

**Candlewood Ridge – Carriage Wood Homeowners' Association**  
**Minutes of the Meeting**  
**September 18th, 2012**

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

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

**Others Present:** 6 Homeowners

This monthly meeting was called to order at 7:03 pm. at the King County Sheriff's Office – Fairwood Storefront.

**Fire Department Report:** This is Ready in Renton month/National Preparedness month, which urges all residents to be prepared in case of a disaster. Some steps are:

1. **Make a plan** to evacuate your house, establish an out of area contact to serve as a message board/clearing house for information, and find out how you will get information in case of an emergency
2. **Build a kit** which includes 3 days of non-perishable food, one gallon of water per person per day, medicine for 3 days, flashlight, whistle, first aid kit, and a battery operated radio.
3. **Get involved/Volunteer** by training to become a Community Emergency Response Team (CERT) member or become an amateur radio operator with the Renton Emergency Communication Service.

Be aware that conditions are still extremely dry. Use extreme caution when disposing of ashes or working outdoors to prevent fires.

There was one hazardous materials call which was safely handled as well as one brush fire and one house fire which was caused by a cooking fire which spread to the attic.

**Police Report:** The bear has apparently moved east out of the immediate area. The police report stated that there were 242 calls for service that generated a case report. 8 were in our HOA area. One was a burglary (apparently through an unlocked door), one car prowl and one a larceny. There were also 2 vandalisms, a harassment complaint and one abandoned car. In addition, there was a medical call that needed police assistance. Sam asked residents to call 911 if they see any activity or squatters in any home that is unoccupied. He also said to be on the lookout for a black Jeep Cherokee, about 10 years old with a white male which may be involved in burglaries in the area.

Traffic contacts: 17

Parking contacts: 21

After hours park contacts: 2

Abandoned vehicle: 1

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

**Homeowner Concerns:**

A homeowner dropped off 3 complaints. There was a question from several homeowners as to why nothing apparently had been done at a house that had numerous complaints in the past. One of the homeowners was able to provide additional information that will aid us in contacting the owner of the problem lot. There was also a concern that a complaint sent in 2 years ago had not resulted in an improvement. This resulted in a discussion about the length of time it takes to go through the complaints process all the way to fines and liens as well as the cost. Usually the HOA is out a significant amount in legal fees by the time we finally get a resolution to one of those properties that has had a lien filed. One of the complaints that handed in was about planting areas in the middle of roundabouts in CR. These are the responsibility of the surrounding homeowners but some are in very bad shape and many have broken curbs which the owners of the trucks (usually utility companies) that damaged them have not been willing to pay to fix. George will ask Camber to bid on fixing the broken curbs and do on-going maintenance on these areas. We might consider just paving over them (to be more like CW) but that would possibly require moving mailboxes and removing trees. One homeowner suggested that we form a committee to help people get their yards mowed if they are in a temporary bind (such as suffering from a broken leg). The committee could ask local high school students, boy scouts troops and churches if they would like to help do a general clean up. It was also suggested that each area (street?) form a group with a leader to try to work out problems with yards before they cause a complaint. It was suggested that, if homeowners see a "for rent" sign, they let Curt (HOA President) know the name and phone number of the agent. This will help us identify renters. The homeowners is supposed to left the Association know when he rents his property and give us a copy of his rental agreement but some fail to do so and we have problems finding them to get problems resolved.

### **Committee Reports:**

#### **Treasurer's Report:**

We talked about adopting a \$300 HOA membership transfer fee, paid at the time of closing. This would be put into the general fund. This action was passed and will be effective October 1<sup>st</sup>, 2012.

The treasurer also stated that we should continue to increase the HOA annual fees 3% per year as allowed in our governing documents. We need more income to be able to transfer the recommended amounts to the capital funds annually. According to the reserve review we should transfer \$13,000 per year but we did not have enough income to do that this year.

#### **ACC Report:**

ACC requests:

- 5 Paint
- 1 Deck
- 1 Fence
- 2 Roof
- 1 Tree Removal
- 1 Front Door

## 1 Storage Shed

### **Common Areas Maintenance Report:**

- We continue to have branches and trees fall onto the paths at CR Park. Please contact me (George) at [commonareas@crcwhoa.org](mailto:commonareas@crcwhoa.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.
- Reminder: all dogs must be on leash. This is King County Law as well as our policy. Owners are responsible for cleaning up after their animals.
- We have had illegal dumping at CR Park. Please keep an eye out for cars parked at the Park after hours. Write down license plate numbers and description of car in case there is vandalism.
- The water was turned back on at the parks due to the grass suffering. It will run 25 minutes every other day.

### **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.)

The committee is working on several complaints. It closed 2 but received several new ones.

### **Capital Improvement Committee:**

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

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

We received a quote for insuring our signs. The quote was for \$15,000 of insurance with a \$1000 deductible for \$200 per year or for \$10,000 of insurance with a \$1000 deductible for \$150 per year. We decided to ask about \$5000 of insurance since a sign recently cost about \$8500 to replace and we often find out who did the damage and they have to pay the costs.

### **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. We need at least one non board member on the committee. No report.

### **Old Business:**

We still need a Reporting Secretary. This is a paid position.

#### Roles for the 2012 HOA Board Members

John Utz	Legal and Insurance/Nominating Committee Chair
Alicia Follette	Complaints
George McGill	Common Areas Chair
Don Nelson	Treasurer
Catherine George	Temporary Reporting Secretary

Valerie Frazier      ACC/Vice President  
Curt Whitaker      President

**New Business:**

None

**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 9:00 pm.

**Next Board Meetings:**

- October 16<sup>th</sup>, 2012
- November 20<sup>th</sup>, 2012
- December 18<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.