

1. **Candlewood Ridge – Carriage Wood Homeowners’ Association
Minutes of the Meeting
November 15, 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, John Utz, Don Nelson, Valerie Frasier,

Others Present: 5 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: Karl Rufener present and reports there was a fire above Chang’s Gourmet on 11/11/11. The premises were evacuated. Thermal imaging camera was used to locate the source of the fire, which was a faulty sign.

Remember that winter weather is coming and to make sure chimneys and fireplaces are properly maintained.

Police Report:

Officer Sam Shirley reports 225 incidents in Fairwood. 5 were in our neighborhood; 3 runaway, 1 burglary at 179th, 1 alarm in driveway. On patrols there were 22 traffic stops, 19 parking violations, 1 towed vehicle, no park contacts. Over Halloween there were some smashed pumpkins but otherwise nothing of note.

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

Homeowner Concerns:

Homeowner asked what the status of the request to remove the park in Candlewood Ridge. The answer is that the board is getting reports on activity from the sheriff’s office. Also getting info on hiring securitas to patrol the park.

Committee Reports:

Treasurer’s Report:

Not a lot of change from last month. Income is steady and as expected for the end of the quarter. Statements go out on the first of December which will increase income for that period. Spending is typical for this time of year-the only exception is the \$600.00 spent on legal fees for the past month, which is an improvement over past overages in this area.

ACC Report:

No Activity to Report

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:

Not Present for Report. Chair shared that the repair budget proposed for 2012 is sufficient. \$1500 proposed for updating our web hosting is proposed but moved to December meeting.

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.

- 18 open
- 6 first-repeats go straight to fines
- 4 second
- 3 third
- 5 ongoing
- 5 closed since last month
- 4 Pending processing

There have been some complaints about aggressive dogs which warrant further investigation. The specifics of the complaints were shared with Officer Shirley at the meeting and he promised to follow up on the issue with the Complaints chair.

Proposed door hanger to remind Homeowners of violations prior to the formal complaint being presented. A draft of options discussed and final options will be presented in the future.

Capital Improvement Committee:

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

Legal and Insurance Report:

Cul-de-sac ownership question moved to December.

Nominating Committee

A Meet and Greet occurred on November 1st. The HOA thanks Homeowners for assisting in delivering letters.

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

Meeting Adjourned at 8:15

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:

- November 15th, 2011
- December 20th, 2011
- January 17th, 2012
- January 24th Annual Meeting, Fairwood United Methodist Church 7pm

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.