

Candlewood Ridge – Carriage Wood Homeowners' Association

Board Meeting Summary

December 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 Sondra Woolett.

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

This monthly meeting was called to order at 7:03 p.m. at the Fairwood United Methodist Church.

Homeowner Concerns:

- A homeowner inquired about replacing the windows on their home. Per our Covenants, window replacement requires approval from the ACC committee prior to starting the project. Requests must be received in writing by using an ACC approval form that can be found in the Fairwood Flyer or on the HOA website at www.geocities.com/crcwhoa.
- Two homeowners present at the meeting offered to help with redesigning a new website for the HOA. A discussion followed about several additional options and ideas that could be useful to homeowners on our website. Redesigning the HOA website has been discussed at previous meetings as a good volunteer opportunity for a homeowner with web knowledge and the board appreciates them offering to help.

Fire Department Report: Not present to give a report.

Police Report: Officer Sam Shirley was present to give a report. Mail theft is currently high and homeowners are encouraged to send outgoing mail via the post office and not by using your personal mailbox. The red flag up on your mailbox attracts thieves. A board member mentioned that a locking mailbox on their mailbox stand was recently vandalized and that several others in our neighborhood had been reported as well. The new Sheriff's office will be opening soon in the Albertson's Shopping Center and they are in need of volunteers. If you are interested in volunteering to work at the new Sheriff's office please call (206) 296-3846 and ask for an application packet. You must pass a background check and polygraph test to qualify.

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

Old Business: None.

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. Two board positions are reaching the end of their term and several committee volunteer opportunities are available. Also, a Fairwood Task Force representative will be asked to give a City of Fairwood presentation.

Common Areas Report:

- Some minor tree damage occurred in Candlewood Ridge Park during the recent windstorm. Canber has been asked to provide cleanup services.

Architectural Report: The ACC Chairman was not present at the meeting, however an updated ACC report was distributed and reviewed by the board. Since last month's meeting, 3 new applications were received and approved as follows:

2 Roofs and 1 Mailbox.

Three board members are now working on the ACC Committee and are up to date on processing application requests.

Complaints Negotiations Report: The Complaint Negotiation Chairperson stated that 1 new complaint was received and she continues to work with homeowners on the pending complaints that are in process.

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: Nothing new to report.

Treasurer's Report: The November Budget Comparison report was presented and reviewed. It was said the budget looked good and the HOA saved a large amount of money on the water bill this year by not running the sprinklers last summer. The final bill was paid to the contractors for completing the path repair in Candlewood Ridge Park.

Committee Reports:

Capital Improvement Committee –

- Work has been completed in Candlewood Ridge Park as follows. The asphalt path was repaired, bridge repaired, new barrier plants installed along the stream and removal of the old big toy have all been completed. An email has been received from King County DDES indicating the final inspection was completed and the work approved. Written approval is to follow.

The Welcoming Committee – 18 welcome packets were delivered to new homeowners in November. 4 were in Carriage Wood and 14 in Candlewood Ridge. 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 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 8:03 p.m.

Next Board Meetings:

January 17, 2006

January 31, 2006 – Annual Meeting

February 21, 2006

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 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! Two board positions are reaching the end of their term and several committee volunteer opportunities are available. Also, a Fairwood Task Force representative will be asked to give a City of Fairwood presentation. You won't want to miss it!

*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.