

Candlewood Ridge – Carriage Wood Homeowners' Association
Minutes of the Meeting
November 15th, 2016

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, Holly Jensen and Carol Nyseth.

Others Present: Six home owners

This monthly meeting was called to order at 7:01 pm at the King County Sheriff's Office – Fairwood Storefront.

Fire Department Report: No report this month

Police Report: So here is Sam's break down. We had 133 total calls for service in Fairwood that generated a case report. Five were in our HOA area. One burglary, one vehicle prowl (Sam thinks there were lots more not reported), two larcenies and one ID theft.

Stats:

10 vehicle stops

9 parking contacts

Safety Discussion, led by Sam:

Car Concerns: The most important action that you can take to protect your car and its contents is to park it in the garage. If you cannot, park it in the driveway and remove any important contents such as keys, money and garage door openers. Then lock it. Do not warm up the car unattended, even if locked. Please note that there have been over 50 car prowls in the last couple of weeks in the area. Most have been committed by children who have targeted unlocked cars. As the holiday season approaches, people will be looking for packages in cars as well as on porches. When you put packages in cars, put them in the trunk before parking and leaving them. Thieves will break the window to get at packages, even in the trunk if they know they are there. Hondas are the most stolen cars so do not leave them on street. If you use a protection device, use one that locks the brakes. A steering wheel lock can be easily broken. Also, do not record your home address on your GPS as "Home". Label it with a pet's name instead, for example.

Please note that cars should not be parked on the sidewalk. Call it in if you see a car parked on the sidewalk.

They make it difficult or impossible for children, seniors, dog walkers etc. to use the sidewalk and force them into the street which is much more dangerous for them.

House and Personal Concerns: If you are worried about stolen mail, use a locking mail box. The HOA has information about the type that is approved by both the HOA and the Post Office. If you are worried about stolen packages, see if your neighbor will accept them and/or bring them in from your porch. Require a signature before they leave the package. Have the package sent to a private mail box. (Please note that Amazon drivers use their personal cars which do not have Amazon identification on them.) Make a note of suspicious vehicles or persons – get descriptions and license numbers and report to the police. Security systems with visible signs are also good. If you use outside lights, mount them high so the bulbs cannot simply be unscrewed. Do not leave your keys visible inside the house where they can be seen from a window.

If you are going to be gone for a couple of days, remember that: garbage cans left out, papers in driveway, no lights on in the house, packages left on a porch are all signs that burglars look for before deciding on a house to break into. Ask a neighbor to help keep packages, cans and newspapers out of sight. Put lights on timers or use motion detectors, leave a TV or radio on. If someone is staying in your house, let neighbors know about strange people or cars. Block Watch is highly recommended.

Video surveillance systems are getting cheaper but be sure that the monitor does not get triggered by cars or walkers on the sidewalk. Video doorbells are a very good idea. Do not hide front door or windows with bushes, burglars like it as they can hide while they break in. Some burglars case your house by posing as workmen. Most (90%) of all burglaries occur between the hours of 9:00am and 5:00pm.

When working in the side or back yard **DO NOT LEAVE** the garage door open or the front door opened or unlocked. The same advice holds when walking your dog. Fences for side and back yards with locks on the gates are recommended.

Use a board or stick in sliding windows and locks for sliding glass doors. **DO NOT** leave a window open (even on the second floor) or doors or windows unlocked. Change original codes on garage door openers.

If someone knocks on your door – **IMPORTANT** – you need to let them know that someone is home, especially if it is a child alone at home. Yell out that you are busy.

Some tips from convicted burglars:

1. *Of course I look familiar. I was here just last week cleaning your carpets, painting your shutters, or delivering your new refrigerator..*
2. *Hey, thanks for letting me use the bathroom when I was working in your yard last week. While I was in there, I unlatched the back window to make my return a little easier.*
3. *Love those flowers. That tells me you have taste ... and taste means there are nice things inside. Those yard toys your kids leave out always make me wonder what type of gaming system they have.*
4. *Yes, I really do look for newspapers piled up on the driveway. And I might leave a pizza flyer in your front door to see how long it takes you to remove it.*
5. *If it snows while you're out of town, get a neighbor to create car and foot tracks into the house. Virgin drifts in the driveway are a dead giveaway.*
6. *If decorative glass is part of your front entrance, don't let your alarm company install the control pad where I can see if it's set. That makes it too easy.*
7. *A good security company alarms the window over the sink. And the windows on the second floor, which often access the master bedroom-and your jewelry. It's not a bad idea to put motion detectors up there too.*
8. *It's raining, you're fumbling with your umbrella, and you forget to lock your door-understandable, But understand this: I don't take a day off because of bad weather..*
9. *I always knock first. If you answer, I'll ask for directions somewhere or offer to clean your gutters. (Don't take me up on it.)*
10. *Do you really think I won't look in your sock drawer? I always check dresser drawers, the bedside table, and the medicine cabinet.*
11. *Helpful hint: I almost never go into kids' rooms.*
12. *You're right: I won't have enough time to break into that safe where you keep your valuables. But if it's not bolted down, I'll take it with me.*
13. *A loud TV or radio can be a better deterrent than the best alarm system. If you're reluctant to leave your TV on while you're out of town, you can buy a \$35 device that works on a timer and simulates the flickering glow of a real television. (Find it at faketv.com.)*
14. *Sometimes, I carry a clipboard. Sometimes, I dress like a lawn guy and carry a rake. I do my best to never, ever look like a crook.*
15. *The two things I hate most: loud dogs and nosy neighbors.*

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

Homeowner Concerns:

There was a question about broken sidewalks in the HOA. George discussed the process for sidewalk repair.

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@crwhoa.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
- Canber cut up and removed the 2 large trees that fell in CR Park. The cost was \$1530.
- Reminder all dogs must be on leash – this is a King County Law as well as our policy in our HOA Parks
- We have a new volunteer to refill the Mutt Mitts in CW – thank you very much Dan.
- We had a car miss the turn and destroyed one of the CR Entrance Signs. We do have the name and insurance info. I am in the process of getting quotes to replace.
- It is now Fall and the leaves are falling – PLEASE keep your street drains clear. The County does not do this, it is up to each Homeowner to keep the street drains by their house clear. This means any street drain in front or on the side of your lot.
- Our Landscape Contract expires this year (Jan 2017) and I have sent out request for bids to 3 Companies.
- King County Sheriff Patrols and requests are now 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 ACR requests via e-mail when the form does not need paint chips. (All paint chips must be mailed or hand delivered.) It was noted that paint requests have been received lately without paint chips. All ACR forms must be signed, include a valid address and phone number and, if for paint, must include paint chips and note which paint is for what part of the house (body, trim, deck, gutters, door, ...).

ACC requests for this month were:

2 windows (one replacement, one removal)

1 driveway replacement

1 garage door replacement

1 gutter replacement (no ACR form submitted)

Complaints Negotiations Report:

The walk-thru/postcard complaints 2nd letters are being processed. Many H.O.s have already corrected their issues.

Treasurer's Report:

The Treasurer had mailed out the proposed budget as discussed last month. We voted to approve it.

Legal and Insurance Report:

No report this month. However, we may have to file a claim for the damaged CR entrance sign. It is hoped that this will not be needed since we know the person who did the damage due to the police report that was filed.

Community Events Committee

No report this month

Please note that, if a home owner wants to reserve a park, he or she should contact the CAM chair at commonareas@crcwhoa.org or call 425-738-8611 #80 and leave a message.

Cul-de-Sac Committee

No report this month

Web Site:

Catherine will put the safety information on the Web Site.

Capital Improvement Committee:

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

Nominating Committee

No report this month but one Board member whose term is expiring has said that he will not stand for re-election so we need volunteers. Please note – Board members do not have to be home owners.

Old Business:

We have formed two new committees and are looking for more volunteers for them. The first one will look into what to do with the main Candlewood Ridge entrance landscaping, under Dan Nelson. This committee will be looking into what to do with the fence as well as the landscaping. The second committee will look into what should be done with the Carriagewood Park, under Holly Jensen.

George has sent letters to the homeowners who border the apartment land that has been in question. The letters stated that the land belongs to the apartments and any concerns about the trees on the land should be addressed to the apartments. Our lawyer will send a letter to the owners of the apartments, also stating that the land belongs to them.

New Business:

No new business this month.

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. No one will see your email and we will not give it to anyone.

Roles for the 2016 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	Community Events Committee Chair

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

Web – www.crcwhoa.org

Facebook - Candlewood Ridge/Carriagewood HOA

Email – president@crcwhoa.org info@crcwhoa.org architecture@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.

Please visit us on Facebook also.

Executive session:

There was no executive session this month.

A motion was made to adjourn the main meeting at 8:40pm.

Next Board Meetings:

- December 20th, 2016
- January 17th, 2017
- February 21st, 2017
- March 21st, 2017
- April 18th, 2017
- May 16th, 2017
- June 20th, 2017
- July 18th, 2017
- August 15th, 2017
- September 19th, 2017
- October 17th, 2017
- November 21st, 2017
- December 19th, 2017

Annual Meeting:

- January 24th, 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.