

Board of Trustees
Minutes
Saturday, October 25th, at 10am

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: 10:00AM

Stand for Pledge of Allegiance to the United States of America
"There is no transparency without documentation."

1. **Roll Call:** Deb Parker (via Zoom), Gabe Sachwitz, Sharon Bruhn, Scott Bellware
Tardy: Sonja
2. **OLD BUSINESS:** See Trackable Items (back page)

NEW BUSINESS:

MOTION 2025-10-01: Motion to approve minutes from 9-27-25 BOT Meeting

Motion: Sharon Second: Scott

MOTION 2025-10-02: Motion to approve roof replacement at 01/083

Motion: Sharon Second: Gabe

MOTION 2025-10-03: Motion to approve fence at 09/010

Motion: Sharon Second: Gabe

MOTION 2025-10-04: Motion to approve shed at 04/068

Motion: Sharon Second: Gabe

MOTION 2025-10-05: Motion to approve shed at 10/067

Motion: Sharon Second: Gabe

MOTION 2025-10-06: Motion to approve shed at 02/025

Motion: Sharon Second: Gabe

MOTION 2025-10-07: Motion to approve fence plans at 03/006

Motion: Sharon Second: Gabe

MOTION 2025-10-08: Motion to approve 6-month extension to site development at 22/068

Motion: Sharon Second: Gabe

MOTION 2025-10-09: Motion to approve final on shed build at 03/024

Motion: Sharon Second: Gabe

MOTION 2025-10-10: Motion to approve final on site development at 14/129

Motion: Sharon Second: Gabe

Schedule of Board Meetings and Town Halls:

- November 29th at 10:00am
- NO MEETING IN DECEMBER – ENJOY THE HOLIDAYS
- January 31st, February 28th, March 28th (Town Hall), April 25th, May 30th, June 27th, July 25th (Town Hall), August 29th, September 26th (Annual Member Meeting)

Other Events:

3. **COMMITTEES AND AMENITY REPORT:** Ben Jahn (posted on website)

4. **GM REPORT:** Dan Morgan (posted on website)

5. **BOT REPORT:** Talking Points and Trackable Items (see back page)

6. **MEMBER'S COMMENTS** *see summary

**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.*

Adjournment: 11:34

Board of Trustees Trackable Items

- ✓ Associate Members Total: 19/60
- ✓ Associate Member New Applications: Zero as of 10/10/25
- ✓ Total Number of Lots: 3163
- ✓ Total Developed Lots: 887 RESIDENTIAL WATER CONNECTIONS as of 10/10/25
- ✓ Total Land Held for Sale: 8 as of 10/10/25
- ✓ Total Insured Assets:
- ✓ Total Insured Assets in use:
- ✓ Amenity Report
- ✓ Annual Member Picnic: Held 9/27/25, planning for next party in 2026
- ✓ Books of Riviera – Available upon request, monitored by BOT
- ✓ Bylaws and Covenants all phases of surveys completed 07/25/25, Election open till July 21, 2026
- ✓ Committee Charter Review- Charters to be posted to website alongside minutes
- ✓ Committee Feedback- QUESTION ABOUT ELECTION EXTENSION
- ✓ Community Challenge – PC Alerts, Stay in Place Prep none as of 10/10/25
- ✓ Compliance Initiative – Propane/Vehicle Notices sent out
- ✓ Compliance Variants – County Variance before asking Board. See (Section 6.03)
- ✓ Designated Authorized Signatures – pending
- ✓ Election and Nomination Committee – Target June 2026
- ✓ Employee HR/Board Resource Letter – WIP
- ✓ Employee: How many union: 17
- ✓ Employee: How many non-union: 26
- ✓ Employee: Received all yearly required training? Confirmed Finished 02/12/25, pending 2026
- ✓ Goals and Mission Statement – Actions over words done
- ✓ Good Neighbor Brochure – monitoring as of 10/10/25
- ✓ Insurance – monitoring full coverage as of 10/10/25, pending new contract in upcoming weeks
- ✓ Lawyer Update - no changes as of 10/10/25
- ✓ Membership cards – Available via mail. Mailed in October
 - 2025/2026 Member cards issued YTD around 1700
- ✓ Membership Meeting 2026 – Working on next year's details
- ✓ Monitor our current CDs and mature dates
- ✓ Official Statement of corporate affairs- being prepared for 2026 Annual Meeting if requested
- ✓ Policy and Procedure Handbook – Target for implementation 1/1/26

- ✓ Potential Grants for Marina- revisiting
- ✓ Renters Rights – monitoring no update as of 10/10/25
- ✓ Reserve Account – monitoring, report received.
- ✓ Restaurant Repair Schedule – Pending update
- ✓ Undeveloped Lot Reclamation – WIP
- ✓ Volunteer Lunch – Summer 2026
- ✓ Website – WIP looking at new website with secure features Target 2026
- ✓ Website Upload of Documents – Updated 09/17/25, more to come

Date: _____