

Candlewood Ridge – Carriage Wood Homeowners’ Association
Minutes of the Meeting
January 19th, 2021

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

Board Members Present: Catherine George, George McGill, Ian Ludwig and Randy Vermillion.

Others Present: 3 Home owners

This monthly meeting was called to order at 7:05 pm virtually via WebEx

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: One home owner asked why the dues went up when we have money in the bank. The homeowner was told about costs that are unexpected such as trees, lawsuit, etc. We might consider not raising dues next year. Another home owner is asking about tree tearing up driveway. Trees are gone but roots are still a problem. Three emails in last month that asked about HOA information when property was not in HOA. Another homeowner told dog owner to keep dog on leash and dog owner refused to put dog on leash. We have new HOA lawyer - Jennifer Hill.

Please note that political signs and Christmas lights should be removed by now.

Please note: DO NOT PARK ON SIDEWALKS. It is always illegal but is even more a problem with people trying to walk using social distancing guidelines.

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 or call 425-738-8611 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. Also PLEASE use the provided Mutt Mitts and pick up after your dogs. Many thanks to you polite Dog Owners that do pick up after your dogs.
- We had a tall Hemlock tree fall onto the footbridge at CR during the windstorm last week. It did extensive damage to the railings and the South side of the bridge main support beam is broken. I have contacted the Company that built it and have a preliminary estimate for repair. The current bridge was repaired / rebuilt, and railings installed back in 2005. The Company says it will be a major rebuild as the one main support and possibly two of the underneath ones will have to be removed and replaced as well as repair and reinstallation of the railings and new top pieces. Moved, seconded and passed to spend up to \$20,000 to get it fixed.
- 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 accept ACR requests via e-mail when the form does not need paint chips. (All paint chips should 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 or stain, must include paint chips and note which paint is for what part of the house (body, trim, deck, gutters, door, ...). If you want to speed up your notification, be sure that your email address is clearly written.

Due to the pandemic the ACC will consider ACRs with virtual paint chips but only when there is no question as to whether they would be approved. We will continue this policy throughout 2020 and will re-evaluate in 2021 to determine if this can become permanent.

ACC requests for this month were:

- 1 tree removal
- 1 window replacement
- 2 mail box replacements
- 3 roof replacements

Complaints Negotiations Report:

No report this month

Treasurer's Report:

Reports look good. Don is updating the capital reserve study. We need to add more money each year according to the study but probably not required right now.

Legal and Insurance Report:

No report this month

Community Events Committee

We need volunteers. The Easter Egg Hunt was cancelled due to the lack of volunteers and the COVID-19 crisis. The Garage Sale and Summer Event are also canceled for the same reasons.

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

Cul-de-Sac Committee Report – January 2021

- Inspected all 18 Cul-de-Sac Islands and 5 Retention Ponds within the last 2 days.

- Very little wind damage to Cul-de-sac Islands. Twigs and small branches but no major damage.
 - All bushes, grass and tree maintenance in good condition.
- No Islands recommended for renovation at this time – no change in Island score for January.
- One retention pond in Carriage Wood has a downed tree. 3rd CW entrance at 160th Ave SE.
 - The tree was approximately 40 ft tall and appeared to be in less than great health.
 - About 25 feet of the top of the tree has broken off and landed in the retention pond grassy area.
 - This pond is not fenced so concern of children playing on or around downed tree and hurting themselves.
 - **I recommend having fallen tree and approximately 15 feet of remaining tree removed.**

On-going Issues/Concerns

- Next time Camber performs any Bark application within the neighborhood, most of the Islands and Retention Ponds could use an update. Most are looking pretty bare.

King County contacted George about work they wanted to redo a CR retention pond in division 3. It turns out that the HOA owns the land. KC would like to have ownership transferred to them. George proposed an easement because transferring ownership would be very difficult due to needing a significant number of homeowners to approve. George is still investigating. One home owner has encroached on the lot so he will need to be notified.

Web Site:

No report this month.

Capital Improvement Committee:

No report this month. Still want to do CR entrance landscaping.

Nominating Committee

We still have an open position on the Board. This coming January one existing Board member's term expires as well as one unfilled seat. There has been some interest expressed.

Old Business:

The virtual meetings are working for us. Homeowners who want to attend can request the information from George at president@crcwhoa.org.

Annual Meeting: cannot use church so will have annual meeting online. Proxies must be sent in as they must be signed. Send proxies via the mail – we cannot accept proxies at the virtual meeting. Mail in the proxies early since the mail seems to be slow. Catherine will put the annual meeting presentation on the web site before the meeting. Ian will document the homeowners that call in to the meeting.

New Business:

No new business

Please note that non safe and sane fireworks are illegal in the HOA because they are illegal in unincorporated King County. Three years ago we had a house in our HOA burn down due to fireworks.

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 2020 HOA Board Members

George McGill President / Common Areas Chair
Catherine George Reporting Secretary / ACC Chair / Web Master
Alicia Follette Complaints / Treasurer
Carol Nyseth Vice President
Open Community Events Committee Chair
Ian Ludwig ACC Member / CAM Member
Randy Vermillion ACC Member / Cul-de-sac 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:

Discussed plans for future actions after the pandemic

A motion was made to adjourn the meeting at 7:54pm.

Next Board Meetings:

- February 16th, 2021
- March 16th, 2021
- April 20th, 2021
- May 19th, 2021
- June 15th, 2021
- July 20th, 2021
- August 17th, 2021
- September 21st, 2021
- October 19th, 2021
- November 16th, 2021
- December 21st, 2021

Annual Meeting:

- January 26th, 2021 7:00 at ~~Fairwood Community United Methodist Church~~ For the duration of the current coronavirus emergency it will be held via telephone. All Homeowners are welcome to attend. Please contact the president of the board for connection instructions at president@crcwhoa.org

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. However, for the duration of the current coronavirus emergency they will be held via telephone. All Homeowners are welcome to attend. Please contact the president of the board for connection instructions at president@crcwhoa.org

Homeowners Association Update- *January 2021*

As we gladly welcome 2021 with open arms, you may already have a list of New Year Resolutions.” Consider adding these “Safety Resolutions” to your checklist for a safe and healthy year for you and your loved ones:

- **Indoor Winter Heating Safety:**

As the temperatures continue to drop in our region, more and more people will be relying on their homes heat source(s) to keep warm and comfortable this winter season. Whether that means a gas furnace, space heater, fireplace, or a combination, we want to provide you with some safety tips.

- Keep anything that can burn **at least three feet away** from heating equipment, like the furnace, fireplace, wood stove, or portable space heater.
- Have a three-foot “kid-free zone”** around open fires and space heaters.
- Never use your oven** to heat your home.
- Have a qualified professional install** stationary space heating equipment, water heaters or central heating equipment according to the local codes and manufacturer’s instructions.
- Have heating equipment and chimneys cleaned and inspected every year** by a qualified professional.
- Remember to turn portable heaters off** when leaving the room or going to bed.
- Always use the right kind of fuel**, specified by the manufacturer, for fuel burning space heaters.
- Test smoke alarms** at least once a month.
- Never** use barbeque grills, especially ones that produce carbon monoxide, to heat your home.

Source: [National Fire Protection Association](#)

- **At Home Outdoor Heater and Fire Pit Safety:**

As the pandemic continues into winter, more people are finding ways to socialize safely outside and seeking ways to stay warm while doing so. Outdoor fire pits, outdoor gas and electric portable heaters are being used in greater numbers. In addition to taking Covid-19 precautions, consider the potential risks associated with outdoor heating sources.

Outdoor Propane and Electric heaters

- Make sure to read and follow the manufacturer instructions prior to using an outdoor heater
- Place heaters in a location where they cannot be easily overturned
- Keep anything that can burn at least three feet away from the heater
- Turn off portable heaters when the area in which they are used is not occupied
- Electric heaters should be used only where they can be plugged directly into the appropriate receptacles or extension cords of adequate current capacity

Propane gas heaters need proper ventilation to avoid carbon monoxide build up

Source: [National Fire Protection Association](#)

Understanding Carbon Monoxide Poisoning:

Carbon monoxide, or CO is an odorless, colorless gas that can cause sudden illness and death. CO is produced by burning gasoline, wood, propane, charcoal or other fuel. Improperly ventilated appliances and engines, particularly in a tightly sealed or enclosed space, may allow carbon monoxide to accumulate to dangerous levels.

Poisoning Symptoms:

The most common symptoms of CO are headache, dizziness, weakness, nausea, vomiting, chest pain, and confusion. Poisoning occurs when carbon monoxide builds up in your bloodstream. When too much carbon monoxide is in the air, your body replaces the oxygen in your red blood cells with carbon monoxide. This can lead to serious tissue damage, or even death. Carbon monoxide poisoning is very common during winter months when people are trying to stay warm. Consider these prevention tips from the Mayo Clinic to keep you and your loved ones safe this winter and holiday season.

Install carbon monoxide detectors. Put one in the hallway near each sleeping area in your house. Check the batteries every time you check your smoke detector batteries. If the alarm sounds, leave the house and call 911 or the fire department. Carbon monoxide detectors are also available for motor homes and boats.

Open the garage door before starting your car. Never leave your car running in your garage. Be particularly cautious if you have an attached garage. Leaving your car running in a space attached to the rest of your house is never safe, even with the garage door open.

Use gas appliances as recommended. Never use a gas stove or oven to heat your home. Use portable gas camp stoves outdoors only. Use fuel-burning space heaters only when someone is awake to monitor them and doors or windows are open to provide fresh air. Don't run a generator in an enclosed space, such as the basement or garage.

If you have a fireplace, keep it in good repair. Clean your fireplace chimney and flue every year.

Keep vents and chimneys unblocked during remodeling. Check that they aren't covered by tarps or debris.

Make repairs before returning to the site of an incident. If carbon monoxide poisoning has occurred in your home, it's critical to find and repair the source of the carbon monoxide before you stay there again.

Source: [Mayo Clinic](#)

Happy New Year!