



November 2023

Cedar Ridge Homeowners Association P.O. Box 7403 Bonney Lake WA 98391

www.cedarridgehomeowners.com

BOARD OF DIRECTORS

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FROM THE BOARD

At the November board meeting, the board voted to extend the current elections for the 2024-2025 Board of Directors to December 12, 2023. This action was taken to ensure a quorum of 31 votes was met. To date we have received 21 ballots. If you haven't voted yet, we highly recommend that you do so. If you need a ballot, one can be printed from the associations website www.cedarridgehomeowners.com go to committees, select electionscommittee, then click on available documents. If quorum for the election is not met by the deadline, the current board members may appoint volunteers to serve on the 2024-2025 board of directors. Please vote if you havent already, and SAVE OUR ASSOCIATION! THANK YOU!

Board Meeting Topics

The following topics were discussed at the November 13th Board Meeting :

- 2024 Budget accepted and ratified
- Election report and decision to extend the election to December 12, 2023
- Discussion about options available to the homeowners should a quorum not be met after the election extention
- Books and Records Financial Review Request Policy Approved
- Creation of Fine Schedule & Enforcement Policy Notice
- Fine Schedule and Enforcement Policy presented **Homeowner feedback**
- Status of committees going forward into 2024
- Proposal to digitize Association records as an alternative to storage in Centennial Self Storage unit

Events Calendar

Next Board Meeting:

December 12, 2023 @ 6:30 pm

Bonney Lake Library

18501 90th St. E

Bonney lake, WA 98391

Upcoming Events

Election Ballots

December 12, 2023 is the last day ballots can be received by the election committee. Ballots may be mailed to the Cedar Ridge PO Box # 7403 or turned into a board member or election committee member. Any ballots received after that date or have no LOT # will not be counted. Be sure to include your Lot# at the top of your ballot to ensure your vote counts. If you have already voted, thank you!

Christmas Parade with Santa and Mrs. Claus

On Saturday December 16, @ 6PM come out and welcome Santa and Mrs. Claus to the neighborhood! Our neighbors in Fir Ridge are putting on a parade and would like to invite everybody young and old, to join in the fun. Get your photo taken with Santa and join your fellow neighbors in celebrating the holiday season! Dress warmly and bring your cameras! Parade starts at the 1st cul-de-sac into Fir Ridge (209th).

Treasurer Report

October Beginning Balances

Checking	\$10,475.49
Savings	\$ 5,211.87
Reserve Account	\$ 4,501.07

Total Beginning Fund :
\$20,188.43

Savings interest	\$0.04
Reserve interest	\$0.04
Dues (2022)	\$110.00
Dues (2023)	\$220.00
Late Fees	\$192.00

Total Income : \$522.08

Expenses:

Power	\$264.19
YOTM	\$40.00
Fall Cleanup	\$8.08
Office Supplies	\$54.70
Postage	\$293.99
Landscaping	\$336.49

Total Expenses \$997.45

Ending Balances:

Checking	\$10,000.04
Savings	\$5,211.91
Reserve	\$4,500.11

Total Ending Funds: \$19,713.06

Yard of the Month

This year the YOTM committee started something new. For the month of October, the YOTM committee held a Halloween Decorating contest. Congratulations to Brandon and Nicole Anderson Lot #83 for winning the prize for best decorations! Honorable mention goes to Kelsey Fenner Lot #63. Everyone did such a great job getting Cedar Ridge ready for a SPOOKY HALLOWEEN. This completes the YOTM until May 2024. Thanks everybody for all your hard work!

JUST A REMINDER

Garbage Cans

CCR & Bylaws 4.5 **GARBAGE AND TRASH** state "No lot shall be used or maintained as a dumping ground for rubbish. Trash, garbage, and other waste shall be kept only in sanitary containers properly screened and shielded from adjacent properties. All equipment for the storage or disposal of such material shall be kept in a clean and sanitary condition. No trash, refuse pile, vehicles, underbrush, compost pile or other unsightly growth or objects shall be allowed to group, accumulate or remain on any lot so as to be a detriment to the neighborhood or become a fire hazard". So, if you are storing your garbage/recycle/yard waste bins in an area visible from the street (ie in front of your house or garage) please move them to either behind a fence or to the side of your garage where it's not highly visible.

Thank you for your cooperation.

Mailbox Rumor

It has been determined and verified by the Postmaster General that the rumor the master key for our locking mailboxes was stolen, is false. It is however a good idea to check and remove your mail daily.

HAPPY HOLIDAYS CRHOA!

The CRHOA Board of directors would like to thank you all for your support and involvement in your neighborhood over the last couple of years. It has been a privilege to serve you!

Special Certified Delivery

In the next few weeks, be on the look out for a certified letter in your mailbox.

The board has been busy developing a Fines Schedule and Enforcement policy to aid in enforcement of the CC&R's and Bylaws. Up to this point, the board's hands have been tied as far as enforcement is concerned.

So in an effort to answer the many inquiries about enforcing the rules, the board checked with our governing documents and the RCW's of the state of WA as to what we can do legally. They discovered that they have the authority to develop and enforce a fine schedule and policy.

You will be receiving a copy of the Fines Schedule/Policy via Certified Mail as required by the CC & R's. Please read it carefully. The board will be voting to adopt the policy at the December board meeting.

Porch Pirates

'Tis the season for giving, which means many of us are expecting more than normal deliveries to our front doors. Unfortunately there are those individuals who might think your deliveries are an excellent opportunity for theft. Be extra vigilant about checking for your orders and deliveries. If you cannot be home when they arrive, consider asking a neighbor to collect them for you and bring them inside.

Fall Leaves

In an effort to keep our storm drains clear of debris, let's try to rake up those pesky leaves on our properties and dispose of properly. Thank you!

Instructions

1. ****REQUIRED**** Please fill in your lot number here: # ****REQUIRED****
 - a. **Note 1: Ballots without lot numbers are invalid because we must verify each lot is in good standing. Your vote is confidential, meaning private to you and the counting team, but not anonymous to ensure transparency.**
 - b. **Note 2:** Please vote, a quorum of respondents is required for any election, motion, or vote to be valid, this mechanism is to protect the rights of the majority of homeowners from a smaller but more vocal minority. Any vote without a quorum allows for an individual homeowner to challenge the legitimacy of the vote. Within CRHOA consisting of 91 homes, 34% (31 homes) responses will be considered sufficient for quorum. Once the quorum is established a simple majority of responses will win any vote or positional election. **Please encourage others to vote to help achieve quorum but, you are not required to vote for any person or proposed change if you don't wish to.**
2. Vote for board members and/or proposed changes, please mark your ballot so that your intentions are clear.
 - a. For Board Members: Place a check mark, "X", circle the name, or write in a member name you wish to nominate.
 - b. For Proposed changes: Place a check mark, "X", or circle one option, in the "Approve" or "Reject" box for each of the proposed changes. If no option is checked this will be counted as a vote for the status quo/current state.
3. Please return ballots in the way that is most easy for you, **Votes must be returned by: Nov/04/2023**
 - a. Email pictures or scanned completed ballots to: elections@cedarridgehomeowners.com
 - b. Physically mail completed sealed ballots to: CRHOA, P.O Box 7403, Bonney Lake, WA 98391
 - c. Hand completed ballots to any board member or election committee member.
 - d. Have another person bring your sealed ballot to a board or EC member, please include a signed letter giving them permission to do so.
4. If the quorum is achieved the results of the vote will be communicated within two weeks of voting completion. If the quorum is not achieved the people with the most votes will be asked to volunteer for open positions.

Board of Directors -

There are 5 positions available for the 2024-2026 Cedar Ridge Board of Directors. If at least 34% of homes respond to the ballot, the 5 Candidates receiving the most votes will be elected to serve as a member of the Board of Directors for a two-year term expiring in December 2026. Please vote for the candidate/candidates of your choice. You cannot vote for or write in more than 5 candidates.

Candidate for Director Travis Weber Lot #76

Write-in Candidate _____

Write-in Candidate _____

Write-in Candidate _____

Write-in Candidate _____

Write-in Candidate _____

OPTIONAL - Please Print Name: _____

OPTIONAL - Please Sign: _____

Completed Ballots must be returned by: the annual meeting planned Nov/04/2023

Last Updated: October/2/2023



CEDAR RIDGE

ESTABLISHED 1990

Fine Schedule and Enforcement Policy

ENFORCEMENT POLICY

Investigation of Violation: When a possible violation is reported to or otherwise becomes known to the Cedar Ridge Homeowner's Association (Association), it will be investigated by the Board of Directors (Board), and a determination made as to whether a violation has occurred.

First Notice of Non-Compliance: A first notice is provided to the homeowner in violation. The notice will identify the nature of the violation(s) and the potential fine if not corrected within thirty (30) calendar days of notification. The letter will also provide the homeowner with an opportunity to provide a written explanation if the violation cannot reasonably be corrected in thirty (30) calendar days.

Final Notice of Non-Compliance: A final notice is provided to the owner in violation after twenty (20) calendar days. Along with the final deadline for compliance and a statement that fines will commence, the notice shall also specify the following information:

- a.** Homeowner has the right to request a hearing solely for the purpose of disputing the validity or basis of being fined;
- b.** Homeowner must notify the Board in writing that owner requests a hearing within ten (10) of the date of the final Association letter;
- c.** If homeowner does not timely give written notice to the Board that owner is requesting a hearing, homeowner waives the right to a hearing;

The deadline for requesting a hearing and the waiver of the right to hearing for failure to timely meet the deadline is intended to bring a definitive closure to the hearing request period, so that a homeowner cannot unreasonably obstruct or delay implementation or collection of the imposed fines by requesting a hearing after collection or enforcement efforts begin.

The owner must complete a written Request for Hearing which shall be mailed or delivered to the Board. The appeal request must contain the following:

- a. Homeowner's name and address;
- b. Homeowner's reasons, basis and defense for the hearing;
- c. A copy of all supporting documentation;
- d. The name of any attending witness or other collaborating guest;
- e. Homeowner's signature and date of the Request for Hearing;

Hearing Procedures:

The homeowner will be sent confirmation by the Board of its receipt of the Request for Hearing.

a. The Board will appoint and assemble a minimum of three (3) (or more at the Board's discretion) current members of the Association and/or the Association's Board, or appoint and name a representative designated by the Board to act as a Review Board (Review Board) within seven (7) calendar days following receipt of a written Request for Hearing complying with the information requirements set forth above.

b. No later than ten (10) calendar days following the formation of the Review Board, the Review Board shall provide written notice to the appellant homeowner of a hearing date, which notice will provide the date, time, and location of the hearing, which is to be determined by the Review Board.

c. The Review Board will permit the appealing homeowner up to thirty (30) minutes to explain the circumstances of the matter and provide grounds as to why the fine should be waived, reduced, or cancelled.

d. At the conclusion of the presentation, the hearing will adjourn, and the Review Board will review the circumstances of the Request for Hearing as presented.

e. Within seven (7) calendar days of the hearing, the Review Board will provide written notice to the homeowner of the Review Board's decision.

f. If the Review Board finds in favor of the homeowner, it will advise the homeowner as to whether the violation and/or the fines originally imposed are reduced, modified, or waived. Any adjustment(s) shall reflect on the homeowner's account the following month.

g. If the Review Board determines that the homeowner's explanation or defense presented at the hearing was inadequate or otherwise failed to justify a reduction,

modification, or waiver of the violation and/or fines, the homeowner will be so notified, in which case the fines imposed will continue as owed to the Association until paid in full regardless of whether the violation has since been removed or corrected. In any event, if the Review Board finds against the homeowner, the fines will continue to accrue until full and adequate compliance occurs by homeowner.

Continuing Non-Compliance:

The Board may impose a continuing monetary penalty without additional notice or hearing, until correction of the violation(s) occurs. Alternatively, the Board can correct the violation(s) and be reimbursed at the expense of the homeowner.

(A continuing violation is a violation of an ongoing nature which has not been corrected in the specified time allowed.)

Repeat Violation:

In the case of a repeat, continuing violation, fines (which have already been doubled) may be assessed on a weekly basis until the violation is corrected.

(A repeat violation occurs when a person violates the same provision of the Association's governing documents more than once and has already been given the appropriate warnings and offered a hearing. A repeated violation may result in an immediate doubling of fines.)

Stop Work Order:

In addition to posting a fine, if appropriate based upon the nature of the violation, the Board may issue a Stop Work Order to any person or entity engaged in unauthorized activity or actions that violate the Association's governing documents.

(An unauthorized activity is an activity which requires prior written approval of the Board or the Architectural Control Committee (ACC), and which has not received prior written approval.)

A Stop Work Order shall:

- a. Identify the address of the property involved;
- b. Describe the unauthorized activity;
- c. Identify the specific prior approval requirement being violated;
- d. State that the unauthorized activity shall immediately cease, and describe any additional sanctions to be imposed;
- e. State that the delivery of the Stop Work Order serves as a determination that a violation has occurred;

f. State that this determination is final unless it is appealed to the Board, in writing, within 10 days of the date that the Stop Work Order was issued;

g. State that the failure to immediately comply with the terms of the Stop Work Order will cause a \$350.00 fine to be imposed, and that for each week thereafter in which non-compliance with the Stop Work Order takes place, a separate fine of \$350.00 fine will be imposed.

Collection of Fines:

The Board will bill the violating homeowner the applicable fines at such time and for such periods as the Association considers reasonable.

All fines imposed by the Association upon an owner or owners which remain unpaid for thirty (30) days after being invoiced to owner shall automatically constitute a lien on the Lot and all its improvements and may be handled and foreclosed upon in the same fashion as if it were a lien for unpaid assessments under the Association's governing documents and the laws of the State of Washington. The Association may file a formal lien with the county in order to further protect its interests regarding any unpaid fines. The amount of the lien shall include interest, attorneys' fees, and all costs and expenses, incurred by the Association in the imposition and collection of such unpaid fines.

Policy Enforceability:

If any portion of this policy is determined to be legally unenforceable, it shall not negate the enforceability of the remaining portions of the policy.

Board Approval Signatures – Not Valid Unless Signed

Print Name	Signature	Board Position	Date

FINE SCHEDULE

Maintenance Violation:	\$50.00 per week
Garbage and Trash Violation:	\$10.00 per day
Pets Violation:	\$25.00 per day
Vehicles Violation:	\$40.00 per week
Architectural Violation:	\$25.00 - \$100 per week
ACC Application Violation:	\$100.00 per occurrence (An ACC Application must be submitted and approved before any architectural improvements can be made. If the application is not submitted and approved prior to commencement of the work, fines may be imposed from the day work began, after the appropriate notice and hearing,)

The above list is not complete or comprehensive. Other significant violations not listed or specified above, such as illegal dumping in common areas, re-roofing with unapproved materials, and common area encroachment, may result in reasonable fines up to \$500.00 per week. The payment of any and all legal fees and related costs incurred by the Association to enforce violations or collect fines shall be the responsibility of the violating homeowner pursuant to the Association's governance documents which state the following:

CC&Rs ARTICLE V Section 5.2:
ENFORCEMENT. The Board or the ACC shall have the right to enforce any provision of the Declaration or to recover damages resulting from any violation thereof by any proceeding at law or in equity. Thirty (30) days after written notice to the owner of any Lot setting forth a violation, the board, the ACC, or the agent of either may enter upon such Lot, which entry shall not be deemed a trespass, and take whatever steps are necessary to correct the violation. ***The expenses thereof, if not paid by such owner within thirty (30) days after written notice and billing, may be filed as a lien upon such Lot.*** Failure of the board to enforce any provision herein shall in no event be deemed a waiver of the right to do so. In the event of legal action, the prevailing party shall be entitled to recover actual costs and reasonable attorney fees.