

Candlewood Ridge – Carriage Wood Homeowners' Association

Board Meeting Summary

September 20, 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, Jerry Woolett and John Utz.

Others Present: Carmen Duppenthaler - Recording Secretary, Shena Kelly – Administrator/Bookkeeper and 2 Homeowners.

This monthly meeting was called to order at 7:02 p.m. at the Fairwood United Methodist Church.

Homeowner Concerns:

- A homeowner commented on how nice the new bridge in Candlewood Ridge Park is. Unfortunately, within a week of its completion someone had carved graffiti in the top railing. The board would like the homeowners to know how disappointed they are that this has happened. If you live in the Candlewood Ridge or Carriage Wood neighborhood, you are a member of our association and helped pay for this new bridge. It cost the HOA a total of \$19,000 to repair the bridge and only a moment for someone to deface it. The board encourages homeowners to take care of our new bridge and our parks. Please call 911 immediately to report anyone violating our parks in any way.

Fire Department Report: Fire District 40 representative Johnson was present at the meeting to give a report. During August, Fire District 40 responded to 168 EMS/Rescue calls and 25 Fire calls. The devastation left behind by Hurricane Katrina is a good reminder to us here that by taking steps now to store emergency food and water supplies, you can provide for your family in the event of an earthquake, volcanic eruption or other disaster that could strike our community. For more valuable information log onto their website at www.fd40.com. A reminder was given to prevent chimney fires by having your chimney and heating appliances inspected and cleaned if necessary. A question was asked regarding the recent fire in the Carriages Apartments. It was said that the cause is still under investigation but that no one was injured. The tenant tried to put the fire out and waited too long to call 911. It quickly spread throughout the building. It's a good reminder to everyone to call 911 immediately if a fire erupts in your home even if you think you can put it out yourself.

Police Report: Officer Sam Shirley was present to give a report. He stated that things had been quiet except for some car prowls in our area. Do not leave valuables in plain view inside your vehicle. There have been several cars broken into in the Albertson's Shopping Center parking lot even during the day light hours. The new Sheriffs office will be opening soon in the Albertson's Shopping Center.

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

Old Business:

- The HOA website was discussed. Currently an old Yahoo Geocities account is being used for the website that is free of charge. However, it's very limited as to the contents we can provide to our homeowners. The board would like to redesign and move the current website to a new updated system that will provide our homeowners with more HOA information on the web. A website hosting fee was approved by the board several months

ago. A homeowner present at tonight's meeting volunteered to help design the new website and the current website administrator will continue to maintain it.

- A Cub Scout troop has expressed interest in cleaning the moss off our entrance signs. It was said that a Boy Scout troop would be contacted to assist the Cub Scouts with the project.

New Business:

- The annual meeting of the CR/CW HOA will be held on January 31, 2006 at 7:00 pm at the Fairwood United Methodist Church. Mark your calendar and plan to attend.
- A motion was made to increase the dues by the allowed 3%. It was seconded and passed by the board.

Common Areas Report:

- The CAM Chairman is still seeking a way to remove the graffiti from the sidewalk on the east side of CR Park. Several products have been tried as well as pressure washing, but nothing has worked well. Mercuric acid was suggested as a cleaning agent that may remove the paint. The CAM board member will purchase the mercuric acid and attempt to remove the paint. As mentioned above, if you see someone vandalizing our neighborhood, please call 911 immediately.
- A comment was made that the lawns and shrubs are looking better since we are now getting an occasional rainfall.

Architectural Report: The ACC Chairman was not present at the meeting, however an updated ACC report was distributed and reviewed by the board. Since August, twelve new applications have been received and approved as follows:

4 Paint, 2 Roofs, 1 Window Replacement, 1 Landscaping Backyard, 1 Gutter Replacement, 2 Fences and 1 Deck.

A discussion took place regarding synthetic materials being used for decks and fencing. Currently decks made with synthetic materials are now being approved by the HOA and the committee will be setting a standard for future fence requests made of this type of material.

Aluminum siding has been noted in the Candlewood Ridge neighborhood. The ACC committee will be meeting to discuss and set a standard for vinyl and aluminum siding requests.

Complaints Negotiations Report: The Complaint Negotiation Chairperson presented the HOA complaints report to the board. Currently there are 15 new complaints, 9 pending complaints and 1 has 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: The HOA insurance with CAU has been renewed. The HOA still wants to pursue changing to State Farm in the future. The required new bridge with railing is now in place in CR Park. The required barrier will now need to be added to prevent small children from accidentally walking down to the stream edge and falling in. A discussion followed.

Treasurer's Report: The August budget comparison report was presented and briefly discussed. The proposed 2006 budget report will be presented at next month's meeting for review.

Committee Reports:

Capital Improvement Committee –

- The committee chairman visited King County DDES on 9/9/05 and delivered the plans with the additional data DDES had requested for the HOA bridge maintenance permit. Then later that day he met with Clements General Construction at CR Park. They began the bridge repair on September 12th and completed the project on September 19th. DDES inspected the site while construction was taking place and will again inspect the completed project.
- The Plano Bros was contacted about repairing the worst portions of the asphalt path on the west side of CR Park. They plan to start the project the first week in October. Repairing the asphalt ramps to both sides of the bridge is included in the project.
- A bid has been received from Canber (our maintenance contractor) to plant barrier plants along the stream in CR Park, in accordance with our architects plan, for just under \$1400. A discussion took place about the different kinds of plants and fencing that could be used for the barrier. Large rocks were also suggested. A motion was made to have Canber install the recommended plants to complete our plan on record. The board passed the motion.
- Canber was asked to remove the old big toy in CR Park now that school has started. It was noted that one of the metal plates in one of the belt swings had rusted through and the seat had torn completely in half. Fortunately, no one was injured. The big toy will be removed on September 21st or 22nd. The picnic table located next to the old big toy will be moved up near the new big toy until the equipment is replaced.
- The HOA has essentially used or committed all the capital expense funds for this year. There is one year remaining on the original 5-year plan. This plan will need to be revisited and the HOA will need to come up with a new 5-year plan.

Rules & Regulations Subcommittee - At last month's meeting, the board approved the new rule and regulation document entitled "Architectural Control". This document will be sent out to homeowners in the next HOA mailing at the end of this month.

The Welcoming Committee – Nothing to report this month. 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 would like to learn 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.

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 location 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 9:15 p.m.

Next Board Meetings:

October 18, 2005

November 15, 2005

December 20, 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 would like to learn 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.

*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. We want our parks to be a pleasant place for everyone. Thank you!

*Please check the sidewalks in front of your home and be sure to clear the bushes and trees away from the sidewalks to allow pedestrians full use of the sidewalk. Also, be sure not to park your vehicles up on the sidewalk. With school now in session, children and parents are walking to and from school and bus stops in our neighborhood and a clear sidewalk makes it safer for the pedestrians to travel.

*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.