

# Candlewood Ridge – Carriage Wood Homeowners’ Association

Minutes of the Meeting  
January 20, 2009

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

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

**Others Present:** Elmira Utz – Recording Secretary, Officer Sam Shirley, and six home owners.

This monthly meeting was called to order at 7:00 pm. at the King County Sheriff’s Office – Fairwood Storefront.

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

**Police Report:**

- 15 Traffic Contacts
- 12 Parking violations,
- 1 Trespassing in parks
- 1 Vehicle Impounded

A series of burglaries has occurred in our neighborhoods. The following pattern has emerged – frantic ringing and pounding on the door and then the burglars break down the back door if nobody answers. They have broken both wooden doors and glass sliders. Do not give anyone the impression you are not home if you are present-speak through the door if you are not comfortable opening the door to a stranger. 12-7 pm has been the usual time of the break ins. The thieves are targeting laptops, flat screens, cash, etc. Possibly connected to a dark Pontiac or beige sedan. Call 911 if you see anyone in the area fitting any of these descriptions/circumstances.

There was a discussion about solicitation in our neighborhoods. Both Candlewood Ridge and Carriage Wood are posted with no solicitation signs, however this does not mean that all solicitors are disallowed. A no solicitation sign near your front door carries more weight. It's OK to notify solicitors of the signs and report them to the police if they persist in soliciting.

An illegally parked trailer issue taken care of-Sam received a promise to move. 2 Illegally parked cars were given notice as well.

Car prowls are up-remove valuables-even just loose change-from your vehicles.

A home owner asked if there is a law regarding un-muffled car noise. There is a very loud car driving by his home at the same time each day. There is a law regarding noise level on cars and it is ok to report it if you can give some identifying information on the vehicle.

Another home owner inquired about a dog attack she witnessed in Candlewood Ridge. Loose dogs which are considered dangerous-as in behaving aggressively towards other animals or humans, should be reported to the Sheriff's office-you do not have to wait for animal control if there is an unsafe situation.

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

### **Homeowner Concerns:**

Discussed the ongoing concern of a homeowner regarding RV/Boat parking. His idea is to open RV parking in the Summer months to accommodate owners who are taking their RV's out frequently. He would like to get feedback and possibly start a petition. You can reach him at [Jimmoore66@msn.com](mailto:Jimmoore66@msn.com) to contribute to this potential project.

A homeowner who's garbage can was reported as not properly screened expressed dismay at the rule and feels the HOA is overstepping its bounds in asking for them to be screened, feels someone in the neighborhood randomly targeted fellow homeowners, and feels the issue is causing homeowner resentment. Homeowner brought pictures of their home and requested specific direction. Response: the R&R's say that garbage cans must be screened from public view. We are a reactive board and have a responsibility to respond to complaints. There was a large complaint filed and the board reviewed each one individually-but does not have the resources to provide specific instruction regarding where to place garbage cans. However, board member Curt Whitaker agreed to come by the homeowners' property and review the situation.

Burst Pipes: Board is working hard to get rental houses owner information. A recent incident with a rental house illustrates why this is so important-in the cold weather pipes burst in a vacant rental house causing enough water to flow that neighbors called the fire department. The HOA was contacted to supply owner contact information but we didn't have any current owner contact information.

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

- End of Year 2008 Financial Statement Summary Facts:
  - We ended the year with a \$9476 surplus in our operating budget. The surplus was mostly due to unusually high amount of fines and interest collected during the year.
  - Ended year with 57 homeowners owing delinquent dues amounting to \$9049. Considerably higher than in years past.
  - 39 liens were filed for dues delinquent more than one year.
  - It is highly unlikely we will receive the large amounts of fines and interest that we received in 2008 this year.
- Recommend we transfer \$4500 from our surplus operating fund to our legal reserve to restore the \$4500 we borrowed from it earlier in 2008.
- Several large delinquent dues and fine accounts have been turned over to our attorney for resolution.
- Most of the HOA's financial data has been transferred over to the new financial and

management software. Next April's quarterly statements should be generated by the new software.

- Our 2007 audit is nearly complete and financial data has been submitted to our CPA for the 2008 financial review.
- Sixteen hours of random King County Sheriff's patrols were provided during the month of December 2008.
- Note: The HOA has a new phone number 425-738-8611. We were not able to port over the old phone number as we desired.

### **Complaints Negotiations Report:**

- There are currently 21 open active complaints
- 2 are in the fine stage
- 4 have received their 1st non-compliance letter
- 10 have received their 2nd non-compliance letter
- 5 has received the 3rd and final non-compliance letter
- 20 complaints were closed since the last meeting.
- Unscreened garbage and recycle containers is one of our most frequent non compliance issues. A few homeowners have questioned the meaning of "screened from Public View". Our aesthetics R&R does not use the words "partially screened". Therefore the words "screened from public view" means the containers must be totally concealed or made invisible from public view. As often mentioned in our minutes, a couple of acceptable ways to accomplish this is to place the containers behind a fence or in the garage. **If you wish to build some kind of screen you must submit the plan to the ACC for approval.**
- Remember that our rules and regulations require Christmas lights and other holiday displays to be removed from view 30 days following the date of the holiday.
- We are still receiving reports of mail theft in the neighborhood. If you are a victim, the theft should be reported to the Post Office and the Sheriff's office. We recommend homeowners purchase heavy duty individual lockable mailboxes or go in with your neighbors to obtain a locked cluster mailbox. Replacing mailboxes is the responsibility of individual homeowners.

### **Committee Reports:**

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

- Vandalism way down last month at CR park.
- Regarding snow and storms-minimal damage in parks other than a few branches and small trees broken or blown over. One large bush by CR path pushed over into a Homeowner's driveway-Camber will be contacted to clean it up.
- Canber has been cleaning off the sidewalks and clearing debris from the street drains on the streets by the Parks. Reminder to all Homeowners to please keep storm drains by your house and end of streets clear of debris.

**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 minimize liability and maintenance costs:

- Park Hours: 9:00 AM to dusk
- No Smoking, alcohol, drugs, loud music, golfing, motorized vehicles or Fireworks are allowed.
- Animals must be leashed and owners are responsible for cleaning up after their Animals.

### **Architectural Report:**

- Three Acc Requests were submitted since the last meeting. One for a fence, one for window replacement, and one for a roof. One reminder/warning letter was submitted for a project started without submittal of the required ACC request.
- 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) 738-8611 . **Please do not contact the ACC chairman OR ANY BOARD MEMBER via a home phone number.**
- **Reminder to all homeowners that if you have a damaged roof you can email or phone to expedite a response & processing of paperwork.**

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

Current pending litigation had first court date-requested individuals named in the suit be removed. Judge dismissed individuals “with prejudice” meaning the plaintiffs are discouraged from being re-added. Now suit is just against the HOA and not individual members and their spouses and “marital property”. This is felt to be a positive step.

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

Nothing to new to report.

**Capital Improvement Committee** – Nothing new to report-if you have any suggestions please e-mail them.

**Welcoming Committee** – If you are new to the neighborhood and would like an HOA information packet, call the HOA phone number at (425) 738-8611 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)

**Old Business:**

On January 27<sup>th</sup> the HOA will be hosting the Annual Meeting in the Parlor of Fairwood Community United Methodist Church at 7:00 pm. A projector has been secured.

**New Business:**

- Motion to move \$4500 from 2008 operating fund surplus to legal fund to restore what was borrowed earlier in the year.
- Discussion of credit card for purchases-concerns raised about fraud potential and personal credit impact- a suggestion was made to look into a debit card. This idea too was deemed to have problems.

A motion was made to adjourn the meeting at 8:34 pm.

**Next Board Meetings:**

- February 16<sup>th</sup> at the Fairwood Storefront
- March 16<sup>th</sup> at the Fairwood Storefront

Meetings are usually held at **7:00 pm.** at the Sheriff's Office, Albertson's Shopping Center. All Homeowners are welcome to attend. (425) 738-8611

**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.