

1. **Candlewood Ridge – Carriage Wood Homeowners’ Association
Minutes of the Meeting
January 17, 2012**

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, George McGill, John Newcomb, 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: Karl Reufener of Fire District 40 reported that storm preparedness is the reminder of the month. CPR classes will be offered Tuesday nights in coming months. February is Heart Month.

Police Report:

Burglaries are still up in the neighborhood. Never ignore a knock at the door or ringing door bell. The burglars have used the same procedure over and over again; if they do not get an answer at the front door they will go around the back and break in. Do not open your front door to any stranger, but be sure to reply verbally. Please call 911 to report any suspicious activity in your neighborhood. Be sure to take down license plate numbers and a description if possible.

Approval of Last Month’s Minutes: A motion was made to approve the November and December Meeting minutes. Motion Passes.

Homeowner Concerns:

None presented

Committee Reports:

Treasurer’s Report:

All financial info has been sent to the CPA for the annual financial review. The treasurer expects to report in February on the result. The year end balance sheet will be presented at the annual meeting along with the proposed budget for 2012.

ACC Report:

Nothing 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@crewhoa.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.

1. 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.
2. 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:

Nothing to report. Reminder to all Homeowners that we the Candlewood park bridge is extremely slippery this time of year.

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 clean

Complaints Negotiations Report:

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

- 2 New
- 5 Closed
- 12 Active
- 7 Fine Stage
- 1 Pending (moss cannot be cleaned safely off roofs this time of year)
- 2 First Letter
- 2 Possible Fines

Capital Improvement Committee:

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

Legal and Insurance Report:

Thanks to members providing pictures of troubled properties. Status of spreadsheet to go to chair soon.

Nominating Committee

Nothing new to report

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:

Park Security-CR/CW HOA is scheduling a meeting with Fairwood Greens HOA to utilize their Securitas patrols for the short block between the Greens border and the Candlewood Ridge Park.

Door hangers-tabled

Work session-tabled

New Business:

Annual meeting agenda reviewed.

In the case of inclement weather the meeting will be re-scheduled.

Meeting Adjourned at 8:18

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:

- January 24th Annual Meeting, Fairwood United Methodist Church 7pm
- February 21st, 2012

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.