

**Candlewood Ridge – Carriage Wood Homeowners' Association**  
**Minutes of the Meeting**  
**December 20th, 2016**

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

**Board Members Present:** Catherine George, George McGill, Holly, Jensen, Dan Nelson, and Carol Nyseth.

**Others Present:** Two home owners

This monthly meeting was called to order at 7:05 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. There were only 100 calls for service that generated cases last month. 4 were in our HOA: 1 auto theft, 1 burglary, and 2 vehicle prowls. Sam thinks there were more unreported vehicle prowls, however. The stolen Honda epidemic has been skirting our HOA while the apartments have been getting hit. Sam recovered 2 this week that aren't counted in our stats. And a stolen vehicle as well. Keep Hondas in the garage! Or get the club that goes on the brake pedal.

Stats: Traffic contacts: 10

Parking contacts: 6

Citizen contacts: 4

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

**Homeowner Concerns:**

Two home owners were present but did not have any specific concerns other than wanting to get locking mail boxes and asking what the process was.

**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. Remember that you are responsible for drains along the side of your house if you have a corner lot. If you notice a clogged drain, please clean it even if it is not your responsibility. Be a good neighbor.
- 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.
- We had another tree fall in CR Park. Canber cut it up into rounds, if anyone wants firewood contact the Board.
- Reminder all dogs must be on leash -this is a King County Law as well as our policy in our HOA Parks.

- We had one of our CR brick entry sign destroyed by a car last month. State Farm told us to get estimates for replacement which I did -we got a check for \$10,250 this week and have ordered the work to be done. It will be 2-3 weeks before they get started.
- It is now winter and the leaves are still 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. I have received 2 bids back, one company said they were not large enough to do our HOA and so they did not submit a bid. One bid was from Canber and one was from Green Thumb in Auburn. We asked for a 3 year contract.
- We sent out letters and an email blast to asking for all who are interested in being on the one or both of the committees we are forming. One is for the Park improvements at CW and the other is CR Entrance Improvement. We heard back from 10 people for CW and 3 for CR We will be holding our first meet and greet after the first of the year.
- 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 as well as requests without ACR forms. All requests must be accompanied by ACR forms which 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:  
 1 garage door replacements

### **Complaints Negotiations Report:**

No report this month

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

No report this month

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

No report this month

### **Community Events Committee**

No report this month as nothing is planned until spring.

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

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

George and Carol will look at all the cul-de-sacs in January to see which, if any, will need repair in 2017. While they are out they will look at the condition of the sidewalks and mail box stands.

### **Web Site:**

Catherine will update the FAQ page with any new questions as well as the web addresses for King County. She will also look into making the ACR and Complaints forms easier to get to.

### **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. The first one will look into what to do with the main Candlewood Ridge entrance landscaping, under Dan Nelson. The second will look into what should be done with the Carriagewood Park, under Holly Jensen.

George will ask Don if our lawyer has written and sent a letter about the ownership of the land between CR and the apartments to both the apartment's owners and its managers. George has sent a letter to H.O.s who adjourn that land and who may have encroached on it. This land is owned by the apartments.

There has also been a question about the sidewalks in the HOA. Don talked to King County and found out what the process is for sidewalk repair. George is writing up instructions as to how to contact King County about them.

There was a mail box stand in CW that was knocked down by Waste Management. Waste Management paid to replace it. The H.O. who saw the truck do the damage took the lead in getting it replaced. Thanks are due to her for her efforts.

### **New Business:**

We voted to accept the landscaping bid from Canber as it was cheaper than the other bid and they have been doing a good job for us.

We talked about the annual meeting presentation. Catherine will send the 2016 presentation to all Board members to serve as a starting point for the 2017 meeting.

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@crewhoa.org](mailto:bookkeeper@crewhoa.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](http://www.crcwhoa.org)

Facebook - Candlewood Ridge/Carriagewood HOA

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

Please visit us on Facebook also.

**Executive session:**

There was no session this month to discuss legal issues.

A motion was made to adjourn the main meeting at 7:47pm.

**Next Board Meetings:**

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

**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 on the third Tuesday of the month. All Homeowners are welcome to attend.