

Candlewood Ridge – Carriage Wood Homeowners' Association

Board Meeting Summary

July 17, 2007

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

Board Members Present: George McGill, Jerry Woolett, Lloyd Mantilla, Curt Whitaker, and John Utz.
Others Present: Shena Kelly – Administrator/Bookkeeper, Carmen Duppenhaller – Recording Secretary and 6 Homeowners.

This monthly meeting was called to order at 7:01 p.m. at the King County Sheriff's Office – Fairwood Storefront.

Homeowner Concerns:

- A homeowner that lives near the new play structure at Candlewood Ridge Park came to the meeting to again express his concerns. He is not happy about the excessive noise that is now occurring at the park and stated a group of kids were at the park the night before at approximately 10:30 pm that were being very loud and noisy. The homeowner says kids are partying at the park on a regular basis and the police have provided little to no response. Officer Shirley said he would put the word out to other officers to patrol the park and issue trespassing warnings to anyone in the park after dusk. A homeowner suggested installing motion lights in the parks. Another idea was to install automatic sprinklers that would go off when people enter the park after dark. *As a reminder, our parks are private property and exist for the use of CR/CW residents and their accompanying guests only, between the hours of 9:00 am until dusk. Residents are asked to please adhere to the HOA guidelines and to be considerate of the neighbors that adjoin our common areas.
- A homeowner in CR asked a question about a neighbor's rental home that has been vacant for a long time. They said the yard is not being maintained on a regular basis and are concerned about it being empty for so long. The Complaint Chairman stated the house is currently in the beginning stages of the complaint process and encouraged the homeowner to submit an additional written complaint.
- A homeowner thanked the board for all the volunteer work they do and commented that the minutes published in the Flyer were very informative.
- A Boy Scout attended the meeting who is working towards earning his Eagle Scout Project Award. As his Eagle Project, he would like to install a bench in Candlewood Ridge Park and signs identifying the park as a designated wetlands area. He met with King County DDES and reviewed the signs they have available. His troop would also like to schedule a day to clean up the garbage around the stream and wooded area of the park.
- A homeowner presented an ACC request form for a new fence and shed.

Fire Department Report: Not present at the meeting.

Police Report: Officer Sam Shirley was present to give a report. He reviewed information from the July Fairwood Community Crime Watch Newsletter. Residents can read the Sheriff's monthly newsletters in the Fairwood Flyer or on our HOA website at www.crcwhoa.org by clicking on Crime Watch Report. Officer Shirley stated that a group of teens had broken into the Cigar Shop in the Albertson's Shopping Center. The owner took matters into his own hands and fired a gun at the suspects.

The HOA board approved \$10,000 for Sheriff Patrol in this year's budget to help decrease crime and

vandalism in our neighborhood. Random patrolling have began in both the CR and CW neighborhoods. Officer Shirley stated he had issued several parking citations to residents who have parked their cars up on the sidewalk. Several warnings have also been issued to speeding cars and a log is being kept of the offenders. Drivers that are pulled over a second time for speeding will result in a ticket. Officer Shirley stated it was pretty quiet in our parks on July 4th and had no major incidences to report.

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

Old Business:

- ***The CR/CW Neighborhood Summer Picnic** is scheduled for Saturday, August 11th, 2007 from Noon to 4:00 pm at Carriage Wood Park! The CR/CW HOA will provide Jumping Toys & BBQ Hotdogs at the event. Bring your own Picnic Lunch, Blankets, Frisbees, Yard Games, Sunscreen, etc. and join your neighbors at Carriage Wood Park for an afternoon of fun. Volunteers are needed for set-up and take down. Contact Jerry via email at info@crwhoa.org to help.

New Business: None.

Common Areas Report:

- The board continues to carry on a dialogue with the county concerning repairs/replacement of the fence around the retention pond located along SE 184th St. in CW. The county removed the old wood fence and decided to install a new fence. Installation date is unknown. Based on past communication, it will likely be replaced with a chain link style fence.
- The City of Seattle cut down one large tree near the asphalt path along the west side of the pipeline right-of-way in CR Park to prevent the tree from falling and damaging power lines. In response to a call from the Common Area Maintenance Chairman, they cut down the 15' stump left behind by the original trimming crew and removed all logs.
- Water at the two parks and the main entrance to CR was turned on July 5th. Canber then checked out the sprinkler systems and had to replace some of the sprinkler heads. Watering is presently occurring 4 days a week for about 30 minutes.
- Canber has been asked to clean up the area along the edge of the retention pond located in the northeastern corner of CR.
- The HOA received an email from a homeowner that yellow jackets were stinging people near the new playground equipment at the south end of CR Park. Neither the yellow jackets, nor their nest could be located during several subsequent visits to the location.
- This year there were very little firework debris and no noticeable damage from them in our parks. The HOA would like to thank everyone who observed the "No Fireworks in the Park" policy.

Architectural Report: 24 new ACC request forms were received since last months meeting as follows:

2 Fences
9 House Paint
1 Window
7 Roofs
1 Mailbox Stand
3 Landscaping

1 New Siding

Three warning/reminder letters were submitted to homeowners who began projects without first submitting an ACC Request Form and receiving approval for their projects. Failure to submit the form can result in a \$100 non-recurring fine.

A new CR/CW HOA Architectural Control Request Form is now available for homeowner use on our website at www.crcwhoa.org. All architectural Control Request Forms need to be signed and submitted by mailing to the HOA address at P.O. Box 58397, Renton, WA, 98058. Email request forms will not be processed.

As a reminder, it is the homeowner's responsibility, not the contractor, to insure an ACC request signed by the homeowner is submitted and approval received prior to commencing external home improvement projects. A \$100 fine can be imposed for not following this procedure. The ACC has up to 30 days to respond to an ACC request but tries to respond much sooner. It is recommended that if a response to an ACC request has not been received within two weeks, the homeowner contact the ACC Chairperson via email at architecture@crcwhoa.org or by leaving a voice message at 425-227-4227. ACC request forms can be found in the Fairwood Flyer or on the HOA website at www.crcwhoa.org.

Complaints Negotiations Report: Since last meeting, 19 new complaints were received that included:

- 15 - Yard Maintenance
- 1 – House Maintenance
- 2 – Vehicles
- 1 – Garbage Can & Basketball Hoop

24 additional complaints are pending and are in the complaints process. 10 complaints are now closed. 3 homes are accruing fines for being non-compliant. 11 closure letters were sent out thanking homeowners who resolved their complaints.

As a reminder, 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 the HOA can 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. The HOA will keep confidential, to the full extent of the law, all personal information that is submitted, including the complainant's name. Complaint forms can also be found on the HOA website at www.crcwhoa.org.

Legal and Insurance Report: Nothing new to report.

Treasurer's Report: The June Budget Comparison and Capital Improvement Fund reports were presented and briefly discussed. A billed arrived from State Farm, the HOA insurance company, and the insurance premium only went up 20 cents from last year.

Joelle Hinterburger has resigned as HOA Treasurer but will continue as Board Member at Large. A motion was made to elect Jerry Woollett as the new Treasurer for the remainder of 2007. It was seconded and passed by the board.

Committee Reports:

Rules & Regulation (R&R) Committee –

- The Leasing/Rental of Homes R&R was submitted to the homeowners for their review and comments. It has been revised slightly based on homeowner comments. A motion was made to

accept the revised version of the Leasing/Rental of Homes R&R as written. The board passed the motion. Signing of the document took place. The final approved document will be mailed out to homeowners.

- The special meeting to vote on accepting the Bylaw Amendments was held in conjunction with this our regular meeting. An overview was given of the amendments. 82 proxy votes were received plus there were 10 voting homeowners at tonight's meeting, for a total of 92 votes. A majority of at least 85 votes were needed to pass the amendments. A motion was made to accept the Bylaw Amendments as written. The motion was passed by a vote of 92-0.

Park Usage Committee – No report this month.

Capital Improvement Committee – A proposal has been received for removal of the old basketball court concrete slab in Carriage Wood Park and replacement with a new concrete slab that would have a two sided basketball hoop in the center. Total proposed cost came to \$23,325 plus tax. Repair of the existing concrete slab was considered but repairs would only be temporary and would need to be redone within 5 years. The new arrangement, if approved would provide two half courts. This is a project that could be considered for implementation next year. Completion of the concrete path repairs in Candlewood Ridge Park is also a possible project for next year.

The Welcoming Committee – 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 request to info@crcwhoa.org.

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: Visit our NEW Website and contact the HOA via Email at:

Web - www.crcwhoa.org

Email – info@crcwhoa.org

A motion was made to adjourn the meeting at 8:55 p.m.

Next Board Meetings:

- August 21, 2007
- September 18, 2007
- October 16, 2007

Meetings are usually held at **7:00 p.m.** at the Sheriff's Office, Albertson's Shopping Center. All Homeowners are welcome to attend. (425) 227-4227

Candlewood Ridge / Carriage Wood Announcements & Reminders

*The **CR/CW Neighborhood Summer Picnic** is scheduled for Saturday, August 11th, 2007 from Noon to 4:00 pm at Carriage Wood Park! The CR/CW HOA will provide

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*The HOA is still looking for a group interested in performing a **Community Service Project** to clean the moss from our entrance signs. For more information, send an email inquiry to info@crcwhoa.org. Thank you!

***Candlewood Ridge and Carriage Wood Parks are private parks for the use of CR/CW residents and guests only.** Our parks are available to homeowners for organized activities such as sporting practices, parties, etc. by reservation only. To request the use of our parks, contact the HOA via phone at (425) 227-4227 or by email at info@crcwhoa.org.

*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.