

Candlewood Ridge – Carriage Wood Homeowners' Association

Minutes of the Meeting September 15, 2009

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, Curt Whitaker, John Newcome, John Utz, Valerie Frazier

Others Present: Homeowner, Elmira Utz – Recording Secretary, and one homeowner

This monthly meeting was called to order at 7:05 pm. at the King County Sheriff's Office – Fairwood Storefront.

Fire Department Report: Not present at meeting.

Police Report: Not present at meeting. Be sure to call 911 if you witness any suspicious activity in our neighborhoods. The new case number to cite for park disturbances is 09-179682.

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.

Homeowner Concerns: None

Committee Reports:

Treasurer's Report:

1. August 2009 Financial Statement Summary Facts:

- * Approximately 99% of our budgeted annual income has been received.
- * Expenses are about as expected.
- * No change in reserves:
 1. Capital Fund \$36,695.53
 2. Legal \$20,000.00
 3. General \$25,000.00
- * We remain in good financial shape at this time.

2. Five of our most delinquent accounts were turned over to the HOA's attorney for aid in collecting the delinquent assessments. One of the delinquent accounts has subsequently settled and one is currently being handled by the Treasurer. We have heard nothing back from the other three.

3. On the advice of our HOA attorney, we plan on sending out a certified letter with a copy of the recorded lien attached to all homeowners with outstanding liens in the next couple of weeks.

4. Those that still owe 2009 dues assessments or are delinquent will be receiving statements around October 1, 2009.

Architectural Report:

1. Fifteen ACC requests were submitted since the last meeting. Eight for paint, one for a shed, four for windows, and two for landscaping type projects.

2. 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@crwhoa.org or by leaving a voice message at 425-738-8611. For emergency type repairs notify the ACC Chairman as indicated above and mention that it is an emergency type situation. Please do not contact the ACC chairman via a home phone number.

3. Please remember we do not accept ACC request forms via email. Please mail them to CR/CW HOA, PO Box 58397, Renton, WA 98058.

4. The HOA's policy/guidelines with regard to allowing additional driveways on the opposite side of a home from the originally installed driveway was discussed. It was pointed out that our Covenants and our Architectural Control R&R require the submittal and approval of an architectural control request form for all major landscaping projects, including the expansion or addition of driveways. It has been our policy that expanding a driveway can only occur on the same side of the house as the garage. Construction materials must be compatible with those used in similar projects in the community. Asphalt, dirt, or grass surfaces will not be allowed. When a hard surface is needed for traction to place authorized vehicles behind an approved fence on the opposite side of the house from the garage driveway, surfaces using turf block type construction which allows the grass to grow through the groves/holes and camouflages the surface may be approved on a case by case basis. These type surfaces are not to be used for general parking. It was also pointed out that our Vehicles R&R further specifies that an owner shall not park or store on his driveway outside his garage or on the street more than 4 standard vehicles at any one time, without the prior written permission of the Board of Directors.

Common Areas Maintenance Report:

1. Had Soos Creek W & S turn water off at Parks and CR Entrance – Canber will blow out lines next week.

2. King County finally has repaired the gate on the retention pond in CR.

3. Had to replace damaged infant swing at CW Park – it was suggested we replace the existing half swing with a full one. At least 3 times teens have been seen standing in the infant swings. If any Home-Owners see this please tell them to get off the small swings – these cost about \$90 to replace.

4. Labor Day storm broke several large and small branches from trees in several areas – no damage other than branches. One large branch from a plum tree along the retention pond that backs up to Lake Young’s was blocking the sidewalk. I cut it down and had Canber cut back braches overhanging the street and remove the debris.

5. Please keep a watch for suspicious Activity and call 911 – we have a new case
Number to report any after hour or unruly activity in the Parks #09-179682.

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 arc some of the rules that have been established to maximize safety, and minimize liability and maintenance cost:

A. Park Hours: 9:00 am to dusk.

B. No Smoking, alcohol, drugs, loud music, golfing, motorized vehicles or Fireworks are allowed.

C. Animals must be leashed and owners are responsible for cleaning up after their animals.

Complaints Negotiations Report:

1. There are currently 21 open active complaints

1. 3 are in the fine stage

2. 10 have received their 1st non-compliance letter

3. 5 have received their 2nd certified non-compliance letters

4. 3 have received the 3rd and final certified non-compliance letters, meaning fines are eminent.

2. Seven non-compliance issues were closed since the last meeting.

3. Reminder: All complaints must be submitted in writing and signed by the author. We do not typically react to anonymous complaints submitted by letter, email or phone.

4. Our attorney is addressing one homeowner whose home has multiple violations and has accrued a large fine as a result.

5. Complaints must be received in writing and with a valid full name and address included. The HOA can not follow up on complaints which are anonymous.

Legal and Insurance Report:

Communication continues with the HOA attorney regarding the complaint made by a

homeowner against the Association and individual Board Members. The HOA will be returning to court in September where motions for summary judgment will be argued.

Rental Home / Change of Address Committee

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:

1. CR Entrance signs picked up.
2. Camber quote for block edging at CR side entrances received.
3. Let us know of any other suggestions for Capital Improvements.

Old Business: None

New Business:

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Motion made to accept Camber Bid for installation of block edging at CR Entrance. Motion Passed.

Motion made to purchase new infant swing for CW park. Motion Passed.

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.

Special Topics: Visit our 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 8:42 pm.

Next Board Meetings:

- October 20, 2009
- November 17, 2009

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

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 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. *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

Please report suspicious activity in the parks by calling 911. Reference case number 09-179682 when calling.

***HOA Website** - Visit the CR/CW HOA website at 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.