

Candlewood Ridge – Carriage Wood Homeowners' Association
Minutes of the Meeting
December 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, Don Nelson and George McGill

Others Present: Police (Sam)

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 133 calls for service that resulted in case reports. Seven were in our HOA area. Two were reports of thefts of packages left by UPS. One was a burglary. There were two calls for mental complaints and one warrant arrest. There also was one case taken after the latest round of graffiti.

Traffic contacts: 10

Parking contacts: 8

Parks contacts: 0

Sam did spend some time contacting people in the area and Schools security in an attempt to find suspects in the Graffiti incident. A complete list of the police blotter can be found at the Fairwood Community news website: <http://www.fairwoodcommunitynews.com/index.html>

We talked with Sam about the tagging that has been occurring in Candlewood Ridge and what the police recommend that we do to stop it. (The home owner should remove the tagging as soon as it occurs as the presence of tagging encourages additional tagging.) According to Sam, when the taggers are found, the HOA or the home owners should sue the taggers or, if they are under age, the parents in civil court for the cost of the removal. We talked about illegal parking and Sam took some addresses and license tags to follow up on what people have seen in the HOA area.

Approval of Last Month's Minutes: A motion was made to approve the November meeting minutes. It passed.

Homeowner Concerns:

No home owners were at the meeting.

Committee Reports:

Treasurer's Report:

The budget was discussed and we are ending the year strong even with the cost of the cul-de-sac improvements..

ACC Report:

- 1 - replace fence with gate so boat may be stored behind it
- 1 - replace siding on chimney due to leakage

Postcard Project:

There were fewer responses this month than last month but the feeling is that the project has been a success. A review of the items that were noted but that we have not yet received a response on will take place within the next 30 days. We will repeat this entire process in May 2014. It was noted that the post card process is resulting in property improvements and is allowing board members to meet homeowners in a non-confronting environment.

Rental House Project:

This is going well. All home owners with mailing addresses other than their home in the HOA have been sent a note asking for rental information.

26 homes are in full compliance.

24 homes are in work

2 are in foreclosure

3 are in the process of being sold

19 are not rentals, merely homeowner owners with mailing addresses other than their home

46 have not responded as of yet.

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 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.
- 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 have dropped patrol hrs to 12 hrs per month for the winter.
- Our new slide was installed in the CW Park. They also removed and disposed of the old slide.
- We have had more tagging in CR- this time on 3 HO's fences, 2 of which were tagged last month. This is the same tagging that has been on our Park signs and benches and Mutt Mitts. Please keep an eye out for groups of teens wandering around the Park and out on the streets late at night. Please note that since this tagging is on private property it is not the HOA's responsibility to remove or cover up but the Homeowners.

- Our Contract for Landscaping is up this Jan 1st. I have met with Canber and two new companies and gone over all required work in our HOA. I have received 2 quotes back. Canber remained the lowest cost and, since we have a good relationship with the owner, I (George) recommended that we renew their contract. It was moved and seconded to renew Canber's contract. This motion passed. However, George felt that we might ask the other bidder to bid on the re-landscaping of the entrances when we are ready to do that work as they have expertise in landscape design.
- 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.

Cul-de-Sac Committee

No report this month except that the quarterly maintenance will be in the new contact with Canber.

Complaints Negotiations Report:

We talked about problems we are having with the voice mail associated with our HOA. It is difficult to hear and reply to them as well as the fact that there may be a delay for hours or days from the time the message is recorded to the time it can be retrieved. We hope that this will be addressed when we change to a new Web site.

It was brought up that the tagging that was done to the homeowners' fences must be cleaned up by the homeowners in a timely fashion to remove the temptation to re-tag.

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:

None

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:

We discussed the annual meeting. Valerie will have copies of the Rules and Regulations available for home owners who do not know where theirs are or whose copy is old and may be out of date. Presentations are due to Don by January 14th. The Roles of the Board Members will be available on the back of the agenda hand out so they can be removed from the presentations. (Note – they are also on the Web home page.)

We discussed the need to redo our Web site as it is becoming more dysfunctional and home owners cannot access the forms. Valerie brought us information on Visual Studio.TV which she had experience with. He (the owner) told us that he could change over our e-mail system and set up a new Web site for just under \$3000. After comparing that bid with other information that we had received before we felt that this was the way to go. It was moved, seconded and passed that we have Visual Studio.TV do the work. Valerie will ask Visual Studio.TV to come to our regular January meeting to talk about what we need. We set up a committee to determine what our new Web site should look like and what functions it should offer. John, Alicia, Don, George and Catherine will be on the committee.

New Business:

Next year's Easter Egg Hunt will be April 19th, 2014.

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

Email – president@crcwhoa.org

If you would like to give us your email address in order to be added to our email announcements please send your info to bookkeeper@crcwhoa.org.

Please visit us on Facebook also.

A motion was made to adjourn the meeting at 8:15 pm. Board went into executive session for an additional 30 minutes.

Next Board Meetings:

- January 21st, 2014
- February 18th, 2014

- March 18th, 2014
- April 15th, 2014
- May 20th, 2014
- June 17th, 2014
- July 15th, 2014
- August 19th, 2014
- September 15th, 2014
- October 21st, 2014
- November 18th, 2014
- December 16th, 2014

Annual Meeting:

- January 28nd, 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.