

**Candlewood Ridge – Carriage Wood Homeowners' Association**  
**Minutes of the Meeting**  
**July 17th, 2012**

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

**Board Members Present:** Curt Whitaker, Valerie Frasier, George McGill, Catherine George, John Utz and Alicia Follette

**Others Present:** 2 Fire Commissioners, 3 Homeowners and 2 soon-to-be 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. However, two Fire Department Commissioners were present to talk about the plans for the remodel of the fire station 17 (Fairwood). A bond about 5 years ago has allowed the department to replace the old station 13 (was 42) and will allow the remodel of the current station 17 (was 41). There is about \$1 million to do the work. The station had a new roof put on last year and has new kitchen appliances so those will not be included in the remodel. Due to factors such as the wet lands protection changes, the footprint could not be changed. In addition, the structure will not support a second floor. Hence the changes are limited to modifications to the current footprint to make the square footage work, with better flow and more storage. An additional factor to be considered is that the station will remain in use during the remodel, although the aid unit will be moved to station 13 for the duration and the engine crew will sleep in a two bedroom apartment immediately adjacent. The bids are due in late August and the work should start in late September.

We then had a discussion with the commissioners about the delay in responding to a 911 kitchen fire. The callers had to repeat the address 8 times and waited 8 minutes before the engine arrived although the station is very close to the house and they could hear the bells when they finally went off. The commissioners suggested that people call 911 and say "This is not an emergency" and then ask if the operators will verify the address that comes up on their screen. Some cell phones and VOIP phones will not have the right address show up on the operators' screens. It was also mentioned that fire trucks and firemen do not have GPS technology.

Old fire station 13 (was 42) has been on the market for a couple of years. It has been under contract 3 times but each fell through. The fire department will demolish the old station in the next month or so but the admin building will remain. This should help sell the property.

**Police Report:** Not present but George stated that there were 149 calls that generated a report in our neighborhood, 3 of those were in the HOA itself between June 15<sup>th</sup> and July 15<sup>th</sup>. Those 3 were one family fight, one burglary and one car prowler. Some arrests have been made in the ongoing burglary problem. This appears to have slowed the problem down.

For the entire month of June there were 17 vehicle contacts, 15 parking contacts and 2 after hour park contacts.

Securitas had 3 contacts last week. They will continue to patrol for the next 3 weeks. We have asked for a per incident cost model.

**Approval of Last Month's Minutes:** A motion was made to approve the signing of the June meeting minutes. Passed.

**Homeowner Concerns:**

A homeowner continued to express concern about a noise problem that has been ongoing. He also expressed concern about common areas around the King County water retention ponds, asked if they were being maintained. King County should do the work but they do not so the board has had Camber do some work, adding bark dust. He also asked if there was a team that would be going around the HOA area to look at issues. If so he would like to help.

It was noted that King County comes out once a year to do low hanging branches and weeds. King County has told us to not remove or replace plants and trees but will allow us to maintain what is there. King County will probably not fix the damaged sidewalk on 160<sup>th</sup> SE even though it is a trip hazard. They will also not allow us to remove the trees that are causing the problem.

A second homeowner also talked about the noise problem. John will look into the exact noise ordinance although the HOA's rules also apply. Then she talked about an abandoned house near her, vacant since January 1<sup>st</sup> of this year. She was advised to call the King County health department since there are rats coming into her property from that property due to lack of maintenance. Curt talked about the issues involved when the homeowner lives out of state or, in this case, out of the country.

A third homeowner talked about the fact that the third entrance to CW is not being maintained by Camber and the CW part is not being mowed by them either. He questioned if Camber is the right contractor since, in his opinion, they are not doing the job they are being paid for. Curt said that he has been concerned about their work.

The soon-to-be homeowners asked about some damage that resulted from the storm. Their new home cannot close due to a downed tree and damaged fence. Curt explained the King County viewpoint that the tree and fence damage was considered an "Act of God" and the old homeowners' insurance would have been expected to pay for it. However, since they are selling and the fixes are required before closing, it was suggested that they have the work done. The HOA is not responsible.

**Committee Reports:**

**Treasurer's Report:**

No report this month

**ACC Report:**

ACC requests:

2 Roofs

1 Driveway

2 Garage Doors

2 Fences

6 Paint

Etc.

Also, one rental agreement

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](mailto: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](mailto: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.
- No illegal dumping occurred this month.
- There were fewer cars parked at the CR Park, probably due to Securitas patrols.
- Tree trimming at CR entrance and CR Park will be done tomorrow. One homeowner wants a tree removed that adjoins his property but it is healthy so it will not be removed.
- We are still looking into adding some additional lights to the CR Park. The first quote was too high and we are waiting on a new quote for just one more light.
- 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:**

Reminder to all homeowners: All complaints must be signed and mailed in. They cannot be accepted via e-mail. If you get a letter, please contact the committee with your plans or issues. (For example, if you cannot do some work until an ACC form has been approved?)

- 5 New Complaints
- 3 Closed
- 1 Second Notice
- 2 Pending Fine Stage

No progress has been made on updating the pet regulations.

### **Capital Improvement Committee:**

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

### **Legal and Insurance Report:**

Talked about insurance for the 10 entrance signs. Will discuss a negligent account in executive session.

### **Nominating Committee**

John Utz is chair, Catherine George is a member. If you are interested in volunteering for this committee please contact the HOA president. No 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 working on a new Securitas agreement for the short block between the Greens border and the Candlewood Ridge Park.

**Roles for the 2012 HOA Board Members**

John Utz	Legal and Insurance/Nominating Committee Chair
Alicia Follette	Complaints
Don Nelson	Treasurer
Catherine George	Temporary Reporting Secretary
Valerie Frazier	ACC/Vice President
Curt Whitaker	President

**Action Items:**

Work on removing old PSE accounts  
Find, approve and publish May minutes  
Talk to Securitas about new cost model

**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](mailto: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](http://www.crcwhoa.org)

Email – [info@crcwhoa.org](mailto:info@crcwhoa.org)

A motion was made to adjourn the meeting at 8:52 pm.

**Next Board Meetings:**

- August 21<sup>st</sup>, 2012
- September 18<sup>th</sup>, 2012
- October 16<sup>th</sup>, 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@crwhoa.org](mailto:architecture@crwhoa.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.crwhoa.org](http://www.crwhoa.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.crwhoa.org](http://www.crwhoa.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.