

**RIVIERA DUNES MARINA CONDOMINIUM ASSOCIATION
102 RIVIERA DUNES WAY
PALMETTO, FL 34221
941-981-5330**

November 12, 2025

Dear RDMCA Member:

This letter is the official Second Notice of Director Election and Notice of the Annual Meeting to be held on **Saturday, December 6, 2025, at 10:00 A.M. At the Laguna Clubhouse Located at 614 Riviera Dunes Way Palmetto, Florida 34221.** The Agenda for the Annual Meeting is enclosed.

For the Director election, you will also find enclosed an election ballot for each slip, a ballot envelope for each ballot and a return envelope for each slip that you own for the election. The two envelopes for each slip are important for your ballot to be counted in the Director election.

1. The first envelope is a self-addressed outer envelope. Please be sure to sign this outer envelope. Unsigned envelopes are to be disregarded, will not be opened, and the ballot enclosed will not be counted!
2. The second, smaller envelope is the actual envelope into which you should place your ballot once you have clearly marked your choices of Directors. Please be sure to seal the envelope. If you own more than one slip, each ballot should be placed into its own ballot envelope and self-addressed outer envelope! We will have to disregard any envelopes and their ballots if there are more than one in the envelope.

As stated in the first notice which was sent out to all members on October 6, 2025, the terms are expiring for Steve Immerman, Gary Schuster, and Jamie Switzer. There are five candidates for the three Board of Directors openings for the five-member Board. These candidates are Jamie Berger, Steve Immerman, Bill Malan, Jeff Spann and Jamie Switzer. Enclosed are the information sheets provided by the five candidates.

The Directors election itself must be conducted within the context of the Annual Meeting and in the presence of those in attendance.

The annual draft minutes from the 2023 Annual Meeting will have already been e-mailed to you by the time you receive this letter, but please let me know if you would like a hard copy.

If you have any questions, please contact shana@rdmarina.com or by phone at 941-981-5330. Thank you and we look forward to seeing you at the meeting!

Sincerely,

Shana Arredondo,
Community Association Manager; LCAM,
Riviera Dunes Marina Condominium Association

Riviera Dunes Marina Condominium Association

ANNUAL OWNERS' MEETING

Date/Time: Saturday December 6, 2025 – 10:00AM

Location: Laguna Clubhouse / 614 Riviera Dunes Way Palmetto, Florida 34221

The latest edition of *Robert's Rules of Order* shall govern the conduct of this meeting of the Board of Directors, except where it conflicts with Declarations, Articles of Incorporation, or By-Laws of the Association.

Zoom Meeting Information

Meeting ID: 846 3442 0606

Passcode: 345378

AGENDA

- Call to Order
- Quorum
- Proof of Notice
- Approval of Meeting Minutes
Annual Owners Meeting Held on December 9, 2023
- Opening Comments by Jamie Switzer, Board President
- Marina Insurance Update
- Dock Update
- Member Comments on Agenda Items
- Board of Directors' Election
- Adjournment

**Jamie H. Berger
4804 Bimini Drive
Bradenton, FL 34210**

SUMMARY

Retired in 2003 after 19 years in the accounting profession working for various private companies overseeing the accounting, financial and various administrative duties within those organizations. I have lived and been an active boater in Manatee County since 1970.

PROFESSIONAL EXPERIENCE

ROBSON CORPORATION, Sarasota, FL. A sale and manufacturer of changeable copy and LED church, school and commercial signs. 1998-2003 Chief Financial Officer

MRC (Micro Robotics Corp), Sarasota, FL, A full service manufacturer of military and commercial metal optics. 1990-1998 Manager of Finance & Administration

PLANTATION ASSOCIATES, Venice, FL. A wholly owned subsidiary of First Sarasota Service Corporation and United First Merit corporation developing the Plantation Golf and Country Club Community. 1987-1990 General Accounting Manager

THE RAMAR GROUP COMPANIES, INC., Sarasota, FL, a developer of condominium and resort communities in Southwest Florida (purchased by Plantation Associates 1987). 1985 – 1987 General Accounting Manager

FORMAL EDUCATION

UNIVERSITY OF SOUTH FLORIDA, Tampa, FL
B.A. Degree in Accounting

MANATEE COMMUNITY COLLEGE, Bradenton, FL
A.A. Degree in Business Administration

Steven T. Immerman

5070 Oaklawn Drive, Cincinnati, OH 45227 * (513) 509-4074 * simmerman@prenet.com

Educational Experience

Walnut Hills High School, Cincinnati, OH
Graduated May 1984

Case Western Reserve University, Cleveland, OH
BSEE Electrical Engineering, Graduated May 1988

Professional Experience

I founded Premier Network Solutions, Inc. (Prenet) in September 1994. The original focus of the business was in the Computer Networking area. In 1999, we added Audio Visual solutions. Today, we employ 20 people and primarily provide AV solutions to our clients.

Personal Experience

Marine Experience

After my parents purchased a 43' Delta Clipper Houseboat in 1976 (I was 9 years old), I have continually been involved in boating since that time. I also have obtained my Coast Guard OUPV 6 Pack Captains license. We have completed trips on the Ohio and Cumberland Rivers and from Riviera Dunes to the Keys, East Coast of Florida and the Bahamas.

Aviation Experience

Received my VFR Pilots license in 1997. Received my Instrument Rating (IFR) in the 2003 timeframe. Have flown solo trips from Cincinnati to Florida, North Carolina, South Carolina, Georgia, Alabama, Kentucky, Ohio, Indiana, Illinois and Minnesota.

Safety/First Aid Training

I have completed the American Red Cross CPR/First Aid/ AED Training.

Volunteer Experience

Board Member (2022-2025) at Riviera Dunes Marina in Palmetto, Florida. I have been involved in the technology upgrades that the marina has undertaken since I have been on the board. I am also involved with the Dock Committee.

Board Member (2019-2020) at Harbour Towne Yacht Club in Cincinnati, Ohio. Marina was built in the late 1960's by a private owner. In the early 1980's, the harbor was purchased by a person for the purpose of redeveloping into a boat-a-minium style resort with individual slip ownership. Marina includes amenities including swimming pool, club house, tennis court and launching ramp. Challenges for the marina include continual dredging requirements, dock and electrical infrastructure, parking lot and clubhouse maintenance. Also involved in setting up a Wifi infrastructure solution.

Avixa - Previously Infocomm. Audio Visual Industry Association in Fairfax, Virginia. I am currently involved in writing CTS-I (Certified Technical Specialist - Installation) exam questions. This position requires travel to Virginia in order to participate in group item writing sessions. Have previously served on the Appeals Committee and eventually as the chair of the appeals committee.

Previous Cub Scout Den Leader with my wife Jennifer (Pack 212 in Cincinnati, Ohio) for 5 years while our son was in Cub Scouts.

Additional Information

My wife Jennifer and I have two sons who are still at home, Andrew and Benjamin. They each have their Boaters Education Card (each obtained when they were 12 years old). Each has many hours of experience running all of our current boats and rental boats as well as navigation/locking experience. Also, both have the American Red Cross CPR/First Aid/AED Training as well. They are now private pilots and working on their IFR (Instrument) certifications.

Riviera Dunes Slip Owners & Tenants –

Hello... My name is Bill Malan and I'm currently running for the board because I am very concerned with the current direction of the dock stabilization and revamp project, the over-reliance on one OEM (original equipment manufacturer), a lack of urgency and priority focus, and the overall projected costs. Pam and I have been in the marina coming up on 12 years. During that time, we have witnessed tremendous positive changes at the marina which started with Rod/Bill as dockmaster, and has greatly accelerated under Lukes positive leadership. We would like to see the marina continue on that path.

During my working career I spent about 20 years in the OEM sector of the metals and mining industry, more specifically in steel and aluminum plant large capital, new and revamp projects. My department specialized in mechanical power train transmission (mechanical engineering) and were part of the OEM and customer project teams for projects ranging in value from the low \$ millions to over ten \$ billion. As an OEM I know how they make money carving out money-making short cuts that can be manipulated if the customer doesn't deeply understand the details of product and inspection specifications. This is an area where my expertise would be invaluable to the marina. I've asked several questions regarding the dock survey in relation to the current OEM specifications and received incomplete and/or vague responses, or that the "OEM is handling that". I can tell you, that is music to the OEM's ears, and that statement should be very scary to all slip owners.

The other dock related concern is the primary focus on huge, expensive dock replacement project before a complete dock stabilization project is even started or completed. Our slip and boat owners can't preserve property value if we lose docks and boats. A complete stabilization should allow us time to spread revamp costs over a much, much longer time period which will help maintain or increase slip values, rental return, and slip sale ability. As an example of this thinking, the current plan of adding only 45 pilings should be reimagined to additional replacement of ALL +/-60 inadequate concrete pilings with stronger, longer and deeper steel pilings. This will create a significantly stronger network support structure than we currently have, and most importantly prolong our docks life. The cost per unit (pilings) should decrease slightly, and we will be buying invaluable time to slowly replace sections of dock over a much, much longer period of time, creating a more cost-effective, longer term improvement scenario.

In summary, we already live in a great, well-managed marina, but we definitely have to accept the realization that our docks are reaching the end of their life. All we can do is quickly prolong the dock life with a long-term cost-effective plan that preserves their value, protects the boats, and doesn't create unmanageable costs or disruptions. We don't need a complicated design concept that would cost huge amounts of money. We need a targeted approach using technical knowledge and common sense, produce a long-term plan that first preserves and strengthens our dock system, so that we can repair what's required later at those particular times.

If anyone has questions of me or would like to discuss more of the above details, please feel free to contact me anytime at 435-901-9191 or 00sr480sb@gmail.com. Thanks for your support.

Bill Malan – Slip S-48

Jeff Spann – C17

Jeff Spann is the Vice President of Technical Operations for Draken International, where he leads aircraft maintenance, logistics, and fleet management for one of the world's largest commercial adversary air fleets. He manages multimillion-dollar budgets, complex infrastructure, and safety-critical operations that support global flight activities.

A retired U.S. Air Force Aircraft and Munitions Maintenance Officer, Jeff served over 20 years and commanded four maintenance organizations supporting fighter and bomber aircraft. His career reflects extensive experience in operations management, risk mitigation, and organizational leadership—skills directly applicable to effective board governance and fiscal oversight.

As an owner at Riviera Dunes Marina (Slip C-17), Jeff is committed to the long-term stewardship and financial sustainability of the community. He brings a disciplined, transparent approach to budgeting, asset management, and vendor accountability developed over decades of managing high-value operational programs.

Jeff and his wife, Robin, are lifelong boating enthusiasts with more than 35 years on the water. Formerly avid sailors, they now enjoy cruising Florida's Gulf Coast. Robin, a Bradenton native, and Jeff, originally from Paris, Texas, reside locally. Jeff holds a Bachelor's degree in Physics from the University of North Texas and a Master's degree in Aeronautical Science from Embry-Riddle Aeronautical University.

JAMIE SWITZER P.E. BIOGRAPHY

102 Riviera Dunes Way, Palmetto, FL 34221

(706) 318-7020

jamieswitzer@outlook.com

PERSONAL

It is my desire to help continue to move Riviera Dunes Marina and surrounding development forward as the wonderful facility it is and help realize everything it can be in the future. I want to hear from the owners and residents and receive suggestions and feedback on what we can do better, or differently, to meet the needs of our owners and tenants. I also think it is very important for the Board to be as transparent as possible and communicate regularly with the Members about ongoing issues, opportunities, and events.

I am a full-time resident within Riviera Dunes Marina on center dock. I have been involved with marina operations on both a formal and informal basis as Vice President/Treasurer and President of RDMCA, as well as sitting on the Board of Directors for the Master Association. I enjoy working with current and past marina management very much and the Board of Directors on several associations within the marina basin.

I also was appointed as Chairman of the Live Aboard Committee after RDMCA received a permit modification from the DEP. I led the team in the development and delivery of recommendations to the Board of Directors for implementation and operation of the Live Aboard plan.

I am also a lifelong boater and past Bridge Member of the United States Power Squadron. I also hold a USCG 100 Ton Masters License. I also work in the capacity of Yacht Broker for American Marine, and I am also engaged as a mobile marine engineer, operating exclusively at Riviera Dunes.

EDUCATION

BS in Automotive Engineering from Centennial College (Toronto, Canada). Completed numerous courses towards MS in Finance from the University of Phoenix. Served in various capacities in the Society of Automotive Engineers and Georgia Realtors Association.

CAREER HISTORY

Yacht Sales Broker, American Marine, yacht and ship sales broker 2017 to present. Represent purchasers and sellers of yachts, operating out of the Riviera Dunes sales office

Principal Engineer, JES Yacht Services, LLC, 2014 to present. Seized opportunity to launch and grow yacht maintenance and repair service organization. Deliver complex hydraulic, electrical, mechanical, air conditioning as well as peripheral repairs and upgrades to consumer clientele.

Regional Sales Manager, Tennant Company, 2010 to 2014. Promoted by \$750M global industrial equipment manufacturer and service organization to oversee P&L of eight-state region. Sold into Fortune 1000 and smaller businesses including government and municipalities, full P&L responsibility for \$50M annual plan. Recruited, hired, trained and developed team of 20 successful sales professionals.

Region Service Manager, Tennant Company, 2000 to 2010. Comprehensive daily and strategic oversight of SE U.S. service operations, representing 25% of North America and \$25M in annual revenue. Led global service initiative on two projects, growing business in Europe, Japan, Asia and Australia. Developed service certification program for distributor network. Contributed to launch of ECH2O (concept, testing, and go-to-market), a highly successful global technology product. Served on Distributor Council. Managed 140 staff.