

# WATERFORD PLACE

## See You Later, Summer! It's Been a Ball, Fall!

It's that time of year—you've exchanged your swimsuit for sweaters and scarves just in time to roll up your sleeves and prepare your home for cooler weather. As remnants of Summer fade into the sunset and the Autumn leaves display their true colors before falling to earth, consider adding the following items to your winterization checklist and ensure your home is in tip-top shape for the coming Winter season.

- ✓ **Update your window treatments.** Summer's Venetian blinds and sheer curtain panels won't keep the frigid air from creeping in on a cold night. Instead, consider switching to a denser curtain fabric for the winter months to keep your home feeling cozy and keep heating bills low.
- ✓ **Schedule appliance check-ups.** A licensed professional should check your HVAC system, air ducts, and water heater to ensure all elements are in good shape for the change in weather—especially if any appliances were "working overtime" during the summer months.
- ✓ **Don't forget the attic.** First, check for leaks in the roof, possible cracks in attic windows, and insufficient insulation. Then, with the help of a licensed professional or advice from your local home improvement store staff, you can shield your attic from harsh weather.
- ✓ **Replace weather stripping.** Doors and windows need extra help to hold heat inside your home. Inspect all door and window perimeters for cracks or tears in your current weather stripping. You also can add a second layer of protection with temporary weather stripping applied overtop your existing seals.
- ✓ **Deep clean and declutter.** Thoroughly clean your home's nooks and crannies inside and out. For example, ensure electrical cords, outlets, and air vents are dust- and clutter-free; tidy up garages and storage areas; and clear any debris from your home's exterior, especially around vents and drains.



## Did You Miss the Latest HOA Meetings? *Here's a recap of the highlights:*

- Jacquie Roberts was approved by acclamation for another term as a member of the Board of Directors (2022-2025).
- The Board adopted the FY2023 Operating Budget and new HOA Annual Assessment.
- The Board approved the tree care plan to begin Common Area tree building clearance.
- The Board approved the 2023 Corporate Calendar for the Board and AERC meetings and AECR application submission dates.
- The Board approved the plan to address the deferred maintenance of Common Areas assets that require immediate attention and repair, including uneven and broken concrete on portions of the sidewalks in the Community.
- The Board approved the installation of solar lighting for the community playground equipment, which is scheduled to be installed in December 2022.
- The Board approved the Tree Removal and Cost-Sharing Policy Resolution applicable to Common Area trees that fall on private property.

## Connect and Stay Informed About the Waterford Place Community



<https://www.waterfordplacehoa.org>

Stay connected and informed about the Waterford Place community! All residents are encouraged to join our community website, where you will be able to:

- Access important HOA information and governing documents
- Submit Architectural Change Requests applications online
- Interact with other residents using the member directory or the Community Chatter online forum
- Receive updates from the Community
- Contact HOA Board and committee members
- Stay up to date on the plans and progress of the Community maintenance projects

Some pages may be password-protected, so you will want to register for a site member account to access these. To do so, click the 'Register' link in the website's top right. If you have any questions, please submit them to [webmaster@waterfordplacehoa.org](mailto:webmaster@waterfordplacehoa.org).

## Homeowner Associations (HOA): Three Realities You Can't Escape

All homeowner associations have three things in common.

- 1) **Membership is mandatory.** Buying a home in a homeowner association automatically makes you a homeowner association member—*by law*.
- 2) **Governing documents are binding.** Homeowner Association governing documents can be compared to contracts. They specify the homeowners' obligations (following the rules, paying HOA assessments) and the HOA's obligations (maintaining common areas, preserving home values).
- 3) **You could lose your home if you fail to pay HOA assessments.** Homeowner Associations have a legal right to place a lien on your property if you don't pay HOA assessments.

But take heart! Homeowner Associations also have three realities they can't escape. Homeowner Associations have an obligation to provide three broad categories of service to residents.

- 1) **Community services.** For example, these can include maintaining a community website, orienting new owners, or organizing social activities.
- 2) **Governance services.** For example, establishing and maintaining design review standards, enforcing rules, and recruiting new volunteer leaders.
- 3) **Business services.** For example, competitively bidding the maintenance and repair work, investing reserve funds responsibly, developing long-range plans, and collecting HOA assessments.

By delivering these services fairly and effectively, homeowner associations not only protect and enhance the value of individual homes, but they provide homeowners an opportunity to participate in decisions affecting their community and quality of life. And those are realities we all can live with.

### Important Information for Waterford Place HOA Landlords

If you are an owner who leases your unit, we'd like to make the leasing experience successful and positive for everyone by informing you of your responsibilities. This will help preserve your property value specifically and maintain the association's property value in general.

Your tenants may not be familiar with common-ownership community living. Please take a few minutes to explain to them that living in a community association is very different from living in a rental apartment community. Specifically, your tenants, like all residents, are subject to the rules and regulations of the Waterford Place Homeowners Association (HOA), and it's up to you to educate them and see that they comply. The Association will assist you in this area, but the responsibility lies with you. We recommend that you provide your tenants with written copies of all policies and rules and advise them on properly using the association's Common Areas. You can obtain copies of these and other useful documents on the Waterford Place HOA website at the following URL: <https://www.waterfordplacehoa.org> or from the property manager.

We strongly recommend that you have a written lease agreement with your tenant. As a lessor (landlord) of a home in the Waterford Place HOA community, the lease you use must require tenants to comply with the Waterford Place HOA's governing documents. If your tenant fails to comply with these documents, including the CC&Rs, By-Laws, or other rules and regulations, a Waterford Place HOA representative (our property manager) will first contact your tenants to remedy the problem. The Waterford Place HOA representative (our property manager) will send you a copy of any notice sent to your tenant.

If the tenant does not correct the violation, the Waterford Place HOA will contact you and expect you to remedy the violation using the recourse available to you through your lease agreement. If you are unable to correct the violation, the Waterford Place HOA may pursue appropriate legal action against the tenant and possibly against you.

The Waterford Place HOA asks that you provide the property manager with the names and contact information of your tenants. The property manager will add your tenants to the Waterford Place HOA mailing list, and your tenants will receive the newsletter, invitations to participate on committees, notices of social activities, and general association-related information. **This information will also be used for notifications in case of an emergency.**

Follow these simple steps and you, the tenants, and the Waterford Place HOA will all have a positive community association living experience:

- Provide your tenants with copies of association rules.
- Educate tenants about the need to follow association rules and see that they comply.
- Advise tenants on the proper use of association Common Areas.
- Use a written lease agreement.
- Make sure your lease requires tenants to comply with all association governing documents.
- Provide the association with contact information for your tenants.

**Renters/Tenants:** If you don't have a copy of the association rules or you'd like more information about the Waterford Place Homeowners Association, visit the Waterford Place HOA website at the following URL: <https://www.waterfordplacehoa.org/p/WPHOA-Governing-Documents>. You may also sign up for a free site member account on the website so that you can receive community information updates and alerts that may be of interest to you. If you have any questions, please contact a board member or the property manager.

The Waterford Place HOA Board of Directors wishes all our Waterford Place homeowners, residents, their families, friends, and loved ones a Happy and Safe Thanksgiving and a Wonderful Winter Holidays Season.

Remembering our neighbors at this time of year fills our hearts with joy and grace.  
We wish you a joyous holiday season and a New Year filled with peace, happiness, and prosperity!

# FALL/WINTER 2022

## 2022-2023 BOARD MEETINGS

Waterford Place HOA Board meetings will be held virtually using Zoom videoconferencing at 7 PM. Residents (homeowners and non-owners) are encouraged to attend the monthly meetings.

November 21, 2022	December 19, 2022
January 23, 2023	February 27, 2023
March 20, 2023	April 24, 2023
May 22, 2023	June 19, 2023
July 17, 2023	August 21, 2023
September 25, 2023	October 23, 2023
November 20, 2023	December 18, 2023

## 2022-2023 AERC MEETINGS

Waterford Place AERC meetings will be held virtually using Zoom videoconferencing at 7 PM. Homeowners, especially those who submit AECR applications, are encouraged to attend the monthly meetings.

November 7, 2022	December 5, 2022
January 23, 2023	February 13, 2023
March 13, 2023	April 3, 2023
April 17, 2023	May 1, 2023
May 15, 2023	June 5, 2023
June 19, 2023	July 10, 2023
July 24, 2023	August 7, 2023
August 21, 2023	September 11, 2023
October 9, 2023	November 6, 2023
December 4, 2023	January 22, 2024

## PARKING REGULATIONS

Please park your vehicle(s) in the residential parking spot(s)/driveways assigned to your home. The open spaces are intended for visitors.

According to the governing documents, the Association prohibits the parking of commercial vehicles except in the garage with the door closed. All violations will be towed at the owner's expense.

**If you witness an illegally parked vehicle within the community, contact: Henry's Wrecker Service at (301) 869-4800.**

Note: Streets, driveways, lots, and parking spaces shall not be used to repair or perform extraordinary maintenance of automobiles or other vehicles. (*Declaration of CC&Rs*)

**There are no butts about it, this is a fire hazard.**



**Waterford Place Common Area is not your ashtray. Please properly discard your cigarette butts.**

## PROPERTY MANAGEMENT PEOPLE, INC.

955A Russell Avenue,  
Gaithersburg, MD 20877  
(p) 301-963-3337 x2206  
(f) 240-361-0649  
(e) Timothy.Mulford@pmpbiz.com

Office Hours: 9 am - 5 pm (Monday- Friday)  
After-Hours Emergency Hotline:  
1-800-336-8009, #6

### Montgomery County Numbers

Fire and Rescue (Non-Emergency): 240-683-6520  
Police (Non-Emergency): 301-279-8000  
Animal Control (Non-Emergency): 240-773-5900

## TRASH DISPOSAL & RECYCLE PROTOCOL



The Association's Trash Disposal and Recycling protocol do not have to be a hassle, and it certainly helps to keep our community clean. So, before you haul out the trash, here are a few reminders:

Ensure your trash is properly sealed in a plastic bag, placed inside a trash container, and covered with a lid. Pick up trash and/or recycle containers as soon as possible after the trash/recycling service contractors have collected items on the trash/recycling collection days. As stated in the WPHOA Declaration of Covenants, Conditions and Restrictions, safely store the containers out of sight/public view from the roadway.

Place trash/recycle containers outside on the curb/sidewalk no earlier than 6:00 p.m. the night before collection days. Following the guidelines helps prevent unwanted animals, such as **rats, squirrels, raccoons, crows, vultures**, etc., from creating a mess and setting up nests inside homes or Common Areas.

**Regular trash collection days are Monday and Thursday. Trash collection will not take place on the holidays observed by J&J Trash Service, Inc.:** New Year's Day, Martin Luther King Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

**Regular recycling collection day is Monday.** The recycling holiday schedule follows Montgomery County.