

Candlewood Ridge – Carriage Wood Homeowners' Association

Board Meeting Summary

March 15, 2005

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

Board Members Present: John Utz, Elizabeth Pardo, Joelle Hinterberger, Jerry Woolett and Sondra Woolett.

Others Present: Carmen Duppenhaller - Recording Secretary and Shena Kelly – Administrator/Bookkeeper.

This monthly meeting was called to order at 7:04 p.m. at the Fairwood United Methodist Church.

Homeowner Concerns:

- A homeowner mentioned that a couple of Valentine balloons were stuck hanging in a tree at the CW 151st entrance. A board member will see that they get removed.
- A board member mentioned that a disturbance was heard about a week or so ago at CR Park at around midnight. A person was heard hollering in the park and then police sirens were heard.

Fire Department Report: Not present to give a report.

Police Report: Not present to give a report.

Approval of Last Month's Minutes: A motion was made to approve the January board meeting minutes as written. It was seconded and passed. Signing of the minutes took place by the board.

A motion was made to approve the Annual meeting minutes as written. It was seconded and passed. Signing of the minutes took place by the board.

A motion was made to approve the February board meeting minutes as written. It was seconded and passed. Signing of the minutes took place by the board.

Old Business: None

New Business:

- **Easter Eggstravaganza** – The committee continues to work on coordination of the event and planning is going as scheduled. The event will take place the day before Easter, March 26th from 11:00am to 2:00pm at Carriage Wood Park. A decision was made to not have hotdogs at the event due to lack of funds to support purchasing them. Instead cookies and muffins will be offered. Several Fairwood businesses have donated items for the raffle. The event will include an egg hunt, jumping toys, raffle, Easter Bunny and more.
- The Administrator/Bookkeeper is researching options for a new answering service for the HOA. One option would be to have one HOA phone number that will contain a directory for callers to leave a voice message for a specific board member. Another is a service that forwards callers directly to a board members home without giving out the number or will convert a voice message to an email. This will be further discussed at future meetings.

Common Areas Report:

- The CAM chairman contacted the King County Department of Development and Environmental Services (DDES) about the need for a permit to plant a hedge along the stream by the wooden bridge in CR Park. He was informed that a permit would be required. Only native plants can be used due to the park being in a designated wetland area and local nurseries should be able to tell the HOA what plants qualify. The DDES charges \$144.90 an hour to come out and review the area and estimates it will take about two hours to complete the process of issuing a permit, if all is in order.
- Canber provided an estimate for replacing the wooden bridge in CR Park. The bid was very reasonable but subsequently found out that a building permit is required and most treated wood products are no longer allowed. Because of this, the HOA will need to have a general contractor get the permit, design the new bridge and do the work. This will move the project into the Capital Improvement Fund area. The bridge sustained more damage from the car that hit it last November than originally thought and will need to be replaced and upgraded to meet insurance requirements. A board member suggested contacting Game Time (a playground equipment company) to see if they had an option for a bridge. The decking that is used for their play equipment is made of plastic and metal and is environmental friendly. Therefore it may be worth looking into. The board agreed.
- Canber has been authorized to replace the beauty bark along our common areas. Their bid came in under the \$2,500 authorized by the board.
- Canber has been asked to clean the moss off of the entrance signs to both CR and CW. They have agreed to do the work. An unsolicited proposal was received from another contractor to do the work but seemed very high.
- King County Department of Transportation was contacted about the leaning wooden fence around the retention pond in CW. They sent out a maintenance person to check the fence and determined that the fence does indeed belong to the county and will put in a work order to have it repaired.
- 5 Private Property Signs were ordered to post along the parameter of our parks. They indicate that our parks close at sunset and that no motorized vehicles, music, alcohol or drugs are allowed.
- It was said that watering of our common areas might be a major problem this summer. There will probably be some restrictions on water usage by the county and the HOA will need to keep costs down.
- Rocks have been placed to aid in blocking vehicle access at the northeastern corner of CR Park where a car entered last Thanksgiving.

Architectural Report: Not present to give a report.

Complaints Negotiations Report: The Complaint Negotiation Chairperson is currently working on 13 new complaints. There are 11 additional complaints that are pending and 10 complaints have been closed. A discussion of a couple homes that have received complaints and are noncompliant with the 30/60/90 day complaint process, took place. It was said that they are repeat offenders and will be receiving their final letter from the HOA's complaint process.

It's Spring-Cleaning time! A friendly reminder to all homeowners, that all exterior areas of your home must be consistently maintained and kept in a clean and attractive condition. Properly maintaining your home's appearance will keep our neighborhood looking its best and will help to maintain property values for the benefit of all members of our community.

Treasurer's Report: The February budget comparison report was presented and briefly discussed. It was said that dues income continues to steadily come in. The HOA tax return has been completed and is ready

to be signed and mailed. A motion was made to approve the Treasurer's report. The board passed the motion.

Committee Reports:

Capital Improvement Committee – After talking to several wetland consultants, J.S. Jones and Associates were hired to help determine what the HOA could and could not do in CR Park. They visited the site on 2/17/05 and were given a list of questions and a rough map with measurements that the committee provided. The committee contacted the consultant on 3/4/05 to get an update on the status of the report. They were told at that time that the HOA would probably not be able to place new equipment on any of the proposed new sites nor could they expand the site where the newest big toy is located. New equipment can be placed on the City of Seattle's site where the old big toy is located but were not sure if a permit would be required to do so. They also informed the committee that a building permit would be required to repair or replace the wooden bridge and that a Hydraulic Project Approval (HPA) might be needed from the Fish and Wildlife Service. King County DDES was contacted and indicated that a building permit would be needed to repair or replace the bridge due to it going over a stream. The plans will need to detail any clearing that is needed to get equipment on the site, how sediment will be controlled and indicate that any sawing will be done away from the stream. Treated woods are now outlawed and materials such as pre-cast concrete, steel, untreated cedar or recycled plastics will need to be used. The City of Seattle was contacted and they have no problem with the HOA placing new play equipment on the current site of the old big toy. The City of Seattle will look at the HOA's file to determine whether or not they can give the HOA a break on permit fees. A committee member had provided an application to apply to the Starbucks Park Improvement Grant Program. Grants of up to \$15,000 are provided to applicants that qualify and are chosen. After some research, it was determined that the HOA did not qualify because our park is not a public park nor are we a charitable organization. If you are interested in volunteering to be on the Capital Improvement Committee contact the HOA at (425) 227-4227.

The Welcoming Committee – 9 Welcome Packets were delivered to new homeowners on 2/26/05. 5 were in Candlewood Ridge and 4 were in Carriage Wood. If you are new to the neighborhood and would like an HOA information packet, contact Carmen at (425) 277-4280.

Block Watch Committee – If you are interested in resurrecting this important committee please contact the HOA. Volunteers for block watch captains are needed. (425) 227-4227. You can also call the King County Sheriff's Office Fairwood Storefront at (206) 296-3846 to get information on setting up a Block Watch Program.

Special Topics: Web and Email address:

Email - crcwhoa@hotmail.com

Web - www.geocities.com/crcwhoa

A motion was made to adjourn the meeting at 8:12 p.m.

Next Board Meetings:

April 19, 2005

May 17, 2005

June 21, 2005

Meetings are held at **7:00 p.m.** at the Fairwood United Methodist Church.

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 May 20th and 21st.
Mark your calendar and get ready to clean out those closets!

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