

The Woodlands – Rules Meeting Minutes

Date: April 17, 2025

Location: Constitution Park Meeting Room

Overview

The HOA Rules Meeting focused on reviewing, editing, and making additions to the community rules. Key points included the need for board approval for property modifications, the prohibition of certain vehicles and items like boats and recreational vehicles, and the requirement for proper storage of garbage cans and bicycles.

The board discussed the formation of an ARB committee and a Fines committee, emphasizing due process. They also addressed noise regulations, contractor hours, and the need for yearly compliance assessments. The meeting concluded with a discussion on the visibility of items from the street and the importance of maintaining community aesthetics.

The HOA meeting discussed several key policies. Members are allowed one flagpole, excluding free-standing ones, and flags should promote a friendly community. Garage sales are not allowed, and signs of any nature are prohibited. Seasonal holiday lights must be installed no earlier than Thanksgiving and removed by the 2nd week of January. Only street-legal vehicles with license plates are allowed, and the Board will manage nuisance parking. Buying a house requires Board approval, and residents must provide updated contact information.

The Board will review and enforce these rules, ensuring they are clear and enforceable.

Action Items

- Finalize the parking rules, including prohibiting parking in front of fire hydrants and blocking neighbors' driveways.
- Communicate the new parking rules to residents.
- Appoint one more member to the Fines Committee.
- Appoint one more member to the ARB Committee.
- Review the existing bylaws and documents to ensure the board is operating within the guidelines.

Outline

Meeting Call to Order and Initial Agenda 6:30. Joe calls the meeting to order and sets ground rules. Michelle confirms the proof of notice and roll call. The focus of the meeting is to review, edit, and make additions or deletions to the community rules. Joe clarifies that the board does not have the authority to change bylaws but can make decisions on daily rules.

Clarification of Board Responsibilities and Voting Procedures

Joe explains that the board is responsible for the community rules and can make decisions without resident feedback. The intent is to reach consensus, but if not possible, a majority vote will be used. Joe emphasizes the need to limit comments to one minute per person and no more than five minutes on any one rule. Any changes made will need legal review through the council and will go into effect 14 days after notification to residents.

Grandfathering Clause and Document Availability

Joe explains the grandfathering clause, where existing rules apply to current residents unless they violate new rules. Bill Wheeler asks about the availability of the operating document, and Michelle confirms it will be available online soon. The board discusses the need for a password-protected website for residents to access rules and documents. Joe clarifies that the board will not be required to ask for resident feedback on rule changes, but will seek it for transparency.

Formation of ARB and Fines Committees

Josie Sternberg is the head of the fines committee, and the board discusses the roles and responsibilities of the committees. The Fines Committee will only decide whether to approve or deny fines, and the board will make the final decision.

Members are:

- Alyssa Zamora
- Lisa Jacobs
- Pat Ray

Matt Bode is the head of the ARB Committee. The ARB committee will review and make recommendations on architectural changes, and the board will make the final decision.

Members are:

- Camille Morse
- Karen Good
- Michael Landa

Discussion on Parking Rules

The rule for parking includes no parking on the grass at any time, and street parking will be permitted only when guest parking spots are full. The board discusses the need for staggered street parking to allow for emergency vehicle access. Joe suggests that the board will not approach homes after dark for safety reasons. The board agrees to allow street parking but emphasizes the need for proper parking etiquette to avoid blocking neighbors and emergency access.

Carports and Common Areas

The board discusses the use of carports, including the storage of bicycles and garbage cans. The consensus is that carports are for cars and garbage cans, and bicycles should be stored out of sight. The board agrees to address common nuisances in the community, such as clutter in front yards and visible items from the street. The importance of maintaining the appearance of the community is emphasized, including the need for yearly compliance assessments.

Property Modifications and Landscaping

The board discusses the process for property modifications, including the need for approval from the ARB committee. The board agrees to list specific paint palettes in the rules to maintain uniformity. The board decides to focus on permanent property modifications and allow minor landscaping changes without prior approval. The importance of maintaining the community's aesthetic is reiterated, including the need for board approval for significant landscaping changes.

Animal Policies and Nuisance Rules

The board discusses the policies for animals, including the need for approval and leash requirements. The board agrees to prohibit livestock, poultry, and the breeding of profit-making animals. The importance of picking up after pets and controlling animals is emphasized. The board agrees to include a general nuisance rule that complies with Deerfield Beach city ordinances, which prohibit loud noises between 9 PM and 7 AM, daily. Contractors are not permitted to work on Sundays.

General Compliance and Exterior Standards

The board discusses the need for general compliance with clean and free of debris orders, subject to inspection by board members. The board agrees to address the appearance of front yards and common areas, including the need for board approval for visible items. The importance of maintaining the community's overall aesthetics is reiterated, including the need for yearly compliance assessments. The board agrees to address specific issues such as clotheslines and fire pits to ensure uniformity and safety.

Flag Pole and Flag Guidelines

Joe discusses the allowance of one flag pole per house, either affixed to the carport or house, and mentions that free-standing flag poles are not allowed. Emphasizes that flags should promote a friendly community spirit: For example, state flags, college or university flags, city, state, and county holidays, and avoiding political flags. The group agrees to add specific guidelines about flag types and their appropriateness to the community spirit.

Garage Sales and Signage Restrictions

Joe brings up the issue of garage sales, noting that DCIA does not allow them, and suggests adding this to the guidelines. Peter mentions that while garage sales are technically not allowed by DCIA. Michelle adds that even when selling a house, signs with addresses are not allowed, and only "open house" signs are permitted. The group discusses the possibility of designating a green area for garage sales in the future.

Seasonal Holiday Lights and Decorations

Joe suggests being more explicit about seasonal holiday lights and decorations, including a requirement to install and remove them within a specific number of days before and after the holiday. Michelle notes that they have reached the hour mark in their discussion.

License Plates and Selling Process

Joe clarifies that only street-legal vehicles with license plates are allowed. Michelle asks about the selling process, including the first steps and requirements needed for the HOA. Joe emphasizes the need for interviews with renters or buyers. The group discusses the importance of keeping copies of the rules for both the Board and the residents.

Contact Information and Electronic Transmissions

Michelle stresses the need for residents to provide up-to-date contact information, including addresses, phone numbers, and emails. The group agrees on the importance of having a form that residents sign to approve the use of their contact information for electronic transmissions.

Overnight Parking in Guest Spots

A member asks about the limit for parking in guest spots, and Joe notes that overnight parking is not currently enforceable. Another member mentions a case where a car was parked in a guest spot for almost a month, and someone recalls past actions to remove such vehicles. The group discusses the possibility of selectively enforcing a time limit for overnight parking in guest spots. A suggestion is made about managing cases of long-term parking by bringing them to the Board's attention.

General Parking and Nuisance Management

Joe asks if they should include general parking guidelines to address nuisances. Michelle proposes expanding the guest parking section to cover nuisance issues. The group discusses the discretion the Board will have in managing parking nuisances. Joe suggests leaving the current policy on no overnight parking in guest spots but allowing selective enforcement.

Final Steps and Next Actions

Joe outlines the next steps, including typing up the guidelines, filling in gaps, and submitting them for review by legal counsel. The group agrees to double-check with the counsel and ensure all issues are addressed. Joe mentions the importance of reviewing the guidelines to ensure they are comprehensive and enforceable. The meeting concludes with a plan to finalize and submit the guidelines for approval.

Meeting duration 1hr 29 min