

Candlewood Ridge – Carriage Wood Homeowners' Association

Annual Board Meeting Summary

January 30, 2007

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

Board Members Present: George McGill, John Utz, Lloyd Mantilla, Joelle Hinterberger, Sondra Woolett and Jerry Woolett.

Others Present: Carmen Duppenthaler - Recording Secretary and 18 Homeowners.

The annual meeting was called to order at 7:00 p.m. at the Fairwood United Methodist Church.

Introduction/Opening Remarks: President, George McGill welcomed homeowners to the annual meeting and reviewed the meeting agenda. An introduction of board members and guests took place.

Homeowner Concerns:

- A homeowner asked a question about proper storage of garbage cans. It was said garbage cans and trash receptacles are to be stored behind a fence or inside the garage where they are not visible from the street. Due to the recent snowstorms however, garbage collection has been off schedule and people have left garbage cans on the street not knowing when pickup would occur.
- A homeowner stated a series of arrests were recently made in the area for drug possession, as seen on recent newscasts, and one of the homes was in Candlewood Ridge.
- A homeowner requested that reminders be given to homeowners more often regarding such things as proper storage of garbage cans, yard maintenance, etc. Reminders and announcements can be found in our meeting minutes that are published monthly in the Fairwood Flyer. Also, our webmasters are in the process of creating a "Bulletin Board" on our HOA website for such reminders. Homeowners are encouraged to read the meeting minutes and check the HOA website often to help keep informed at www.crcwhoa.org.
- A homeowner wished to thank the board for their service to our neighborhood.

Committee Reports:

Treasurer's Report: Treasurer, John Utz, presented the 2006/2007 Budget Comparison Report, as mailed out to homeowners. A 3% dues increase was approved to offset inflationary increases. It was said the HOA is in good shape financially and the legal fund has built up to a good amount. Major Capital expenditures in 2006 were new play equipment installed at CR and CW Parks and installation on new barrier rocks at both parks. A new line item was added to the 2007 budget for King County Sheriff Patrol. The board has contacted the King County Sheriffs Office about patrolling primarily our parks and troubled areas of the neighborhood during the summer months. An off duty officer will be hired by the HOA to patrol the areas in the neighborhood the HOA requests. More information regarding officer patrol will be given as we approach the summer months. Two new signs purchased by the HOA for placement at our two main entrances were presented at the meeting. The signs state CR/CW is a HOA community, our web address and no soliciting is allowed. Some homeowners expressed concern about the no soliciting allowed and hoped it would not restrict school aged children and non-profit type sales. A homeowner asked where the money comes from to cover graffiti cleanup costs. It was said to come out of the Common Area budget. A homeowner mentioned he didn't like the advertising seen at our entrances, such as realtor signs, and said there's been a sandwich board sign in place for weeks at the 151st Ave CW entrance, advertising for tree removal. The board will see that the tree removal sign is removed. A homeowner expressed concern about the budget and the dues being raised again this year. She stated she

was outraged at the high expenses on the budget report and due to being retired and on a fixed income, would have trouble paying her dues. A discussion followed.

Vote on 2007 Budget – A motion was made to waive the written voting requirements and to replace with an oral vote. The motion passed. To date 93 proxy votes have been received approving the 2007 budget. A motion was made to accept the 2007 budget as written and presented. It was seconded and passed by a vote of 115-3.

Common Area Maintenance and Capital Improvements Report: CAM Chairman, Jerry Woolett presented and discussed several reports, which included pictures illustrating each topic. The 2006 CAM activities included:

- Installations of new play equipment at Candlewood Ridge Park that included a Bay of Swings, Space Arch Climber and a Bench
- Installations of new play equipment at Carriage Wood Park that included a Bay of Swings, Eagles Perch Climber and Buck-a-Bout toy
- Added additional barrier rocks at south end of Candlewood Ridge Park
- Installed barrier rocks along sidewalk at Carriage Wood Park
- Cleaned up graffiti
- Repaired damaged entrance signs at the 160th Ave. SE entrance of Carriage Wood
- Removed damaged picnic table and bench near old big toy site at Candlewood Ridge Park
- Contacted King County regarding the heavy damage from December windstorms to the retention pond fence in Carriage Wood
- Repaired three sections of Candlewood Ridge Park sidewalk along 159th Ave SE

Future CAM tasks planned for 2007 are to add bark along common area borders, replace removed trees and repair grass in Carriage Wood Park.

The 2006 Capital Improvement activities included:

- Committee members meeting twice
- Topics of discussion at Subcommittee meetings:
 - Suggested future projects
 - Determine priorities and project layouts
- Potential Major Improvement Projects:
 - Complete replacement of asphalt path in CR Park
 - Add new benches and tables at parks
 - Repair/upgrade existing sprinkler systems

Planned 2007 Major Common Area Improvements:

- Expect budget of approximately \$55000
- Plan new Big Toy complex at south end of Candlewood Ridge Park on current grassy area
- Plan to add merry-go-round, bench and garbage cans to Carriage Wood Park
- Remove remainder of old big toy site in Candlewood Ridge Park and restore area

The status of the 5-year Capital Improvement Plan was presented and has now been completed. Additional volunteers are welcome to help with the Capital Improvements Subcommittee to help determine future improvements of our common areas. In 2007, installation of new big toy equipment is scheduled for CR Park. A diagram and map of the new complex were presented. A vote took place regarding the preference of installation of a Space Whirl (merry-go-round type toy with speed limiter) or Sky Runner (older children can hang and spin). The vote was fairly

equal for both toys. A homeowner expressed concern regarding HOA liability of the proposed new play equipment and stated he felt more equipment was not necessary. It was explained this new equipment was to replace the old big toy that was removed from the CR Park pipeline last year. The new location for the play equipment is on HOA property, rather than leased pipeline property from the City of Seattle, and the play equipment planned is designed for older children.

Architectural Control Report: ACC Chairperson Sondra Woolett, presented the 2006 ACC year-end report. A total of 145 applications were received and processed as follows:
1 Shed, 18 Fence, 44 Roof Replacement, 1 Mailbox Stand, 39 Exterior Paint, 11 Window Replacement, 4 Garage Doors, 19 Decks/Landscaping and 8 Miscellaneous.

It was said 22 projects were started in 2006 without an ACC request submitted or an approval given. 5 unapproved projects started using materials that could not be approved. Much of the work had to be redone causing extra time, money and stress. A nonrecurring fine of \$100 can be imposed for not submitting a request or receiving approval prior to commencing work. Additional recurring fines can be imposed for not replacing unapproved materials in a timely manner. The ACC recommends you contact them via email at architecture@crcwhoa.org phone at 425-227-4227 if no feedback is received within 15 days of submitting your request. A homeowner asked if the HOA has a paint pallet. The preferred colors for house paint are muted earth tones and homeowners must submit paint chips for committee review and approval prior to beginning projects.

Complaint Compliance Report:

Chairman, Lloyd Mantilla began by explaining the complaint process. When the HOA receives a complaint, the complaints committee will visually verify the complaint to be valid. If determined valid, a 1st letter will go out to the offending homeowner stating what needs to be done. If the homeowner complies, the complaint will be closed. If no response is received within 30 days, a 2nd registered letter goes out to the offending homeowner. If no response is received within 60 days, a 3rd and final registered letter is sent out warning of the potential fine that may occur if they do not follow the rules and regulations of the homeowners association. A letter is also mailed to the initiator of the complaint stating how the HOA is handling the complaint. The HOA will keep confidential, to the full extent of the law, all personal information that is submitted, including the complainant's name. The HOA rules and regulations, as well as complaint forms, can be found on our website at www.crcwhoa.org.

In 2006, a total of 90 complaints were received. Letters mailed to homeowners consisted of 82 - 1st letters, 29 - 2nd time registered letters and 18 - 3rd and final registered letters. 4 resulted in homeowner fines and 75 complaints were closed.

A homeowner said a neighbor has parties on a regular basis that are noisy and go until very late at night. It was suggested they call 911 next time it happens and let the police handle the issue.

A homeowner asked if barking dogs was a valid complaint. The answer was yes. For the complete rules and regulations document entitled "Animals" visit our website at www.crcwhoa.org.

A homeowner asked how many vehicles were allowed parked in front of homes. It was said the limit is 4. The complete "Vehicles" rules and regulations can be found on our website. A discussion took place regarding broken down vehicles parked on neighborhood streets. Homeowners can call and report them to the King County Abandon Vehicle Hotline number at 206-205-0969. A reminder was also given to not park your vehicles on the sidewalk. You may call 911 and report vehicles that are parked on the sidewalk and the police will come out and issue a ticket.

Legal & Insurance Report: Chairman, John Utz gave a brief report. He said the HOA is working to make sure the common areas are treated with respect and homeowners that adjoin the common areas do not encroach onto HOA common area property.

Nomination of New Board Member: One position is open on the board. One homeowner volunteered for the board. A motion was made to nominate Curt Whitaker. The board passed the motion. A motion was made to waive the written vote and to replace with an oral vote. The motion passed. A motion was made to elect Curt Whitaker to the board. It was seconded and he was elected to the board. A vote will take place at the February board meeting and board positions will be assigned.

Volunteer Opportunities: All homeowners are encouraged to get involved in our neighborhood by volunteering for one of the many HOA committees. Several committees are in need of immediate volunteers such as the Easter Party, Summer Picnic, Garage Sale and Block Watch. The HOA would like to put together a Yard and Home Awards Committee to present awards this summer to homeowners who attractively maintained their property. If you are interested in becoming more involved in our neighborhood and volunteering for one of the HOA committees, please contact the volunteer coordinator via email at info@crcwhoa.org.

Special Topics: Website and Email address:

Email – info@crcwhoa.org

Website – www.crcwhoa.org

A motion was made to adjourn the meeting at 8:50 p.m.

Next Board Meetings:

March 20, 2007

April 17, 2007

May 15, 2007

Meetings are held at the King County Sheriff's Office, Albertson's Shopping Center at **7:00 p.m.**

All Homeowners are welcome to attend. (425) 227-4227

Candlewood Ridge / Carriage Wood Announcements & Reminders

The CR/CW annual neighborhood **Garage Sale** is scheduled for Friday and Saturday May 4th and 5th from 9-5 pm. Get ready to clean out those closets!

The board would like to remind all Homeowners in Candlewood Ridge and Carriage Wood that **garbage cans** and trash receptacles are to be properly stored behind a fence or inside the garage where they are not visible from the street. Thanks for your cooperation regarding this matter.