

## **Candlewood Ridge – Carriage Wood Homeowners' Association**

### **Board Meeting Summary**

**August 16, 2005**

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

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

**Others Present:** Carmen Duppenhaler - Recording Secretary and 2 Homeowners.

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

#### **Homeowner Concerns:**

- A lengthy conversation took place with a homeowner in Candlewood Ridge that had several complaints with the surrounding neighbors on her street. The HOA complaint process was explained and she was encouraged to send in written complaints so the HOA can take action to work with her neighbors to resolve the issues. All complaints must be received in writing, signed by the author and mailed to the HOA address to be valid.
- A homeowner asked that a reminder be given to everyone to please clear the bushes and trees away from the sidewalks in front of your home to allow pedestrians full use of the sidewalk. Also, be sure not to park your vehicles up on the sidewalk. With school starting soon, kids and parents will be walking on the sidewalks to and from school and the bus stops. A clear sidewalk makes it safer for pedestrians.
- A homeowner mentioned that bus service was eliminated from The Parks neighborhood in Fairwood. This will cause even more congestion in the Ridgewood Elementary School parking lot and surrounding streets. She wanted the police department to be aware of the traffic issue at 162<sup>nd</sup> and Petrovitsky, the intersection in front of the school. It backs up heavily before and after school and no traffic light at this intersection, makes it difficult to turn in and out of the school.

**Fire Department Report:** Not present at the meeting.

**Police Report:** Greg Carras, a volunteer for the Sheriff's office, gave a brief report. He mentioned there has been a problem with graffiti all through the Fairwood area. The police department is looking into a solution to this issue. A board member mentioned that the clear plastic bubble in CW Park had graffiti on it. The CAM Chairman will work to remove it.

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

#### **Common Areas Report:**

- The CR Park area has been vandalized with graffiti on the sidewalks, bridge and some of the signs. In addition, vandals have tried to weaken the bridge further by rocking it back and forth violently. The bridge seems to be relatively safe but the asphalt on the eastern side of it was broken away.
- The HOA made the decision not to turn the water on in our common areas this summer to save money. The lawns and shrubs are getting brown from lack of water but should recover once it begins to rain.
- Someone stole a golf cart and drove it around CR Park early morning August 15<sup>th</sup> using it to drive into everything they could. Damage was done to the mutt mitt station on the west side of the park.

- It is time for the HOA to pay for the permit to use the pipeline right-of-way in CR Park. A motion was made to pay the cost of \$677.04 to the City of Seattle for a 1-year lease to use the pipeline right-of-way in CR Park. The board passed the motion with a 4-1 vote.

**Architectural Report:** The ACC Chairman was not present to give a report but the board discussed the ACC approval process and how they are working to provide a quicker response to homeowner applications. A board member that volunteered to assist the ACC Chairman had a large stack of approval letters ready to be mailed out to homeowners.

A discussion took place regarding a homeowner in CR that installed a chain link fence prior to getting approval from the HOA. Per our Covenants, “Fences shall be well constructed of suitable fencing materials, other than chain link fencing which shall not be permitted, and shall be artistic in design and shall not detract from the appearance of the dwelling house...”. The HOA will contact the homeowner to work towards a resolution.

**Complaints Negotiations Report:** The Complaint Negotiation Chairperson presented the HOA complaints report to the board. Currently there is 1 new complaint, 10 pending complaints and 3 have been closed. Two additional complaints have entered the legal process due to being non-compliant. A discussion of some of the complaints on the list took place.

All complaints must be received in writing and signed by the author. Your name, address and phone number must be included on the written complaint so that the HOA may notify you that the issue is being addressed. You may then mail your complaint to the HOA address at P.O. Box 58397, Renton, WA, 98058. Complaints are kept confidential and you will remain anonymous.

**Legal and Insurance Report:** Paperwork was completed and submitted to renew the HOA insurance with CAU. The cost increased by \$500 for a total of \$9923. The HOA still wants to pursue changing to State Farm in the future but will need to complete the bridge repair in CR Park and also add barrier bushes or a fence along the stream before that can happen. A motion was made to renew the insurance with CAU for the next year. The board passed the motion unanimously.

**Treasurer’s Report:** The July budget comparison report was presented and briefly discussed. The current set of expenditures is in support of the sidewalk and bridge repair in CR Park.

#### **Committee Reports:**

#### **Capital Improvement Committee –**

- The Chairman talked to King County DDES on 8/2/05. They asked that the HOA include structural calculations and a temporary erosion control plan to the final drawings of the bridge in CR Park. An application for a grading permit was included in the paperwork they provided and an appointment will be needed to present the completed drawings as soon as they are available. A permit fee of \$1424.86 is required at the time of the appointment. On 8/15 a date was requested via email to submit the permit paperwork.
- The architects proposed plans for the bridge repair were presented to the board for review. A discussion followed.
- It was recommended that authorization be given to Clements General Construction to repair the wooden bridge in CR Park per the architect’s plans after the required permits are obtained. A motion was made to authorize the maintenance of the bridge, not to exceed \$19,000. The board passed to motion.

- It was also recommended that authorization be given to the Plano Bros to repair/replace the remaining sections of the asphalt path in the CR Park. A motion was made to repair the asphalt path in CR Park from the western entrance towards the south, to the wooden bridge, not to exceed \$12,000. The board passed the motion.

## **Rules & Regulations Subcommittee -**

- One amendment was made to the new rule and regulation document entitled “Architectural Control” that was sent out to homeowners in June. Information on installing a play structure was added to the document. A motion was made to approve the new Architectural Control rules and regulations document with the amendment. The board passed the motion unanimously.
- A discussion took place regarding park usage. The board is currently working on a new sign that will be placed in our parks that state some of the park rules.

**The Welcoming Committee** – 7 Welcome Packets were delivered to new homeowners in Candlewood Ridge on August 10<sup>th</sup>. If you are new to the neighborhood and would like an HOA information packet, call the HOA phone number at (425) 227-4227 and leave a voice message for Carmen to return your call.

A volunteer is needed for the Welcoming Committee! If you are interested in greeting new homeowners and learning more about this fun committee, please contact the HOA by calling (425) 227-4227 and leave a voice message for Carmen to return your call or send an email to [crewhoa@hotmail.com](mailto:crewhoa@hotmail.com).

**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 - [crewhoa@hotmail.com](mailto:crewhoa@hotmail.com)

Web - [www.geocities.com/crewhoa](http://www.geocities.com/crewhoa)

A motion was made to adjourn the meeting at 9:36 p.m.

### **Next Board Meetings:**

September 20, 2005

October 18, 2005

November 15, 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**

A volunteer is needed for the Welcoming Committee! If you are interested in greeting new homeowners and learning more about this fun committee, please contact the HOA by calling (425) 227-4227 and leave a voice message for Carmen to return your call or

send an email to [crcwhoa@hotmail.com](mailto:crcwhoa@hotmail.com).

When visiting our parks, please PUT LITTER IN ITS PLACE. Garbage cans are located throughout our parks as well as Mutt Mitts for your convenience. If you go to the park to brush your pet, please be considerate by picking up your pet hair and disposing of it in the garbage can. We want our parks to be a pleasant place for everyone. Thank you!

As a reminder, when parking on our neighborhood streets, please be sure not to have any of your vehicles tires on the sidewalk. Cars parked up on the sidewalk become a public safety issue to pedestrians and violators can be cited \$50 by the police.

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.