



WILLOWBROOK at Meadow Woods

A Newsletter By and For the HOMEOWNERS of Willowbrook at Meadow Woods Homeowner's Association

WILLOWBROOK AT MEADOW WOODS HOMEOWNERS' ASSOCIATION

Board of Directors

Directors

Jose Diaz
James Steele
Chris Wardwell

www.willowbrookatmeadowwoods.com

Please direct all concerns to the management company. For ARB requests, please go to the Association's website. Click on "Resident Services" then "On-line Forms." Fill out and submit the form prior to making any exterior modifications to your home.

COMMUNITY MANAGER

William Carey Webb, LCAM
info@dwdpm.com
407.251.2200 phone
800.759.1820 fax
DWD Professional
Management, LLC
1101 Miranda Lane • Suite 112
Kissimmee, FL 34741

From Our Management Company

Submitted by
Carey Webb,
DWD Professional
Management



Assessments 2018 - New Annual Statements

The annual statements for the 2018 Assessments should arrive this month. Please be on the lookout for this important mailing. The statement will include your annual assessment information as well as a copy of the 2018 approved budget. Just so you are aware, the PO Box listed on the coupon is the address for the Association's bank, BB&T. This address is not for DWD Professional Management. Therefore, if you need to send correspondence to DWD, please mail it to: 1101 Miranda Lane, Suite 112, Kissimmee, FL, 34741. In addition, when mailing in your payments, please make your checks payable to **Willowbrook at Meadow Woods HOA**. Finally, if you do not receive your statement

by mid-December, please contact our office so that we may mail you a replacement. Remember that it is your responsibility to ensure that your HOA assessment is received in a timely fashion. Your assessment is due on January 1st and is considered late after January 10th. Please pay on time so that you can avoid the addition of the \$25.00 late fee. We greatly appreciate your cooperation in this matter.

DWD Holiday Hours 2017- 2018

Please be advised that the DWD Professional Management office will be closed beginning on Friday, December 22nd at 12 PM through Monday, January 1, 2018 in observance of the Christmas and New Year holidays. Our offices will re-open on Tuesday, January 2, 2018. We hope everyone has a happy holiday season.

Noise and Music

We know this is a holiday season where we love spending time with our friends and

Continued on page 2

Noise and Music

continued

family but please be considerate of your neighbors. Loud music, especially after midnight, can be disturbing. You do not know if your neighbor is sick or has to wake up early in the morning to go to work. If this situation occurs, please contact the Orange County Sheriff's Department at 407-836-4357. This is not an Association matter and must be handled directly with the Sheriff's Department.

Please Secure Valuable Items

Please make sure your cars are locked at night, and that all valuables that do not have to be in your car are removed on a nightly basis. With the holiday season, this also includes leaving any valuable holiday decorations outside throughout the evening hours. If you notice anyone suspicious within the community, please call the Orange County Sheriff's Department at 407-836-4357. Thank you.

Winter Holiday Safety Tips

from The American Red Cross

Beware of holiday lighting. Take care when burning candles. Be sure they are kept away from decorations or other combustible materials. Don't leave children unattended in a room with lit

candles, and always keep candles, as well as matches and lighters, out of the reach of children.

Never display lighted candles in windows or near exits. Decorate only with flame-retardant or non-combustible materials.

Keep Christmas trees fresh. Choose a fresh Christmas tree and secure it in a sturdy stand. Place the tree away from heat sources and exits, and water it daily. If you purchase an artificial tree, be sure it is labeled as fire-retardant.

Designate a driver. When attending a party, always designate a non-drinking driver. If you are the host of a holiday gathering, be sure there are non-alcoholic beverages available for guests who are driving.

Buckle up. During the holiday months, people travel more than ever. Wearing a seat belt is the easiest and best way to prevent injury in a motor vehicle collision. Ensure that all passengers in your vehicle are wearing safety belts.

Enroll in a First Aid and CPR course. Although these tips can help prevent an emergency, it is also important to be prepared should an emergency situation arise. To enroll in a first aid or CPR course, contact your local Red Cross. www.redcross.org

Quotes

"Our hearts grow tender with childhood memories and love of kindred, and we are better throughout the year for having, in spirit, become a child again at Christmastime."

—*Laura Ingalls Wilder*



"Christmas can be celebrated in the school room with pine trees, tinsel and reindeers, but there must be no mention of the man whose birthday is being celebrated. One wonders how a teacher would answer if a student asked why it was called Christmas."

—*Ronald Reagan*



Disclaimer: The *Willowbrook at Meadow Woods Newsletter* is published for *The Willowbrook at Meadow Woods Homeowners' Association* by Focus Community Publications & Printing, Inc. as a courtesy to all property owners and residents. Focus nor the Association assume any responsibility for article content or advertising message as submitted for inclusion in the newsletter. Advertising and articles are not endorsed by the Association, nor is there any implied warranty by the Association or its staff.

Statement of Business Support: When patronizing any of the businesses advertising in our newsletter, whether or not for the first time, it is helpful if you tell them you saw their ad in your community newsletter. *The Willowbrook at Meadow Woods Newsletter* is published by Focus Community Publications and Printing, Inc. of Saint Cloud at no charge to our association. Costs of development and printing are underwritten through the sale of advertising. These advertisers pay for their ads to reach you and they have no other way of knowing if their ad attracts your attention or business unless you mention that you heard about them through *The Willowbrook at Meadow Woods Newsletter*.

PUBLISHED BY
FOCUS COMMUNITY PUBLICATIONS & PRINTING, INC.
2008 JAFFA DRIVE • UNIT H
ST. CLOUD, FL 34771
PHONE: 407.892.0019
FAX: 407.957.0057
E-MAIL: FOCUSCOMPB@AOL.COM



WILLOWBROOK AT MEADOW WOODS HOMEOWNERS' ASSOCIATION, INC.
 MAIL OR EMAIL FORM TO: 1101 Miranda Lane, Suite 112 Kissimmee, FL 34741
 PHONE: 407-251-2200 FAX: 800-759-1820 EMAIL: info@dwdpm.com

ARCHITECTURAL REVIEW BOARD (ARB) APPLICATION

Owner Name: _____ Tenant Name: _____

Property Address: _____

Mailing Address: _____

Phone(s) Home: _____ Work: _____ Fax: _____

In Accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rule and Regulations, installation must conform to this approval and the Association's guidelines.

I hereby request consent to make the following changes, alteration, renovations and /or additions to my property.

Fence Swimming Pool Lawn Ornament Screen Enclosure Landscaping
 Patio Exterior Color Lawn Replacement Other _____

Description: _____

Attach two (2) copies of the property survey that shows the locations of the proposed change, alteration, renovation or addition.

Attach two (2) drawings of your plan(s). Attach two (2) color samples, if applicable.

NOTE: Applications submitted by fax or without two (2) copies of the survey, drawing, or color sample will be considered incomplete. If an application is incomplete, it will not be processed and will be returned to you.

I hereby understand and agree to the following conditions.

1. No work will begin until written approval is received from the Association. You have 60 days from the approval date to complete the work. If not, then you must reapply for ARB approval.
2. All work will be done expeditiously once commenced and will be done in a professional manner by a licensed contractor or myself.
3. All work will be performed timely and in a manner that will minimize interference and inconvenience to other residents.
4. I assume all liability and will be responsible for any and all damages to other lots and/or common area, which may result from performance of this work.
5. I will be responsible for the conduct of all persons, agents, contractors, subcontractors and employees who are connected with this work.
6. I am responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
7. Upon receipt, DWD Professional Management, LLC will forward the ARB Application to the Association. A decision by the Association may take up to 30 days. I will be notified in writing when the application is either approved or denied.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF THE ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s): _____ Date: _____

DO Not Write Below This Line

This Application is hereby: Approved Denied

Date: _____ Signature: _____

Comments: _____






















Date Received _____ Mailed to Assoc. _____ Mailed to Owner _____



WILLOWBROOK AT MEADOW WOODS
 HOMEOWNERS' ASSOCIATION
 C/O DWD Professional Management, LLC
 1101 MIRANDA LANE • SUITE 112
 KISSIMMEE, FL 34741

Address Service Requested

December 2017 & January 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Recyclables & Yard Waste Pickup 		1	2
3 Full Moon	4	5 	6 Recyclables & Yard Waste Pickup 	7 	8	9
10	11	12 	13 Recyclables & Yard Waste Pickup  Hanukkah	14	15	16
17	18	19 	20 Recyclables & Yard Waste Pickup 	21	22 DWD Professional Management Closed at noon	23
24 	25  DWD Professional Management Closed	26  DWD Professional Management Closed	27 Recyclables & Yard Waste Pickup  DWD Professional Management Closed	28 DWD Professional Management Closed	29 DWD Professional Management Closed	30
31 	1 January Assessments Due DWD Management Closed	2 	3 Recyclables & Yard Waste Pickup 	4	5	6
7	8	9 	10 Recyclables & Yard Waste Pickup 	11	12	13
14	15	16 	17 Recyclables & Yard Waste Pickup 	18	19	20
21	22	23 	24 Recyclables & Yard Waste Pickup 	25	26	27
28	29	30 	31 Recyclables & Yard Waste Pickup  Grace Period for Assessments Ends			