

WATERFORD PLACE HOMEOWNERS ASSOCIATION, Inc.

2025 Corporate Calendar (Board of Directors & AERC)

<u>January</u>	<u>21*</u>	<u>BOARD & AERC MEETING **PMP**</u> Review/Discussion of AECR Applications received in Dec. 2024 <i>(*Monday is a Federal holiday; The meeting will be held on Tuesday, January 21)</i>
<u>January</u>	<u>24</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Feb. 10, 2025
<u>February</u>	<u>10</u>	<u>AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, Jan. 24, 2025
<u>February</u>	<u>17</u>	<u>BOARD MEETING</u>
<u>February</u>	<u>21</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Mar. 10, 2025
<u>March</u>	<u>10</u>	<u>AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, Feb. 21, 2025
<u>March</u>	<u>17</u>	<u>BOARD MEETING</u>
<u>March</u>	<u>21</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Apr. 7, 2025
<u>April</u>	<u>7</u>	<u>AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, Mar. 21, 2025
<u>April</u>	<u>11</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Apr. 21, 2025
<u>April</u>	<u>21</u>	<u>BOARD & AERC MEETING **PMP**</u> Mail Spring Newsletter Review/Discussion of AECR Applications received by 10 AM, Apr. 11, 2025 AERC Community Compliance Inspections
<u>May</u>	<u>2</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on May 12, 2025
<u>May</u>	<u>12</u>	<u>AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, May 2, 2025

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<u>May</u>	<u>16</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Jun. 2, 2025
<u>May</u>	<u>19</u>	<u>BOARD MEETING</u>
<u>June</u>	<u>2</u>	<u>AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, May 16, 2025
<u>June</u>	<u>6</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Jun. 16, 2025
<u>June</u>	<u>16</u>	<u>BOARD & AERC MEETING **PMP**</u> Review/Discussion of AECR Applications received by 10 AM, Jun. 6, 2025
<u>June</u>	<u>27</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Jul. 7, 2025
<u>July</u>	<u>7</u>	<u>AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, Jun. 27, 2025
<u>July</u>	<u>11</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Jul. 21, 2025
<u>July</u>	<u>14</u>	<u>MAIL NOTICE TO MEMBERS</u> Mail Call for Nominations Letter (USPS mail on Jul. 14, 2025)
<u>July</u>	<u>21</u>	<u>BOARD & AERC MEETING</u> Mail Call for Nominations Letter Begin FY2025 Preliminary Budget Preparation Review/Discussion of AECR Applications received by 10 AM, Jul. 11, 2025
<u>July</u>	<u>25</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Aug. 4, 2025
<u>August</u>	<u>4</u>	<u>AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, Jul. 25, 2025
<u>August</u>	<u>8</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Aug. 18, 2025

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2025 Corporate Calendar (Board of Directors & AERC)

<u>August</u>	<u>15</u>	<u>MAIL NOTICE TO MEMBERS</u> Mail Annual Meeting Notice
<u>August</u>	<u>18</u>	<u>BOARD & AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, Aug. 8, 2025
<u>August</u>	<u>22</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Sept. 8, 2025
<u>September</u>	<u>8</u>	<u>AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, Aug. 22, 2025
<u>September</u>	<u>15</u>	<u>BOARD MEETING/ANNUAL MEETING **PMP**</u> Elect/Re-elect BOD members Officers/Committee Chairs Reports Review all service contracts (if applicable) Adopt Revenue Ruling 70-604
<u>September</u>	<u>19</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Oct. 6, 2025
<u>October</u>	<u>6</u>	<u>AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, Sept. 19, 2025
<u>October</u>	<u>20</u>	<u>BOARD MEETING/RECONVENED ANNUAL (if needed) **PMP**</u> Approve FY2026 Draft Operating Budget/Mailing Post FY2026 Approved Budget Letter/Packet on website Elect/Appoint Board Officer Positions (1-year terms, Annual Review) Review/Approve the Fall Newsletter for mailing in October/November
<u>October</u>	<u>24</u>	<u>AECR APPLICATIONS DUE BY 10 AM</u> Complete applications received will be reviewed/discussed on Nov. 3, 2025
<u>November</u>	<u>3</u>	<u>AERC MEETING</u> Review/Discussion of AECR Applications received by 10 AM, Oct. 24, 2025
<u>November</u>	<u>17</u>	<u>BOARD MEETING</u> Elect/Appoint Board Officer Positions (if Annual Meeting is reconvened in October) Adopt FY2026 Operating Budget

WATERFORD PLACE HOMEOWNERS ASSOCIATION, Inc.

2025 Corporate Calendar (Board of Directors & AERC)

November 21 **AECR APPLICATIONS DUE BY 10 AM**
Complete applications received will be reviewed/discussed on Dec. 1, 2025

November 21 **MAIL TO MEMBERS**
Mail FY2026 Budget Notice Packet (USPS mail on Nov. 21, 2025)

December 1 **AERC MEETING**
Review/Discussion of AECR Applications received by 10 AM, Nov. 21, 2025

December 1 **MAIL TO MEMBERS**
Mail Assessment Coupons (for owners who still pay via check); USPS mail on Dec. 1

December 15 **BOARD MEETING**
Mail Assessment Coupons (for owners who still pay via check)

December 19 **AECR APPLICATIONS DUE BY 10 AM**
Complete applications received will be reviewed/discussed in Jan. 2026 (TBD)

Until further notice, all WPHOA meetings will be held virtually using Zoom videoconferencing services.

- **AERC Meetings: Register to attend by using the following URL (*recurring meeting*):**
<https://zoom.us/meeting/register/tJYpd-ioqz0jG9Yqyo58ExkasBl0cNP0jGF8>
- **Board of Directors Meetings: Register to attend by using the following URL (*recurring meeting*):**
<https://zoom.us/meeting/register/tJMtf-6rqDwiHtUakDPVIFHFj7P4ad2G25-E>

NOTE: The monthly Board meetings (scheduled for every 3rd Monday) and AERC meetings aim to provide more structure and an improved operating model to conduct WPHOA business efficiently. Providing this list of scheduled meetings to the WPHOA members/Unit Owners also fulfills the proper/advanced notification of all WPHOA open meetings. (*Proper notification of all open meetings of the WPHOA is a requirement of the WPHOA Governing Documents and Montgomery County and State of Maryland laws.*)

EXCEPTION: The third Monday in January 2025 is Presidential Inauguration Day and Martin Luther King, Jr. Day; therefore, the Board Meeting will be held on Tuesday, January 21, 2025.

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2025 Corporate Calendar (Board of Directors & AERC)

If no WPHOA business is planned to be discussed at the scheduled Board meeting and/or no AECR applications have been received and scheduled for review and approval at the designated dates/times of the scheduled meetings, the meeting(s) will be canceled. *(Notification will be posted on the WPHOA website.)*

The Association also maintains a separate website for the benefit of its Members (<https://www.waterfordplacehoa.org>). Updated information about the community, past newsletters, architectural guidelines, governing documents, rules, regulations, etc. All Unit Owners, residents, and tenants are welcome to create a free user account on the website.

Waterford Place HOA



Pages

Home

WPHOA Welcome New Homeowner/Member

➤ WPHOA Community Surveys

➤ WPHOA A&E Change Request

WPHOA Feedback Loop

WPHOA Events

➤ WPHOA Social Activities

WPHOA News

WPHOA Newsletters

WPHOA Reminders

Pay WPHOA Dues

➤ WPHOA Board of Directors

➤ WPHOA Community Documents

➤ WPHOA Resources

WPHOA Facebook Page

Welcome to Germantown, Maryland!

[Translate this website to a different language.](#)

Waterford Place is a 70-home private common ownership community in Germantown, Maryland, conveniently located in upper Montgomery County near I-270 and the Germantown Town Center. It is a quiet community in the [Churchill Village \(Town Sector Zone\) area](#) with ample green space, especially compared to recently built townhome developments. With most of the Churchill Village community built out by about 1994, the Churchill Village area today exhibits a mainly low-density, suburban residential setting and appeal.

The Churchill Town Sector at the corner of Maryland Route 118 and Middlebrook Road most closely resembles the downtown or center of Germantown because of the location of the [Upcounty Regional Services Center](#), the [Germantown Public Library](#), the [Black Rock Center for the Arts](#), the [Regal Germantown Stadium 14](#), and pedestrian shopping that features an array of restaurants.

The Waterford Place entrance at Waters Row Terrace (a private road) was designed with a cul-de-sac at the community's north and south end, so there is no pass-through traffic.

While Waterford Place residents are moments away from the three exits to I-270 (less than one mile away), other commuter options are also nearby. The [Maryland Area Regional Commuter \(MARC\) train](#) and the [Germantown Transit Center](#) are within walking distance. In addition, the [Ride On 100 Shuttle](#)

WATERFORD PLACE HOMEOWNERS ASSOCIATION, Inc.
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ANNUAL PLAN - 2025

JANUARY	FEBRUARY	MARCH
<ul style="list-style-type: none"> • Obtain annual landscape calendar • Prepare/update annual calendar (website and HOA members/Board) • January website updates/postings • Update tree maintenance plan (update tree inventory) • Create and send year-end (2024) review to homeowners and residents (post on the website) • Meeting: Jan. 21, 7 PM (Board & AERC) • AECR Application Deadline: Jan. 24, 10 AM 	<ul style="list-style-type: none"> • Meeting: Feb. 10, 7 PM (AERC) • Meeting: Feb. 17, 7 PM (Board & AERC) • February website updates/postings • AECR Application Deadline: Feb. 21, 10 AM 	<ul style="list-style-type: none"> • Meeting: Mar. 10, 7 PM (AERC) • Meeting: Mar. 17, 7 PM (Board) • AECR Application Deadline: Mar. 21, 10 AM • March website updates/postings
APRIL	MAY	JUNE
<ul style="list-style-type: none"> • Meeting: Apr. 7, 7 PM (AERC) • AECR Application Deadline: Apr. 11, 10 AM • Meeting: Apr. 21, 7 PM (Board & AERC) • Renew MCPD Trespass Form (<i>Renew annually in Apr</i>) • Community Compliance inspections (April) • April website updates/postings • Check and clean storm drains for blockage • WPHOA Tax Preparation and Annual Audit • Spring Cleaning/Maintenance (inspect and clean playground equipment, ground cover, picnic table/benches) 	<ul style="list-style-type: none"> • AECR Application Deadline: May 2, 10 AM • Meeting: May 12, 7 PM (AERC) • AECR Application Deadline: May 16, 10 AM • Meeting: May 19, 7 PM (Board) • May website updates/postings • Walk the property to inspect the Common Areas and/or Community improvements/violations (early May) • Promote “Free” Deck Inspections (offered by MoCo Dept. of Permitting Services) 	<ul style="list-style-type: none"> • Meeting: Jun. 2, 7 PM (AERC) • AECR Application Deadline: Jun. 6, 10 AM • Meeting: Jun. 16, 7 PM (Board & AERC) • June website updates/postings • Obtain Reserve Study Update from the consultant • AECR Application Deadline: Jun. 27, 10 AM

WATERFORD PLACE HOMEOWNERS ASSOCIATION, Inc.

2025 Corporate Calendar (Board of Directors & AERC)

JULY	AUGUST	SEPTEMBER
<ul style="list-style-type: none"> • Meeting: Jul. 7, 7 PM (AERC) • AECR Application Deadline: Jul. 11, 10 AM • Mail Call for Nominations Letter (USPS mail on Jul 14) • Meeting: Jul. 21, 7 PM (Board & AERC) • AECR Application Deadline: Jul. 25, 10 AM • July website updates/postings • Begin Common Areas improvements (if any) • Obtain bids and contractual changes for the upcoming operating budget • Begin FY2026 Preliminary Operating Budget Preparation 	<ul style="list-style-type: none"> • Meeting: Aug. 4, 7 PM (AERC) • AECR Application Deadline: Aug. 8, 10 AM • Mail Annual Meeting & Ballot Notice Letter (USPS mail on Aug 15) • Meeting: Aug. 18, 7 PM (Board & AERC) • AECR Application Deadline: Aug. 22, 10 AM • August website updates/postings • Obtain contract renewals for the upcoming year (if any – insurance, etc.) 	<ul style="list-style-type: none"> • Meeting: Sep. 8, 7 PM (AERC) • Meeting: Sep. 15, 7 PM (Annual Meeting & Board) • Annual Meeting: Elect/Re-elect BOD members • Review all contracts (if applicable) • Adopt Revenue Ruling 70-604 • September website updates/postings • WPHOA Tax Preparation and Annual Audit (Sept./Oct.) • AECR Application Deadline: Sep. 19, 10 AM
OCTOBER	NOVEMBER	DECEMBER
<ul style="list-style-type: none"> • Meeting: Oct. 6, 7 PM (AERC) • Meeting: Oct. 20, 7 PM (Board; Reconvened Annual Meeting – if needed) • BOD Positions Assigned (Annual Review/Appointment) • Approve FY2026 Draft Operating Budget/Mailing • Post the FY2026 Approved Budget Packet on the WPHOA website • October website updates/postings • Mail Fall Newsletter (Oct/Nov) • AECR Application Deadline: Oct. 24, 10 AM 	<ul style="list-style-type: none"> • Meeting: Nov. 3, 7 PM (AERC) • Meeting: Nov. 17, 7 PM (Board) • Adopt FY2026 Operating Budget • Mail FY2026 Budget Notice Letter (USPS mail on Nov. 21) • AECR Application Deadline: Nov. 21, 10 AM • November website updates/postings 	<ul style="list-style-type: none"> • Meeting: Dec. 1, 7 PM (AERC) • Mail Assessment Coupons (for owners who still pay via check) (USPS mail on Dec. 1) • Meeting: Dec. 15, 7 PM (Board) • AECR Application Deadline: Dec. 19, 10 AM • December website updates/postings • <i>Happy Holidays!</i>