

Candlewood Ridge – Carriage Wood Homeowners’ Association
Minutes of the Meeting
September 21, 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, John Newcome

Others Present: 13 Homeowners, Elmira Utz – Recording Secretary, John Laconte 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: John Laconte reported that there were 50-75 EMS calls in the previous month. Summer weather was cooperative-no brush fires were reported. October is Fire Prevention Month-all are reminded to have their furnaces serviced and to otherwise check heating and appliances to ensure they are in proper working order.

Police Report: Volunteer reported that Sam Shirley is no longer our community officer. He will still be doing our extra patrols, for the time being, as contracted.

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

Homeowner Concerns:
None presented

Committee Reports:

Treasurer’s Report:

1. End of August 2010 Financial Statement Summary Facts:
 - No significant changes from the last reporting period.
2. A management company has been contacted in an effort to assess the costs associated with having such a company manage our HOA finances. A meeting was held and we are awaiting some input from the company. At this time we are only fact finding.
3. Twenty-eight hours of random sheriff’s patrols were provided to the community during the month of August.

HO question-why are legal fees higher than budgeted for? Answer- Three of our active complaints have been turned over to and are now being handled by the attorney, as well as, three separate Bankruptcy cases. A good share of our legal expenses are due to these issues. Special meeting review, bylaws questions, etc. have also contributed to more legal spending.

HO question-Will police patrols continue? Answer-For now. They may end if we incorporate into Renton as it may not be possible at that time, but this is unknown.

ACC Report:

Fifteen ACC requests were submitted since the last meeting. Nine were for paint, one for a fence, three for landscaping, one for a roof and one for a miscellaneous project.

1. 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.
2. Please remember we do not accept ACC request forms via email. Please mail them to CR/CW HOA, PO Box 58397, Renton, WA 98058.

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. I replaced the broken Mutt Mitt 4 by 4 post in CR Park – had to straighten the mutt mitt container as it was bent in several places, and moved our signs to the new post.
4. The large slide at CR Park has been repaired. White River Fence flipped and turned it and moved and replaced the base into new cement. They tightened all the bolts and checked all bolts on the rest of the big toy while they were there. The bill came to \$547.50.
5. We are going to have all the water turned off at Parks and Entrances since summer is now over.
6. Our contract with Canber, our landscape co. expires this year. I have asked for a meeting with their representative to go over all areas and things we need done and the frequency to have them done. Hopefully this will get done in the next week or so.
7. Please keep a watch for suspicious Activity and call 911 – we have a 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 12 open active complaints
 - a. 6 are in the fines stage
 - b. 5 have received their 1st non-compliance letters
 - c. 1 has received their 2nd certified non-compliance letter
 - d. Three of our active complaints have been turned over to our attorney.
2. One non-compliance issue was 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.

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:

Discussion of Special Meeting

Statement from Chairman-Three blocking issues have delayed the announcement of the meeting. Waiting on a final response from the HOA attorney on these issues, who is

currently on vacation. Chair wants the issue settled.

HO said he heard that “any director” was being taken as a singular clause? Response from Chairman is that the language is being clarified. The HOA attorney is expected to clarify in a special letter to homeowners as well as in person at the Special Meeting. This letter is expected to be sent to all HO as part of the announcement of the special meeting.

HO asserted that the moderator is supposed to be impartial but is working with the HOA board and thus may not be impartial. The chairman answered that the moderator is impartial. He reminded everyone that he is a professional in his field as is the HOA attorney, with their reputations and livelihood on the line. He's been given documents to review and has given feedback on those documents.

HO asserted that there was no opportunity for input regarding a Moderator being used. Secretary offered that the use of a moderator had been presented at prior meetings as was recorded in the minutes. Legal chair offered that it was also shared with the HO group seeking the special meeting via email.

Chairman shared that nearly \$10k has been spent on using the HOA attorney to review documents, law and procedure because Mr. Ludwig disregarded the suggestion that his group have their data first reviewed by an attorney.

HO asked if their own hired moderator would be considered. Chair answered that yes, but only if the process is to be further delayed.

Chair shared that seeking the input of the HOA attorney and about hiring an impartial moderator is not about saving any board member's position-it is about making sure the Special Meeting is legally sound and done properly. Learning has been done on all sides of this question.

HO offered this statement- We can make a compromise and not follow the letter of the law, “we can make the law” in the interest of compromise.

HO offered that while she respects her neighbors and doesn't want anyone in the room to be upset with her she appreciates that we have rules and an HOA.

New Business:

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 8:15 pm.

Next Board Meetings:

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

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.