

October, 2023

Hello Owners!

Here we are speeding towards the end of another year. Your Board has been working diligently to address concerns and issues affecting Cherry Ridge owners and planning for a secure future.

This newsletter contains important information on:

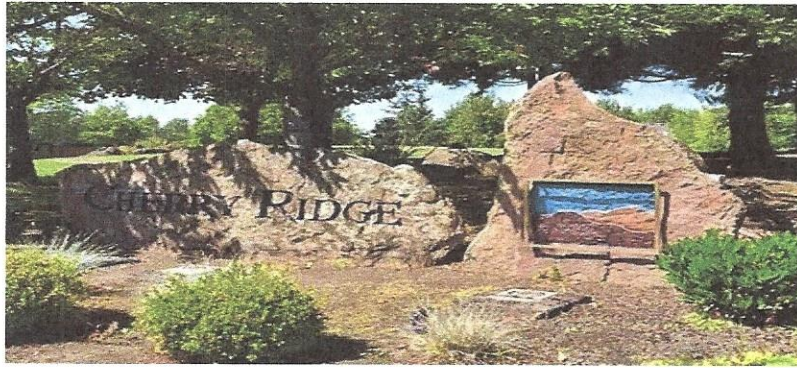
- Architectural Control Committee Updates – what needs approval and what does not
- New Resolutions approved at the October 3, 2023, Board meeting
- Discussion of 2024 Budget and Assessment
- List of previous Resolutions

Please read everything thoroughly and forward any questions to the Board.

### Bits & Pieces

- Remember please, ***all waste receptacles are to be “out of public view”*** per CC&R 5.12. Please survey your waste receptacle area and make sure cans cannot be seen from any direction (North, East, South, West 😊), and begin to make appropriate adjustments if needed. It may seem like such a minor thing, but it really looks “trashy” to have waste receptacles be the first line of sight of an otherwise attractive house. Remember, too, that the (orange) recycling bins should also be out of sight. The ACC & Board will be focusing on this CC&R and advising owners of possible violations throughout the next several months.
- It is time to store boats, campers, utility trailers etc. per CC&R 5.10 Parking. We are lenient during the summer so all can enjoy those warm, sunny months, but it is time now to stow them out of sight.
- Many thanks to owners whose lots border the CROA-maintained fence along Cherry Park Road for cleaning up the fence line and removing foliage as needed. It looks much better. Several properties still need to trim arborvitae and/or remove fencing or boards attached to the fence as indicated by CC&R 5.06, Fence, and Provision 3.03f. We will communicate directly with the owners of those lots. The violation process will begin December 2023.
- Owners on Montmore whose property includes the “old white CROA fence” on Sturges Lane. If you are going to keep this fence, please maintain it . . . integrity of fence, paint, etc. If you are going to replace it, which is your prerogative, please remember you need ACC pre-approval as you are changing the design. Also please clean the sidewalk of fallen leaves, etc. to prevent slips and falls for walkers. This is true for all owners. Thank you!
- The Troutdale Dog Park officially opened October 22. It is in the grove of trees near the Imagination Station in Columbia Park. The Board has been in regular contact with the Troutdale Parks Department to address potential issues for owners on Cerise whose homes border the dog park. Hopefully all will go well for dogs and people.





## READ BEFORE STARTING ANY PROJECT

### Architectural Control Committee Guidelines Approved at October 03, 2023 Board Meeting

#### Article VI: Architectural Control Committee 6.04 Approval of Plans by Architectural Control Committee

*No Residential Unit, building, garage, or other structure, including swimming pools, animal runs and storage units shall be commenced, erected, placed or altered on any Lot until the construction plans and specifications, and a plan showing the nature, shape, height, materials and colors, together with detailed plans showing the proposed location of the same on the particular building site, have been submitted to and approved in writing by the Architectural Control Committee. All plans and specifications for approval by the Architectural Control Committee must be submitted at least fifteen (15) days prior to the proposed construction starting date.*

The Architectural Control Committee has further clarified the approval process:

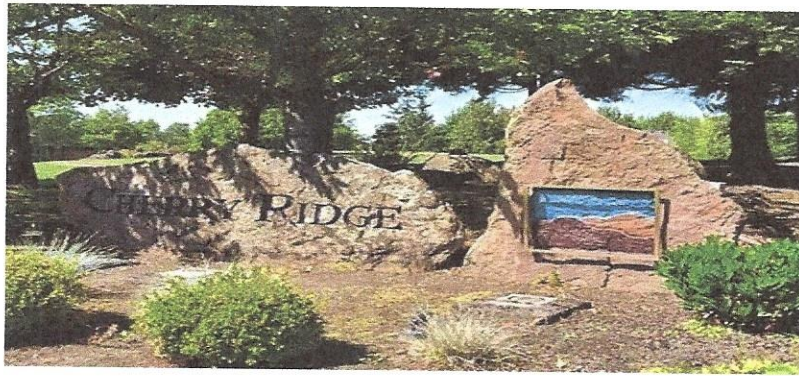
- FENCE – **Needs approval** if a new design. No approval is needed if replacement of same design or repair of fence.
- PAINT – **Needs approval**. All painting must be approved, including repainting same color. See additional guidelines attached to ACC Approval Form.
- ROOFING – Roofing (composite shingles) must be in neutral colors of black, grey, brown, tan or combinations thereof. **No bright-colored shingles are allowed. Approval is recommended** but not required.

**ANY/ALL METAL ROOFING MUST BE APPROVED IN ADVANCE. No bright colors allowed.**

- SATELLITE DISHES – Every effort should be made to mount antenna/dish so it is not visible from the front or side of house.
- SECONDARY STRUCTURE(S) – **Need approval** if noticeable from street side of residence.
- SIDING – **Approval needed if changing “design.”** Repair/replacement does not if using same material.
- SOLAR PANELS – **Need approval**. See additional guidelines attached to ACC Approval Form.
- ANY ACTION that changes the appearance of a lot on the street side (e.g., parking pads, driveway extensions, rock edging, fencing of any type, including decorative fencing) **must be approved**.

If you aren't sure if you need approval, please contact the ACC at [Cherryridgehoa.acc@gmail.com](mailto:Cherryridgehoa.acc@gmail.com) before you start your project. The enforcement process, with fines up to \$600, applies to ALL ACC/CC&R infractions. Check first before proceeding. Thank you.





## New Resolutions

Approved at October 03, 2023 Board Meeting

#18

**Lawn maintenance will be addressed under CC&R 5.07, Offensive Activity**, as related to City of Troutdale Code Enforcement (TMC 8.28.070 [19] and potential rodent and vector activity.

Offensive Activity. "No noxious or offensive activity shall be carried upon any Lot, nor shall anything be done thereon which may be, or may become an annoyance or a nuisance to the neighborhood."

*Troutdale Municipal Codes*

8.28.070 – "Specific nuisances prohibited.

6--Any property, whether vacant or improved building, residence, structure or accumulation of any materials which may attract or harbor vectors or rodents."

As tall grass and unkempt yards have an immediate impact on the neighborhood both aesthetically and as a sanitation issue, Owner will have (only) **20 days** from date initial *Courtesy Violation* letter is mailed to correct the issue. This includes cutting and/or removal of tall grass, weeds, nuts, seeds, and other items (pet food, grains, etc.), that attract rodents and vectors. *Courtesy follow up letter* will be sent at 10 days and *Intent to Fine* at 21 days.

Request for City of Troutdale citation of property will be made at same time *Intent to Fine* letter mailed (21 days from original mailing).

#19

Add Lots 71-77 to requirement(s) as outlined below, CC&R 3.03f and 5.06.

**Cherry Ridge Common Area Fence** (white, aluminum fence along north and south side of Cherry Park Road), currently designated as Lots 15-39.

CC&R 3.03, Duties and Powers of Association (f),"maintain and repair the Common Areas and any improvements thereon, including the street facing sides of fences along Cherry Park Road" and 5.06, Fences, "fences along Cherry Park Road that have been installed by Declarant must be keep [sic] in good repair . . . no building, wall, fence, paving, landscaping or construction of any type shall be erected or maintained by any Owner of a Lot so as to trespass or encroach upon the Common Areas."

#20

Architectural Control Committee (ACC) violations (examples: approval not obtained for projects, project/outcome not as described on application; other issues that may arise), will be enforced using the established Cherry Ridge Enforcement Procedure. The Architectural Control Committee has the authority to require the owner to remedy the project at the owner's expense.

#21

Any remaining Operating Fund balance at the end of (each) calendar year, will be retained in the Operating Fund as *Equity*, and used as needed to meet any budget shortfall for any calendar year.

This has been the practice of the Cherry Ridge Owners' Association (CROA) heretofore and will continue as same.

#22

(Change) length of time to resolve owner violation(s) of Cherry Ridge Owners' Association (CROA) Covenants, Conditions and Restrictions (CC&Rs), to maximum of **20 days**. Notification/enforcement would be as follows.

*Extension of the established time to address (a) violation may be considered on an individual basis.*

The Cherry Ridge Enforcement Procedure is as follows:

- Friendly Reminder/Courtesy letter sent to owner  
Owner has **20 days** to resolve violation
- Second Notice  
Sent **10 days** after initial courtesy notice as reminder
- Intent to Fine Notice  
Sent **21 days** after initial courtesy notice with intent to fine

Fine structure per the following categories imposed on the 21<sup>st</sup> day after the initial letter is post-marked.

Months 1-4 of violation - \$250.00 each month

Months 5-6 - \$500.00 each month

Months 7-12 - \$600 each month or unpaid fees sent to collections

*Declaration of Protective Covenants and Restrictions Affecting  
Cherry Ridge Development  
Enforcement Procedures*

*Board Approved October 3, 2023.  
Sent to owners in October 2023 newsletter.  
Posted on website under Resolutions.*



## **2024 Budget and Owner Assessment Discussion**

The Board spent considerable time reviewing the financial history of Cherry Ridge (CROA), evaluating what had and hadn't been addressed in past years, and what this meant for the CROA.

The State requires that a Reserve Study be conducted by every planned community. This report sets guidelines for Reserve Fund collection to address communities as they age, to hopefully prevent the necessity of a special (large) assessment, and to systematically repair and replace common property elements over the years.

Cherry Ridge (CROA) had a Reserve Report done in 2011 and not again until this year for implementation in 2024. There were multiple factors why this report was not done and (apparently) not used as a guideline for budget preparation on an on-going basis. The Board is now committed to using this excellent reference and guideline for future budgeting and common ground maintenance.

The **Operating Account** Assessment for owners for 2024, is \$201.74, a couple dollars lower than last year. The **Reserve Account** amount, however, has increased to \$64.04 from \$12.28, for a total owner assessment of **\$265.78**. The jump in the Reserve amount is due to the CROA "under collecting reserves" . . . and in some years collecting no reserves . . . for some time. And remember we had over \$30,000 outlay replacing mail units through 2020 through 2022, when hit by mail thieves and subsequent unit destruction.

The neighborhood is nearly 30 years old with construction commencing in 1995. Our major investment is the original irrigation system. Repairs have had to be made the last several years in various locations and have left some areas brown for entire summers, as parts and labor for repair were sought. At some point pipes, etc., may no longer be repairable and will need to be replaced.

Additionally, we have not spread bark dust in ??? years. Bark dust not only beautifies an area, it helps retain water to possibly require less watering, and helps keep down weeds reducing the amount of manual labor required by the landscaping crew. We also have not maintained the aluminum CROA fence on Cherry Park and the lighted "Cherry Park sign" at the corner of Cherry Park and Sturges Lane, on a regular basis. And there are other areas requiring some attention.

The full Reserve Report will be on the Cherry Ridge Web Page at [www.cherryridgehoa.org](http://www.cherryridgehoa.org) under Reserve Study.

We know an increase of any payment is not welcomed (we are owners also 😊). We have kept the increase as low as possible, not increasing the Operating Budget. At some point we will need to absorb more of the on-going maintenance into the Operating Fund, but the CROA will work to do this in increments.

Invoices will be mailed in November. Payment due January 1, 2024 with late payment of \$25 assessed (each month not paid) effective February 1, 2024. Coupons will be included for mailing checks. Online payment is available (it may have a fee attached). The assessment is not included in your mortgage payment.

**PLEASE NOTE: NON-PAYMENT OF THE YEARLY ASSESSMENT CAN RESULT IN ADDITIONAL (LATE-\$25.00 & INTEREST) FEES AND THE RISK OF HAVING ACCOUNT TURNED OVER FOR COLLECTION.** Don't ignore this payment. It is part of your commitment to living in Cherry Ridge.

**Cherry Ridge Owners Association  
2024 Budget**

2023			
Operating	Reserve	Total Assessment	
\$203.72	\$12.28	\$216.00	Owners 65% (203 units)
\$11,753.00	\$0.00	\$11,753.00	Commerical 19%
\$9,897.00	\$0.00	\$9,897.00	Muti Family 16%

**\$40,954.00**

**203 Units**

2024			
Operating	Reserve	Total Assessment	
\$201.74	\$64.04	\$265.78	Owners 65% (203 units)
\$11,971.00	\$0.00	\$11,971.00	Commerical 19%
\$10,081.00	\$0.00	\$10,081.00	Muti Family 16%

	Actual 1.1.23-7.31.23	Estimated 2023	2023 Budget	2024 Budget
<b>Operating Income</b>				
40000 - Operating Assessment	\$63,005.16	\$63,005.16	\$63,005.00	\$63,005.00
40010 - Interest Revenue-Operating	\$7.25	\$12.43	\$0.00	\$0.00
40100 - Late Fee	\$1,480.59	\$1,480.59	\$0.00	\$0.00
40110 - NSF Fee	\$20.00	\$34.29	\$0.00	\$0.00
40120 - Interest	\$159.64	\$273.67	\$0.00	\$0.00
<b>Total Income Operating</b>	<b>\$64,672.64</b>	<b>\$64,806.13</b>	<b>\$63,005.00</b>	<b>\$63,005.00</b>
<b>Operating Expense</b>				
<b>Administrative &amp; General</b>				
50000 - Management Contract	\$5,354.37	\$9,178.92	\$9,179.00	\$9,454.37
50100 - Insurance	\$2,229.84	\$3,822.58	\$2,387.00	\$2,387.00
50200 - Bad Debt	\$0.00	\$213.00	\$213.00	\$213.00
50250 - Reserve Study	\$1,850.00	\$1,850.00	\$0.00	\$0.00
50300 - Operating Contingency	\$0.00	\$95.00	\$95.00	\$95.00
50350 - Legal	\$791.00	\$791.00	\$119.00	\$119.00
50400 - Audit/Tax Prep	\$275.00	\$275.00	\$347.00	\$347.00
50550 - Assoc. Operating Expenses	\$4,513.30	\$4,513.30	\$2,511.00	\$2,111.00
50750 - Website	\$0.00	\$125.00	\$125.00	\$85.00
51150 - Management Extra	\$860.51	\$1,475.16	\$0.00	\$0.00
<b>Utilities</b>				
52000 - Electricity	\$407.28	\$698.19	\$978.00	\$925.34
52050 - Water / Sewer	\$3,488.16	\$5,979.70	\$11,880.00	\$10,880.00
<b>Landscaping</b>				
54000 - Landscape Contract	\$12,319.50	\$28,350.00	\$28,350.00	\$29,767.29
54010 - Irrigation Repairs	\$3,590.00	\$3,590.00	\$1,188.00	\$1,188.00
54020 - Landscape Improvements	\$2,737.50	\$2,737.50	\$2,700.00	\$2,700.00
54080 - Landscape - Barkdust	\$0.00	\$0.00	\$0.00	\$100.00
<b>Maintenance &amp; Repairs</b>				
55100 - Backflow	\$0.00	\$333.00	\$333.00	\$333.00
55900 - Bioswale	\$0.00	\$2,600.00	\$2,600.00	\$2,000.00
55450 - Lighting Maintenance	\$0.00	\$0.00	\$0.00	\$100.00
56100 - Fence Maintenance	\$0.00	\$0.00	\$0.00	\$100.00
56600 - Sidewalk Repair	\$0.00	\$0.00	\$0.00	\$100.00
<b>Total Expense</b>	<b>\$38,416.46</b>	<b>\$66,627.36</b>	<b>\$63,005.00</b>	<b>\$63,005.00</b>
<b>Operating Net Total</b>	<b>\$26,256.18</b>	<b>(\$1,821.23)</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Reserve Income</b>				
41000 - Reserve Assessments	\$2,492.84	\$2,492.84	\$2,492.84	\$13,000.00
41010 - Interest Revenue-Reserve	\$40.85	\$70.03	\$0.00	\$0.00
<b>Total Income Reserve</b>	<b>\$2,533.69</b>	<b>\$2,562.87</b>	<b>\$2,492.84</b>	<b>\$13,000.00</b>
<b>Reserve Expense</b>				
80000 - Property Maintenance - Reserve	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Income Reserve</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Error! Not a valid link.



## 2024 Board Meeting Dates, Zoom, 6 p.m.

- Tuesday, March 19
- Tuesday, June 18, Annual Meeting
- Tuesday September 17
- Tuesday, December 10

We would love to have more owners participate in the Board meetings.

Below is the contact information for your Board. Please bring your concerns to us before posting anything on Facebook, etc.

We may be able to answer questions quickly and/or explain or expand on something without causing wide-spread concern or confusion. We are happy to share pertinent posts to owners on Facebook and via email to the addresses we have, if it appropriate to do so.

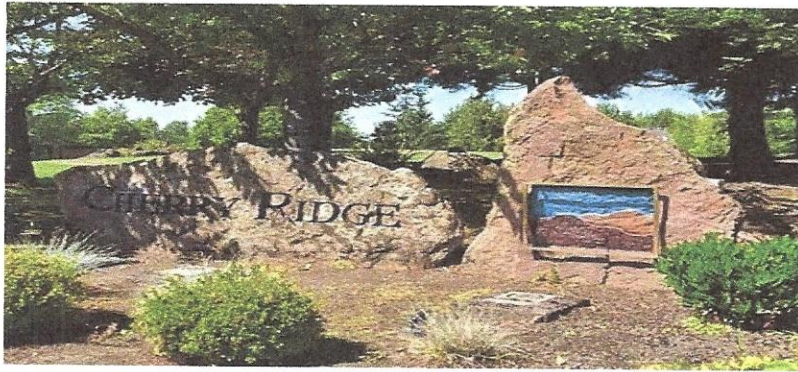
Please remember that the Board and the Architectural Control Committee (ACC) serve on a voluntary basis...no compensation nor perks 😊. We care deeply about the neighborhood, and that is our motivation for stepping up. We are responsible for administering the CC&Rs and By-laws of our "Residential Planned Community," Cherry Ridge, maintaining its livability, appearance and value.

Name	Email	Phone
Sally Wright, President (Sarah W. Wright)	<a href="mailto:president@cherryridgehoa.org">president@cherryridgehoa.org</a>	503-665-5031
Sharon Caminiti, Secretary	<a href="mailto:secretary@cherryridgehoa.org">secretary@cherryridgehoa.org</a>	503-984-0543
Thomas Schnaars, Cherry Ridge Apartments	<a href="mailto:multifamily@cherryridgehoa.org">multifamily@cherryridgehoa.org</a>	503-618-0186
Stuart Crandall, Cherry Park Market Center	<a href="mailto:commercial@cherryridgehoa.org">commercial@cherryridgehoa.org</a>	206-817-504

As the Holidays approach, may your families be safe and well



Written by sw wright  
Approved by CROA Board



## Cherry Ridge Owners' Association (CROA) Resolutions

### **#1 Board Emails**

1/12/11 Have separate Cherry Ridge owned email address for board members.

### **#2 Checks**

1/12/11 The President and one other board member sign Cherry Ridge Owners' Association checks.

### **#3 ACC Check Off List**

(A copy of the check off list can be found on the association website on the forms page)

2/9/11 ACC is to use check off list when reviewing a project request, and that the check off list be posted with the request form on the association website.

### **#4 Dues Payment Plan**

3/9/11 Association President or Secretary have authority to help owners having a hard time with HOA dues to setup a payment plan.

### **#5 Fence and Hedges** (Owners notified on 5/21/2011)

4/13/11 CCR Article 5.06 Hedge(s) inside of owners fence is not considered a lot line barrier. The Board views whichever is closest to your lot line is considered your lot line barrier. If you own a fence on or inside your lot and have a hedge or solid group planting on the side of your fence farther away from your lot line than your fence, than the hedges or solid planting are not considered a lot line barrier and the planting has no height restriction in the eyes of the Association board. If you have a hedge or solid planting and have a fence on the side of the planting farther away from your lot line than your hedge or solid planting, than the hedge or group planting is considered your lot line barrier and has a height restriction of six feet. Because you cannot have a fence beyond the front of your house any hedge or solid planting beyond the front of your house has a six-foot height restriction. The Association fence is not considered to be an owners' fence, if a hedge or solid planting is behind an Association fence, there is a six-foot restriction on their height. If there is an owners fence between the hedges or solid planting and the Association fence, the owners fence is the lot line barrier and, there is no height restriction on the hedge or solid planting.

### **#6 Due Process Form** ([Click here](#) to be taken to the Forms Page)

8/24/11 A request for Due Process Hearing Form be used: that an owner must use to request a hearing at least five days before a scheduled board meeting in order to be heard at a board meeting for a violation of the HOA rules and regulations. If no request is made before 36 days after the violation first notice the owner relinquishes their right for a hearing on that violation. If a request is sent to the association five days before a scheduled meeting that owner is on the agenda for the upcoming board meeting and their hearing is okayed. (sent to owners Nov, 2011).



### **#7 Notice of Resolutions**

8/24/11 The board will send out a notice copy of all new resolutions quarterly to the owners and a copy of current resolutions yearly to keep owners informed. They will also be posted on CROA website.

### **#8 Conflict of Interest**

8/24/11 No Board member or committee member can approve their own request, citing it may be a conflict of interest.

### **#9 Election Process for Board Members**

8/24/11 Election process for Cherry Ridge Owners Association Board members must be at a minimum: send out nomination forms to every owner and give ten days from sent date for nominations (request of why nominee would make a good board member). The Association will give ten days to receive and prepare ballots with biography of each candidate that came with nomination. The Board will send out ballots and give ten days for owners to return ballots to the Board from the date the ballots are sent. The results of the election will be announced at an owners' meeting set by the board and then posted on the Cherry Ridge Owners' Association website following the meeting.

### **#10 Facebook**

(Please see Cherry Ridge Owners' Association Internet Policy at the end of resolutions list)

8/24/11 Cherry Ridge Owners' Association open a Facebook account, that will be controlled by one of the current board members in an effort to effect communications with owners.

### **#11 Collection**

(Please see Cherry Ridge Owners' Association "Collection of Unpaid Charges" and "Turning over Collection files with Fines" policies at the end of resolution list)

10/19/11 The Board of Directors "COLLECTION OF UNPAID CHARGES" Vial Fotheringham resolution signed and adopted. The Vial Fotheringham addendum to CFE (Cash Flow Enhancement) representation agreement "TURNING OVER COLLECTION FILES WITH FINES" also signed and adopted as Cherry Ridge Owners' Association policy

If you can't access the internet or association website at [cherryridgehoa.org](http://cherryridgehoa.org) and need a copy of the form(s) and or rule(s) please contact a current board member for assistance obtaining a copy. Click [here](#) to go to the Contact Information page.

(There may be a small cost involved for cost of copies)

### **#12 Emergency Repair Authorization**

07/20/15

**WHEREAS**, the Board of Directors of Cherry Ridge Owners' Association deems it to be in the best interests of the Association that the following actions be taken by the Board of Directors

**NOW, THEREFORE, BE IT RESOLVED** that, pursuant to applicable law, the undersigned, being all of the Directors of this Association hereby consent to, approve, and adopt the following:

#### **RESOLUTION:**

**BE IT FURTHER RESOLVED**, that Article IV, Section 4.07, Special Assessments for Capital Improvements of the Bylaws should add the following:

Section 4.07: Emergency repairs of \$500 maximum related to capital assets, may be authorized by two (2) Board members without seeking full board approval when failure to act may result in irreparable damage and/or significant cost of future repairs as determined by appropriate professional consultation.

**BE IT FURTHER RESOLVED** that all other provisions of the Bylaws as adopted shall remain in effect and the foregoing resolution shall be incorporated into the standing Bylaws of the Cherry Ridge Owners' Association.

**PASSED AND ADOPTED** the 20th of July, 2015 by a unanimous vote of the Board of Directors of the Cherry Ridge Owners' Association

- **Sally J Savidge, President**
- **Ken Cook, Secretary**
- **Nichole Kelly, Cherry Ridge Apartments**
- **Roger Shirley, Cherry Park Market Center**

Signed and dated by the President of the Board of Directors of Cherry Ridge Owners' Association on this the 20th day of July, 2015.

### **#13 Late fee**

#### **Approved by Board 04/11/22**

Late fee on unpaid Cherry Ridge Owners' Association Assessments (CROA) and Cherry Ridge Owners' Association (CROA) CC&R violations is \$25 per month effective June 1, 2022 (06/01/2022).

### **#14 Traffic & Parking**

#### **CC&R 5.10**

#### **Approved by Board 03/15/22**

Cherry Ridge Owners' Association (CROA) follows City of Troutdale Traffic & Parking Ordinances as written and posted on the City's website. Also on CROA website.

Title 10 - Vehicles and Traffic

Title 8 8.28.070 - Specific nuisances prohibited.

8.28.075 - Vehicle storage and repair.

### **#15 Graffiti and/or Tagging**

#### **CC&R 5.18**

#### **Approved by Board 04/11/22**

Graffiti and tagging of owner's property must be removed within 30 days of discovery. Violation policy/procedure will apply. This applies to structures and fences.

### **#16 Solar Panels**

#### **Approved by Board 04/11/22**

Updated Legislative Reference ORS (Oregon Revised Statutes) 94.778, June 26, 2021 (Attached)

Cherry Ridge Owners' Association (CROA) will follow ORS 94.778, effective 06/01/22. The need for approval of solar panels will be added to the Architectural Control Committee (ACC) Request Form for review of Point 3.

### **#17 Zoom Meetings**

#### **Approved by Board 04/11/22**

Updated Legislative Reference SB 329, May 19, 2021

Senate Bill 329 allows homeowners and condominium associations to conduct meetings electronically, provided that participants can communicate simultaneously and access meeting materials. The measure also permits boards to issue meeting notice electronically, if the notice includes information on how owners may attend and participate electronically.