

# Normandy Park Riviera Section Community Club Annual Meeting Minutes

November 11, 2024

## I. Welcome & Call to Order

November 11th, 2024, at approximately 7:30 PM, Ron Ebbers called the Normandy Park Riviera Section Community Club (NPRSCC) Annual Meeting to order and welcomed the eleven (11) property owners for coming. Four of the five Board members were in attendance at the Normandy Park Cove Clubhouse.

Ron started the meeting with a general explanation of the Annual Meeting and the purpose of the NPRSCC organization and that we would be operating under Roberts Rules of Order.

- The Board: Ron Ebbers (President), Quyen Nguyen (Vice President), Stephanie Cahill (Treasurer), Setheni Kirschnick (Secretary), and Trey Danna who was not able to attend.
- NPRSCC.org website is where the covenants document, meeting minutes, interactive map of the Riviera section and other pertinent documents are located and can be found.
- The primary function of the Board of Trustees is to monitor and maintain the restrictions and protective covenants that come with the land inside the Riviera section, and we do that on behalf of the property owners. The City of Normandy Park, which has its own set of building codes which also must be adhered to, are not as restrictive when it comes to *setbacks*.

The City and its planner Nicholas Matz are very kind and notifies property owners that there are restrictive covenants, and the owners must contact us.

### Approval of Agenda

The Agenda for the current meeting was generally distributed to attendees upon arrival.

A motion was made to approve the Agenda and seconded, followed by a unanimous vote to accept without additions or modifications.

## II. Reading of 2023 Annual Meeting Minutes

Setheni Kirschnick read the summarized minutes from the prior Annual Meeting (November 13<sup>th</sup>, 2023).

A motion was made to approve the Minutes and seconded, followed by a unanimous vote to accept without additions or modifications.

## III Officers' Reports

Stephanie Cahill presented the following NPRSCC summary financials to the present date.

### A. Treasurer's Report

Beginning Balance as of November 13, 2023

Checking Account	\$ 5,795.02
Petty Cash	<u>32.00</u>

<b>Total Beginning Assets</b>	<b><u>\$ 5,827.02</u></b>
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### Application Fees Collected:

19018 2 <sup>nd</sup> PL SW	<u>100.00</u>
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<b>Total Revenue</b>	<b><u>100.00</u></b>
<b>Expenditures:</b>	
IRS Form 1023-EZ Application	275.00
IRS Form 990-N Annual Filing	20.85
WA Secretary of State Annual Filing	<u>20.00</u>
<b>Total Expense</b>	<b><u>315.85</u></b>
<b>Net Income (Loss)</b>	<b><u>\$ (215.85)</u></b>
<b>Ending Balance as of November 11, 2024</b>	
Checking Account	\$ 5,579.17
Petty Cash	32.00
<b>Total Ending Assets</b>	<b><u>\$ 5,611.17</u></b>

The following is a summary of the questions from the Treasurer’s Report segment.

- **On average there are 3, 4, 5 permits per year, on average, am I correct?**

Yes, on average. Not much activity this year. The activity that we see around the neighborhood, those application fees were submitted last year. There is nothing new this year. (SC responding)

- **The permits are usually \$100, what are they typically for?**

The residents who need approval from the Riviera Section to build, make an application to us and that application fee is \$100. They submit their plans to us, and we make sure the setbacks are within the covenants. (RE responding)

## **B. President’s Report**

### **1. Action Items**

There are (3) actions to discuss.

- a. **December 3rd, 2023, Patrick McKelvey - 17999 Normandy Terrace SW (Blk 20, Lot 1)** They made an application for a remodel, so there was no change to the exterior and the city is aware that it is a historic landmark. They are doing interior work. Application approved.
- b. **December 4th, 2023, Christopher & Christy Reddy – 19018 2<sup>nd</sup> Pl SW (Blk 25, Lot 3&4)**

They had started construction, and we had to contact them. Their plans showed that the house remodel was within established setbacks. Application approved.

- c. **Sri Napan & Wendy Anan – 19203 Edgecliff (Block 15, Lot 3)** Second application  
They are doing a remodel/rebuild of the property and they were within the setbacks of that property – so they were approved.
- d. **Iva and Brendan Murphy - 18940 MVD SW (Block 9, Lot 17)**, there is a sign there for a *remodel*. They were going to expand, but it was going to cost too much so they are just going to do an interior remodel. They were already approved.

## 2. Questions and Other Items

The following is a summary of the questions from the President’s Report segment.

➤ **Any non-compliant issues?**

They had started construction, so we had to make the overture to them so, they finally complied with getting their plans to us so that we could look at them, but like I said, fortunately they were within the setbacks, we try to .... That is why we send out our postcard every couple of years letting people know if you are going to build contact us first. Even before the City

- Years ago the City had the Riviera Section on their checklist of things to do and then they didn’t for a number of years, have there been any.....*We/re back on (RE)*....as a suggested checklist, *they cannot require, but they are very diligent about that, Nicholas will say – oh you’re in the Riviera, you need to call. (RE) but it is incumbent upon the owners to do that so if they don’t, we try to look around and, if someone is building to say ‘contact us’ and usually people are good about doing that.*

## III. Election of Board Officers – Class of 2026

We have two (2) people, Trey Danna & Quyen Nguyen’s who have agreed to serve again for 3 years, but we can also take nominations from the floor, if there are any, otherwise Trey and Quyen have both consented to serve again, so are there any nominations from the floor? (requested 3x)

With no other nomination, attendees voted unanimously to re-elect Trey Danna and Quyen Nguyen.

A question was asked about the ‘rotation’ of Board members term, which was explained by RE to the Property Owners satisfaction.

## IV. Other Riviera Business and Questions

- **Marc Gottshall** – (18144 Brittany Dr SW) after reading from the mission statement on the NPRSCC website, expressed concern about a corrugated metal structure being built on the property due south of him (18154 Brittany Dr SW.) He related that the city had approved the structure to be 3’ 4’ from the property line which is inside the city required setback of 5’ He is not satisfied. He was also concerned about the noise of rain and the glare of sun coming from the roof panels. He further expressed his concern that the Riviera Section has stricter setbacks that seem to have not been enforced. Board members Ron and Quyen briefly discussed shed size, Quyen confirming that shed projects under 200 square feet are not usually considered. Quyen also went on to comment that the NPRSCC never approved this project, and it did not come up for application. Ron said that the Board would meet to discuss this project and be in touch with Mr. Gottshall.

Any additional business/questions?

**What are the other sources of income besides the permits?**

*Donations (SC & RE)* One previous patron made one large donation as her husband had been on the Board – spoke a bit about how funds are used for ‘signs’, noted that legal action can be brought against the Board and other Homeowners against other Homeowners, and that’s why we have the Board to help mitigate problems/issues like that.

**Anything in the covenants with regard to overgrowth of bushes/shrubbery?**

*(QN)* stated you have to go to ‘Land Use’ for that – there is some language in there that you have to maintain your yard

**Does this Board have anything to do with Fencing and things like?**

*(RE)* we focus on setbacks and the footprint of the building; we do not do anything with that (fencing)

## V. Informational Items

We do have a new park, across from the Pool, it is named ‘Salmon View’ the homeowner has worked with the City and the home will be demolished. Two streams, Sequoia Creek and Walker creek will be married together before they cross the road, and a new bridge will replace the culvert (making it salmon friendly) and reduce the flooding in that area.

Wednesday evening, the quarterly Town Hall will be held and remember in order to stay informed you can sign up on the City’s website.

*QN* – brought up the subject of Dense Housing, which passed previously, so was providing information that it could become an issue for ‘us’ next year. SC asked what it meant for the Riviera Section and it was stated that the covenants won’t allow that to take place, *unless* the code/covenants are amended, which it was stated has never happened (next opportunity - once a decade, 2029 – 6 month window) when changes could be presented.

## VI. Adjourn

With no additional business, Ron expressed appreciation for all attending this year’s meeting. He also thanked Bill Prothero who maintains the Riviera website.

A motion was made to adjourn, seconded, and with no objections, the meeting was concluded at approximately 8:16 pm.