

Woodland Court Home Owners Association

“The primary purpose of a homeowner association is to maintain and enhance property values through enforcing the covenants and maintenance of the common areas”

Our main goals are concerns for the security and safety of the residents and their guests, along with maintaining the property to benefit not just our investments but also to have an aesthetically attractive property for our personal enjoyment.

- Exchange contact information, emails and telephone numbers. Discuss what type of information should be, or needs to be conveyed (maintenance issues, security, noise, etc.), and best way to contact each other (email, phone)
- HOA Association: President, Vice-President, Secretary and Treasurer. Our main responsibilities are deciding on property maintenance, approving expenses, and addressing any other issues concerning the property or residents.
 - HOA dues are paid quarterly (payable to “Woodland Court HOA”)
 - We’ll plan for date and time of January 2014 HOA Meeting (per Bylaws, should be held within first 2 weeks of January of each year). We’ll discuss new election of officers, the yearly budget and any maintenance or special projects.

Security and Safety:

- The automatic garage gate should be left closed and not propped open and left unattended. Sometimes on heavy windy/rainy days, the garage door sensors may become wet and keep door from closing automatically – if this happens take a dry cloth and wipe the sensors (located at each side of the garage opening), the gate should then close. Also, be sure that the gate has closed before driving away or going into your home.
- Whenever possible, please use the pedestrian door for non-vehicle traffic. This is safer, quieter, uses less energy, and limits the wear-and-tear on the garage gate mechanism.
- Help keep our garage secure. No one other than residents should be in the garage. However, please note the utility company has access to read electric meters (near Raghu and Sowmya’s garage area).
- The center area of the garage is a common area (easement) for vehicle traffic and utility access and should not be blocked. Personal items should not be stored or left in the common area. In addition, if you have an open personal garage, it is good to not leave valuable items in sight of those who are walking by and can see through the garage gate.
- Overhead garage doors must be closed when not present. When the garage doors are in the up position, they actually block the sprinkler heads, which is a violation of fire code.
- The driveway leading to our garage belongs to the neighbors behind us, and we (Woodland Court Townhomes) have been granted an easement for our vehicles to access the garage. Please do not leave vehicles parked in the driveway or block access at any time.
- Fire System – alarms, testing (monthly pump, annual system), what to do if you hear beeping from the monitoring panel. Discuss rotation of FPI “Emergency Call List”.

Maintenance and Other Issues:

- Common area maintenance – there are common areas of the property (garage, garbage can area, sidewalks, steps, fence, fountain) that require cleaning, staining and sweeping throughout the year. Discuss sharing these responsibilities and how to help.
- Be sure that your rooftop decks are kept clear of debris, especially around the drain. If your drain gets blocked or clogged, your rooftop deck could flood.
- The currently HOA policy is each Owner is responsible for the landscape lighting and replacing bulbs in the fixtures on their property. Since the landscape lighting benefits us all with an attractive well-lit landscape and added security for the property, please make sure to promptly replace burned out bulbs. If you see a bulb burned out in a neighbor's yard, please alert that neighbor since they may not know the bulb has burned out.
- We live very close to one another, and share common walls. Our HOA Covenants address noise, and basically state to refrain from making any loud noises, or playing musical instruments, radios, televisions, at noise levels that may disturb other townhome occupants of the property, or disturb surrounding property owners in the neighborhood (no washers/dryers, slamming doors between 11PM – 6AM). In general, there are noises that transfer to other units, so please be respectful of your neighbors and discuss noise if it becomes an issue. It's important that we all feel we can come home to a peaceful place and enjoy our environment, and feel that we can discuss these issues reasonably between neighbors.
- Be sure that your balcony doors lock shut. You don't need to slam these doors, but do ensure that they are firmly closed and locked into their shut position.
- Garbage and compost (food/yard waste) is picked up every Monday around 7:00AM, Recycling is picked up every other week. Please keep garbage and recycling containers in the appropriate garbage bay.