



BOARD OF TRUSTEE MEMBERS

Deb Parker, Board President Gabe
Sachwitz, Vice President Sharon
Bruhn, Secretary Scott Bellware,
Treasurer Sonja Hopkins, Trustee

Zoom Meeting:

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

Call Meeting to Order:

Stand for Pledge of Allegiance to the United States of America

"There is no transparency without documentation."

1. Roll Call: 10:01

★ **MEMBER'S COMMENTS** *see summary

**MEMBERS – (SB5129) To speak before the meeting on any topic for a minimum of 90 seconds per lot member. A maximum of 15 minutes for member comments. Please use the sign-in sheet prior to 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 at the time of the meeting.*

2. OLD BUSINESS: See Trackable Items (back page)

NEW BUSINESS:

MOTION 2025-11-01: Motion to approve minutes from 11-27-25 BOT meeting.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-02: Motion to approve ACC permit for deck and sauna at 10/177.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-03: Motion to approve ACC permit for site development at 14/053.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-04: Motion to approve final on site development at 10/170.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-05: Motion to approve ACC permit for site development at 22/103.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-06: Motion to approve ACC permit for paint, reroofing, and garage at 10/128.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-07: Motion to approve ACC permit for site development at 10/047.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-08: Motion to approve ACC permit for site development at 12/012.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-09: Motion to approve ACC permit for site development at 12/025.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-10: Motion to approve ACC permit for site development at 08/056.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-11: Motion to approve vacating of lot lines at 23/291.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-12: Motion to approve vacating of lot lines at 22/117.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-13: Motion to approve Steve Evans as ACC Committee Chair.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-14: Motion to approve Rob Steele as Compliance Committee Chair.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-15: Motion to approve Anna Davidoff as Forestry Committee Chair.

Seconded by: Sonja

No Discussion

Passes

MOTION 2025-11-16: Motion to approve Bill Quinn as Finance & Budget Committee Chair.

Seconded by: Sonja

No Discussion

Passes

Schedule of Board Meetings and Town Halls:

- January 31st
- February 28th Townhall (Amenities/STR's)
- March 28th
- April 25th Townhall (Open Topic)
- May 30th
- June 27th
- July 25th Townhall (Finances/Budget)
- August 29th
- September 26th (Annual Member Meeting)

Other Events: Valentine's Day at the Riviera, featuring live music

3. **COMMITTEES AND AMENITY REPORT:** Ben Jahn

4. **GM REPORT:** Dan Morgan

5. **BOT REPORT:** Finances/KPI(Treasurer), Non-Profit/C-Corporation, Talking Points, and Trackable Items

6. **Adjournment:** 11:47

Board of Trustees Trackable Items

- ✓ Associate Members Total: 19/60
- ✓ Associate Member New Applications: Zero as of 1/21/26
- ✓ Total Number of Lots: 3163
- ✓ Total Developed Lots: 893 as of 1/1/26
- ✓ Total Land Held for Sale: 12, sealed bid planned for March/April
- ✓ Amenity Report – Valentines Day Music planned for 2/14
- ✓ Annual Member Picnic: was held 9/27/25, planning for next party in 2026
- ✓ Books of Riviera – Available upon request, monitored by BOT- Policy B201
- ✓ Bylaws and Covenants – Election open till July 21, 2026
- ✓ Monitor our current CDs and mature date(s) - Summary provided
- ✓ Committee Charter Review- Chairs assigned in meeting 1/31/26
- ✓ Committee Feedback – None
- ✓ Community Challenge – PC Alerts, Stay in Place Prep none as of 1/21/26
- ✓ Compliance Initiative – Trailers in roadway/easement, abandoned trailers
- ✓ Compliance Variants – County Variance before asking the Board. See (Section 6.03)
- ✓ Designated Authorized Signatures – completed 1/20/26
- ✓ Election and Nomination Committee with protocols – Target June 2026
- ✓ Employee HR/Board Resource Letter – WIP
- ✓ Employee: How many union: 15
- ✓ Employee: How many non-union: 23
- ✓ Employee: Handbook - WIP
- ✓ Good Neighbor Brochure – monitoring/Update in progress
- ✓ Insurance – monitoring/100% coverage 10/10/25, completed 11/16/26
- ✓ IRS: update on filing status
- ✓ KPI: December
- ✓ Lawyer Update – legal correspondence posted to website
- ✓ Membership cards – Available via mail or pickup
 - 2025/2026 ~750 Member cards issued YTD
- ✓ Membership Meeting 2026 – Working on 2026 details
- ✓ Motto: Our mission is to preserve community assets to ensure long-term vitality. This is achieved through transparent governance principles and responsible stewardship practices.
- ✓ Winter Member Newsletter
- ✓ Official Statement of corporate affairs- being prepared for 2026 Annual Meeting if requested
- ✓ Policy and Procedure Handbook – Target release Feb 2026
- ✓ Potential Grants for Marina- revisiting
- ✓ Renters Rights – monitoring no update as of 10/10/25
- ✓ Reserve Account – monitoring, report received.
- ✓ Restaurant Repair Schedule – repairs made 11/20/26
- ✓ Undeveloped Lot Reclamation – WIP
- ✓ Volunteer Lunch – Summer 2026
- ✓ Water Department: Water conservation report on website
- ✓ Website – WIP looking at new website with secure features - Target 2026
- ✓ Website Upload of Documents – Updated 1/29/26
- ✓ Yearend member statements: “How to read your statement” went out in newsletter and on website

_____ Deborah Parker Board President	_____ Gabe Sachwitz Board Vice President	_____ Sharon Bruhn Board Secretary	_____ Scott Bellware Board Treasurer	_____ Sonja Hopkins Board Trustee
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Date: _____