

**Candlewood Ridge – Carriage Wood Homeowners’ Association**  
**Minutes of the Meeting**  
**February 19th, 2016**

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

**Board Members Present:** Alicia Follette, Carol Nyseth, Catherine George, Dan Nelson, Don Nelson and George McGill

**Others Present:** Three homeowners

This monthly meeting was called to order at 7:00 pm at the King County Sheriff’s Office – Fairwood Storefront.

**Fire Department Report:** There was no report this month.

**Police Report:**

In Fairwood in general we had 119 calls for service that generated cases. Sam found six in CRCW. They were: one reported abandoned vehicle, one court order violation, one residential burglary, one ID theft and one car prowl and one stolen vehicle at the same residence on the same night.

Stats:

8 traffic contacts

6 parking contacts

3 citizen contacts

**Approval of Last Month’s Minutes:** The last month’s minutes and the annual minutes were both approved.

**Homeowner Concerns:**

One homeowner expressed a continuing concern about a non-compliant roof. He first complained 12 years ago when the house was re-roofed just before it was sold. Now it is being sold again and he wanted to know what we would do about it. (No one on the Board was on the Board 12 years ago and the Complaints chair has no record of the original complaint – or any other from 12 years ago.) The homeowner was advised to make a new formal complaint.

Holly Jensen was moved and approved as the seventh Board member to fill the rest of Valerie’s term.

The Board members approved the current Board members staying in their current positions with the following exceptions: 1) George’s position as a member of the ACC will be taken by Carol, 2) Dan and Holly will join George as members of the postcard committee and 3) Holly will set up and serve as the chair of a new Community Events Committee. As a result of Holly’s setting up the Community Events Committee, she will run the Easter Event (March 26<sup>th</sup> at 11am at the CW Park) and join with other local HOAs to run the Annual Garage Sale (probably on June 24<sup>th</sup> – 26<sup>th</sup> or July 8<sup>th</sup> – 10<sup>th</sup>.)

**Committee Reports:**

**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.
- We continue to have branches and trees fall onto the paths at CR Park. Please contact me at [commonareas@crcwhoa.org](mailto:commonareas@crcwhoa.org) 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.

- I had a HO contact me about a dead tree in the Planter/Island in their cul de sac. I drove by and it is indeed dead and in danger of falling. I will contact Canber and have it cut down.
- I had another HO contact us about a dangerous tree between their house and the Apt's – I do not know who owns this land but will start by contacting the Apt's then King County.
- At the Annual Meeting a HO notified me of a Stop sign inside our HOA that had fallen down. I contacted K.C. Street dept. and they responded that it and one other sign that I told them about would be repaired in the next 2 weeks.
- Someone left a used double sink at the CR Entrance with a Free Sign on it – we do not allow this – if you observe something like this or anyone dumping large garbage bags into our HOA Garbage cans please write down their license number and report them to us – this is against the law.
- 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.
- 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.

### **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.)

ACC requests for this month were:

- 1 paint
- 1 fence
- 2 roofs
- 2 decks
- 1 lawn reseeding
- 1 driveway replacement

### **Complaints Negotiations Report:**

There were 2 new complaints this month

### **Treasurer's Report:**

The 2016 budget is looking good. We are keeping expenses down.

### **Legal and Insurance Report:**

There was one issue. We are having problems serving paperwork as we cannot find the house's owner.

There were no insurance issues this month.

**Cul-de-Sac Committee**

No report this month.

**Web Site:**

Catherine is working on putting a FAQ page on the web site. She reviewed what she had so far.

**Capital Improvement Committee:**

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

**Nominating Committee**

No report this month.

**Old Business:**

Carol has not started the approved house colors project. Dan will help her.

**New Business:**

Alicia would like to revise the welcome packets. Ideas for improvements are welcome. There was some discussion about new projects that the HOA could take on but they would cost money that would require increasing the dues. They were annual pickups of 1) large yard waste, 2) electronics, 3) donatables.

If you would like to give us your email address in order to be added to our email announcements please send your info to [bookkeeper@crcwhoa.org](mailto:bookkeeper@crcwhoa.org). No one will see your email and we will not give it to anyone.

Roles for the 2015 HOA Board Members

George McGill	President / Common Areas Chair / Cul-de-sac Chair
Don Nelson	Vice President / Legal and Insurance / Treasurer
Catherine George	Reporting Secretary / ACC Chair / Web Master
Alicia Follette	Complaints
Carol Nyseth	Member at Large
Dan Nelson	Member at Large
Holly Jensen	Member at Large

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

Web – [www.crcwhoa.org](http://www.crcwhoa.org)

Email – [president@crcwhoa.org](mailto:president@crcwhoa.org)      [info@crcwhoa.org](mailto: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 [bookkeeper@crcwhoa.org](mailto:bookkeeper@crcwhoa.org).

Please visit us on Facebook also.

**Executive session:**

None

A motion was made to adjourn the main meeting at 9:54pm.

**Next Board Meetings:**

- March 15<sup>th</sup>, 2016
- April 19<sup>th</sup>, 2016
- May 17<sup>th</sup>, 2016

- June 21<sup>st</sup>, 2016
- July 19<sup>th</sup>, 2016
- August 16<sup>th</sup>, 2016
- September 20<sup>th</sup>, 2016
- October 18<sup>th</sup>, 2016
- November 15<sup>th</sup>, 2016
- December 20<sup>th</sup>, 2016

**Annual Meeting:**

- January 24<sup>th</sup>, 2017     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.