

Board of Trustees Meeting Summary

May 31, 2025

The Board of Trustees held its regular meeting on May 31, 2025. Key actions and discussions are summarized below:

Board Actions

- Approved minutes from the previous meeting.
- Appointed George Stewart to the Board.
- Updated official board signature authorizations.
- Approved Dan Morgan as General Manager (following his final report as Community Manager).
- Reviewed the upcoming meeting schedule:
 - **July Town Hall** (originally scheduled for June) – 2025–2026 Budget Review
 - **August Special Membership Meeting** – Governing Document Vote
 - **September Annual Membership Meeting**
 -

Committee & Operations Updates

Architectural Control Committee (ACC)

- Issued 5 new site permits; closed 2.
- 40 active site development projects remain.

Forestry & Nature Committee

- Hosted a successful **Family Fair** on April 30.
- Planning the **Pine Lake Fishing Derby** on June 7 for youth ages 17 and under (prizes and trophies included).
- Monitoring both lakes—currently 49°F—and utilizing **muck reduction units** in Lake Josephine Narrows.

Compliance

- Continued issues with signage and pet control.
- Approximately **75% of dog-related incidents involve resident-owned dogs**. Owners are reminded to leash and control pets to support community safety.
-

Public Safety & Infrastructure

- **Road repair work** by Pierce County is progressing well.
- Working with the county on improved **animal control** coordination.
- Residents are urged to report crimes (e.g., break-ins, dog bites) directly to the **Sheriff's Office**.
- A **Community Safety Fair** is being planned, and updates to the website will support easier reporting of incidents.

Restaurant Updates

- Launching a new "**Toast**" **Point of Sale (POS)** system to improve service and support loyalty programs.
- Introducing **new menu items**, extended hours, and planning events for the summer season.

Golf & Grounds

Golf Pro Shop

- **7-month financial report** showed net assets increased from \$52,000 to \$67,000 compared to the previous year.
- **Snowbird memberships** rose 31%, exceeding goals.
- May revenue up by \$2,000 year-over-year.
- Recommendation made to implement **monthly KPIs** for improved financial tracking.

Grounds Superintendent Report

- **Spring aeration** completed successfully.
- New **turf care products** applied.
- Capital projects completed, including **cart path repairs** and a new **outdoor stage and lawn area** at Lakeshore.
- Budget remains on track.
-

General Manager's Report

- Collaborating with Christine to finalize the **2025–2026 budget** for submission to the Budget Committee within two weeks.
- Addressing concerns about **commercial ads on the restaurant bulletin board**.
- Expressed commitment to **transparency and consistency** in the new GM role.

Finance & Policy Updates

- Introducing a **365-day delinquency tracking system**.
- Updated asset sheets and planning additional financial reporting improvements.
- Reallocated **\$200,000 in COVID relief funds** to operational reserves to buffer rising costs.
- Plans to publish **legal documents and financial audits** on the community website.
- Employee handbook updates and training initiatives are in progress.

Water Rights & Planning

- Riviera holds water rights for **356 acre-feet across 9 wells**; only 3 wells currently in use due to legal limits.
- Water cannot be shared outside the community for at least 20 more months.
- Water pH maintained at 7.2–7.4 through treatment.
- **Reverse 911 alerts** available for emergency water notices.
- **30-year replacement plan** underway; next focus: pipeline connections from Wells 3 and 7 to Edgewood Tower.
- Emergency water totes are available.
- Water conservation tips shared with members.

Looking Ahead

- A **Nominating Committee** has been formed for upcoming board elections.
- Members raised topics including:
 - Amenity usage and potential **conversion of the golf course from public to private**.
 - **Fire department access to lakes** and clarification of **past donations**.
- Plans to post **budget details and community surveys** online for member review and engagement.