

# Woodgate Glen HOA

## Winter 2017

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The 2017 Election will be held on Monday, April 24th at 6 p.m. At this time there are three ( 3 ) available Board positions. If you are interested in becoming more involved with the community, please contact Management in writing no later than March 1, 2017, with a short bio to be included in the ballot mailing. We look forward to hearing from you!

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### Board Meetings

Board meetings are held on the 4<sup>th</sup> Monday of each month at the offices of:  
Focus Real Estate & Inv., Inc.  
3936 Mayette Ave.

February 27<sup>th</sup> 6:00 p.m.  
March 27<sup>th</sup> 6:00 p.m.  
April 24<sup>th</sup> 6:00 p.m.

Agendas are posted on the website & at the bulletin board at the pool.

[www.woodgateglen.com](http://www.woodgateglen.com)

### Board of Directors:

President: Jan Story  
Vice President: Brent Swinth  
Treasurer: Michael Guerin  
Secretary: Cheryl Louise  
At Large: Mikkel Lawrence

### Management:

Focus Real Estate & Inv., Inc.  
Ph. 544-9443  
Cecily, Property Manager  
cfocusre@sonic.net  
Emergency: 544-9443 x123

### Parking Rules Reminder

Residents may not park in visitor spaces except for a very brief period to load/unload the vehicle; this must have "active motion". In other words, you must be seen to be going to and from the vehicle.

Also, do not park in other resident's assigned numbered parking spaces.

Warning! Residents can tow vehicles that are parked in their assigned numbered parking spot.

### Items in Common Area

As mentioned in the Fall Newsletter, NO items of any kind are permitted in parking spaces or the common area, including the front, side, and back of your unit. Items include potted plants, pot stands, empty pots, potted plants, along with pots on the porch, any decorative items, toys etc.

**Please see all personal belongings in the front, side, & back of your unit are removed no later than February 15, 2017. This is the second and final reminder. After February 15, 2017, the HOA will take action to see these items are removed and disposed of at the homeowners' expense.**

### Holiday Lighting!

Per Woodgate Glen HOA's Rules & Regulations lighting for the mid-winter holidays is restricted to the period from the day after Thanksgiving to January 10th. Board approval should be sought in advance of lighting by any homeowner who observes a less common cultural festival in which lighting is a traditional practice. Please remove any and all holiday decorations.

### Regarding Contractors

**Please do not direct or speak to Contractors or landscape crew hired by the HOA. If you have an issue or question regarding work that is being done you must contact Management.**

### Don't Forget!

New windows, doors, screens, satellite dishes, air conditioning, and all other exterior changes need **prior approval** by the Architectural Committee. You can download an architectural request application from the website at [www.woodgateglen.com](http://www.woodgateglen.com) and forward to Management.

*Happy New Year!*

## Owner Maintenance Responsibilities

Per Woodgate Glen HOA's CC&R's owners are responsible for maintaining, repairing, and/or replacing of all interior improvements, insulation and interior walls; the plumbing, electrical, heating, air conditioning, and duct systems servicing the residence, garage doors, door screens, garage door openers, and hardware; windows; window glass, screens, frames, trim, and hardware, patio gates and hardware; vents, chimneys (excluding the exterior portion above the roof but including all internal structures, whether above or below the roof); foundations; lighting fixtures and bulbs, including glass lamp jars and exterior lights; improvements within the enclosed patio areas; concrete surfaces within the fenced or enclosed areas on the lot; and all areas beneath the Residence and patio areas. Each owner is responsible for keeping their Residence and lot in a neat, clean, attractive, and safe condition at all times, including the removal of any debris from the walkways leading to the Residence, garage and from the roof & doorstep of the Residence. Owners are responsible for the maintenance of all exterior landscaping located within the perimeter fences or patio walls on the Lot.

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### Crime, Loitering, Vandalism

The HOA does not police criminal activity, loitering, or vandalism. It is the owner or tenants' responsibility to report any suspicious activity, crime, or vandalism to Santa Rosa Police Department, not the HOA.

### Free Large Item Pick-up

Santa Rosa Recycling and Collections provides free collection service for bulky items such as household items that are too large to be placed in collection bins. Such items may be household appliances, televisions, CRT monitors, furniture, mattresses, carpet (must be cut into four-foot sections that weigh no more than 60 lbs.), exercise equipment, etc. Additionally, items that require special handling, such as household electronics such as stereos, televisions, computers, VCRs or automobile tires are also collected. This collection service is available up to 4 times per year and limited to 3 yards of material per collection.

Please note that each time a resident leaves large items and/or garbage in the Common area, the Association must pay someone to pick up the item(s) and haul off to the dump. This costs the Association (money from your homeowner's dues). Please help avoid these unnecessary

charges and do not leave items/garbage in the Common area!

### Patio Plants & Trees

Per Woodgate Glen's HOA's Rules & Regulations:

1. Plants growing inside patios cannot extend more than 2 feet above the top of the fence.
2. All trees may not extend past first story eave line.
3. Any plants or trees extending beyond these limits may be trimmed at the homeowners' expense.
4. Prune patio plants inside the fence and do not allow them to grow between, on or over the fence boards.
5. Patio Trees are not allowed to be planted in the ground and must be planted in containers above ground
6. Now is the time to trim patio trees!

### Storage:

Hazardous materials, as defined by the Santa Rosa Municipal Code & State Health & Safety Regulations, shall not be stored in garages except for small amounts of paint, thinners, cleaners & solvents for residential use only. These must be stored in secure safety containers. No storage of any kind is permitted in parking spaces or the common area.

### Screen & Security Doors

Homeowners must get prior approval before installing screen and/or security doors. These doors should be kept closed except when not in actual use to enter or exit the unit.

### Insurance Reminder

Please remember that the HOA's master insurance policy does not cover some interior damage or personal belongings. Each homeowner needs to carry an HO6 (condo owner's policy). This policy is reasonable and can save you money in the event of a claim for damage. At this time the deductible is \$5,000 for the master policy and you could be responsible for paying the deductible if you make a claim. If you have questions regarding the master policy coverage, please contact Management.

### Warning!

*Residents can tow vehicles that are parked in their assigned numbered parking spot.*

*\* Please do not park in red zones! Red zones are for emergency use only.*

*\* Cars should not be left idling without a person present.*

*\* No vehicle repairs are allowed on Woodgate Glen property. This includes in garage.*