

Cherrywood Estates Homeowners Association  
HOA Annual Meeting Minutes, September 11, 2021  
Web: cherrywoodhoa.org  
Email: cherrywoodestateshoa@gmail.com  
PO Box 4253, West Richland, WA 99353-4253

## Board members

<b>Name</b>	<b>Position</b>	<b>Year/Zone*</b>	<b>Address</b>	<b>Contact</b>
Andrew Bagley	President	2020/3	463 Royal Ann Ct	drandrew@bagleydental.com
Bryan McGlothin	Vice Pres.	2020/all (4)	467 Cherry Blsm	bryanleemc@gmail.com
Heidi Stenner	Secretary	2019/1	436 Cherry Blsm	hstenner@gmail.com
David Rohrig	Treasurer	2019/4	470 Cherry Blsm	dkrohrig@gmail.com
Rich Lewis	At-Large	2019/2	1351 Jubilee St	rlewis9657@aol.com

\*Term year & zone represented. ('Term year' is the same as 'election year' except for special elections.)

*Architectural Control Committee:* Dayle Gilson and Brett Nelson (liaison: Bryan McGlothin)

*Welcoming Committee:* Michelle Blaine (liaison: Andrew Bagley)

## Attendance

*Board Members Present:* Andrew Bagley, Bryan McGlothin & David Rohrig.

*Others Present:* There were 50 ballots received for the scheduled business.

There were 13 home-representatives present

*Quorum (25%):* Yes. 50 of 66 Ballots were present and counted

*Meeting Location:* Badger Mountain Community Park Shelter #2

## Proceedings Convened

Meeting called to order by Andrew Bagley at 9:00 am.

Andrew Bagley is recording minutes.

## Scheduled Business

*Introduce board and committee members.* Andrew Bagley introduced the board and committee members. The board members explained their activities.

*Board positions.* Andrew Bagley explained the board positions open for election.

*Budget presentation.* David Rohrig explained the proposed budget for 2021-22. Most of the changes are minor and have been made to ensure there are explicit categories for as many charges as possible. The dues are \$60, the same as last year

### *Election results*

- Nominate a witness. Bud Heiman served as a witness and counter.
- Witness and board member Bryan McGlothin separately counted ballots and then compared counts.
- An opportunity was presented to challenge the results; there was no challenge.
- Mailbox Zone 1 – Jackie Stout
- Mailbox Zone 2 – None
- Mailbox Zone 4 – Carroll Phillips

- Budget: For: 44; Against: 0 - Passed – Against votes must be less than 34 to pass
- Item H. Exterior Finishes: For: 41; Against: 4 – Failed - Needs 75% approval (50/66) to pass
- Item N. Fences: For: 40; Against: 5 – Failed - Needs 75% approval (50/66) to pass
- Item P. Signage: For: 36; Against: 9 – Failed - Needs 75% approval (50/66) to pass

## Old Business

## New Business

## General Discussion

*Year in review.* Andrew Bagley reviewed a few activities from this past year

*We welcomed in new neighbors*

Henry and Maria Hurley @ 451 Royal Ann Ct

*ACC.* The Architectural Control Committee reviewed and approved multiple requests from homeowners.

*CC&R.* We proposed revisions to the Covenants, Conditions and Restrictions for Cherrywood Estates to the Homeowners and put it up for a vote.

*Legal Reports.* We filed the required Annual Reports with Washington State. We filed the U.S Income Tax Return for Homeowners Associations.

*Title Companies.* We responded to requests from title companies for information about annual dues.

*Entryway to Cherrywood.* We had the two trees on the west side of the entrance removed. One had a nonrecoverable split running down the middle. The other had never really recovered from lack of watering plus damage to the cambium layer. We will request homeowner input about replacing the trees or not.

*Reimbursement Requests.* Andrew Bagley requests reimbursement of \$75.00 for purchasing Stamps used for the Annual Meeting mailings. Jim and Donna Sween request reimbursement of \$101.26 for banner, balloons and cap for storage tube for community garage sale

*Meeting adjourned* at 10:00 am

## Approvals

Andrew Bagley	Approval by email	September 15, 2021
Bryan McGlothin	Approval by email	September 15, 2021
Heidi Stenner	Approval by email	September 15, 2021
David Rohrig	Approval by email	September 15, 2021

## Attachments

- Annual meeting notice, budget and ballot

Cherrywood Estates Homeowners Association

Web: [cherrywoodhoa.org](http://cherrywoodhoa.org)

Email: [cherrywoodestateshoa@gmail.com](mailto:cherrywoodestateshoa@gmail.com)

PO Box 4253, West Richland, WA 99353-4253

August 18, 2021

Dear Cherrywood Estates Homeowner,

August at Cherrywood Estates means it is almost time for our Annual Meeting. It also means that it is time to vote on new board members and the proposed budget. We also have the opportunity to vote on proposed amendments to the Covenants, Conditions and Restrictions of Cherrywood Estates. Finally, it is time for the next cycle of annual dues, as our fiscal year runs from September 1, 2020 to August 31, 2021.

**Annual Meeting.** This year the Annual Meeting is scheduled for Saturday, September 11 at 9 AM at Shelter #2 at Badger Mountain Community Park. We encourage you to attend in person. Since seating is limited, we recommend that you bring your own chair. This mailing includes a self-addressed and pre-stamped envelope for your ballot and your dues payment. We encourage you to carefully read through the contents of this mailing, fill out your ballot and return it along with your dues payment in the included envelope as soon as possible so that your ballot will arrive at our PO Box no later than August 10, so that it can be counted at the annual meeting. Otherwise, you may present your ballot at the annual meeting itself.

**Ballot for Board Directors.** This year there are three open board positions: a position representing Zone 1, Zone 2 and Zone 4 (See attached zone map). Only residents in Zone 1 will vote for the position for Zone 1. Only residents in Zone 2 will vote for the position for Zone 2. Only residents in Zone 4 will vote for the position for Zone 4. Board Members serve a term of two years. Each position's ballot includes a write-in to account for late nominees.

**Ballot for Budget.** The ballot includes a proposed budget for 2021-22 for you to vote on. Changes with respect to last year include minor adjustments to reflect actual costs and expected inflation.

**Amendments to the Covenants, Conditions and Restrictions:** There are three paragraphs in the Covenants, Conditions and Restrictions for Cherrywood Estates that the Board propose that we amend. Each paragraph will be voted on separately. We encourage you to carefully consider the proposed new language then vote. Amendments require a minimum of 75% homeowner approval to pass. Here is a link to the current Covenants, Conditions and Restrictions:

<https://cherrywoodhoa.files.wordpress.com/2019/02/cherrywood-ccr.pdf>

**Annual Dues.** Dues are \$60, the same as last year. The mail-in ballots include a payment form which you need to complete and mail to the Cherrywood Estates Homeowners Association post office box. (Dues will be considered delinquent after September 11, 2021.)

Thank you,

Andrew Bagley, Bryan McGlothlin, Heidi Stenner, David Rohrig and Rich Lewis

## Cherrywood Estates Homeowners Association FISCAL 2021-2022

	Previous Year Budget	Current Year Spending (Thru 8/15/21)		2021-2022 Proposed BUDGET
Budget income is based on 66 homeowners each paying \$60 for a total income of \$3960.00				
Insurance	\$1,100.00	\$1,104.00		\$1,110.00
Attorney Fees	\$250.00	\$0.00		\$500.00
Ground Maintenance	\$1,300.00	\$1,674.00		\$1,300.00
Mailing & Supplies	\$150.00	\$55.00		\$150.00
P.O. Box Rental	\$106.00	\$134.00		\$140.00
Utilities Electric Bill	\$420.00	\$380.00		\$420.00
Annual HOA Meeting and / or picnic	\$150.00	\$31.00		\$75.00
Website/Domain Annual Renewal	\$70.00	\$82.00		\$85.00
Operating Expenses	\$100.00	\$0.00		\$50.00
Welcome Committee	\$200.00	\$0.00		\$100.00
Registration Fees	\$100.00	\$10.00		\$50.00
Total Expenses	\$3,946.00	\$3,470.00		\$3,980.00
Total Income from HOA Fees	\$3,960.00	\$3,960.00		\$3,960.00
Checking				\$1,644.75
Money Market				\$20,018.25
Cash Value of accounts (as of 8/15/21)				\$21,663.00

## **Section V. Building and Use Restrictions – Item H. Exterior Finishes**

### **Original Paragraph:**

All homes shall be required to use stucco, stone, or brick. The front elevation shall have a stucco finish or have a minimum of 35% of the area, excluding windows and doors, in stone or brick. The finishes will be required to wrap around the comers at least 20 inches. Siding must be pre-finished hardboard siding such as by James Hardie, Louisiana Pacific, or Masonite. It shall be installed horizontally with no more than a 7 1/2" reveal. Soffit, fascia, and corners shall be of a similar pre-finished material.

### **Proposed Paragraph:**

All homes shall be required to use stucco, stone, or brick. The front elevation shall have a stucco finish or have a minimum of 35% of the area, excluding windows and doors, in stone or brick. The finishes will be required to wrap around the corners at least 20 inches.

## **Section V. Building and Use Restrictions – Item N. Fences**

### **Original Paragraph:**

Masonry, wrought iron, vinyl, and cedar are generally acceptable fencing materials. Fencing shall be no more than 6 feet in height and be built in accordance with widely accepted fence building practices in our area. Fence boards alternating from one side to the other are not acceptable. Fences must be approved for location and design by the ACC and by the City of Richland for a building permit.

### **Proposed Paragraph:**

Masonry and wrought iron are generally acceptable fencing materials. Fencing shall be no more than 6 feet in height and be built in accordance with widely accepted fence building practices in our area. Fences must be approved for location and design by the ACC, and by the City of Richland for a building permit as required.

## Section V. Building and Use Restrictions – Item P. Signage

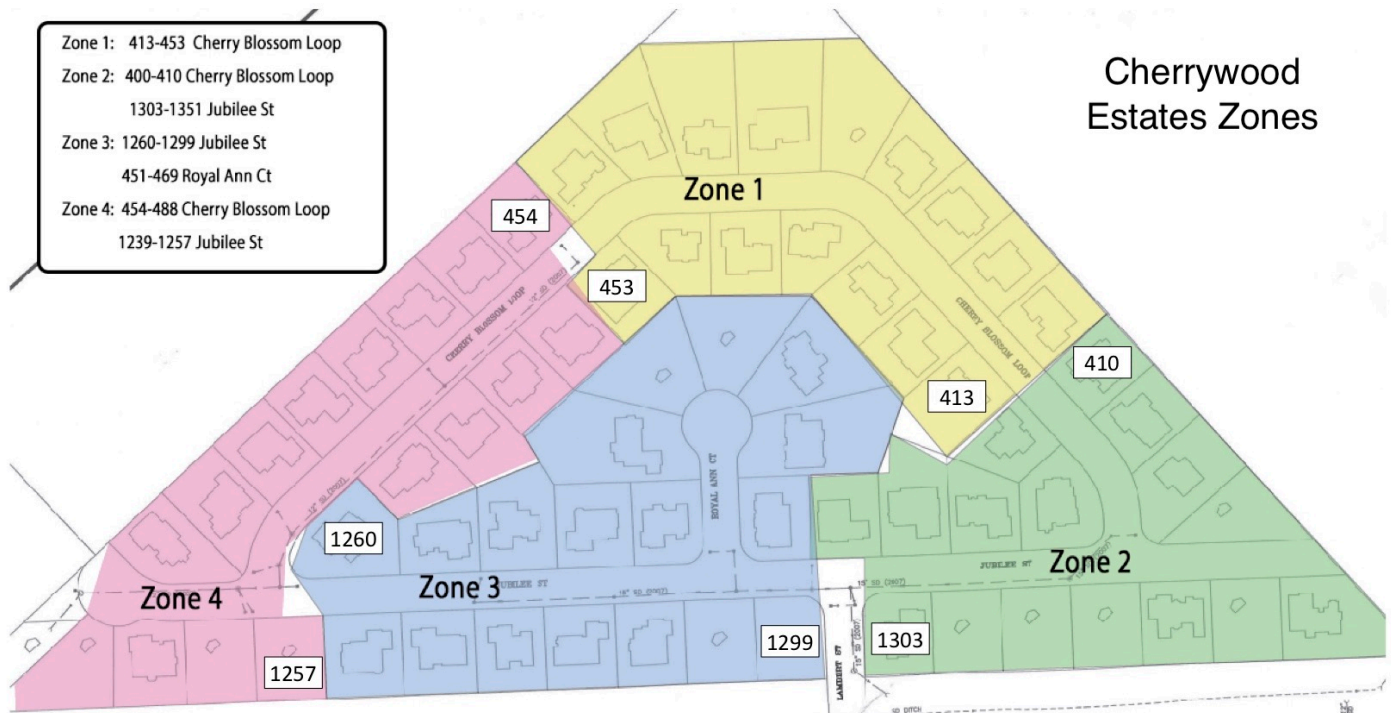
### Original Paragraph:

No signs are permitted except one standard sized "For Sale" or "For Rent" sign. One sign of a non-offensive political nature promoting a candidate may be displayed for a short period of time before an election and may not exceed 5 square feet.

### Proposed Paragraph:

Signs of all types are permitted in yards so long as they are tasteful, aesthetically pleasing, and do not present clutter. Also, the size should not exceed 5 square feet. Examples are as follows, but not limited to:

- Holiday signs.
- "For Sale" Signs.
- "For Rent" Signs.
- Decorative name and address plates.
- Non-political signs celebrating a person or service such as Scouting or Community Services.
- Non-offensive political signs may be displayed for a short period of time before an election.
- Signs announcing events of churches, schools, playgrounds, parks and public utility installations.
- Signs warning of safety hazards.



*Please return your completed ballot by mailing it in the enclosed self-addressed and pre-stamped envelope to PO Box 4253, West Richland WA 99353 so that your ballot will arrive at our PO Box no later than September 10, so that it can be counted at the annual meeting. Otherwise, you may present your ballot at the annual meeting itself.*

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Cherrywood Estates Ballot, 2021/22 - Board Directors

*Mailbox Zone 1* (Zone 1 homeowners vote): Full two-year term

\_\_\_\_  
\_\_\_\_ (Write In)

*Mailbox Zone 2* (Zone 2 homeowners vote): Full two-year term

\_\_\_\_  
\_\_\_\_ (Write In)

*Mailbox Zone 4* (Zone 4 homeowners vote): Full two-year term

\_\_\_\_ Carroll Phillips  
\_\_\_\_ (Write In)

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Cherrywood Estates Ballot, 2021/22 - Budget

*Budget* (All homeowners vote): We approve the proposed budget.

\_\_\_\_ For  
\_\_\_\_ Against

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## Cherrywood Estates Ballot, 2021/22 - Item H. Exterior Finishes

*Exterior Finishes* (All homeowners vote): We approve the Proposed Paragraph.

- ☐ For  
☐ Against
- 

## Cherrywood Estates Ballot, 2021/22 - Item N. Fences

*Fences* (All homeowners vote): We approve the Proposed Paragraph.

- ☐ For  
☐ Against
- 

## Cherrywood Estates Ballot, 2021/22 - Item P. Signage

*Signage* (All homeowners vote): We approve the Proposed Paragraph.

- ☐ For  
☐ Against
- 

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Homeowner Printed Name

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Homeowner Signature



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Address

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Date

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## Dues Invoice

Dues for the 2021-22 fiscal year are *\$60.00*. They are due by *September 11, 2021*.

Please remit by check, payable to Cherrywood Estates HOA.

Please submit your payment by mailing it in the enclosed self-addressed and pre-stamped envelope to PO Box 4253, West Richland WA 99353.

To help track payments, please attach this invoice with your payment. Your cancelled check will be your receipt.

In an effort to ensure our records are up-to-date, please include any corrections to your name, address, e-mail or telephone. Thank you!

Name \_\_\_\_\_

Address \_\_\_\_\_

E-Mail \_\_\_\_\_

Telephone \_\_\_\_\_