

1. **Candlewood Ridge – Carriage Wood Homeowners’ Association**
Minutes of the Meeting
June 21, 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, Don Nelson, Valerie Frazier

Others Present: 3 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: Not present.

Police Report: Not present but reminder and report sent. Reminder to all homeowners that we are not in Renton. You must report abandoned vehicles to King County.

May report: 18 Vehicle, 21 Parking, 4 After Hours Park, 1 Noise, 1 Vandalism, 1 Burglary, 1 Mail Theft

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

Homeowner Concerns:

HO reports that Candlewood park is out of control and that the police report does not reflect the number of calls actually made. Minors are engaging in bad behavior in the park after hours and the police are not responding when called. President to follow up with King County. Suggestion was made by HO to remove the park. Other ideas were discussed for how to encourage people to stop hanging out in the park after hours, including security patrols, lighting, sprinkler systems and more.

Committee Reports:

Treasurer’s Report:

Income is down because statements are out. Expenses are all within budget with the exception of legal fees. There is money to transfer from the reserve’s account which will be considered later if still needed. It is expected that the HOA won’t spend as much in the second half of the year on legal, but there are some outstanding accounts that may require legal expenditures. No new liens or lien satisfactions occurred in May.

ACC Report:

ACC requests were submitted for the following projects:

- 4 Painting
- 2 Landscaping
- 1 Windows
- 1 Roof
- 4 Fences
- 1 Home addition
- 1 Patio Cover

- 1 Back yard wall
- 1 Front Porch
- 1 Patio/Walking Extension

ACC still working with HO w/front yard complaint.

Approved roofing materials will be published on the website and updated in the Fall.

ACC Request still needed

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. 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 me at 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.
- Two infant swings replaced – one in CR Park and one in CW Park.
- We had an incident at CR Park , where a large dog got away from the boy walking him and attacked a smaller dog that was on a leash – PLEASE be responsible for your dogs and keep them leashed and under control or don’t use our parks.
- In CR Park we had 2 trees fall across the path. One was small enough to drag off the path, the other I had to cut up with my chainsaw.
- A bag of mail was found at the CR Park from 12 different address’s- four our area the rest from the Cascade area.
- 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:

5 Fines

11 First Letters

1 3rd and Final Letter

17 Total Complaints

Capital Improvement Committee:

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

Legal and Insurance Report:

Not much new activity-long term DQ accounts are still ongoing. Expect the spending in legal area to decrease with decrease in foreclosure activity.

Nominating Committee

Nominating Committee met Tuesday previous to June's board meeting. Work was done to re-draft a letter to HO's asking for candidates. The letter is expected to include a description of Board positions and duties. A Meet and Greet is scheduled for November 1st at 7pm in the Fairwood Sheriff Store Front-the hope is to have handouts in time for the Summer event but the status of the event is unclear without a volunteer to run it.

Motion Made to spend up to \$1000 for 1 or 2 mailings re-tabled.

HO offered to hand deliver the letter in order to save on mailing costs. Board is considering the offer.

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:

Summer event needs a volunteer. If you are interested in volunteering please contact the HOA board at info@crcwhoa.org or 425-738-8611.

Website volunteer recommends upgrading the hosting. Please read the PDF for discussion next month.

New Business:

If you are a new Home Owner and have not received a welcome packet please contact the board.

Motion to spend up to \$1000 from the Capital Reserves Fund to replace the timer on the sprinkler systems for Candlewood Ridge. Motion Passed.

Meeting Adjourned at 8:00

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:

- July 19th, 2011
- August 15th, 2011
- September 20th, 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 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.