

Candlewood Ridge – Carriage Wood Homeowners' Association
Minutes of the Meeting
June 19th, 2012

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

Board Members Present: Curt Whitaker, Don Nelson, George McGill

Others Present: 3 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: Not present but George stated that there were 129 calls that generated a report in our neighborhood, 9 of those were in the HOA itself.

Approval of Last 2 Months' Minutes: Tabled

Homeowner Concerns:

None

New Business:

Two new members were appointed to the board to fill vacancies created when Carrie Dash and Sue Salcido left. Alicia Follette will replace Carrie and her term will expire January 2015. Catherine George will replace Sue and her term will expire January 2014. Alicia is the new Chair of the Complaints committee.

Committee Reports:

Treasurer's Report:

5 months into the year and everything is on track. We are currently under spending in legal. Worst account is now in compliance and Don is working to get a payment plan worked out. He transferred \$5000 from general account to reserves as per plan. There was a discussion of possible additional expenditures coming up. The financial review was given to Curt. It did not show any problems.

ACC Report: Not present.

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:

George called Davies tree service for a quote to remove broken branches. It will cost about \$3000 to remove the dead branches near the entrance and trim the maple trees to increase visibility in the CR park. George reported the cost of adding additional lights to the CR park and the fact that the HOA would be billed for those lights directly. Due to the cost of adding the lights, he will request a quote for just adding one light to an existing post. There was a discussion about the life span of the basketball court (estimated at 1-2 years left). He is still working to get a resolution to the raised sidewalk issue on 160th SE. It was noted that the HOA signs were not currently covered by the HOA insurance. George will look into getting them covered. George will also look into stopping some HOA utility bills that do not seem to be appropriate and may be left over from the builder. He will also determine if we can reduce the cost of turning water on and off in the parks.

- 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.
- 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.
- 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:

Our new Complaints chair is Alicia Follette. She is getting up to speed. Don and Alicia will meet with Sheena to determine what Sheena can do to help Alicia with the paperwork part of the complaints process. She reported 3 new complaints this month.

Capital Improvement Committee:

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

Legal and Insurance Report:

Not present.

Nominating Committee

Not present. John Utz is chair, Catherine George was the first Homeowner member (but is now a board member). If you are interested in volunteering for this committee please contact the HOA president.

Rental Home / Change of Address Committee

Changes of Address and Rentals

3 welcome kits were relieved last month

- 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:

Securitas has been patrolling the short block between the Greens border and the Candlewood Ridge Park. This will be reviewed on July 12th to see how it has been working. Securitas had been expected to spend about 30 minutes per day but has actually been spending about 4 to 8 minutes a day patrolling this area.

New Business:

Elmira Utz has resigned as the Recording Secretary effective July 1st. If you are interested in applying for this paid position please contact president@crcwhoa.org

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.

Please feel free to notify the HOA if you notice a move happening in your area. Note - we do send welcome packets to renters if we are notified about them.

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:

- July 17th, 2012
- August 21st, 2012
- September 18th, 2012

Meetings are usually held at **7:00 pm.** at the Sheriff's Office, Albertson's Shopping Center.

All Homeowners are welcome to attend.

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 and our current webmaster is not very knowledgeable about Google, 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.