

**Candlewood Ridge – Carriage Wood Homeowners' Association**  
**Minutes of the Meeting**  
**May 16th, 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 Sheriff's Department's representative Sam

This monthly meeting was called to order at 7:04 pm at the King County Sheriff's Office – Fairwood Storefront.

**Fire Department Report:** No report this month

**Police Report:**

The drug problem in the CR Park has been resolved.

This month in the Fairwood area we had 151 calls for service that generated case reports. 8 were in our HOA. There were three mail thefts, three ID thefts, one mental complaint, and one VUCSA (drugs mailed to a house, much to the occupants surprise).

Traffic contacts: 8

Parking contacts: 6

Citizen contacts: 4

Please note that if you get a package that you did not order and that appears to contain illegal drugs, do as our H.O. did and call the police immediately. If you have any packages delivered, bring them inside immediately.

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

**Homeowner Concerns:**

There were no home owners at the meeting.

There was a concern expressed about illegal parking near the CR entrance from the apartments. If George is told about these cars, he will contact Sam and have the cars tagged.

There is a problem with some abandoned houses – the bank does not want to officially take title as that would impact their statistics unfavorably. Squatters in those homes are causing concerns among the neighbors. One suggestion was that a nearby neighbor contact the old owner and ask if he/she could rent the property for \$1 until the property changes ownership. That way the neighbor can have the squatters evicted.

**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
- Reminder all dogs must be on leash – this is a King County Law as well as our policy in our HOA Parks
- The Brick Entry sign at CR Entrance is completely done now.

- 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.
- We have ordered the new fence at CR Entrance to be stained it will cost \$3038.
- 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 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, ...).

Tentative approval has been given to 3 shingles styles by Malarkey. We will revisit after two years when we hope to see durability concerns resolved.

Tentative approval has been given to a vinyl fence request. We will make a final decision after receiving more information on the materials.

There was a concern expressed about the placement of satellite dishes. We will work on a policy about placement that limits the view of them from the street.

ACC requests for this month were:

- 2 roof replacements
- 2 mail box replacements
- 1 satellite dish installation
- 1 landscaping project
- 2 fences
- 1 skylight replacement
- 2 gutter replacements
- 1 tree removal
- 1 deck replacement
- 1 house paint

### **Complaints Negotiations Report:**

There was one new complaint. One Board member brought up the fact that a chain link gate has been added to a property without approval. Alicia will investigate as well as looking at a property that has had a boat parked in violation of the rules for weeks.

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

All is going well. The HOA closed our HOA bank account at Bank of America and is using the new BECU one. We are now looking into buying some long term CDs to help our capital accounts. It was moved, seconded and approved that the HOA have the new fence stained to match the existing new fence.

**Legal and Insurance Report:**

No report this month.

**Community Events Committee**

The Garage Sale will be July 7, 8 and 9<sup>th</sup>. UpTech will be on site on the 9<sup>th</sup>. The Summer Event will tentatively be August 19<sup>th</sup>. 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](mailto:commonareas@crcwhoa.org) or call 425-738-8611 #80 and leave a message.

**Cul-de-Sac Committee**

No report this month.

**Web Site:**

No report this month.

**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 decide on the vender and determine where to put the new toys.

The CR Entrance Improvement Committee did not report this month.

**Nominating Committee**

No report this month.

**Old Business:**

The first Spring walk thru is complete and all documents have been given to the bookkeeper. The first postcards will be sent out by May 17<sup>th</sup>. The H.O.s receiving a notice of issues will be expected to respond by June 14<sup>th</sup>. The 2<sup>nd</sup> walk thru will be mid July.

George and the bookkeeper are working on the issue of undocumented rental houses.

**New Business:**

There was a discussion of two additional abandoned houses that need maintenance. George will work on getting authority to have Canber start maintaining them. The costs will be added to the amount the homeowner owes the HOA.

The new rental handouts should include a general map of the HOA, showing the parks.

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 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](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.

A motion was made to adjourn the main meeting at 8:32pm.

**Next Board Meetings:**

- 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
- January 16<sup>th</sup>, 2018
- February 20<sup>th</sup>, 2018
- March 20<sup>th</sup>, 2018
- April 17<sup>th</sup>, 2018
- May 15<sup>th</sup>, 2018
- June 19<sup>th</sup>, 2018
- July 17<sup>th</sup>, 2018
- August 21<sup>st</sup>, 2018
- September 18<sup>th</sup>, 2018
- October 16<sup>th</sup>, 2018
- November 20<sup>th</sup>, 2018
- December 18<sup>th</sup>, 2018

**Annual Meeting:**

- January 23<sup>th</sup>, 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.