February 22nd at 10:00am
6. March 29th at 10:00am – Town Hall (no topic yet, Open Talk)
7. April 26th at 10:00
8. May 31st at 10:00 – Town Hall (Six Month Budget Review)
9. June 28th at 10:00
10. July 26th at 10:00 – Special Membership Meeting Vote on Governing Documents
11. August 30th at 10:00
12. September 27th at 10:00 (Annual Member Meeting)

3. REPORT ON COMMITTEES AND AMENITIES: DAN MORGAN

ACC, Forestry, Compliance & Lakes reports by Community Development Manager, Dan Morgan
ACC: Couple quiet months – ACC has approved three new permits; we have 39 home builds going on right now. I say this every time and I'll keep saying this: members with active projects that have gone past expiration date of your permit, you need to finish or and or make contact with us and request an extension or final approval.

ACC-Forestry: No requests for planned tree removal but have three new emergency permits this month. Two cases connecting neighbors with suspicious trees – encroaching on another member’s property. We can help members contacting their neighbors if needed.

Lakes: Not much to report – The committee is happy with the numbers and quality of the water. The Rigerio Muck reduction units at Pine Lake – still waiting for definitive results.

Compliance: No major incidences; we've had a couple of minor incidents as we've taken care of just over a dozen issues that pop up daily. Again the majority of our issues still have to do with finishing projects and clean up. I'd like to elaborate that let's start thinking as the spring approaches about spring cleaning projects. Like stuff that we all know has been sitting around and we're you're trying to get to ourselves so let's try to get over the hump and get some of those projects finished.

Again, road safety- especially with the frosty season. Please be aware of people walking and I'll say this every time- you know I'll keep repeating it: Please remember that the members (home owners) are responsible for their guests, so please help your guests understand where they are and that we have rules in place to preserve this amazing community.

About six weeks ago we had an incident of vandalism down at the Marina to our fire pits. Bricks were pulled off and removed destructively- and part of the structure has decayed. The damage is in the thousands to either repair that section or rebuild the entire thing. Tanner, Buildings Department Super, is looking into different options. We know who did it – the owner of the property is accountable for their actions – this issue is being resolved with repercussions and we're also pressing charges because it's not first time something like this has happened with the same group and it's getting worse

5. **GM REPORT:**

Restaurant: The member discount is being used by some members so we're excited about that. There are Lakeshore Restaurant Coupons in the Sounder – these are gonna change every month. They're cool - different deals and savings every month, so keep an eye out for those – only in the Sounder.

New solar lighting on restaurant walkway from upper parking lot is not working out. Too many trees for solar to be bright enough. Buildings is researching an alternative lighting system.

The kitchen will be undergoing a hood cleaning on February 6 and will be closed. Hood cleaning is required by the Health Dept.

Tanner, Mike and Andy will be resurfacing the bar top – replacing epoxy on the bar – we will give as much notice as we can – the bar will be limited service. Date is TBD.

Golf Course has been closed a few times recently because of frost. When the frost hits, the grass is brittle and delicate. Walking, driving and playing on it can do permanent damage. It's important that we do close for frost. As some of you may have seen, Molly does a really good job of watching it and if the sun comes out and opening in the afternoon is a possibility, she'll do that.

The Buildings Department is tackling a lot of offseason maintenance projects, like upkeep of the park models, the bathrooms that we have throughout our amenities, painting projects, cleaning projects, etc.

The Water Department has some exciting news; this past month they acquired a new sprinter van and it was a great purchase. It is used but new to us and in great condition. We had wrapped up nice white with our logos. The water guys are really excited about it because they're gonna be able to outfit just for what they need. Essentially, it will be like a rolling shop. They'll have everything they need right there in one vehicle. The old van will be moving to the Buildings Department, so it's kind of a win, making use of the old one.

Next month, following our BOT meeting, Russ Rodocker, Water Superintendent will be here to talk about the plan to conserve water and to make the best use of our water. It's also an opportunity to meet Russ and get answers to any questions that you might have. The state requires water departments to have a conservation plan which is updated as needed.

Chris: The Water Department has taken care of a couple of emergency water situations that have risen. Sadly, this meant that some members were out of water and it brought awareness to some communication

opportunities we have for letting members know. No matter how small or how big the water issue is, when they have one of these leaks they let all membership know. Not for just the activity but also for safety – to let people know there are work crews out there at night or during the day.

Dan: We're always looking at our processes ways to improve and respond. To comment on the asphalt reallocation of funds – this asphalt project is needed for a few troublesome areas in the Riv which includes the marina hill. Also included is the cart path at the Golf Course.

Jerry: the restaurant parking lots will be included in the asphalt project – some areas will be painted with bright colors for curbs – safety is paramount.

6. **BOT REPORT:** Talking Points and Trackable Items

Jerry Hines: Review of KPI – where earlier in the year we were negative \$200, 000 and now ytd income is only \$16,000. We have 14 cd's – \$3,500,000 with 4 ½%. To put that in terms that reflect are that the income from CD's amounts to about \$50 per year per lot. That's \$50.00 that we do not have to raise the dues. I mean that's getting better as our water capital goes up at the start of the year that's well over a half million dollars and that's all going into CD's. We'll start recouping more per year per lot because of that. The CDs are in 14 different banks. We are also focusing on delinquencies. You'll notice our budget forecast ;we figure in 10% and so we're trying very hard to find new ways to sell some of these unsold lots. We have a process of offering them first to members and then to anybody at a reasonable price, which is just the tax assessed value. What's important to us is that one of those is as a whole is \$1000 annually that we're not getting, so we could almost give those lots away just to get them back on the on the books, particularly if they're lots that don't perc- they're only worth a few thousand. So, if anybody is interested in a lot close to you we'd be happy to connect you with the people. We are thinking perhaps, to interview and get proposals from a number of Realtors on the island to see about putting those in one person's hands to get rid of them.

Chris: Regarding delinquencies - we've actually been working on separating the numbers and determining members in good standing. We have 2492 members in good standing with 696 delinquent members. That means that the delinquent under 90 days or under 120 days. Some members pay every four months, some members pay monthly. Some of those members that typically pay every six months or a year. There are a couple of developers that pay in bulk. And we also want to know how many lots are owned by the county because when the county acquires a lot, they don't pay any dues. Our staff, who is working hard to reduce that delinquency down- isn't being considered lacking in their job when also we find out the county owns a bunch of lots.

Looks like golf is doing great for being cold out there.

The restaurant had 1252 dinners served in December. January's numbers will come in next month.

ATM Report – consistently having \$10,000 withdrawn by members each month.

Newsletter is going out now and this is the actually going to be the official newsletter that we're actually required to send out according to our bylaws. Once a year we're supposed to send out a letter to all members that lists any policies or anything that's been changed. The newsletter will tell you where you can find the information was changed or updated.

¹

The first of several Community Surveys is going out today . There is a hard copy here available today and online. Link is posted on the website. There will be probably 4 surveys over the next four or five months. This will help get feedback from members to help the board and administration for direction in the future.

No HOT TOPICS because there haven't been any questions submitted since November.

7. **ADJOURNMENT:** 10:51

MEMBER'S COMMENTS

**MEMBERS – To speak before Adjournment of the 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 will be asked to raise their virtual hand during this time. For clarity all questions must be submitted using the proper form. Verbal questions may not be interpreted.*

Phyllis Zander 11/071: At a previous meeting a member employee announced that Riviera golf course was a public course. In my 30 years living here in my knowledge no vote has been sent to members to change Riviera golf course from private to public. The change which is the exact opposite that we have right would require a 60% positive vote to make this change. Right now management and the board, in my opinion are in violation of supporting and enforcing our governing documents. My question to the board will require a simple two line answer. When are you going to mail this question to the full membership for a vote on a public golf course? Until then, our covenants should be followed as written “members family members and their family and personal friends members may sign their rights to non-members” but that has to be done at the office. We also have Associate Members, they are allowed to use all of the amenities for that fee. It does not make them members and it does not give them access to public meetings or vote on the membership. So, I would like the two line answer to the question I just asked. When do you plan on doing that? If you are going to do that as part of what you are doing for the changing or whatever, on July the 26 regarding the covenants and bylaws. I would like to have at least a month in advance for anything you plan on trying to change. I don't want to come to a meeting to get great pile of paper and have to go through it to try to see what you're doing. As a member, right now you are in violation with allowing the public to play our course. Unless you've got something from the county in writing - the county does not own our course. The members paid for the course when they bought lots here when the developer developed. Everything we're doing here, including our covenants and bylaws and that hasn't changed other than the changes that were made with votes or with the voting membership. So, I'm very upset with the direction we're going with no documentation. Are we turning into all the public courses throughout the county? The county does not control ours because we, the members own it. So, we need to do some real searching as to where we are right now with what we are. Do we intend Riviera to continue, do we allow it to open up to everybody then why am I paying dues? Why don't we just turn it over to the county and the county will come in and take over the whole thing and what we'll do is pay our dues like everybody else does that lives in Pierce County. Either we are something or we are not. We can't be half of something. You probably know that I'm not happy with it you have no idea how unhappy I am and I'm only one human being.

We discussed this a couple of months ago, but here's an update. In March, we will address this topic at the town hall meeting. We have all the historical documents, and we'll ensure they are available for members. The golf course was originally owned by the company managing this place before we took over through an agreement. We'll review the history, answer your questions, and post everything online for transparency.

Jerry Bergman 02/004:

I was wanting an explanation of the fence at the campground as a repair or something new?

Is the survey available online?

Chris: Yes, on our website and a link will be coming out in an email.

Jerry: The downloadable question/comment form, can I email it back to you?

Chris: You can submit a question to the BOT or the GM in email or copy the form and send it in?

Sara Kennison 101/02:

I'd like to know about the vandalism at the Marina - is that cost to repair gonna come on to the members or to the members that did the destruction, that wasn't clear?

Dan: The members will be accountable for the damages and in the case of for one of the people being a renter, it will technically go to the owner of the house because that's what our covenants say.

Sarah: I know in the past we've talked about that there's a gate at the Marina -have we've looked into possibly locking that and having like member access to secure?

Dan: No, that has not that's not something we've considered since this incident.

Chris: One of the challenges we face is that there are fewer visitors in the winter season. Additionally, the fire department uses the dock for access, requiring us to provide access to multiple units, including the engine and chase cars. The Police Department also occasionally uses the dock, so we must ensure they have access as well.

Paula Armstrong 14/058: When you're speaking about resurfacing and restriping our parking lots, I would just like to say please don't skinny parking slots take that into consideration we're all the need as much room as we can get. Do we have security cameras at the marina?

Chris: No, we have connection issues down there but we're working on it.

Paula: Does the Lakes Committee monitor Lake Florence?

Dan: Yes

Phyllis Zander: I know that you had given me a copy of the most recent policies that you had created but previous to getting those from you, I do have about 27 policies that I have obtained over the years because I like to know what's being changed. I think it would be nice if we could have an inventory of the names of the policies you have created in addition to the ones you have absorbed and are using so that I know whether the policy is one of the 28 policy copies that I have.

Chris: I'm sure a lot of those have gone away.

Phyllis: And so, I'd like to have an inventory of what you actually are using as policies maybe you've just discarded some of them, but I want to know if the ones that I have at home are actually active.

Chris: There's a book of policies upstairs -we'll get you an index and send that to you.

Phyllis: That would be lovely. OK, thank you very much.

Dan: Or feel free to bring come by with your 27 and we can sort it out together.

Board of Trustees Trackable Items

- ✓ Associate Members Total: 17/60
- ✓ Associate Member New Applications: Zero as of 01/15/25
- ✓ Amenity Report – No new Events as of 01/15/25
Annual Member Picnic: Cancelled; Health Department Update/No Potluck
- ✓ Books of Riviera – Available upon request, monitored by BOT
- ✓ Bylaws and Covenants Phase 1 Survey reviewing 01/15/25
- ✓ Cole Point Proposal – End of Talks as of 09/25/24
 - Updated in May Talking Points
- ✓ Committee Charter Review- Charters to be posted to website alongside minutes
- ✓ Committee Feedback
- ✓ Community Challenge – PC Alerts, Stay in Place Prep
- ✓ Compliance Initiative –
Propane/Vehicle Notices sent out
- ✓ Compliance Variants – County Variance before asking Board.
- ✓ Designated Authorized Signatures- Confirmed Finished 01/15/25
- ✓ Election and Nomination Committee – Target June 2025
- ✓ Employee HR/Board Resource Letter - WIP
- ✓ Goals and Mission Statement – Actions over words done 01/15/25
- ✓ Good Neighbor Brochure – monitoring/Updated 01/15/25
- ✓ Insurance – monitoring/100% coverage 01/15/25
- ✓ Internet Update – Awaiting Verizon Proposal no update 01/15/25
- ✓ Lawyer Update - no changes as of 01/15/25
- ✓ Membership cards – Available, call email or pick up.
 - 2024/2025 172 Member cards issued YTD
- ✓ Membership Meeting 2025 – Working on next year's details
- ✓ Office Equipment Report – Completed 12/05/24
- ✓ Official Statement of corporate affairs- being prepared for 2025 Annual Meeting
- ✓ Perc hole: Refills 0 WIP
- ✓ Policy and Procedure Handbook – Additional Policies added suggested 01/15/25
- ✓ Potential Grants for Marina- allocating budget for Grant writer/working with AIFD
- ✓ Public Traffic Support – No answer on new Yield Signs as of 01/15/25
- ✓ Public Works – WIP
 - Submitted Five new requests 12/27/25
 - Requested Pavement Condition Report from County 05/17/24
- ✓ Renters Rights – monitoring no update as of 01/15/25
- ✓ Reserve Account – monitoring, report received.
- ✓ Restaurant Repair Schedule – Working on next phase 01/15/25
- ✓ Undeveloped Lot Reclamation – WIP
- ✓ Volunteer Lunch – Summer 2025
- ✓ Website – WIP looking at new website with secure features Target 2025
- ✓ Website Upload of Documents – Added more Policies and updated FAQ section 01/15/25