

Candlewood Ridge – Carriage Wood Homeowners’ Association
Minutes of the Meeting
January 17th, 2017

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 Don Nelson.

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: No report this month.

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. It was noted that some H.O.s had asked about the repair of the main CR entrance. This is waiting on warmer weather since concrete cannot be poured when it is freezing. It is hoped that the work can start next week.

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
- Reminder all dogs must be on leash – this is a King County Law as well as our policy in our HOA Parks
- Status report on the CR Brick entry sign – because of the freezing temperatures work has been delayed for a week or so.
- 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 expired as of Dec, 31,2016. We have chosen and approved a new 3-year contract with Canber. This includes Quarterly maintenance of the 18 cul de sac Islands and the 4 King County Retention Ponds frontage.
- Our first introduction meeting of the 2 Committees was held on Mon. Jan. 16th. It is not too late to join – contact the Board.
- 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 ACR requests via e-mail when the form does not need paint chips. (All paint chips must be mailed or hand delivered.) It has been 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 front door replacements

Complaints Negotiations Report:

There were three new complaints. The postcard project third letters were just sent out. The biggest issue is garbage/yard waste/recycle bins still visible front the street.

Treasurer's Report:

We ended the year in good financial shape due to 39 house sales and underrunning several categories. But we are still low on our reserves.

Legal and Insurance Report:

Need to determine the owner of a CR house that appears to be vacant and has tall grass in the front yard.

Community Events Committee

The Easter Event will be April 15th this year. Holly will start work on the Garage Sale soon (she needs to coordinate with other HOAs in the area). Holly will start work on the Summer Evens soon as well. The Garage Sale's date is dependent on the other HOAs' dates while the Summer Event will probably be in August. Volunteers to help at these events are needed.

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

George and Carol looked at all the cul-de-sacs in January to see which, if any, will need repair in 2017. It was suggested that all cul-de-sac trees that need to be removed have that done in 2017 so that no further damage be done to the paving. Then, when the particular cul-de-sac is repaired, the stumps can be removed and the paving repaired, if required.

Web Site:

Catherine updated the web site to make the ACR and Complaints forms easier to find.

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 formed two new committees that met for the first time yesterday. The first one is looking into what to do with the main Candlewood Ridge entrance landscaping, under Dan Nelson. The second is looking into what should be done with the Carriagewood Park, under Holly Jensen. Volunteers are welcome.

George asked 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. He has not yet done but will get to it as soon as he can. This land is owned by the apartments.

We talked about the annual meeting presentation. Catherine sent the 2016 PDF presentation to all Board members to serve as a starting point for the 2017 meeting. Don will send the 2017 Power Point presentation to all Board members for the use of those who have Power Point.

New Business:

There was 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 session this month to discuss legal issues.

A motion was made to adjourn the main meeting at 7:52pm.

Next Board Meetings:

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