

Candlewood Ridge – Carriage Wood Homeowners' Association
Minutes of the Meeting
April 18th, 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, Dan Nelson, Carol Nyseth and Holly Jensen.

Others Present: The Fire Department's representative

This monthly meeting was called to order at 7:02 pm at the King County Sheriff's Office – Fairwood Storefront.

Fire Department Report: A representative of the Fire Department brought some good information about outdoor burning. I have included the information below:

• **Barbeque Safety/Outdoor Burning Regulations**

Spring is finally here and hopefully with warmer weather. People will be thinking about getting outside to clean up their yards and begin preparations for those enjoyable backyard barbeques. Please find below a list of tips to help keep you and your family safe this season.

- Propane and charcoal BBQ grills should only be used outdoors; never inside a home, tent, vehicle or any other enclosed area.
- The grill should be placed well away from the home, deck railings and out from under eaves and overhanging branches.
- Keep children and pets away from the grill area.
- Reduce unintentional fire risk by removing grease or fat buildup from the grill and trays below.
- Never leave your grill unattended.
- Always keep a fire extinguisher nearby.

• **Charcoal Grill Safety**

- When using a starter fluid, use only starter fluids specifically made for charcoal fires.
- Never add charcoal fluid or any other flammable liquids to the fire.
- Keep charcoal fluid out of the reach of children and away from heat sources.
- When finished grilling, let the coals cool completely; then dispose the coals in a metal container.

• **Gas Grill Safety**

- Inspect the cylinder of the propane tank for bulges, dents, gouges, corrosion, leaks or evidence of extreme rusting. Replace if necessary.
- Examine and replace any hoses that are brittle, have leaks, holes, cracks or sharp bends.
- Keep propane tanks upright; move gas hoses away from dripping grease & hot surfaces.
- Never use cigarettes, lighters or matches near a gas grill.
- Never try to remove the valve from a propane tank.
- Always close the tank valve when finished using.
- Never bring your propane tank indoors.
- Never store spare gas containers under or near your grill.
- Don't store other flammable liquids, such as gasoline, near propane tanks.
- Never dispose of a propane tank by throwing it in the trash.

• **Outdoor Burning Regulations**

- Outdoor burning is only allowed for a limited religious or ceremonial event, cooking patio fireplaces, and charcoal and gas barbecues.

- Burning debris is not allowed.
- Never burn during a burn ban.
- Burn only charcoal, dried fire wood or manufactured fire logs.
- **Burn Ban Info**
Puget Sound Clean Air Agency at 206-343-8800 or www.pscleanair.org
- **Patio Fireplace**
 - Commercial patio fireplace is allowed.
 - Follow the manufacture recommendations.
 - Unit must be 15 feet from structures or combustibles.

Significant Alarms

Renton Regional Fire Authority responded to many significant incidents during the month of March. Some incidents were in other jurisdictions where we provided assistance to the local fire jurisdiction. March's significant incidents included the following;

- 2 Commercial Fires;
Assistance from Puget Sound Regional Fire Authority (Kent Fire) - Assistance from Skyway Fire and Tukwila Fire
- 3 Residential Fires;
Assistance from Bellevue Fire - Assistance from Skyway Fire - Third fire was an arson fire
- 3 motor vehicle accidents (MVA's) which one of them involved a pedestrian.
- 4 shootings, one of which was self-inflicted.
- Suspicious package at UPS facility, assisted Tukwila Police.

Police Report:

This month in Fairwood there were 126 calls for service in our HOA area. 5 were in our area:

- One mail theft
- One drunk walking in street taken to detox
- One DV vandalism
- One arson
- One larceny from a vehicle

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

Homeowner Concerns:

There were no home owners at the meeting.

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
- We had an arson fire at CR Park. Some kids set fire to a tall Douglas Fir with a hollowed-out trunk. Luckily the Fire Dept was called and put it out but had to cut a lot of the tree away to get the fire out. The tree is now in danger of falling so we will need to cut it down. If you have any info please call 1-800-55 ARSON case #CA-017707.
- Status report on the CR Brick entry sign – They have rebuilt the brick entry sign and will install the

Letters in the next week or so.

- I had the portable Basketball unit hauled away from CW Park.
- We had 3 cottonwood trees cut down at CW Park that a HO notified us of that were leaning. This cost \$2950.
- 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 2 Committees have met several times now. The 2 Chairs gave a summary later in the meeting.
- We had the ivy removed at the CR Entrance where it was over the fence – this cost \$1400.
- We had the fence replaced at the CR Entrance at a cost of \$14,191. We now need to get it stained.
- 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:

3 garage door replacements
2 landscaping
5 house paint
1 roof replacement
1 fence
1 solar panel installation

Complaints Negotiations Report:

There were no new complaints and only 3 active complaints at this time.

Treasurer's Report:

The Treasurer's report was sent in by e-mail. All is going well. The HOA will be closing our HOA bank account at Bank of America and using the new BECU one in the future. Once all the money has been transferred, we will look into buying some long term CDs to help our capital accounts.

It was moved, seconded and approved that the HOA reimburse a homeowner who had replaced some of the HOA owned fencing beside the CR main entrance since the HOA just paid to have the rest of the fence replaced.

Legal and Insurance Report:

No report this month.

Community Events Committee

The Easter Eggstravaganza was Saturday April 15th and went very well. There was a large turnout. The Garage Sale will be July 7, 8 and 9th. UpTech will be on site on the 9th. The Summer Event will tentatively be August 19th. Holly needs more signs for the events.

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:

The invalid hyperlink that was noted last month has been corrected. The calendar has been updated. The new dates were also posted on the web site.

Capital Improvement Committee:

The CW Park Improvement Committee now has quotes for the work that they want to do and will be meeting this week to discuss those quotes.

The CR Entrance Improvement Committee has replaced the fences but still needs to stain it. They will look into replacing the plants on the street side of the new fencing next fall. The planter island will be looked at in 2018.

Nominating Committee

No report this month.

Old Business:

We talked about the Spring Walkthru, now due to start in May. The late start is due to the rains which have made it hard for homeowners to get out and do yard work. Volunteers are still needed. The dates are: First walkthru end of April through the 1st week in May, to be finished by May 10th. The first postcards will be sent out by May 17th. The H.O.s who get a notice of issues will be expected to respond by June 14th. The 2nd walkthru will be mid July.

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 2017 HOA Board Members

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

* Volunteer, not a Board Member

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.

A motion was made to adjourn the main meeting at 8:20pm.

Next Board Meetings:

- 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 23th, 2018 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.