

# WOODBURY ESTATES

## PHASE VI

### HOMEOWNERS ASSOCIATION

Annual Report — 2026 Annual Meeting

*“Building Community. Maintaining Standards. Growing Together.”*

Prepared for the Homeowners of Woodbury Estates • Spring 2026

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## Welcome from the Board of Directors

Dear Phase VI Homeowners,

On behalf of the Board of Directors, we are pleased to present the **2025–2026 Annual Report** for the Woodbury Estates Phase VI Homeowners Association. This report provides a comprehensive overview of our community’s activities, finances, and progress over the past year, and we invite you to review it as a reflection of our shared commitment to making Woodbury Estates Phase VI a wonderful place to call home.

This has been a year of meaningful progress. We are proud to share several key accomplishments:

- **Pond Restoration Initiative:** We launched a multi-phase, environmentally friendly pond restoration program that is already showing promise for improving water quality and ecosystem health.
- **Community Website Launch:** We rolled out our official community website at [woodbury6hoa.com](http://woodbury6hoa.com), providing homeowners with easy access to documents, news, and Board communications.
- **Pool Improvements:** We updated the pool key distribution process, improved seasonal operations, and ensured the pool remains a safe and enjoyable amenity for all residents.
- **Financial Stability:** The Association remains in strong financial standing, with responsible budget management and a healthy reserve fund.

None of this would have been possible without *your* engagement, feedback, and dedication to our neighborhood. We are grateful for every homeowner who attended meetings, volunteered their time,

communicated concerns, or simply took pride in maintaining their property. Together, we are building a stronger, more connected community.

We look forward to the year ahead with optimism and enthusiasm. Thank you for your continued investment in Woodbury Estates Phase VI.

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## **Board of Directors**

The Woodbury Estates Phase VI HOA is governed by a dedicated group of volunteer homeowners who serve on the Board of Directors. The Board is responsible for managing the Association’s operations, finances, and community standards in accordance with the governing documents.

<b>Name</b>	<b>Position</b>	<b>Term</b>
Christine Tuttle	<b>President</b>	2025–2026
Elizabeth Chance	<b>Vice President</b>	2024–2026
Darin Chance	<b>Secretary</b>	2025–2026
Christine Tuttle	<b>Treasurer</b>	2023–2026

### **Board & Homeowner Meeting Minutes**

Minutes from all meetings, as always will be available upon request. Due to the fact our website is a public domain we want to keep our neighborhood business in our neighborhood. Transparency to our homeowners is a core value of this Board, and we encourage every homeowner to stay informed.

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## **Community Operations**

The Woodbury Estates HOA Phase VI is responsible for the maintenance, upkeep, and management of all common areas and shared amenities within the community. Our operational responsibilities ensure that Phase VI remains an attractive, well-maintained neighborhood for all residents.

## Ongoing Responsibilities

- **Common Area Landscaping:** Regular mowing, trimming, seasonal plantings, and general upkeep of all shared green spaces, entrances, and around the pool area.
- **Infrastructure Maintenance:** Upkeep of pool area, fencing, parking lot, pond, and other shared infrastructure.
- **Pond Management:** Water quality monitoring, vegetation control, and restoration activities (see Pond Restoration section for details).
- **Pool Facility Operations:** Seasonal opening and closing, water treatment, equipment maintenance, and safety compliance.
- **Administrative Operations:** Dues collection, financial record-keeping, insurance management, homeowner communications, and governing document maintenance.

## Improvements Completed This Year

- Launched the Muck Away treatment and grass carp stocking programs for the community pond
- Updated and streamlined the pool key distribution process
- Deployed the new community website for improved communication
- Completed routine inspections of HOA properties and mitigation areas

The HOA contracts with professional service providers for specialized work including landscaping, pool security, pond management, and pool operations. These vendors or professionals are selected based on quality, reliability, and value, and are regularly reviewed by the Board to ensure high standards of service.

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## Pond Restoration Initiative

One of the Board's most significant undertakings this year, and years past, has been the ongoing comprehensive pond restoration program. The community retention pond is a valued natural amenity, and the Board is committed to preserving and improving its health for the long term. Our approach uses **environmentally friendly, chemical-free methods** designed to restore balance to the pond's ecosystem naturally.

## Muck Away Treatment Program

**Muck Away** is a natural, beneficial bacteria-based product that is applied to the pond on a regular schedule. The treatment works by introducing specially formulated bacteria that consume and break

down the organic muck and sediment that accumulates at the bottom of the pond over time. This buildup—composed of decomposed leaves, grass clippings, and other organic matter—can degrade water quality, promote algae growth, and produce unpleasant odors.

Key benefits of the Muck Away program include:

- Reduction of organic sediment buildup on the pond bottom
- Improved water clarity and overall visual appearance
- Decreased nutrient levels that fuel excessive algae growth
- A natural, non-chemical approach that is safe for fish, wildlife, and the surrounding landscape

## Grass Carp Stocking

In addition to the Muck Away treatments, the Board arranged for **grass carp** to be stocked in the community pond. The grass carp are a variety of fish that feed on aquatic vegetation, providing a natural and highly effective method of controlling excessive plant and algae growth in the water.

Key benefits of the grass carp program include:

- Natural, chemical-free control of excessive aquatic vegetation
- Long-term reduction in algae and invasive plant species
- Improved water flow, oxygen levels, and overall pond health
- A sustainable, low-maintenance solution that works over multiple seasons

## What to Expect

Both the Muck Away treatments and the grass carp stocking are **long-term strategies**. Results are expected to be gradual rather than immediate, with meaningful improvements visible over the course of several months and continuing to build over subsequent seasons. The Board will monitor water quality and vegetation levels throughout the year and will provide periodic updates to homeowners on the program's progress.

### Help Protect Our Pond

Homeowners can play an important role in the health of the community pond. Please **do not** introduce outside plants, animals, fish, or debris into the pond. Dumping yard waste, grass clippings, or any foreign

materials into or near the pond can undermine our restoration efforts and harm the ecosystem. If you observe any concerns related to the pond, please contact the Board through the community website.

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## Financial Report

The Board of Directors is committed to responsible financial management, transparency, and accountability in the stewardship of Association funds. Below is a summary of the HOA's financial position and budget allocation for the 2025–2026 fiscal year.

### Annual Dues

Annual homeowner dues are set at **\$400.00 per household**, due on **May 1** of each year. These dues fund the ongoing operations, maintenance, and improvement of community amenities and common areas. Timely payment of dues is essential to maintaining the quality of services and amenities that all residents enjoy.

### Budget Allocation Summary

The chart below provides a general overview of how annual dues revenue is allocated across the Association's major expense categories:

Budget Category	Allocation	Description
<b>Common Area Maintenance</b>	10%	Landscaping, mowing, trash removal, and general grounds maintenance
<b>Pool Operations</b>	31%	Seasonal opening/closing, water treatment, equipment, repairs, license, and safety compliance
<b>Pond Management</b>	1%	Muck Away treatments, grass carp stocking, & water quality monitoring
<b>Insurance &amp; Administration</b>	15%	Liability insurance, legal compliance, website, mailings, & taxes
<b>Reserve Fund</b>	43%	Savings for future capital improvements, unexpected repairs, and long-term planning
<b>Total</b>	<b>100%</b>	

# Financial Stewardship

The Board remains committed to fiscal responsibility and careful management of the Association’s finances. Key principles guiding our financial practices include:

- **Transparency:** Financial records are maintained accurately and made available to homeowners upon request.
- **Accountability:** All expenditures are reviewed and approved by the Board, with documentation maintained for all transactions.
- **Reserve Planning:** A portion of each year’s revenue is directed to the reserve fund, ensuring the Association is prepared for long-term maintenance needs and unexpected expenses.

**Detailed Financial Statement:** A complete, itemized financial statement is available upon request. Homeowners may also review the full financial report at the annual meeting. To request a copy, please contact the Treasurer through the community website.

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# Pool Operations

The community pool is of course everyone’s favorite amenity, and the Board is committed to ensuring it remains safe, clean, and enjoyable for all residents throughout the swim season.

## Season & Hours

<b>Season Opening</b>	Memorial Day Weekend (May 2026)
<b>Season Closing</b>	Labor Day Weekend (September 2026)
<b>Daily Hours</b>	10:00 AM – 9:00 PM
<b>Access</b>	Pool key / access card required for entry

## Pool Key / Access Card Process

To ensure a smooth and fair pool season, the Board has implemented an updated pool key distribution process:

1. **Dues must be current:** Homeowners must have all annual dues paid in full before a pool key or access card will be issued for the season.
2. **One key per household:** Each household in good standing will receive a pool key or access card for the season. Replacement keys may be subject to a fee.

## Pool Rules Highlights

- **No lifeguard on duty — swim at your own risk.** All residents and guests use the pool at their own risk. Parents and guardians are responsible for supervising children at all times.
- **Guests must be accompanied by a resident.** All guests must be accompanied by a Woodbury Estates resident who remains present at the pool during the visit.
- **Adherence to posted rules is required.** All swimmers and visitors must follow the pool rules posted at the facility. Violations may result in loss of pool privileges.
- **No glass containers** are permitted in the pool area at any time.
- **Pool hours are enforced.** The pool area must be vacated by closing time each day.

Complete pool rules and policies are posted at the pool facility and are available on the community website. The Board appreciates everyone's cooperation in keeping the pool a safe and enjoyable place for the entire community.

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## Compliance & Enforcement

The Woodbury Estates HOA phase VI is responsible for enforcing the community's Covenants, Conditions & Restrictions (CC&Rs) and architectural guidelines. These standards exist to protect property values, maintain a consistent community appearance, and ensure a quality living environment for all residents.

The Board's approach to enforcement is grounded in **fairness, transparency, and cooperation**. Our goal is always to achieve voluntary compliance, and we believe that clear communication is the best path to resolution.

## Enforcement Process

The HOA follows a clear, three-step process before any fines are assessed:

Step	Action	Description
1	<b>First Notice</b> <i>(Courtesy Notice)</i>	A courtesy written notice is sent to the homeowner identifying the specific violation and providing a reasonable timeframe for correction. This notice is intended to inform, not penalize.
2	<b>Second Notice</b> <i>(Formal Notice)</i>	If the violation is not corrected within the timeframe provided in the first notice, a formal written notice is sent with a final deadline for resolution.
3	<b>Fine Assessment</b>	If the violation remains unresolved after both notices and deadlines have passed, fines may be assessed in accordance with the Association's governing documents and fine schedule.

## Key Reminders

- The Board's goal is **cooperation and compliance**, not punishment. We always prefer to resolve issues through communication and mutual understanding.
- All homeowners are encouraged to **review the CC&Rs and architectural guidelines**, which are available on the community website. Understanding the standards helps prevent unintentional violations.
- Homeowners have the right to **appeal any enforcement decision** to the Board. Appeals should be submitted in writing, and the Board will review each appeal fairly and promptly.
- If you are unsure whether a planned project or change requires approval, please **contact the Board before beginning work**. We are happy to provide guidance.

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## Communication & Website Launch

The Board is excited to announce the launch of the official **Woodbury Estates community website**, a significant step forward in improving transparency, communication, and access to information for all homeowners.

**[www.woodbury6hoa.com](http://www.woodbury6hoa.com)**

## What You'll Find on the Website

- **Community News & Announcements:** Stay up to date on the latest happenings, Board decisions, and important dates.
- **Governing Documents:** Access the CC&Rs, bylaws, and architectural guidelines at any time.
- **Board Meeting Minutes:** Review minutes from past Board meetings for full transparency.
- **Contact Information:** Easily reach the Board with questions, concerns, or feedback.
- **Important Dates & Deadlines:** Dues deadlines, pool opening dates, meeting schedules, and more.

- **Forms & Resources:** Access architectural review forms, pool key request information, and other helpful resources.

The launch of this website represents a **major step toward improved transparency and communication** within our community. We are committed to keeping the site updated with timely, relevant information, and we welcome your feedback on how we can make it even more useful.

### **Stay Connected**

We encourage all homeowners to **visit the website regularly and bookmark it** for easy access. In addition to the website, the Board also communicates through **email updates** and **physical mailings** as needed. If you are not currently receiving email communications, please ensure your email address is on file with the Board by visiting the website or contacting us directly.

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## **Community Engagement**

A thriving community is built on the active participation of its residents. The Board of Directors encourages every homeowner to get involved and help shape the future of our neighborhood.

### **Ways to Get Involved**

- **Volunteer for Committees:** The Board periodically forms committees to address specific initiatives, such as community events, landscaping improvements, or policy review. Volunteering your time and expertise is a meaningful way to contribute.
- **Participate in Community Events:** Watch for announcements about neighborhood gatherings, clean-up days, and other community-building activities throughout the year.
- **Share Your Ideas:** The Board welcomes suggestions and feedback from homeowners. Whether it's an idea for a new community event, a suggestion for an improvement, or general feedback, we want to hear from you.
- **Be a Good Neighbor:** Sometimes the simplest actions make the biggest difference—maintaining your property, being courteous, and looking out for one another all contribute to a stronger community.

### **How to Reach Us**

Homeowners can contact the Board of Directors or submit feedback at any time through the community website at **woodbury6hoa.com**. We review all messages and appreciate your input.

A strong community depends on the participation of its members. We hope you'll consider getting involved this year—no contribution is too small.

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## Looking Ahead — Goals for the Coming Year

As we look to the year ahead, the Board of Directors has identified the following priorities to continue building on this year's progress and further strengthen our community:

Priority Area	Goals & Objectives
<b>Pond Restoration</b>	Continue monitoring and treatment programs; evaluate results of Muck Away and grass carp efforts; adjust strategies as needed based on observed progress.
<b>Pool Facility</b>	Explore targeted improvements to the pool area by adding the pergola and possibly a picnic table; upgrading door for better ease of resident access; adding accommodations like changing table to bathroom; continue streamlining seasonal operations.
<b>Website &amp; Communication</b>	Grow the community website as the central hub for information; expand content and resources; increase homeowner engagement with digital communications.
<b>Community Events</b>	Explore opportunities for neighborhood gatherings, social events, and community-building activities to bring residents together.
<b>Financial Health</b>	Maintain fiscal responsibility and transparency; continue building reserve funds; evaluate long-term capital improvement needs.
<b>Standards &amp; Compliance</b>	Continue fair, transparent, and consistent enforcement of community standards; update guidelines as needed; maintain open communication with homeowners.

The Board is committed to making Phase VI a community where every homeowner feels informed, valued, and proud to live. We welcome your ideas and partnership as we work toward these goals together.

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## Thank You,

As we close this Annual Report, the Board of Directors wishes to express our sincere gratitude to every homeowner in the Woodbury Estates Phase VI community. Your investment of time, energy, and care in our neighborhood is what makes our neighborhood a truly special place to live.

This year brought meaningful progress—from the launch of the new community website, to improved pool operations, pond progress, and continued financial stability. Each of these accomplishments reflects the collective effort and engagement of our residents, and we are deeply grateful for your support.

Looking ahead, the Board remains committed to the principles that guide everything we do:

- **Transparency** — Open, honest communication with every homeowner
- **Fairness** — Consistent, equitable enforcement of community standards
- **Community** — Fostering a welcoming neighborhood where all residents thrive
- **Stewardship** — Responsible management of shared resources and amenities

We are honored to serve this community, and we look forward to another great year together.

*With appreciation and best regards,*

## **The Board of Directors**

Woodbury Estates Phase VI Homeowners Association

*“Building Community. Maintaining Standards. Growing Together.”*