

WOODGATE GLEN HOA



HOA BOARD OF DIRECTORS

- Kathy Nixon, President
- Adriana Call, Vice President
- James Inskeep, Secretary
- Jennifer Minton, Treasurer
- Jennifer Scott, Member at Large



UPCOMING MEETING-

Owners! Come join us January 22 @ 6:30pm at the monthly HOA meeting. If you signed up for email notifications, the agenda and zoom link will be coming to your inbox soon. Contact Management for Zoom information. Future meetings and agendas are posted on the website: www.woodgateglen.com and at the bulletin board by the pool.

Board meetings are held on the 4th Monday of each month via Zoom. Upcoming Meetings: February 26, March 25 (meetings are @ 6:30 pm).

CALL FOR BOARD CANDIDATES!

There are two (2) positions coming up for election on the Board of Directors. If you are interested in serving on the Board, please submit your bio to Management by February 15, 2024. This is a great way to get more involved with your community and be a part of the decision-making process of Woodgate Glen! Our board is made up of dedicated volunteers who oversee the day to day and long term needs of the community.

PARKING COMMITTEE MEMBERS NEEDED!

The parking committee needs volunteers to help monitor parking around the complex. Parking continues to be one of our most frequent HOA violations, usually due to residents parking in visitor parking. Please contact Annie Donnelly (focusreannie@sbcglobal.net) at Focus for more information or to sign up for this committee.

As a reminder, please be considerate to visitors and their hosts and only use your assigned parking spaces. Visitor spaces are reserved for guests only. Additionally, over-sized vehicles may not be parked in any spot of the complex unless they are here doing a job.

MANAGEMENT

Focus Real Estate
3936 Mayette Ave. Santa Rosa,
CA 95405
Ph. 707-544-9443 x107
Fax: 707-544-5418
Emergencies only: 707-544-9443 x123
Property Manager:
Annie Donnelly
focusreannie@sbcglobal.net

EMAIL NOTIFICATIONS

Signing up for email notification is the best way to be informed of important information, water/gas shut offs, repairs, paving, emergency situations etc.

The property manager does not have everyone's email and this may cause communication delays. Please submit an email consent form from the website at WoodgateGlen.com.

Help us keep printing costs low and stay informed! Sign up for email notifications.

www.woodgateglen.com

COMMUNITY SITE WALKTHROUGH-

The Board will be conducting a walk through in February to note items in need of repair and identify any HOA violations. Please complete repairs and clean-up by the end of January. Common items to check that are resident/homeowner responsibility:

- Front porch light needing globes
- Leftover holiday decorations
- Garage door in disrepair
- Trees above fence line in patio
- Anything attached to the siding of the unit
- Screens in disrepair
- Items in the common area (anything outside your patio)

If you are unsure of what you may need to fix, the rules and regulations, guidelines and owner responsibilities are on the website. Please review them or contact the [Annie Donnelly](#), the property manager at Focus Real Estate.

HOLIDAY DECORATIONS-

We really enjoyed all of the participation for the holidays! It looked so festive. Please note that all holiday decorations in the common areas are to be put away by January 10th each year. We still see some holdovers from Halloween even, so please check your front common area and remove any remaining items promptly. Please remember that decorations may never be attached to siding - only trim. Additional guidelines for decorations are in the [Rules & Regs](#) under Holiday Lighting. www.woodgateglen.com/regulations

As a reminder, one small welcoming decoration of a non-religious and nonpolitical nature (e.g. a wreath, name or welcome plaque) is permitted, but may not extend beyond the home's front alcove. This decoration may not be attached to the siding. Decorations may not be placed on porches or steps.

NEIGHBORHOOD WATCH – SECURITY ALERT!

There has been an increase in vagrant and suspicious activity and car break-ins in the complex. Please don't leave valuables in your vehicle, lock your doors, gates and windows, keep porch lights on overnight and be sure to report all suspicious activity to the police and to the Woodgate Glen HOA Neighborhood Watch committee at woodgateglenhoa@gmail.com or contact management.

TRASH DUMPING-

There has been an increase in people abandoning unwanted furniture, bikes, mattresses, tires, and trash around the complex. Please do not abandon items for the Association to take care of. We don't have budgeted funds or staff on hand to deal with it. We are asking all residents to report illegal dumping on HOA property, including identifying information, to Management.

If you have unwanted items, you may call Recology and arrange for a free bulky item removal at 800-243-0291. They will pick up twice per year per account. Details may be found at <https://www.recology.com/recology-sonoma-marin/santa-rosa/bulky-items/>.

NEW OWNERS AND TENANTS OF WGG-

We take pride of ownership within our community. If you are new to Woodgate, please review the [Woodgate Glen Rules & Regulations](#) and [CCR's](#). We have also created a handout - [New Resident Information](#) and we have a [Forms & Guidelines](#) page, too. If you're a landlord, please make these resources available to your tenants. Unfortunately, new tenants are often not informed that Woodgate is an HOA-run property, nor are they provided with our rules, which results in unnecessary problems for everyone. Please help us avoid problems by informing tenants of expectations and providing our website information to them.
www.woodgateglen.com

ATTENTION DOG OWNERS!

We're happy to report the dog waste collection bins around the complex are being put to good use and we thank all our responsible dog owners who diligently clean up after their pets. We still have a few problems with dog waste being left on the fire road by the creek, in our playgrounds, and on the lawns. Also, the landscaped area between 369 and 371 Gate Way shouldn't be used for dog relief at all. The plants/bark there are getting dug up and new plants have died. Please help us keep our landscaping costs down and our common areas sanitary!

FORMS AND GUIDELINES-

Woodgate Glen has **NEW** front door and garage door policies are available to review on our [Forms and Guidelines](#) page online. Within that tab you will find informative documents to help with projects you may be considering this year. Remember to fill out and submit an application for Architectural Modification and Improvements for your projects.
<https://woodgateglen.com/forms/>

At the January meeting, we will be voting on new [proposed guidelines](#) for porch and patio lights. You can review those on the website as well.

CAMERAS -

Cameras are allowed and can be a great deterrent for vandals. Before installing them, please remember to submit an architectural request if you want to install cameras on your unit. [Guidelines for proper placement](#) are available on our website. If cameras are not correctly installed, you will be asked to remove/re-position them. Please remember that nothing is to be fastened, attached, nailed or screwed into the siding by residents.
www.woodgateglen.com/forms

HOUSEKEEPING -

Our newly painted complex looks clean and nice, please help to keep the exterior looking nice by dusting the cobwebs off of your unit regularly. This also helps deter spiders and other pests.

GARAGE FLOORS-

Winter is coming and the rains are here. Water will get into your garage, as they were not initially designed to be garages but carports, so they are not waterproof. In order to keep your items dry, keep them stored on shelves or pallets.

KNOW WHO TO CALL?

911 ONLY IF THERE ARE....

- Life-threatening situations
- Injuries requiring medical attention
- Suspicious smoke in a building or Fire
- Motor vehicle accidents with injuries
- Hazardous chemical spills
- Violence - Domestic or otherwise
- Smoke alarms or other alarms that don't shut off

REPORT TO POLICE - SANTA ROSA POLICE 707-528-5222

- Illegal, criminal or suspicious activity and email Neighborhood Watch to track activity @ woodgateghlenhoa@gmail.com
- Violations of noise ordinance laws
- Wellness check to see if someone is ok
- Vagrants sleeping or camping on HOA property

REPORT TO PROPERTY MANAGER 707-544-9443 x107

- Violations of HOA rules and regulations
- Lights out around the complex - note location
- Trash problems
- Landscape issues and Water leaks
- Parking violations - Resident may tow any vehicle parked in their assigned spot
- Maintenance issues
- Pool problems and violations
- Contractor problems

HANDLE FOR YOURSELF

- Know and follow the HOA rules, respect your neighbors & be considerate
- Architectural Alterations - [download form here](#)
- Water leak inside your home or patio area
- Work things out with neighbors when possible