

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

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

Board Members Present: Curt Whitaker, George McGill, John Utz, Don Nelson, Valerie Frazier, John Newcomb

Others Present: 5 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: Report was not read at meeting but received afterwards: There were 292 calls for service in September that generated case reports in the Fairwood area. Only four were in our HOA area. One burglary, one vehicle theft, one car prowl and one robbery. The vehicle theft was an old Honda that has been stolen twice before. It is always recovered, someone is using it for transportation. The robbery was a case where two 12 year olds were pounced on by some older kids and had a cell phone and scooters taken. There were no weapons or injuries.

Traffic contacts: 27; Parking contacts: 24; Park contacts: 2 (one incident, two kids)

Approval of Last Month's Minutes: Minutes were not present for signing due to absence of recording secretary. Valerie to print them and get them signed by board members.

Homeowner Concerns:

Homeowner had question regarding the cul-de-sac center medians and who's responsibility it is to maintain. Soos Creek had removed trees and the cul-de-sac had been left unlandscaped with crumbling curbs. George is to investigate this situation and see if King County has any maintenance responsibilities. Homeowners are responsible for the sidewalks and have also been responsible for the medians located in front of their properties.

Also there was a question about soliciting in the area. We do have "no soliciting" signs posted at the entrances.

Another homeowner asked if ACC could do anything about companies doing work at homes that park in front of driveways. Unfortunately, this is something that should be a common courtesy of these people, but homeowners should also make sure that workers are not blocking other homes or driveways.

Committee Reports:

Treasurer's Report:

The Treasurer reported that no liens were filed in the past 30 days and there have been no lien satisfactions.

We are on target for the year with legal expenses still running higher.

A proposed 2012 budget was presented taking into consideration the 3% due increase passed at last month's meeting. Discussion regarding each line item followed.

George is to put together CAM projects that need to be done in 2012 and the approximate expenses for our next meeting.

ACC Report:

ACC requests for the month:

- 2 Roofs
- 1 Driveway replacement
- 1 Fence with gate
- 1 Backyard landscaping project
- 1 Paint
- 1 Window Replacement

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@crwhoa.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.
- Soos Creek Water was turned off at the parks and entrances. Canber will blow out the lines this week or the winter.
- CRWS has finished the work on the sewer lines on 159th St. in CR. They did have to break up about 30 feet of sidewalk which they replaced and dug up some of our grass, which they filled in and seeded.
- 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 decreased patrol hours to 16 hours/month because of the time of year and this will let us increase the hours in the spring and summer.

- Reminder all dogs must be on leash – this is a King County Law as well as our policy in our HOA Parks. There have been two stray pit bulls in the area reported.
- 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:

Reminder to all homeowners: All complaints must be signed and mailed in. They cannot be accepted via e-mail.

- 1 New Complaints
- 2 Closed
- 17 open complaints

Capital Improvement Committee:

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

Legal and Insurance Report:

Legal activities have tapered off but there are still costs due to ongoing troubled accounts/properties.

Nominating Committee

A Meet and Greet is scheduled for November 1st at 7:00 p.m. at the Sheriff's office storefront. Volunteers will be distributing information in the next week or so regarding the Meet and Greet and the board duties.

A motion was made to approve up to \$250 for the materials for this distribution. The motion was passed.

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: None

New Business: None

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 8:30 pm.

Next Board Meetings:

- November 15th, 2011
- December 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.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.