

Candlewood Ridge – Carriage Wood Homeowners’ Association
Minutes of the Meeting
August 17, 2010

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

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

Others Present: 13 Homeowners, Elmira Utz – Recording Secretary, Rick Marshall of Fire District 40 and Sam Shirley King County Sheriff.

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

Fire Department Report: Rik Marshall introduced himself as the newest fire department captain for district 40. He's had 26 years with the department. Since the last report there have been 95 ems and rescue calls, 5 fires and 17 other. Brush fires are a common concern-be sure areas around your home are well watered. Exercise caution around glass sliding doors as this is the season people are most likely to walk through them.

Police Report: Officer Sam Shirley reported that last month car prowls were very high. He reminds all drivers to leave nothing of value in your car. A suction cup on the window can indicate a GPS is in the car, so make sure to remove them. Prowls are happening primarily after 12:00pm, home burglaries are the same. HO commented that noisy neighbors are quieter since Sam visited them to discuss the concern.

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

Homeowner Concerns:

Carriagewood construction was discussed. Chair reports they won't resurface the streets until the entire project is completed by Soos Creek-but he has been assured it will be done.

HO reported a home that he feels is in total disarray. Many are unhappy with it and he wanted to know if action had been taken. Board advised him to write up a complaint report and submit it to the complaints officer for review.

HO question “Is the board proactive?” Chair answered-Not usually, as the complaints need to be in writing.

HO offered general observation that CW neighborhood has “gone down”. It seems to him new occupants are not taking pride in ownership. Complaints Officer answered that many new residents may be rentals. Legal officer stated that the board is a reactive board-and as homeowners can write up a complaint as individuals but as a board we don't

police or have the time as volunteers to do so. If a problem is seen Home Owners are reminded to submit a written complaint to the Complaints Officer.

HO suggested that all homeowners remember to edge their sidewalks as it makes a big difference in appearance.

Suggestion was made by HO to create a friendly reminder or guide to property care to include in our welcome packets.

Dumprer or recycling days were suggested as well-which the chair reports is under consideration.

HO suggested perhaps an article submitted to the Fairwood Flyer on the subject of yard care would be helpful.

CAM officer reports that a former chairperson suggested a comprehensive review of the neighborhood's state of maintenance but volunteers were not found to complete it. He says he would take volunteers names with an interest in such a project.

HO received letter about weeds in her yard and wanted to follow up in person. Complaints chair person reports that the HO is currently in compliance and the issue was closed prior to the meeting. HO is requested to keep in touch regarding impact of construction projects in her yard and in front of her house. Same HO asked about how to deal with dog waste in her yard, when she doesn't own a dog. It was suggested she try to keep an eye out for the offending dog and owner and ask them to pick up or see who the dog belongs to.

All Home Owners are reminded to please pick up after their pets.

Committee Reports:

Treasurer's Report:

1. End of June 2010 Financial Statement Summary Facts:
 - No significant changes from the last reporting period.
 - One Chapter 7 Bankruptcy was finalized and one Chapter 13 Bankruptcy was dismissed.
2. A management company has been contacted in an effort to determine the costs that would be associated with having such a company manage our HOA finances. We are trying to schedule a meeting with them. At this point in time we consider this a fact finding effort.
3. Thirty-two hours of random sheriff's patrols were provided to the community during the month of July.

ACC Report:

Twenty-one ACC requests were submitted since the last meeting. Fifteen were for

paint, one for a fence, one for landscaping, one for windows and three for miscellaneous projects.

1. One reminder/warning letter was delivered for a project begun without submittal and approval of an ACC Request.

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. Canber put down about 40 yds of bark in the common areas that were in need of it.

4. Myself and 3 Board members and a Board members husband met on a Sat. morning to flip the slide over at CR Park:. Turns out that the base mounting bracket for the slide must be moved about 3 feet to the left and it is cement. We installed the slide back to how it was and contacted Sitelines. The charge for their installer to do it is \$500. I recommend we hire them. Motion to authorize up to \$600.00 for slide installation. Motion Passed.

5. Vandalism - In CR Park:we had 1 Mutt Mitt post knocked down -just tipped over out of the ground - redug hole and put it back in. Last Thurs. another Mutt Mitt post was broken off at the cement and the post was completely gone. I searched the woods for about 1 1/2hr and could not find it - however just this morning it shows up on the path. Not too much damage other than the broken post. I will need to purchase a 10 foot post and 2 bags of cement and install the new post, then transfer the signs and the Mutt Mitt container.

6. I had Soos Creek W & S turn on the water at our 3 meters for the sprinkler system. We had the Backflow test completed - when they did the entrance at CR they discovered that 1 sprinkler head and about 12 ft. of pipe had been damaged from the PSE Project this Spring. Canber put a plug on the end of the pipe and didn't replace the broken one as there is no grass or plants there where the 2 new PSE boxes are located. I have filed a claim with PSE and the Co. that did the work.

7. Clements Const. (company who built our bridge in CR) did the repair work on the wooden foot bridge. It turned out very good - they did it a slight bit different then they first intended - all boards are flush now and there is support in the center of the bridge.

8. HO whose house backs up to CW Park has priced plants to plant along the fence that has been vandalized. I told her that we might help in some way. Canber has looked at and given us a quote - they recommend 24 Hawthorne shrubs (an evergreen with thorns), 12 six foot Arborvitae (pyramidalis) alternating and evenly spaced. All labor, plants and bark for \$2425.43. Board proposed to split costs of plants along HO's fence. Officer

would follow up with HO.

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.

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.

Complaints Negotiations Report:

1. There are currently 9 open active complaints
 - a. 5 are in the fines stage
 - b. 3 have received their 1st non-compliance letters
 - c. 1 has received their 3rd certified non-compliance letter
 - d. 3 new complaints that require follow up
 - e. Three of our active complaints have been turned over to our attorney.
2. Four non-compliance issues were closed since the last meeting.
3. Reminder:
Typically we do not investigate and submit non-compliance letters in response to anonymous complaints. We expect complaints to be signed, and an address and phone # to be provided so additional information, if needed, can be requested.

Capital Improvement Committee:

Please contact the board if you have any ideas for Capital Improvements.

Legal and Insurance Report:

Settlement negotiations ongoing in lawsuit.

Arrangements concerning special meeting called by home owners is ongoing. Location has been scheduled and a moderator hired. Moderator reviewed the agenda and brought up the legality of voting on some of the agenda items. One issue raised is the removal of board members and installment of new board members should they be removed. The issue is being reviewed by the attorney.

HO question-Do proxies count as attending a meeting? Answer, yes.

HO question-In respect to removal of a board member what does it take in terms of vote. This is still being researched but it's understood to be 50% plus one of all homeowners is needed.

Brief Discussion of appointment vs. voting when someone is removed outside of the Annual Meeting-to be revisited.

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:

No response from the insurance representative regarding rocks in the playground, however the Chair mentioned that the rep said he'd contact us if there was a problem. Officer will follow up with another message.

New Business:

Regarding a HO question about the legality of our Bookkeeper working for the CR/CW HOA within her own neighborhood's HOA-her ability to work from her home is not a violation of her HOA rules.

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 info@crcwhoa.org.

One welcome packet was delivered since last meeting.

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

Web – www.crcwhoa.org

Email – info@crcwhoa.org

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

Next Board Meetings:

- Sept 21st
- Oct 19th
- Nov 16th

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

All Homeowners are welcome to attend.

1. **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 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 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 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.