

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

**Minutes of the Meeting  
September 16, 2008**

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

**Board Members Present:** George McGill, Jerry Woolett, Sondra Woolett, Valerie Frazier and John Utz.

**Others Present:** Elmira Utz – Recording Secretary, Officer Sam Shirley, Webmaster Kevin Idzi and one home owner.

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

**Homeowner Concerns:**

None present

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

**Police Report:**

32 Hours of Random Patrols for the month.

34 Traffic Contacts-including speeding, failing to signal, failing to stop at stop signs,

21 Parking violations,

8 Trespassing in parks

Discussed illegally parked vehicles with “for sale” signs. Also want to remind all homeowners to not park on sidewalks.

A complaint was made about people ignoring the 4 way stops in school zones. The HOA would like everyone to keep in mind that school is in session and children are present on our neighborhood streets.

Discussed the loud “explosion” heard by many Candlewood residents in early September. Seems to have been in the park and officers were not able to determine the source, though it was likely fireworks.

**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:**

Website update and discussion: board considered the idea of carrying home listings for the neighborhood on the HOA website as a way to bolster interest in our community. The plan is to

add Eagle Scout projects, recent stats and a newsletter. Home owners are encouraged to sign up for the HOA email mailing list to receive community announcements.

### **New Business:**

A Mutt Mitt station was reported as damaged by Common Area Maintenance. A motion to replace it for the cost of \$72.00 made, seconded and passed.

### **Treasurer's Report:**

- Financial Statement Summary – For this time of year our total income and expenses are about as budgeted.  
Approximately \$3000 has been billed for watering our parks this summer, and over \$5600 in delinquent dues and fines has been collected. Both these items will be reflected in the October financial statements.  
Thirty-two hours of random King County Sheriff's patrols were provided during the month of August.

### **Committee Reports:**

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

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- Canber has been contacted and has promised to do the curb area around the CW retention pond within the next two weeks
- Water has been turned off for this year and Canber will blow out the lines in Oct. to prevent damage to the pipes in the winter from freezing.
- Canber is working on estimates for replacing the RR timbers at CR entrance with the same or blocks as asked for at the Annual Meeting.
- With our continued good weather we are going to leave the sheriff's patrols on Summer schedule for a while. Homeowners are encouraged to call 911 when unlawful or unauthorized activities are observed in our parks. Case # 07-250561 should be cited when making such calls.
- Reminder: Our parks are private parks which exist for the use and enjoyment of HOA residents, their families and guests. They are not public parks. Our park usage rules apply to everyone. Following are some of the rules that have been established to maximize safety and to minimize liability and maintenance costs:
  1. Park Hours: 9:00 am to Dusk.
  2. No smoking, alcohol, drugs, loud music, golfing, motorized vehicles or Fireworks allowed.
  3. Animals must be leashed and owners are responsible for cleaning up after their animals.

### **Architectural Report:**

- Twenty-three ACC requests were submitted since the last meeting. Five for a new roofs, eight for painting, one for a fence, two for decks, two for window replacements, and five

for landscaping. Three warning/reminder letters were delivered to homeowners who began projects on their home without submitting an ACC Request and getting approval prior to commencing the work.

- Reminder - Our CC&Rs and Rules and Regulations clearly state that exterior projects such as roofs, painting, fencing, decks, major landscaping and patios require the submission and approval of an ACC request before commencing the project. The ACC has up to 30 days to respond to an ACC request but tries to respond much sooner than that. It is recommended that if a response to an ACC request has not been received within two weeks, the homeowner should contact the ACC Chairman via email at [architecture@crcwhoa.org](mailto:architecture@crcwhoa.org) or by leaving a voice message at 425-227-4227. Please do not contact the ACC chairman via a home phone number.

#### **Complaints Negotiations Report:**

Discussion of garbage cans not being placed behind screens. The HOA reminds homeowners that garbage cans should be stored out of site after garbage pickup is finished.

- There are currently 41 open active complaints
- 11 are in the fine stage:
  - 5 for fines that continue to accrue
  - 6 for fines that are unpaid but non-compliance issue is resolved
  - 13 have received their 1st non-compliance letter
  - 8 have received their 2nd non-compliance letter
  - 4 has received the 3rd and final non-compliance letter
- 14 complaints were closed since the last meeting.
- One homeowner submitted a letter with multiple complaints that are waiting processing.

#### **Legal and Insurance Report:**

Communication continues with the HOA attorney regarding the complaint made by a homeowner against the Association and individual Board Members.

#### **Rental Home / Change of Address Committee**

Committee chair was not present. Report on the July Rental committee meeting expected at the September meeting.

#### Changes of Address and Rentals

- Reminder – When HOA correspondence needs to be delivered to an address other than the HOA street address, your HOA needs to be notified in writing of the correct address to send the correspondence. This applies to absentee homeowners who are renting or leasing their homes, homes that are vacant, and homeowners who choose to receive their correspondence at a PO Box or alternate address. In addition homeowners who are renting or leasing are required to comply the provisions of the Leasing/Rental of Homes/Tenants Rules and Regulations.

**Capital Improvement Committee** – Nothing new to report.

**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](mailto:info@crcwhoa.org).

**Special Topics:** Visit our Website and contact the HOA via Email at:

Web – [www.crcwhoa.org](http://www.crcwhoa.org)

Email – [info@crcwhoa.org](mailto:info@crcwhoa.org)

A motion was made to adjourn the meeting at 8:42 pm.

**Next Board Meetings:**

- October 21, 2008
- November 18, 2008

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

## **Candlewood Ridge / Carriage Wood Announcements & Reminders**

**\*ACC Requests** - The HOA CC&Rs and Rules and Regulations documents clearly state that exterior projects such as roofs, painting, fencing, decks and patios require the submission and approval of an ACC request before commencing the project. 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](mailto: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](http://www.crcwhoa.org). *Please do not contact the ACC Chairperson via a home phone number.*

**\*Carriage Wood and Candlewood Ridge Parks** – A policy has been established to maximum safety, minimize liability and maintenance costs, while allowing homeowners of the association to enjoy our parks. Rules to accomplish this include:

- Park hours: 9:00 am until dusk
- No smoking, alcohol, drugs, loud music, golf, motorized vehicles or fireworks are allowed
- Animals must be leashed and owners are responsible for cleaning up after their animals

**\*HOA Website** - Visit the CR/CW HOA website at [www.crcwhoa.org](http://www.crcwhoa.org) to read messages on our Bulletin Board, monthly meeting Minutes, Rules and Regulations documents and much more!

**\*Trash and Recycle Receptacles** – A friendly reminder to homeowners that Garbage Cans, Recycle and Yard Waste Receptacles are to be properly stored behind a fence or inside the garage where they are not visible from the street.