

Normandy Park Riviera Section Community Club Annual Meeting Minute

November 14, 2022

A. Call to Order & Welcome

Ron Ebbers called to order the Normandy Park Riviera Section Community Club (NPRSCC) Annual Meeting at approximately 7:35 PM on November 14th, 2022 at the Cove Clubhouse with twenty-two (22) residents attending plus five (5) Board members.

Ron explained the NPRSCC history, purpose, responsibilities, intent, and process including the Annual Meeting under the Declaration of Reservations and Protective Restrictions (a.k.a. Covenants). Bylaws can be changed through the Board and but the Covenants require a more complex process and may be changed in the 9th year of any decade; the next opportunity is 2029.

Making note that the Riviera Section's 100th anniversary is in 2029 and some commemoration would seem appropriate.

Ron introduced the Board of Trustees (the Board): Ron Ebbers (President), Susan Fitzpatrick Treasurer), Quyen Nguyen (Vice President), Trey Danna, and John Leatherwood (Secretary).

B. Agenda Review

The Agenda for the current meeting was accepted without additions or modifications and accepted as read by attendees.

C. Reading of 2021 Annual Meeting Minutes

John Leatherwood read the summarized minutes from the prior Annual Meeting (November 8, 2021, copy available on NPRSCC.org website).

No amendments or corrections were offered and the Minutes were accepted as read by attendees.

D. Officers' Reports

E. Treasurer's Report

Beginning bank balance as of Nov. 8, 2021	<u>\$ 5,522.61</u>
Receipts:	
Six Application fees collected	600.00
(5 Actions reviewed below, one deposit was from David Keene and Pamela Koss, 19229 Edgcliff Dr. SW reported at the 2021 Annual Meeting)	
Expenditures:	
Secretary of State incorporation filing fee	20.00
Mailing	352.70
Bank balance as of Nov. 14, 2022	<u>\$ 5,749.91</u>
Petty Cash	52.00
Total Cash Assets	<u>\$ 5,801.91</u>

No questions or corrections were submitted and the Treasurer's Report was accepted as read by attendees.

F. President's Report

1. Action Items

There were eight (8) action items addressed by the Board Since November 10th, 2020. Treasurer reported six (6) new applications with fees paid. One additional action item was a second look at an existing job, paid in the previous year, and one resident inquiry that the Board decided would not require an application.

- a. **May 2, 2022 - Earl Gracey (Builder) for Terrain: 19655 Marine View Drive SW**
(Blk 22, Lot 1 subdivided)

The application was for a new house, replacing the demolished old structure. No setbacks were defined in the Covenants so the Board set values consistent with neighboring properties. The proposed plan indicated no encroachment on the defined setbacks. New construction approved.

- b. **May 2, 2022 - Michael and Emily Oates: 19203 Edgecliff Drive SW** (Blk 15, Lot 3)

Their application was for a remodel of an existing house and the replacement of their garage and driveway. Plans conform to the Riviera setbacks for this lot and the Board approved

- c. **June 12, 2022 - Victoria Doyle: 1125 SW Normandy Terrace SW** (Blk 18, Lots 25 & 26)

A small exterior kitchen addition on the back of the house. The changes fall within the allowed setbacks, so this was also approved.

- d. **July 27, 2022 – Debra George: 19604 Marine View Drive** (Blk 12 Lot 24)

The homeowner has torn down a garage and applied to rebuild with a guest room above. The Covenant contained no setbacks for this property so the Board defined values relative to similar neighboring properties. The final plans presented conformed with the Boards determinations and approved the development.

- e. **September 28, 2022 - William & Alicia Schmidt: 19623 Marine View Drive** (Blk 15, Lot 23)

This application indicated intent to demolish the current house and rebuild. The diagrams indicated that the new building would be too close to the property line according to Board-determined setbacks. The owners revised their plans to comply allowing the Board to approve.

2. Questions and Other Information

- a. Where setbacks are not defined, the Board will define them based on property circumstances and setbacks previously defined for similar neighboring properties. Setbacks for Riviera Section properties normally will have a minimum of 7 feet from the property line.
- b. We will place a sign on the properties that have applied to the Board and have gone through the process.
- c. The Board recently sent out mailers, as we try to do every couple of years, to educate residents that they are part of the Riviera Section and the NPRSCC's role.
- d. The City is cooperative in notifying residents of NPRSCC's presence but does not provide related enforcement.
- e. Susan Fitzpatrick has submitted her resignation after serving twelve years as Treasurer. Susan has been responsible for not only tracking banking, financials, and State

reporting to the State to keep the incorporation current. Susan's long service is greatly appreciated.

f. Questions

i. In the 2021 Annual Meeting Minutes, there was mention of one property owner who applied for interior remodeling only. Why would they do that?

They did not need to but did as a notification; no fee was paid in this case. However, it is helpful for the Board to know of major projects.

ii. With small Board operating expenses and the funds on hand, is it necessary to continue charging application fees?

There have been individual donations in the past, but the application fee is the primary source of funds. In addition to sustaining the basic operating cost, there are potential legal actions where owners resist Covenant compliance which these funds would be needed. There have been cases in the past.

The court ruled that NPRSCC is a legitimate organization. To sustain legitimacy and viability, the Board needed a formal structure with by-laws, procedures, and funding. There have been no cases since then, but funds are necessary for that potential.

iii. Is it the responsibility of NPRSCC or the City that addresses issues of how neighbors maintain their property?

The City has Codes that address such issues and your concerns can be submitted to the City Manager.

iv. What if owners of vacant lots fail to maintain vegetation overgrowth that encroaches onto neighboring properties?

Owners have the right to cut off vegetation at the fence or property line. The City should be able to advise of any Codes that may help.

v. How can we find the setbacks defined for our property?

Properties having pre-defined setbacks are in the Covenants (NPRSCC.org) by block and lot number. These can be found in the property Title as well as through the King County website's "Parcel Viewer" application (<https://kingcounty.gov/services/gis/Maps/parcel-viewer.aspx>) which also provides other property details including tax information.

vi. Do the Covenants include any racial or religious restrictions within Riviera Section?

The original Covenant document did contain such restrictions but have since been struck down by the US Supreme Court and all are removed from current documents.

3. Other Business

➤ Election of Board Members

The Riviera Section By-Laws establish that Board Trustees are elected for a term of three years.

The primary requirements for membership are that nominees must:

- be a property owner in Riviera Section,
- support the goals and intentions of the Covenants
- has not knowingly violated the terms of the Covenants, and
- able to read plans and specifications.

The Board meets as needed for any related actions or to address other NPRSCC issues.

The Board currently has five (5) members, but there is no mandatory number by the Covenants; however, the intent is to maintain an odd number to avoid tie votes.

Two (2) Board member positions are open.

Ron called for nominations for volunteers.

i. Ron Ebberts re-election

Ron's 3-year term is at an end but has volunteered to continue serving.

A nomination was made and seconded.

With no other nomination for this position, Ron called a motion to elect, which was made, by a vote of present owners. With unanimous consent, Ron was re-elected as a Board member.

ii. For the Board position being vacated by Susan Fitzpatrick

The new member does not have to be the Treasurer but would be welcome.

Ron called for volunteers from which three (3) people expressed possible interest but no specific nominations were made. Discussions will continue outside this meeting and the Board can review with those, and others if any come forward, to elect.

G. Informational

Ron wanted to thank Bill Prothero who continues to maintain the NPRSCC website free of charge.

H. Adjourn

With no additional business, Ron expressed appreciation for all the residents attending this year's meeting. A motion was made to adjourn, seconded, and with no objections from attendees, the meeting was concluded at approximately 8:25 pm.

