

Candlewood Ridge – Carriage Wood Homeowners' Association
Minutes of the Meeting
June 15, 2010

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

Board Members Present: Valerie Frazier, Curt Whitaker, Jerry Woolett, George McGill, John Utz

Others Present: 17 Homeowners, Elmira Utz – Recording Secretary

This monthly meeting was called to order at 7:00 pm. at the King County Sheriff's Office – Fairwood Storefront.

Fire Department Report: Karl Rufener present and reports there were 903 EMS calls for our area and 18 of them were Fire calls. June is bike safety month. Fire works are still illegal in the City of Renton. If anyone has questions about incorporation into Renton they can be directed to mwine@rentonwa.gov. Question about the recent Seattle Fire Dept equipment failure-Mr. Rufener explained that there are manual over rides in Renton's system as it has had similar problems in the past.

Police Report: Not present

Approval of Last Month's Minutes: A motion was made to approve the May board meeting minutes as written. It was seconded and passed. Signing of the minutes took place by the board.

Homeowner Concerns:

Prepared statements were read by Cesar Hernandez and Cary Johnson which both asked to be referenced in the minutes. Based on his statement in which he discussed the support in the neighborhood Mr. Hernandez asked to have an extension to the closure date of June 30th for his wife's in home daycare center. Cary Johnson asked to have an extension of the closure date of her mother's in home daycare center on the same basis. Both were told by the chairman that they can request an appeal hearing in order to review their requests but that it was not possible to make a determination in the general meeting.

Question from HO asking why we can't amend the CC&R's to have a rule which allows the HOA board the discretion to ignore the rules in special circumstances. Answer from the Chair is that the CC&R's may be antiquated and binding. Suggestion made by HO to change the CC&R's to give the board power to approve exceptions.

Former board member and current HO stated that issues have been addressed as the times have changed-such as shake shingles, earth tone colors and satellite dishes. Day care came up while he was on the board and the board determined it was not allowed by the CC&R's, he suggested we check former minutes on the subject.. Chair shared that this was done as a result of the lawsuit by the representing attorney.

Amy stone gave a document to the chairman with suggestions for changing the CC&R's.

HO said that he was told by a former board member that a written complaint is what determines if a day care is allowed to operate or not. Question was asked if the daycares in question were complained about. Answer from chair is that no, they were not complained about, but the board was given legal notice and notice means they have to work on the issue.

Committee Reports:

Treasurer's Report:

1. End of May 2010 Financial Statement Summary Facts:
 - We have started the year in near normal fashion. 81% of our projected budget income has been received.
 - We have received foreclosure notices on several homes in our Association.
2. At the end of May we had 100 homeowners who were delinquent in payment of their dues.

HO says they have heard from fellow homeowners that they sent their dues in but that they were not deposited. This affected the initial validation of some of the votes for a special meeting. It was shared that the book keeper does the best she can to submit the deposits in a timely fashion and that the board made sure all checks were deposited before validating the votes. It resolved 13 of the 35 people's votes. Treasure said he would follow up regarding the claim that checks have not been deposited.

What are the job duties of the book keeper? She handles billing, liens, mail, etc.

Motion to accept report as written-passed.

ACC Report:

1. Fifteen ACC requests were submitted since the last meeting. Two were for windows, one for a roof, one for a fence, seven for paint, and four for miscellaneous projects.
2. We have had many questions over the last few months regarding our composite shingle roofing requirements. The guidelines which have been in place since 1994, state that roofing material must generally weigh 360 pounds per square or more **and** have a 40 year or greater guarantee. Both the weight and guarantee/warranty requirements must be met. The weight requirement was implemented to insure installed roofing materials had a reasonable thickness/definition. A complete list of roofing materials currently being approved is maintained by the ACC and will be provided on request.

HO asked if the CW Greenbelt border north of Ridgewood is owned by the HOA. The answer is No, the area belongs to the County.

Reminder - Our CC&Rs and Rules and Regulations clearly state that exterior projects such as roofs, painting, fencing, decks, driveways, major landscaping and patios require the submission and approval of an ACC request before commencing the project. The ACC has up to 30 days to respond to an ACC request but tries to respond much sooner than that. It is recommended that if a response to an ACC request has not been received within two weeks, the homeowner should contact the ACC Chairman via email at architecture@crcwhoa.org or by leaving a voice message

at 425-738-8611. For emergency type repairs notify the ACC Chairman as indicated above and mention that it is an emergency type situation. Please do not contact the ACC chairman via a home phone number.

3. Please remember we do not accept ACC request forms via email. Please mail them to CR/CW HOA, PO Box 58397, Renton, WA 98058.

Motion to accept as written-passed.

Common Areas Maintenance Report:

- 1: 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.
- 2: 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.
- 3: Received check for replacement of tree and bushes destroyed by car in Dec 09.
- 4: CR HO requested assistance in maintenance of center island in cul de sac. Will have Canber give a quote.
- 5: CW HO requested that a large bush at the center entrance be removed or trimmed down as it is making a mess on his property and casting a huge shadow in his yard, not allowing his plants to grow. Have asked Canber for a quote.
- 6: HO whose house backs up to CW Park has priced plants to plant along the fence that has been vandalized. CAM chair told her that the HOA might help in some way.
- 7: Please keep a watch for suspicious Activity and call 911 – we have a new case Number to report any after hour or unruly activity in the Parks #09-179682.
- 8: Will ask Canber for a recommendation for plantings along the fence in the Carriage Wood Park.

HO states that the stones in Carriage Wood park are dangerous to children who might decide to jump from one to the other and fall. Chair asked for assessment by the HOA insurance company be done regarding the stones.

HO asked others to keep their sidewalks clean and clear and not to park on them.

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.
 - I. Animals must be leashed and owners are responsible for cleaning up after their animals.
- Motion to accept report as written-passed.

Complaints Negotiations Report:

1. There are currently 11 open active complaints
 - a. 5 are in the fines stage
 - b. 5 have received their 1st non-compliance letter
 - c. 1 has received their 2nd certified non-compliance letters
 - d. Three of our active complaints have been turned over to our attorney.
2. Six non-compliance issues were closed since the last meeting.

Reminder:

Animal provisions of our CC&Rs: “No animals, livestock or poultry of any kind shall be raised, bred or kept on any lot, except that dogs, cats or other common household pets may be kept in compliance with existing laws and regulations and provided they are not kept, bred, or maintained for commercial purposes. The foregoing is intended also to exclude the keeping of any pets, such as cats, dogs or birds, in numbers or under conditions reasonably objectionable in the closely built-up residential community; provided, however, that no pet is permitted hereunder shall be allowed beyond the owner’s lot unless the same be securely fastened to a lease or other restraining device.”

Motion to accept report as written. Passed.

Capital Improvement Committee:

- 1: Nothing new to report.
- 2: Let us know of any other suggestions for Capital Improvements.

Legal and Insurance Report:

No news on settlement of Legal fees in Lowery suit.

Enough validated requests for a special meeting have been received. Notice has to be given to HO's. Meeting will take place between 15-60 days.

Discussion of delinquent dues for voting HO's and current economy. HO asked how many homes-answer 850. How many homes are bank owned and do they pay dues? Specific numbers are not known and they do pay dues but not all of them are current.

Nominating committee Report:

Will create a committee for nominations after the special meeting date is set. Reminder offered that the committee can vet candidates but won't limit candidates since they can be nominated from the floor during the meeting.

Rental Home / Change of Address Committee

Changes of Address and Rentals

Reminder – When HOA correspondence needs to be delivered to an address other than the HOA street address, your HOA needs to be notified in writing of the correct address to send the correspondence. This applies to absentee homeowners who are renting or leasing their homes, homes that are vacant, and homeowners who choose to receive their correspondence at a PO Box or alternate address. In addition homeowners who are renting or leasing are required to comply the provisions of the Leasing/Rental of Homes/Tenants Rules and Regulations.

Old Business:

Recycling/Dumpster service event has been pushed out till perhaps the end of the Summer.

New Business:

- There was a car prowling in Carriage Wood-smash and grab.
- Special meeting requested by HO's is moving forward-logistics being settled.
- Summer picnic is not done. No date is on the calendar and we are in need of volunteers.
- Contact Insurance Agent to assess risk of rocks in Carriage Wood park.
- Sam will be patrolling on the 4th of July. HO mentioned they hope he will also patrol after the holiday as fireworks are still often going off all week.

A motion was made to adjourn the meeting at 8:10 pm.

Special submission by HO to board

Mr. Johnson asked that his entire document be submitted detailing the progression of requesting the special meeting: **Summary of Obtaining HOA CR/CW Special Meeting Request**

In February 2010

- Seven Families started weekly meetings because of their dissatisfaction with the 2010 Annual Meeting results.
- At the February 16th Board Meeting:
 - Requested names and addresses of all the Homeowners in the CR/CW Association which they agreed to do.
 - Requested and received guidance from the Board on the process of calling a Special Meeting of the Homeowners, and changing the CC&R's and Bylaws.

In March 2010

- Determined direction on Changes that would revive this Association into a more friendly and pleasant community to live.
- Received paper copy of all the addresses of the Homeowner in the CR/CW Association.
- Received donation from the core Homeowners to pay for the stamps and printing expense.

In April 2010

- Developed the proposed Bylaw Changes and created the Meeting Request and Proxy form.
- Went to printing on the Cover Letter, Meeting Request and Proxy form on April 13th
- Received the printed matter back from the printers on April 16th
- On April 17th, more than 20 homeowners, family and friends stuffed and stamped 850 envelopes in 2 hours and 15 minutes. Delivered them to the Post Office Distribution Center that afternoon.

In May 2010

- Delivered 233 of the required 213 signed CR/CW Homeowner Special Meeting Request forms to the Board after they had adjourned their monthly Board Meeting

- o on May 20th.
- o On May 27th, receive email notification from John Utz that 35 of the 233 Meeting Request forms from Homeowners were not current with their Association dues which meant we were 15 Meeting Request short of the 213 needed to have the Board call the Special Meeting.
- o Continued to contact additional Homeowners to obtain the required 15 more signed Meeting Request forms.

In June 2010

- o Continued to contact additional Homeowners to obtain more signed Meeting Request forms in which they were asked if they are current with their dues.
- o June 8th, received the last of the 15 signed Special Meeting Request forms.
- o On the evening of June 8th, delivered the 15 signed Meeting Request forms to John Utz. John verbally shared with Alan Ludwig, during that delivery, that 12 of the 35 previously rejected were now re-certified and they would be counted towards the 213 needed. That information means that only 3 of the delivered 15 were needed to qualify for the Board to call the Special Meeting.

Welcoming Committee – If you are new to the neighborhood and would like an HOA information packet, call the HOA phone number at 425-738-8611 and leave a voice message or send an email request to HYPERLINK "mailto:info@crcwhoa.org"info@crcwhoa.org.

Special Topics: Visit our Website and contact the HOA via Email at:

Web – HYPERLINK "http://www.crcwhoa.org/"www.crcwhoa.org

Email – HYPERLINK "mailto:info@crcwhoa.org"info@crcwhoa.org

Next Board Meetings:

July 20th

Aug 17th

Sept 21st

Meetings are usually held at **7:00 pm.** at the Sheriff's Office, Albertson's Shopping Center. All Homeowners are welcome to attend.

Candlewood Ridge / Carriage Wood Announcements & Reminders

***ACC Requests** - The HOA CC&Rs and Rules and Regulations documents clearly state that exterior projects such as roofs, painting, fencing, decks and patios require the submission and approval of an ACC request before commencing the project. The ACC has up to 30 days to respond to an ACC request but tries to respond much sooner. It is recommended that if a response to an ACC request has not been received within two weeks, the homeowner contact the ACC Chairperson via email at HYPERLINK "mailto:architecture@crcwhoa.org"architecture@crcwhoa.org or by leaving a voice message at 425-227-4227. ACC request forms can be found in the Fairwood Flyer or on the HOA website at HYPERLINK "http://www.crcwhoa.org/"www.crcwhoa.org. *Please do not contact the ACC Chairperson via a home phone number.*

***Carriage Wood and Candlewood Ridge Parks** – A policy has been established to maximum safety, minimize liability and maintenance costs, while allowing homeowners of the association to enjoy our parks. Rules to accomplish this include:

Park hours: 9:00 am until dusk

No smoking, alcohol, drugs, loud music, golf, motorized vehicles or fireworks are allowed

Animals must be leashed and owners are responsible for cleaning up after their animals

Please report suspicious activity in the parks by calling 911. Reference case number 09-179682 when calling.

***HOA Website** - Visit the CR/CW HOA website at [HYPERLINK](#)

"<http://www.crcwhoa.org/>"www.crcwhoa.org to read messages on our Bulletin Board, monthly meeting Minutes, Rules and Regulations documents and much more!

***Trash and Recycle Receptacles** – A friendly reminder to homeowners that Garbage Cans, Recycle and Yard Waste Receptacles are to be properly stored behind a fence or inside the garage where they are not visible from the street.

***Webmaster:** Our last webmaster has moved from our neighborhood, therefore we are in need of someone take over this function. The person should be familiar with maintaining Google websites and email accounts. Please contact us if you are interested in this volunteer position.