

**Candlewood Ridge – Carriage Wood Homeowners’ Association**  
**Minutes of the Meeting**  
**September 17th, 2013**

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

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

**Others Present:** Four home owners

This monthly meeting was called to order at 7:00 pm at the King County Sheriff’s Office – Fairwood Storefront.

**Fire Department Report:** No report this month.

**Police Report:**

Last month in Fairwood there were 154 calls for service that generated cases. Seven were in our area. There were: an attempted burglary, a trespassing complaint, a mental complaint, a mail theft, a family disturbance, one stolen vehicle and one stolen vehicle recovery with arrests. There were no successful burglaries other than the attempt.

Traffic contacts: 13

Parking contacts: 10

Parks contacts: 4

A complete list of the police blotter can be found at the Fairwood Community news website:

<http://www.fairwoodcommunitynews.com/index.html>

**Approval of July’s Minutes:** A motion was made to approve the July meeting minutes. It was passed.

**Homeowner Concerns:**

Three homeowners expressed interest in helping with the walk thru of the HOA area to identify homes with issues. There was a discussion of the complaint process and if it could be shortened. Then we discussed the result of the letter to all home owners last month that included an ACC form. One home owner asked for help with repairs. Valerie will contact the church that has expressed interest in helping with repairs.

Home owners were asked to remember that the sidewalks adjacent to your property are your responsibility. You should remove grass and moss in the cracks as well as leaves and pine needles on the surface.

There was a discussion of the “door hangers”. It was decided to use postcards instead. Valerie will investigate the use of postcards. The current timeline is: the walk thrus will occur this fall with a follow up next spring.

(If you want to give us your e-mail address, please send it to the bookkeeper ([secretary@crwhoa.org](mailto:secretary@crwhoa.org))).

## **Committee Reports:**

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

There was a discussion of the proposed 2014 budget. We need to consider work on the CW basketball court in 2014. We also need to think about the entrance way sign replacements and the slide replacement.

### **ACC Report:**

ACC requests were:

- 6 paints
- 2 Roofs
- 1 deck
- 4 fences
- 1 shed
- 2 landscapes

### **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@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 a King County Law as well as our policy in our HOA Parks.
- The timer and pedestal for the sprinklers at the CR Entrance were installed this month at a cost of \$1900.
- I found out that a parcel of land at the corner of SE 179<sup>th</sup> and 159 Ave SE was declared permanent open area by King County back in 1977 (This is the same designation that our Park has) The question came up when a HO contacted me about a few trees he thought were in danger of falling. I have received a quote for removal of these trees.
- 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. We will be increasing hours now that Spring is here. I have increased it to 24 hrs each month.
- The large slide in CW Park is damaged and needs to be replaced. It turns out that this slide is no longer made and another type will need to be retrofitted. I am currently getting quotes.
- 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:**

We talked about the status of existing complaints.

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.) Please, only one complaint per form. Do not list multiple houses on the same form.

**Capital Improvement Committee:**

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

**Legal and Insurance Report:**

We filed three liens this month, satisfied one existing lien

**Nominating Committee**

John Utz is chair, Catherine George is a member. There is one old open Board position after George McGill volunteered to serve another 3 year term. There will be three Board positions up for reelection in 2014. If you are interested in serving on the Board, please contact a Board member or attend a monthly meeting.

**Old Business:**

No old business this month.

**New Business:**

The Web site needs maintenance as people are not able to download forms.

Roles for the 2013 HOA Board Members

Valerie Frazier	ACC/President
John Utz	Nominating Committee Chair/Vice President
Alicia Follette	Complaints
George McGill	Common Areas Chair/Cul-de-sac Chair
Don Nelson	Legal and Insurance/Treasurer
Catherine George	Reporting Secretary/Web Master

**Special Topics:** Visit our Website and contact the HOA via Email at:

Web – [www.crcwhoa.org](http://www.crcwhoa.org)

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

A motion was made to adjourn the meeting at 8:39 pm.

**Next Board Meetings:**

- October 15<sup>th</sup>, 2013

- November 19<sup>th</sup>, 2013
- December 17<sup>th</sup>, 2013

**Annual Meeting:**

- January 28<sup>nd</sup>, 2014 7:00 at Fairwood Community United Methodist Church

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

All Homeowners are welcome to attend.