

Candlewood Ridge – Carriage Wood Homeowners' Association

Board Meeting Summary

May 18, 2004

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

Board Members Present: Joe Pratt, Cathy Nelson, Elizabeth Pardo, John Utz, Nigel Starr, Jerry Woollett and Greg Carras.

Others Present: Shena Kelly - Administrator/Bookkeeper, Carmen Duppenenthaler - Recording Secretary, Dave Paul – Traffic Safety Coordinator and 3 homeowners.

This monthly meeting was called to order at 7:01 p.m. at the Fairwood United Methodist Church.

Homeowner Concerns:

- A homeowner came to the meeting to discuss several issues with a neighbor. He mentioned that his neighbor's yard was not being properly maintained and that loud music and several dogs on the property consistently bark causing annoyance. This home has had past complaints and is currently in the complaint negotiation process. He was encouraged to send a written complaint with his concerns to the complaint negotiation committee.
- A homeowner that attended a past meeting inquiring about possibly building a fence on her property out of vinyl or aluminum returned to check on the status of her ACC approval form. A discussion took place regarding fences being built out of materials other than cedar. It was determined by the board that as of now, our guidelines prohibit the use of any materials other than cedar or preserved wood. She was encouraged to head up a committee to research and possibly adopt new rules, but as of now the current guidelines stand.
- A homeowner, who will be launching a new church in the area, asked if it was possible to hold a special event sponsored by the church in one of our parks. A discussion followed.

Fire Department Report: Fire District 40 representative Jerry Johnson was present to give a report. Jerry said that a dry summer was predicted and encouraged all homeowners to trim bushes and trees away from your homes. He also recommends replacing your roof with a composition material rather than cedar shake due to the fire hazard it imposes.

Police Report: Officer Sam Shirley was present to give a report. He warned of a series of purse thefts at our local supermarkets that have been stolen out of grocery carts. The suspect is a black male approximately 25-35 years of age. You are encouraged not to keep your purse unattended in the grocery cart.

A homeowner asked if it was legal to park a vehicle on our neighborhood sidewalks. Sam responded that it is not legal to park up on the sidewalk and to call the police and they will come out and issue a citation.

Another homeowner asked if it was appropriate to call 911 when witnessing someone vandalizing or drinking in our parks, as printed in our last minutes. Sam responded that Yes, you're encouraged to call 911 to report drinking or vandalisms in our parks and they will handle it on a prioritized basis.

New Business:

- Dave Paul the Traffic Safety Coordinator with King County came to our meeting to discuss the speeding problem within our neighborhood community. He encouraged homeowners to prune trees and brush away from sidewalks to open up the sight view for motorists. Currently, a traffic study is taking place in our neighborhood community. A letter will soon go out to all homeowners addressing the speeding issue and explaining the steps our HOA is taking to eliminate speeding on our neighborhood streets.
- Greg Carras, a representative for the Fairwood Annexation/Incorporation taskforce gave a report on their efforts. The taskforce is working with King County, with a desire to secure funding for a study focusing on the feasibility of Incorporation. Depending on the outcome of the study the taskforce will work toward either an Incorporation vote of the Fairwood residents or work with Renton regarding future Annexation.

Legal and Insurance Report: As discussed in Rules and Regulations Sub-Committee report.

Common Areas Report:

The Common Area Chairman reported that he has received several bids from tree companies to remove and prune the trees in CR Park and CR entrance as recommended by the Arborist in his report. They are currently being reviewed. Canber has started to spruce up the CR entrance island.

There are several dead trees in CW Park that need to be removed. A discussion followed.

The dead Rhodies at the CW main entrance have been cut back and cleaned up.

A board member, on behalf of a homeowner, asked about having a bench installed near the new toy at CR Park. The board decided that it was a good idea and will look into the cost of having one put in.

The two car hoods found at the north and south ends of CR Park were removed.

Architectural Report:

The ACC committee report was presented and discussed. They approved 13 homeowner approval requests since last board meeting as follows:

2 Sheds, 1 Fence, 3 Roofs, 5 Exterior Paint, 1 Window Replacement and 1 Play Structure.

A homeowner in CR notified the ACC about a neighbor that has demolished their house and is currently rebuilding without ACC approval. The board determined that the homeowner would need to be contacted to supply building plans and permits to the ACC committee for approval.

Complaints Negotiations Report: The complaints report was presented. Currently there are 10 pending and 3 new complaints in process. A discussion followed.

Treasurer's Report: The April budget comparison was presented and briefly discussed. It was said that the delinquent homeowner accounts that were sent to the collection agency are moving forward.

Committee Reports:

Rules & Regulations Subcommittee – At tonight's meeting, the following documents were approved by the board.

Proposed Adoption of Rules on Yard/House Maintenance:

After consulting with and based upon the advice of an attorney experienced in representing homeowners' associations, the Board considered proposed Rules & Regulations covering the subject of yard and exterior house maintenance. The Homeowners' Association Act, and our governing documents, provide for the adoption of Rules and Regulations by the Association, through its Board. The proposed Rules on

this topic were initially prepared by the attorney, and thoroughly considered and discussed by the Board.

Maintenance of yards and homes is extremely important to the quality of our community and the values and marketability of our homes. The Board believes that the adoption of these Rules will greatly benefit everyone. The Rules will provide improved clear standards and requirements, and will create an incentive for compliance based upon the possibility of fines for non-compliance.

The Board modified the attorney-drafted proposal somewhat, so that it better fit our community, and voted to adopt the Rules subject to review and input from members first being considered. A copy of these proposed Rules are attached to these minutes.

On motion made and approved by the Board, it was:

Resolved, as follows:

1. a copy of the proposed Rules & Regulations on yard/house maintenance will be mailed to all members, with a cover letter from the Board asking for members' to provide written input on the proposed Rules within 35 days from the mailing;
2. the Board will review and carefully consider all input from members received during the 35 day input period;
3. based on the members' input, and right after the 35 day members' input period, the Board will make final decisions on whether and how to modify the proposed Rules, and will then formally adopt a final version of these Rules;
4. upon final, formal adoption of such Rules after the 35 day members' input period, a copy set will be mailed to all members, so they are aware of the adopted Rules, and a set will be placed in the Association's records.

Adoption of Guidelines/Policies:

The Board reviewed and discussed information from the Association's attorney about possible Guidelines that address the enforcement/handling of property maintenance non-compliance and enforcement of the no-business-use covenant. The Guideline regarding maintenance enforcement/handling (see copy attached to these minutes) will be helpful to members and will also assist the Association, the Board, and its Architectural Control Committee more fairly and consistently address and enforce maintenance issues.

The other Guideline or Policy considered by the Board has to do with enforcement of the no-business-use covenant.

On motion made and approved by the Board, it was:

Resolved, as follows:

1. the attached "Guidelines for Enforcement/Handling of Property Maintenance Non-Compliance" are hereby approved and adopted by the Board, and will be used and applied for handling maintenance compliance issues;
2. the attached "Enforcement Policy: No Business Use Covenant" is hereby approved and adopted by the

Board, and will be used and applied for interpreting and applying Article VI, Section 1(d) of the Declaration and Covenants;

3. copies of these Guidelines will now be mailed to all members, so they are fully aware of these guidelines and their applicability to all properties within the community.

The Welcoming Committee – will begin greeting new homeowners with a “Welcome To The Neighborhood” packet of information this month.

The Candlewood Ridge Park Path Committee – recently held another committee meeting. They are still in favor of properly removing the roots and repaving the path. They are soliciting bids from asphalt companies in accordance with recommendations from an Arborist. The discussion will resume at next month’s meeting. For more information or to volunteer call (425) 227-4227.

Block Watch Committee - our neighborhood has a block watch program to discourage crime in our area. This effective program has neighbors working together to prevent crime by watching out for each other’s homes and property, and by promptly reporting unusual incidents to the police. Volunteers for block watch captains are needed. Please contact the HOA if interested in participating in this committee at (425) 227-4227.

A motion was made to approve the April minutes. It was seconded and passed.

Special Topics: Web and Email address:

Email - crcwhoa@hotmail.com

Web - www.geocities.com/crcwhoa

A motion was made to adjourn the meeting at 10:20 p.m.

Next Board Meetings:

6/22/04 – 7:00 p.m. at the Fairwood United Methodist Church. *(Revised meeting date)*

7/20/04 – 7:00 p.m. at the Fairwood United Methodist Church.

8/17/04 – 7:00 p.m. at the Fairwood United Methodist Church.

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

Candlewood Ridge / Carriage Wood Announcements

To report an abandoned vehicle call: The King County Police Abandoned Vehicle Hotline number at (206) 205-0969.

PLEASE CALL 911 if you witness anyone writing graffiti or drinking alcohol in our parks and report it immediately. Be sure to state that it is a non-emergency call and the police, on a prioritized basis, will handle it.

Please do not dump yard debris in any of our park greenbelt or wetland areas. Thank you!

All homeowners are asked to check the sidewalks in front of their home and to prune back any tree branches or bushes that go out over the sidewalk. This will improve sight visibility for motorists as well as clean up our walkways. Also, lowering the height of any brush you have near the street will also improve visibility. Thank you!