

**1. Candlewood Ridge – Carriage Wood Homeowners’ Association**  
**Minutes of the Meeting**  
**April 19, 2011**

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

**Board Members Present:** Curt Whitaker, Sue Salcido, George McGill, John Utz, John Newcome, Valerie Frazier

**Others Present:** 6 Homeowners

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

**Fire Department Report:** Not present.

**Police Report:** Not present

**Approval of Last Month’s Minutes:** A motion was made to approve the March board meeting minutes. Signing of the minutes took place by the board.

**Homeowner Concerns:**

HO reports that 152<sup>nd</sup> Avenue is dangerous because cars often come around the corner in a wide arch. He will call King County Roads to request the “dog leg” be corrected to improve safety.

**Committee Reports:**

**Treasurer’s Report:**

The HOA is on track to be on budget for the year. For 2010 there was a full audit completed. The question to consider is whether to do another audit for the next fiscal year or to do a financial review.

Motion made by the Treasurer to do a financial review for two years, followed by an audit the third year. Seconded and passed.

As a result of the motion a financial review will be completed in 2011 and 2012 and an audit will be scheduled for 2013.

Some troubled accounts need private discussion. Motion made to hold a closed meeting immediately after the regular meeting adjourns 4/19/2011. Passed.

**ACC Report:**

Please remember, if you are going to do outside projects this Spring and Summer you may go ahead and start submitting requests now. The number of requests increase dramatically in the coming months and we want to make sure they can be approved in a timely manner. Note you have 180 days to complete a project once a request is made.

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](mailto: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. 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:**

- 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 [commonareas@crcwhoa.org](mailto:commonareas@crcwhoa.org) or call 425-738-8611 #80 and leave a message if you notice any trees or branches at either park or any of the Common areas or entrances.
- We have a damaged infant swing in CR Park and another swing in CW Park that need to be replaced – an order will be placed this week.
- A quote was received from Canber for cutting down trees in a CR cul de sac at the request of an owner. The quote was emailed to the HO to share with his neighbors.
- 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. We have cut back patrol hrs for the next few months to 15 hrs / month so that we can have more hours in Spring and Summer.
- 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.

### **Complaints Negotiations Report:**

Of the 10 active complaints last month:

- 2 are closed; sent thank you letters.
- 1 began fines on 4/10/2011; even more violations exist than before. (Need to find out how to handle this one.) \$10.00/day fines began for the original violation on 4/10/2011.
- 1 new owner is repairing a home with previous fines; this should be considered closed for past owner.
- 5 are in the legal process already.
- 1 is on their last letter for compliance; due 4/23/11.
- 1 new complaint is being addressed (lack of an ACC request for landscaping).

**This gives us 9 active complaints as of 4/19/2011.**

### **Capital Improvement Committee:**

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

### **Legal and Insurance Report:**

Foreclosed and distressed properties still remain an issue though the easily resolved inquiries have been settled. Difficult to resolve issues are still being worked on, such as property abandonment and more complicated foreclosures.

HO question, “is there an advantage to leaving a lien on a property in place after it has been foreclosed?” The answer provided is that while the hold on the property itself will be negated after the foreclosure, the claim against the individual still stands so it is advantageous to leave the claim in place. It is also more expensive to close a lien than it is to leave it, even if the chances of the obligation being met are slim.

### **Nominating Committee**

The first meeting of the Nominating Committee occurred April 12th. Key objectives were set. The next meeting will be a review of the funds needed. The meeting will be May 10<sup>th</sup> at 7 pm at the Sherriff’s storefront.

### **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:**

Feedback was requested for Sue Salcido's FAQ document.

Summer event is still in process. If you are interested in volunteering please contact the HOA board at [info@crcwhoa.org](mailto:info@crcwhoa.org) or 425-738-8611.

Community Garage sale will be May 20-22.

### **New Business:**

The welcoming committee position still remains open and in need of a volunteer.

### **Meeting Adjourned at 8:10**

**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](mailto: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](http://www.crcwhoa.org)

Email – [info@crcwhoa.org](mailto:info@crcwhoa.org)

A motion was made to adjourn the meeting at 8:15 pm.

### **Next Board Meetings:**

- May 17<sup>th</sup>, 2011
- June 15<sup>th</sup>, 2011
- July 19<sup>th</sup>, 2011

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](mailto: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](http://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.crewhoa.org](http://www.crewhoa.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.