

1. **Candlewood Ridge – Carriage Wood Homeowners’ Association
Minutes of the Meeting
August 18th, 2011**

Board Members Present: Curt Whitaker, Sue Salcido, George McGill, Don Nelson, John Newcome

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:

Fire district 40 representative McGee reports that there is no legislation in process regarding the posting of addresses on properties. There is an ordinance that required the address is posted on homes but it is not easily enforced. He recommends keeping in mind that in an emergency situation seconds count and it is most helpful if house numbers are clear and printed w/a contrasting color.

Officer McGee also reports that there have been fewer than average water rescues for this time of year, but when the weather warms up it is expected to return as an issue. KC has also done a good job of reducing known hazards.

What is notable are all of the stories of success. For example, a 5th floor apartment fire was extinguished with a sprinkler system. In July, a fire that occurred at Maywood Middle school on an outside wall and was successfully stopped. However, there was an auto fire on July 14th where a victim died prior to the fire itself.

Police Report: Not present.

July Stats:

255 calls for service

5 in our neighborhood

21 Traffic Contacts

31 Parking Contacts

1 Car Prowl

1 Tree Vandalism

1 Abandoned Vehicle

1 Court Order Violation

1 Burglary Attempt

Fairwood Greens is offering a public Emergency Preparedness Training on October 4th at 7 pm at the Fairwood Greens Country Club. Jeans ok, but shirts must have collars.

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

Homeowner Concerns:

Homeowner asked when new bark would be put on the retention pond area near his home

in CR near 176th PL. The answer provided by the Board is that typically King County maintains these areas but with budget cuts progress has slowed. HO offered to provide labor if the HOA would provide the bark for the project. CAM chairperson will add it to the CAM list for maintenance and follow up with the Homeowner in the short term.

Homeowner asked if there is any HOA regulation regarding noise. The answer is that there is a general CC&R referencing common neighborhood. King County also has noise ordinances.

Committee Reports:

Treasurer's Report:

The balance sheet is good with the exception of legal fees; expect \$8000.000 overage for legal for the year. We should experience some under runs in other areas, for example the water bill is very low. At this point, the overall financial picture of the HOA looks pretty strong.

PayPal usage was researched by the treasurer. The simplest way to utilize PayPal for bill collection would be to have an account so individuals can use it. But if the bill is paid with a credit card there will be deducted a 3% fee from the HOA account holder. There is no means of charging the Homeowner for this surcharge as it is expressly forbidden by PayPal. Business account options exist but would also require developer support. The idea of using PayPal for billing is tabled at this time.

ACC Report:

Not Present

Reminders:

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:

- 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.
- Twice now at the CR entrance there have been branches and trimmings left on the sidewalk. The first time I thought it fell off someone’s truck and I hauled it away. This week there are more and I think it is the Homeowner who’s backyard backs up to the entrance. I think he is trimming the branches from the maple trees that hang into his yard, and I intend on trying to contact him this week.
- Canber did the trimming and weeding at the 3rd entrance at CW. They also trimmed the branches and weeded at the retention pond in CW.
- Most of the Common areas need barking so I have asked Canber for a quote. The cost would be \$1475 for the areas not done last year.
- Reminder all dogs must be on leash – this is a King County Law as well as our policy in our HOA Parks.
- 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 increased patrol hours to 32 hrs. / month because school is out and the better weather.
- 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:

3 First Letters sent
5 Second Letters Sent
5 Closed

4 letters pending.

Thanks to John Newcome for assistance with the drafting of an informal letter. Proposal was made to review the language in the HOA's first notification letter to be friendlier.

Request for ACC affected account #'s to be sent to the Complaints chair for cross check of incoming complaints to ensure the issue isn't already being addressed.

Capital Improvement Committee:

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

Legal and Insurance Report:

Not Present. Report presented by the President.

The HOA has been notified by counsel that there are new HOA laws w/regard to reserves analysis. It doesn't affect our HOA because we don't have enough expenditures to trigger the situation referred to in the legislation. The law is aimed more toward Condominium HOAs.

Nominating Committee

No meeting this month. The Nominating Committee "Meet and Greet" is scheduled for November 1st.

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 cancelled.

The Board discussed the Homeowner request to remove the newest CR playground because of unauthorized night time noise and activity. The HOA Board has determined that options for improving the situation will continue to be explored, including lights and security patrols, but at this time there is no support for removal of the playground.

The Board discussed the proposed adoption of a fee schedule to allow extended RV parking. The idea is tabled at this time because of concerns about the idea being in conflict with the existing rules and/or appearing that some Homeowners will be permitted to buy a means of circumventing the rules.

Re-alignment of the HOA Board member's terms will be done at the Annual Meeting at

the suggestion of the HOA attorney.

New Business:

It was suggested that to improve Homeowner/HOA communication that an option is included on statements to share a Homeowner email address. This idea will likely be adopted as an option for Homeowners.

Meeting Adjourned at 8:55

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.

Homeowner asked if we send welcome packets to renters. Answer is yes we do, if we are notified of the change. Please feel free to notify the HOA if you notice a move happening in your area.

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 8:35 pm.

Next Board Meetings:

- September 20th, 2011
- October 18th, 2011
- November 15th, 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.