

RESOLUTION OF THE BOARD AND DIRECTORS OF RIVERCLIFF ESTATES HOMEOWNERS ASSOCIATION

The following Resolution is adopted this 19th of February, 1997, by the Board of Directors of Rivercliff Estates Homeowners Association (the "Association")

RECITALS

The Oregon Condominium Act, at ORS 100.405(4)(j) permits the Association, after giving notice and an opportunity to be heard, to levy reasonable fines for violations of the Declaration, Bylaws and Rule and Regulations of the Association.

The Board acknowledges that certain violations of the Declaration, Bylaws and Rule and Regulations of the Association may not be deterred by written notice from the Association or its manager, and some violations may not warrant formal legal action.

The Board anticipates that violations may vary widely in their seriousness and their effect on the Association and other owners, so that it would be difficult to establish a single fine for all violations, and that it would be equitable to leave the amount of any fine levied pursuant to this policy to the discretion of the Board of Directors after hearing all the facts and circumstances surrounding the violation.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Board shall have the authority to levy fines in an amount not exceeding Fifty Dollars and No/100 (\$50.00) per violation per day for violations of the Condominium Declaration, Bylaws and Rules and Regulations, with the exact amount for each fine to depend upon the facts and circumstances surrounding the violation;

IT IS FURTHER RESOLVED, that the Board shall levy no fine until written notice of the violation has been given to the offending owner or occupant, and until such person has had an opportunity to be heard before the Board of Directors or any committee that the Board may appoint from time to time for such purpose;

IT IS FURTHER RESOLVED, that all fines levied pursuant to this policy shall be deemed common expenses payable solely by the person against whom such fines are assessed and, unless timely paid, shall become a part of any lien that may be filed by the Association against the unit of the offending owner.

IN WITNESS WHEREOF, the undersigned Secretary hereby certifies that the above referenced Resolution was duly adopted by the Association's Board of Directors.

RIVERCLIFF ESTATES HOMEOWNERS ASSOCIATION

By *Una Himes*
Una Himes Secretary



GENERAL RULES AND REGULATIONS OF RIVERCLIFF ESTATES CONDOMINIUMS

1. There shall be no posting of any signs, posters or advertisements in or on Rivercliff Estates property, except Real Estate sales signs, which are to be removed within 5 days of a completed sale.
2. Residents shall exercise care and consideration NOT to disturb other residents. This includes excessive or loud noises, conversations, music or electronic devices that can be heard inside or outside other residents units. Three signed complaints will result in board action.
3. Pets are not to be left unattended on any of the grounds. Leashes are required while walking pets. Those keeping domestic animals of all kinds must abide by the Multnomah County Municipal Sanitary regulations. **(This means each pet owner must immediately clean up after their pet)**
4. Hanging garments, rugs, laundry, or linens of any kind from the windows, facades, or patio and deck railings and dividers or other external structures is prohibited.
5. No skateboarding is allowed on access roads or pathways inside the complex.
6. Personal garbage or trash in the pool or clubhouse area shall be disposed of in the proper available garbage containers. Residential garbage cans shall be kept inside garages at all times and may be placed outside after 6:00 p.m. of the day prior to pick-up. **(Make sure lids are securely placed on cans)**. Each resident is allowed one (1) can for household garbage, one (1) can for recyclable trash and one (1) crate for glass. Residents are responsible for any additional costs assessed by the collector for excess garbage and trash.
7. Parking of boats, trailers of any kind, motorcycles, campers, commercial vehicles and like equipment is NOT allowed on driveways or in extra parking areas. Any such equipment kept in garages shall NOT project beyond the garage area. Garage doors are to be kept closed.
8. Designated "VISITORS" parking areas are for short-term guest parking. Residents are prohibited from parking in areas marked "VISITORS".
9. No vehicles may be parked in the street areas (access roads) at any time. All interior streets in the complex are designated fire lanes, and such parking would impair the movement of fire and emergency response vehicles if required. Advise your guests to park in your driveway or the Visitor's Parking areas.
10. Homeowner Association Dues are due and payable on the first of each month. Delinquencies will be assessed \$50 for each 30 days of delinquency. A lien will be recorded against the Unit Owner's property when the condo dues are two months delinquent. The delinquent Unit Owner is responsible for all past due association dues including interest, any service charges, attorney's fees and all recording fees. The association has authority to collect interest on delinquencies.

11. Garage sales are only permitted on odd numbered years and are held as a community wide event if requested by residents. Estate and Moving sales are only permitted on Friday and Saturday at a cost of \$50 per day, payable to the Association. Buyer's vehicles will not be permitted inside the complex except to load items.
12. Requests for outside maintenance or landscape service must be in writing using the "*Landscape & Building Maintenance Work Order*" form and placed in the **Work Order Request Box** located in the Clubhouse.
13. Any Late fees, interest, penalties or other remedies of the Association referred to in these Rules and Regulations, including, without limitation, any fees referred to in the separate Resolution of the Board of Directors relating to fines, shall be in addition to, and not in lieu of, all other rights and remedies of the Association in the case of any violation of the Declaration, Bylaws or Rules and Regulations of the Association.

(Revised July 2015)



REGULATIONS FOR USE OF RIVERCLIFF ESTATES CLUBHOUSE AND FACILITIES

1. Primary designated use of the clubhouse facilities is for resident's daily enjoyment and their planned events, however, not to be used in lieu of residents own home. All other usage will be considered as a secondary priority.
2. Invited guests using the clubhouse facilities shall be accompanied by their resident host at all times.
3. Clubhouse facilities are closed to all use from 12:00 Midnight to 6:00 a.m., including reserved private functions.
4. Clubhouse facilities are closed to individual or collective resident usage during Regular or Special Meetings of the Board of Directors.
5. Clubhouse equipment or furniture shall not be borrowed for use in private residence without the permission of the Clubhouse Coordinator or a Board member.

6. RESERVATIONS ARE REQUIRED FOR PRIVATE USE OF THE CLUBHOUSE

The fee for usage is \$50 per day with an additional \$5 per day if the kitchen facilities are used.

- a. Only residents may make reservations.
- b. Reservations for clubhouse facilities do not include swimming pool area or saunas.
- c. Residents making reservations are responsible for all preparation, supervision, guests conduct and clean-up as well as liability for unnecessary wear and tear or damage to equipment and or facilities. All trash is to be removed from the building and placed in the outside garbage cans.
- d. Reserved use is limited to social activities too large for private homes. No company or business parties are allowed without Board permission.
- e. Request for reservations must include the date, time of day and the number of persons in your party.
- f. Serving alcoholic beverages with food is permissible. Smoking is NOT allowed inside the building or within 10 feet of the Clubhouse doors. (Pursuant to Oregon laws.) All smoking materials must be properly disposed of by the user.

g. For large events, arrangements should be made to place attendants at each property entrance to direct traffic to available parking.

h. No food is allowed in the lounge area (fireside room) of the clubhouse.

i. No swimming suits (wet or dry) are allowed in the clubhouse.

j. **No reservations will be accepted for New Year's Eve events.**

7. **SPECIAL NOTE:**

Requests for proposed uses exceeding the stated limitations or outside the stated policies are not arbitrarily prohibited but will call for special attention of the Board of Directors. Approval of such requests will require agreement of a majority of the Board Members.

(Revised July 2015)



REGULATIONS FOR USE OF RIVERCLIFF ESTATES SWIMMING POOL

CLOSED TO ALL USE BETWEEN 10:30 PM TO 6:30 AM

Oregon Department of Human Services/Oregon Administration Rules Chapter 333

**RESERVATIONS FOR EXCLUSIVE USE OF POOL ARE
NOT ACCEPTED.**

1. All persons using the swimming pool do so at their own risk. There is **NO** lifeguard on duty.
2. **Guests will only be allowed in the pool area if accompanied by a resident host, who must be at least 18 years of age, and in attendance with his/her guest(s) at all times.** The resident host is responsible for their guests conduct and safety. Residents may have up to four (4) guests per unit, at any one time, in the pool area. If residents disregard the "four guest policy" they will be asked to abide by the rule or leave the pool area with their guests. This policy is to assure the fair use of the pool for all residents.
3. Pool gate shall remain locked at all times.
4. All persons 17 years of age and under must be accompanied by an adult resident at least 18 years of age, while in the pool area.
5. Proper swim attire is required. Sandals or foot coverings shall be worn to and from the pool.
6. No person shall swim alone.
7. No food or drink is allowed inside the pool area, except for water.
8. No alcoholic beverages are allowed in the pool area due to liability.
9. **NO GLASS** containers of any kind are allowed in the pool area.
10. No running, diving or cannonballing is allowed around the pool area.
11. No person suffering from a communicable disease transmissible via water, or under the influence of an intoxicating liquor or drug shall use the pool.
12. Swimmers who are not toilet trained must wear a swim diaper.
13. Inflatable mattresses, inner tubes, toys and ball playing are NOT allowed. Noodles are acceptable.

14. Please keep long hair braided or in a ponytail to help keep excess hair out of the pool filtering system.
15. Audio devices are to be used only with headsets for the consideration of others.
16. Please keep towels and other objects out of the pool that could cause problems with the filtering system if sucked into the pump.
17. Pets are not allowed in the pool area.
18. The pool area may be closed to all use at any time for cleaning and repairs, or routine check-up. At such times a closure sign will be posted at the gate.
19. State Board of Health regulations for swimming pools, as posted at pool entrance, are a part of the complete rules for use of the association pool area and must be strictly observed.
20. Entry to showers and restrooms are accessible on the outside of both south and west doors at the clubhouse. No wet swim suits are allowed inside the clubhouse, only the restroom areas
21. The dates for seasonal closure and opening will be determined by the Board of Directors.
22. There is a First Aid Kit in the clubhouse located nearest the ladies restroom. For situations requiring emergency medical assistance there is a phone-box on the inside of the pool gate. (For 911 use only)
23. If you use the table umbrellas, please remember to roll them down when you leave the pool area in order to avoid wind damage.

These rules are for everyone's safety and enjoyment. Please be safe and enjoy the pool.

(Revised July 2015)



Rules for Renting Units

1. The Board of Directors must be given written notice of a homeowner's intent to rent their unit. Any units currently being rented should provide the written information to the Board within 30 days of receiving this notification.
2. The Board strongly urges owners currently renting their unit or considering placing their units for rental to engage a property management company.
3. The Board must be provided with current contact information for all of the following: the unit owner, the person or company responsible for overseeing the rental, and the renters.
4. Unit owners are encouraged to conduct a background check on all prospective renters. Please provide a copy to the Board when completed.
5. The renter is obligated to follow all Rivercliff Estates rules while a resident of the complex. It is the owner's responsibility to ensure the renter is aware of the rules of Rivercliff Estates.
6. If the association rules are not followed, the party responsible for the unit will be subject to the following:
 - Verbal warning
 - Written notice
 - Request the renters be evicted
7. The board must be provided with a written copy that the eviction has been filed 30 days after a request for eviction notice has been received by the responsible party, fines of \$50 per day will be assessed if the Board is not provided with written copy of eviction filing. Any unpaid fines will result in a lien against the property.

Thank You for your cooperation.

(Revised July 2015)



Architectural Guidelines for External Changes

Prior Approval Required:

1. **Garage Doors:** Replacement garage doors are to consist of four horizontal panels. You may have two, four or no windows. If windows are installed, they shall be of clear or obscure glass, installed in the second panel down from the top of the door. As soon as weather permits, newly installed doors are to be painted to match the exterior trim color by the homeowner.
2. **Front Doors:** Original front doors had two windows approximately six inches below the top of the door. Replacement doors shall have a single or double window across the top, or no windows, or an oval/square window centered in the top half of the door. The exterior of the door shall be painted brick red. All front doors requiring refinishing or painting shall be painted brick red.
3. **French Doors:** French doors are not allowed
4. **Security and Storm Doors:** Contact the Architectural Committee for recommendations. Replacement doors must be white, black or bronze.
5. **Windows:** Replacement windows must be white vinyl. Dimensions and configuration shall not be altered from current size and shape.
6. **Installed Overhangs for Patio or Decks:** The overhang for the patio shall not go beyond the cement patio. The overhang for the deck shall not go beyond the deck railing.
7. **Heating and Cooling Systems:** No window/siding-mounted air conditioner or heating unit exhaust shall be installed. When replacing or installing new central air conditioner or high efficiency furnace, contact the Architectural Committee since this involves running cables and/or pipes on the building exterior.
8. **Wooden Dividers:** Wooden dividers shall be placed between the units. All dividers shall be painted the color of the deck at the time of the sale of the property or as directed by the Board.
9. **Satellite Dishes:** These dishes are allowed, but must be placed on the back side of the unit. Contact the Architectural Committee for the proper placement and cable location.
10. **Any alteration that will affect the exterior will need Board approval.**



Architectural Application

Please complete the application and return to the Board of Directors person designated as the Architectural Liaison.

To be completed by homeowner:

Date _____
Name _____
Address _____
Phone # _____

Describe the external modification(s) to the exterior of the unit:

Copy of brochure or plans must be attached. Attached Not attached

Name of Vendor _____
Date of project installation _____ If date changes, please notify committee.

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To be completed by Architectural Committee/ Board:

Date received by Architectural Committee _____
Recommended Not Recommended

Signed by Committee Member _____
Date _____

Approved by Board Member _____
Date _____

Two Architectural Committee members to inspect project:

Date Architectural Committee inspected project:

Date and describe any installation problems.

RIVERCLIFF ESTATES

HOMEOWNERS ASSOCIATION

**Landscape & Building Maintenance
Work Order**

For any kind of outside building maintenance or landscape work that you need done, please fill out this form and leave it in the **Work Order Request Box** located in the Clubhouse. It is on the wall, to the left of the front door.

_____ Building Maintenance: Joy Beldin – 503-701-5881

_____ Landscape: Diane Fallon – 503-251-3484

Date: _____ Name: _____

Unit#: _____ Address: _____

Phone: _____

Describe Request:

Association Use:

Date Received: _____

Date Responded to Homeowner: _____

Action Taken:

Date Completed: _____

Copy Returned to Homeowner by: _____