

Candlewood Ridge – Carriage Wood Homeowners’ Association

**Minutes of the Meeting
December 15, 2009**

Do Not Contact Board Members at Their Home. Please use the contact information available on the HOA website only.

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, Valerie Frazier.
Others Present: Karl Rufeuler Renton Fire Department, Elmira Utz – Recording Secretary,

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

Fire Department Report:

Representative from Fire District 40 reported that there were a couple of fires in the area in the weeks preceding the meeting. There was one bedroom fire on 173rd and 116th caused by a wall heater. Some cats died in this fire but no humans were harmed. The other fire was near Lindberg and was caused by plumbing soldering. No animals or humans were hurt in this fire.

Fire District 40 is planning to do blood pressure and blood sugar checks at the HOA Annual Meeting.

Chief Daniels is moving to Woodinville. An Interim Chief will be appointed to fill his space.

The Renton City Council voted to have the annexation of Fairwood to Renton ready for a November 2010 vote. Red Mill Annexation deemed to be an inappropriate “cherry picking” of the Fairwood retail core by County and thus the annexation will be of the entire Fairwood area if approved.

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 November board meeting minutes as written. It was seconded and passed. Signing of the minutes took place by the board.

Homeowner Concerns: None Present

Committee Reports:

Treasurer’s Report:

1. October 2009 Financial Statement Summary Facts:

- Over 100% of our budgeted annual income has been received.
 - We are well within our expected budgeted expenses except for legal fees. Some of those may be recovered in the future. Overall we should end up with approximately \$8000 more income than expenses for 2009, putting us in good financial shape.
 - Our reserves have not changed from last month.
 - i. Capital Fund \$35,267.65
 - ii. Legal \$20,000.00
 - iii. General \$25,000.00
2. Two of our super delinquent accounts still remain unresolved. One homeowner claims to be protected by a Chapter 13 bankruptcy and another owner has ignored the letter from our attorney. We are getting advice from a bankruptcy attorney on the one and we have filed a lawsuit against the one who has ignored the situation.
 3. We were able to contact the homeowner of one super delinquent account and that homeowner has paid up his account in full.
 4. The 2010 proposed Budget, approved by the Board at our last meeting and to be submitted to the homeowners during our annual meeting in January, does not include a dues increase.

Architectural Report:

1. Three ACC requests were submitted since the last meeting. One for remodeling, one for a fence and one for a roof.
2. Reminder - Our CC&Rs and Rules and Regulations clearly state that exterior projects such as roofs, painting, fencing, decks, driveways, 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 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.
3. Please do not contact the ACC chairman via a home phone number. Please remember we do not accept ACC request forms via email. Please mail them to CR/CW HOA, PO Box 58397, Renton, WA 98058.

Common Areas Maintenance Report:

1. Reminder to all Homeowners – It is our responsibility (Not King County’s) to keep the

Street drains clear. Please clear the debris and leaves from the drains by your house and at the ends of your street.

2. We have had tree and several branches fall onto the paths at CR Park. Please contact me at president@crcwhoa.org or call 425-738-8611 and leave a message if you notice any trees or branches at either park or any of the Common areas or entrances.
3. Be aware that the wooden bridge surface at CR Park, can be extremely slippery when the temperature gets near freezing.
4. A car has hit the new block wall at the center of the CR entrance. About 6 blocks were moved-they are very heavy so we will probably have to pay to have them put back. Luckily, none of the blocks were broken.
5. We have received a quote from Canber for work at the CW retention pond (in front of the new fence).
6. 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 are 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 15 open active complaints
 - a. 5 are in the fines stage – One has been turned over to attorney & 1 is in Chapter 13 bankruptcy
 - b. 5 have received their 1st non-compliance letter
 - c. 3 have received their 2nd certified non-compliance letters
 - d. 2 have received the 3rd and final certified non-compliance letters, meaning fines are eminent.
2. Three 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. We also want to remind

everyone that neither the Board of Directors nor the complaint committee patrols the neighborhood looking for violations. We are all volunteers and we don't have the resources to hire someone to do it for us. We only react to the written signed complaints of homeowners. Therefore just because a violation has not been detected or reported for a long period of time, does not mean it is no longer a violation.

Legal and Insurance Report:

The board is still awaiting a ruling on the recovery of attorney's fees.

There is discussion on going about how to best address the follow up to unauthorized businesses in the neighborhood which have come to the HOA's attention via the documents submitted by the plaintiff in the recently resolved lawsuit.

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. Nothing to report this month.
2. Please send in suggestions for Capital Improvements.

Old Business:

Annual Meeting is set for January 26th at Fairwood Community United Methodist Church at 7:00 pm in the Multi Purpose Building. We are voting on one open board position.

Talking to Camber about how to best address slippery bridge in Candlewood Ridge Park. Please exercise caution as the bridge can be slippery when wet or frozen.

New Business:

Motion to approve no more than \$1650.00 to remove weeds and place bark along retention pond area in Carriage Wood. Passed.

Webmaster: Our current webmaster plans on moving from our neighborhood in the near future, therefore we are in need of someone take over this function. The person should be familiar with maintaining Google websites. Please contact us if you are interested in this volunteer position.

Welcoming Committee

- A total of 40 welcoming packets have been delivered to new residents so far in

2009.

- Three of these were delivered in the month of December.
- 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.

Our welcoming committee chairman has resigned. We want to thank Elizabeth Pardo for her service as chairman of this committee. Valerie Frazier has agreed to take over the function temporarily if no one else volunteers.

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 8:15 pm.

Next Board Meetings:

- January 19, 2009
- January 26, 2010 Annual Meeting at the Fairwood United Methodist Church
- 7:00 pm in the Multi-Purpose Building.
- February 16, 2010

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.crewhoa.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.