

Candlewood Ridge – Carriage Wood Homeowners' Association
Minutes of the Meeting
December 21, 2010

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

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

Others Present: 5 Homeowners, Karl Rufener Battalion Chief City of Renton Fire Department, 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: For the month of December Mr. Rufener offered a reminder to take care with extension cords and other decorative treatments.

Generator safety reminder: please be sure to use generators correctly and if they are connected to the house system to use approved generator connection devices installed by a licensed electrician or you could hurt power workers.

In further regards to storms, remember to always treat downed wires as live and that they can conduct down trees and other nearby structures.

Police Report: Not Present-report provided shows 18 traffic stops, 22 parking, 1 abandoned vehicle, 6 after hours contacts and 1 burglary investigation in our neighborhoods.

Approval of Last Month's Minutes: A motion was made to approve the November 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 November 2010 Financial Statement Summary:
 - No significant changes from the last reporting period. With the exception of legal fees all expenses are below or near the amount budgeted.
2. We are estimating about \$20000 of additional expenses for the month of December which should leave us a little over \$6500 in our operating fund to begin the new year. Approximately \$13000 of the additional expenses are CAM related which will place those expenses well above our projected budget for 2010.
3. Three super delinquent accounts have been turned over to our attorney. In all cases they have ignored our attorney's letters to them. In one case they have also ignored a court order to pay and correct their non-compliance issues. It is

- recommended we proceed to the next step and allow our attorney to file judgments against the remaining two.
4. Twenty hours of random sheriff's patrols were provided to the community during the month of November. It is time to renew our memorandum of understanding for the sheriff's patrols.
 5. It appears we will end the year with approximately 43 delinquent accounts.

ACC Report:

Two ACC requests were submitted since the last meeting. One for landscaping, and one for a roof.

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@crwhoa.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. A notebook with samples of colors that provide a range of colors that meet HOA guidelines for repainting homes is available and will be provided upon request. Please contact the ACC chairman as indicated above if you would like to see it.
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.

Common Areas Maintenance Report:

1. Davey Tree Service began work at CR this week. They are pruning the trees at the CR entrance and along 159th Ave SE.
2. We were contacted by a HO whose house borders CW Park about a Fir tree that he thought was in danger of falling onto his house. We had Davey Tree Service inspect it and he determined that it is healthy and in no danger of falling. I have requested his findings in a letter that we can keep for insurance purposes.
3. Just this Mon we were contacted by another HO whose house borders CW Park about a leaning tree with exposed roots that will damage their fence if it falls. I will have Davey Tree Service look at it this week and quote its removal.
4. At CR Park we had one of the Mutt Mitt posts pushed over twice in a 4 day span. The first time a HO put it back up before I had a chance to, however just 2 days later it was knocked over again. I dug the hole deeper and tried

to make it firmer with rocks and dirt, however I think it needs another bag of cement which I will do when the weather gets warmer.

5. 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:

There are currently 12 open active complaints

1. 6 are in the fines stage
 2. 2 have received their 1st non-compliance letters
 3. 3 have received a 2nd certified non-compliance letter
 4. 1 has received a final certified non-compliance letter.
2. Seven non-compliance issues were closed since the last meeting.
 3. **Reminder: Typically we do not investigate and send out 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:

The nominating committee has a proposed “Meet and Greet” set for January 10th. A proposed set of questions for candidates is being developed. So far three parties have stepped forward to run for open spots on the HOA board.

HO question about the Annual Meeting-How is “good standing” determined? If an HO comes into the meeting previously delinquent and has not paid by the meeting date then that HO will not be considered in good standing.

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:

New Business:

Motion to allow treasurer to obtain a judgment against a delinquent HO account. Passed.

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.

Three welcome packets were 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:

- January 18th
- Annual Meeting January 25th Fairwood United Methodist 7:00 pm
- February 15th

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 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.