# Candlewood Ridge – Carriage Wood Homeowners' Association Minutes of the Meeting October 21st, 2014

The following is a summary of the meeting minutes and is not yet approved by the board.

Board Members Present: Alicia Follette, Catherine George, George McGill, and Don Nelson Others Present: One homeowner and a representative from the Fire Department.

This monthly meeting was called to order at 7:06 pm at the King County Sheriff's Office – Fairwood Storefront.

<u>Fire Department Report:</u> October 5<sup>th</sup> thru 11<sup>th</sup> was Fire Prevention Week. Smoke alarms are a key part of a home fire escape plan. Roughly 2 out of every 3 fire deaths happen in homes without working smoke alarms.

## **Police Report:**

Last month we had 145 cases in Fairwood that generated a case report. Eight were in the CR/CW HOA area. Two were abandon vehicles complaints, one assault, one medical assistance call, one fence tagging and 2 burglaries. In one of the burglaries the victims' car was prowled at church, then they went to the residence because they knew no one was home.

Stats:

Vehicle stops: 10 Parking contacts: 12 Parks contacts: 0

**Approval of Last Month's Minutes:** The last month's minutes were approved.

#### **Homeowner Concerns:**

There was one home owner present and he had concerns about a neighboring house that is a rental and is not being kept up. There was a discussion about the difficulty of finding the actual home owners when we are not informed about rentals. The HOA's rules require the home owner to let the Association know when a home is rented.

#### **Committee Reports:**

## **Treasurer's Report:**

We had already agreed to increase the dues by 3% next year. We discussed the increase in our bookkeeper's pay as well as other changes in the 2015 budget. We talked about the leak in the water for the CW park and the large bill that it has caused. The Treasurer has suggested that, in December, we transfer \$40,000 from the operating fund to the general reserve fund.

#### **ACC Report:**

We are now accepting ACC requests via e-mail when the form does not need paint chips. (All paint chips must be mailed or hand delivered.) The changed ACR form that reflects this has been approved and Catherine will load the new form as soon as she makes a couple of small changes. Catherine will present a revised list of approved roofing materials at the November Board meeting.

ACC requests were:

- 1 paint
- 1 siding repair
- 2 roof

## **Common Areas Maintenance Report:**

- Reminder to all Homeowners It is our responsibility (Not King County's) to keep the street drains clear. Please clear the debris and leaves from the drains by your house and at the ends of your street to avoid floods.
- We continue to have branches and trees fall onto the paths at CR Park. Please contact me at <a href="mailto:commonareas@crcwhoa.org">commonareas@crcwhoa.org</a> or call 425-738-8611 #80 and leave a message if you notice any trees or branches at either park or any of the Common areas or entrances.
- Reminder all dogs must be on leash this is a King County Law as well as our policy in our HOA
  Parks.
- King County Sheriff Patrols and requests will now be coordinated by the CAM Chair and monthly reports will be submitted before each monthly meeting. Please contact the Board with any areas of concern and we will do our best to accommodate.
- We received our water bill from Soos Creek W & S for our sprinkler systems. The bill is for Aug 1st to Oct 1<sup>st.</sup>
  - The bills for CR are about normal but the one for CW, the park is tremendously high \$5000. I talked to SCW&S and Canber and it turns out we have a leak somewhere. We are in the process of investigating and writing up a letter to see if we can get any of this amount lowered at all.
- Please keep a watch for suspicious Activity and call 911

**Reminder:** Our parks are private parks which exist for the use and enjoyment of HOA residents, their families and guests. They are not public parks. Our park usage rules apply to everyone. Following are some of the rules that have been established to maximize safety, and minimize liability and maintenance cost:

- A. Park Hours: 9:00 am to dusk.
- B. No Smoking, alcohol, drugs, loud music, golfing, motorized vehicles or **Fireworks** are allowed.
- C. Animals must be leashed and owners are responsible for cleaning up after their animals.

### **Complaints Negotiations Report:**

We talked about a few houses that we continue to have issues with.

## **Legal and Insurance Report:**

The legal status was reviewed. The law firm that we contract with wants to change the billing to a flat fee per service. Don will look into what this would mean to us. No change to the insurance situation.

#### **Cul-de-Sac Committee**

No report this month but the 2015 budget has money for more cul-de-sac work..

#### **New Web Site:**

The new web site became live on May 1<sup>st</sup>. Catherine is the focal if someone has an issue

### **Capital Improvement Committee:**

Please contact the board if you have any ideas for Capital Improvements.

#### **Nominating Committee**

John Utz is chair, Catherine George is a member. There is one old open Board position. There will be two Board positions up for reelection in 2015. If you are interested in serving on the Board, please contact a Board member or attend a monthly meeting.

#### **Old Business:**

We need to change the signatures allowed by the bank to sign our checks. John will work on this. (We need to remove Valerie from this list and add another person.)

We discussed the need for new Board members. We started the year down by one. Now we are down by two. We also need volunteers for the welcome committee to deliver welcome packages to new arrivals (both home owners and renters).

### **New Business:**

We discussed the need to start working on the annual meeting (next January). We need to schedule the room, work on the presentations and write the President's letter.

#### Roles for the 2014 HOA Board Members

John Utz President / Nominating Committee Chair

Alicia Follette Complaints

George McGill Common Areas Chair/Cul-de-sac Chair/Vice President

Don Nelson Legal and Insurance/Treasurer

Catherine George ACC/Web Master/Reporting Secretary

## **Special Topics:** Visit our Website and contact the HOA via Email at:

Web - www.crcwhoa.org

Email - president@crcwhoa.org info@crcwhoa.org

If you would like to give us your email address in order to be added to our email announcements please send your info to <a href="mailto:bookkeeper@crcwhoa.org">bookkeeper@crcwhoa.org</a>.

Please visit us on Facebook also.

A motion was made to adjourn the main meeting at 8:14pm.

# **Next Board Meetings:**

- November 18<sup>th</sup>. 2014
- December 16<sup>th</sup>, 2014
- January 20<sup>th</sup>, 2015
- February 17<sup>th</sup>, 2015
- March 17<sup>th</sup>, 2015
- April 21<sup>st</sup>, 2015
- May 19<sup>th</sup>, 2015
- June 16<sup>th</sup>, 2015
- July 21<sup>st</sup>, 2015
- August 18<sup>th</sup>, 2015
- September 15<sup>th</sup>, 2015
- October 20<sup>th</sup>, 2015
- November 17<sup>th</sup>, 2015
- December 15<sup>th</sup>, 2015

### **Annual Meeting:**

• January 27<sup>th</sup>, 2015 7:00 at Fairwood Community United Methodist Church

Board meetings are usually held at **7:00 pm.** at the Sheriff's Office, Albertson's Shopping Center. All Homeowners are welcome to attend.