



# *The Villas at Shadow Bay*

## ***NOVEMBER 2021 NEWSLETTER***

### ***DWD Upcoming Holiday Hours***

Please be advised that the offices for DWD Professional Management will be closed on **Thursday, November 25, 2021 and Friday, November 26, 2021** in observance of the Thanksgiving holiday. Our offices will also be closed **Monday, December 20, 2020 through Friday, December 31, 2021** in observance of the Christmas and New Year's holidays.

However, we will have availability by phone and email on **December 20-22 and December 27-29**. Therefore, if you need assistance before the Christmas and New Year's holidays, please ensure that you contact us at the beginning of each week as we will not be available on Thursday and Friday of those weeks. We wish everyone a happy and safe holiday season!



### ***2022 Assessment Information***

On Tuesday, October 19, the Board of Directors held their Budget meeting to discuss the proposed budget for 2022. After much consideration, the Board voted to increase the monthly assessment next year. Due to the current rise in the costs for labor, insurance, supplies, utilities, and services, this increase was needed in order to balance your budget for 2022. **Therefore, your assessment will increase to \$230.00 per month for 2022.** You should receive your new coupon booklets in late November or early December from the Association's bank. If you do not receive your coupon booklet by mid-December, please contact the management office for assistance.

Please direct all concerns to the management company. For ARB requests, please go to the Association's website, [www.villasatshadowbay.com](http://www.villasatshadowbay.com). Click on "Resident Services" then "Online 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](mailto:info@dwdpm.com)  
 407.251.2200 phone  
 800.759.1820 fax  
 DWD Professional Management, LLC  
 9419 Tradeport Drive  
 Orlando, FL 32827

### **Board of Directors**

**President:** Paul Jankowski  
**Vice President:** Patricia Sobotka  
**Treasurer:** Fred Lewis  
**Secretary:** Elisa Feola  
**Director:** Becky Kogele

### **Board of Directors' Meetings**

Held on the third Tuesday of every month at 7:00 PM. **The December Board meeting has been cancelled.** ***The next meeting will be held on Tuesday, January 18, 2022.*** Please see page 4 for details.

## *Holiday Lights and Decorations*

**Please be aware that the roofs and the exterior walls of the buildings belong to the Association.** Since the holidays are approaching, we want to remind you to not place holiday lights and decorations on the fascia or any other section of the roof or the buildings. **Holiday lights and decorations may only be attached to your windows and doors. Do not place holiday lights on the roof or the building.** If you place holiday decorations on any of the landscaping, please be aware that the landscaping crew is not responsible for moving these items in order to mow or trim. Please remove these items on the normal landscaping day or your area will be skipped and the landscapers will not be responsible for any incidental damage to items left in these areas. Thank you for your cooperation in this matter.

## *Dumpster Information*

Please be advised that the dumpsters are only for the use of owners and their tenants.

**The dumpsters throughout the community are there for normal household waste. The dumpsters may not be used for the disposal of construction materials such as cabinets, tile, or paint. They are also not for the dumping of furniture of any kind.** It has come to the Board's attention that residents are using

the dumpsters for these types of materials and this is strictly prohibited. If you see anyone dumping these types of materials, please contact the management office immediately.

**Anyone found using the dumpsters for prohibited material will be charged for the cost of removing and transporting the material to the County dump.**

Also, if you find that the dumpster in your parking lot is full, please place your garbage in a different dumpster within the community. When residents overflow the dumpsters, the garbage trucks cannot dispose of the waste and it costs the Association additional dumping fees. **We are asking for everyone's assistance in keeping the community clean and dumping of garbage appropriately.** Thank you.



## *Monthly AC Filter Check Reminder*

Please note that per your community's governing documents, the air conditioning units are the property of the unit owner. This means the

maintenance of these units is the responsibility of the owner, not the Association. Please remember to change the AC filter monthly. If the filter is not replaced, this may cause the unit to freeze.

Also, the drain pan and drain line must be inspected on a monthly basis as well. This is especially true in the upstairs units. Mold and algae will grow in the drain lines, eventually clogging these lines. This will cause the condensation water to overflow the drain pan and spill onto the floor of your unit. If you are in a second-floor unit, this water will drain into the downstairs unit damaging your neighbor's home and property.

In order to prevent this problem, it is recommended that you pour 2 (two) ounces of household bleach or 2-4 (two to four) ounces of white vinegar down the drain line every month as you change the filter. This will ensure uninterrupted usage of your AC unit, and help prevent costly damages to your home or your neighbor's home. Thank you.

## *Pool Rules/Hours*

**Please be advised that the pool closes at sundown every day. No unauthorized people may enter the pool after this time.**

Many people ask why the Association has chosen to close the pool at sundown. The answer is simple. **We did NOT choose this time.** The State of Florida decided this for us! **Since there is not enough light per State**

**guidelines, we must close the pool when the sun goes down.**

Next, there is a list of pool rules located in the pool area. Please take a minute and review these rules. One of the most important rules is the age limit for use. If you are under the age limit, ***you may NOT use the pool without a parent or guardian being present.*** This rule will be strictly enforced when personnel are present in order to ensure the safety of the children in our community. Accidental drowning in a swimming pool is a leading cause of death in Florida for children. Please be advised there are no lifeguards at the pool, and the maintenance personnel are ***not*** trained in CPR or pool safety. Failure to comply with the Pool Rules may also result in you being asked to leave the area.

Also, please be advised that there are cameras located at the pool. Management monitors these cameras daily and also performs inspections at night. The Association will pursue recuperating any costs associated with damage to the pool caused by the inappropriate use of the facilities. The police will also be called if you are found at the pool after the posted hours. This is considered trespassing even if you are a resident of the community. This is the law for the State of Florida, and it will be enforced for the protection of our community assets and the safety of our residents.

Thank you for your cooperation with this matter. If you have any additional concerns or questions

regarding this issue, please contact the management office.

## ***Pool Area Guidelines & DWD Professional Management Office Procedures (COVID-19)***

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The following rules will be in effect for the common areas of the Association:

- ***Anyone using this common area does so understanding the risk for being infected with COVID-19 and assumes that risk.***
- ***While present in this common area, unvaccinated individuals must maintain a distance of at least 6 feet from other individuals at all times, except for those individuals residing in the same household.***
- ***Anyone violating these rules will be subject to removal and/or subject to suspension of future rights to use this common area.***

We appreciate everyone following these guidelines for the safety of all residents within our community.

In addition to the reopening of

the common area, the management office has new procedures based on this new guidance at the local, state, and federal levels. Appointments are no longer required to visit the office.

**Therefore, the lobby is open from 9 AM – 5 PM Monday through Friday for walk-ins.** You may still contact our office to make an appointment if you would prefer. However, it will no longer be required.

We will require that all visitors and staff wear face masks while inside the management office and that proper social distancing is followed. We also still encourage residents to conduct business online using the resident portal or on the phone as much as possible.

Please be advised that for the time being, all Board meetings will continue to be held via teleconference or videoconference.

We will continue to monitor the situation at the local, state, and federal level and will provide updates to you as needed. We encourage all of our residents to follow the recommendations from the Center for Disease Control (CDC) and the Florida Department of Health regarding COVID-19 in order to limit the spread of the disease and to keep your family and neighbors safe.

Please use the following links to the websites for the CDC and the Florida Department of Health.

**Center for Disease**

**Control:** <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

**Florida Department of**

**Health:** <http://www.floridahealth.gov/> or call the COVID-19 Hotline if you have questions at 866-779-6121.

If you have any questions or concerns, please contact our office by phone at 407-251-2200 or by email at [info@dwdpm.com](mailto:info@dwdpm.com). Take care, and stay safe.

## ***Board of Directors' Meeting on Tuesday, December 21, 2021 Cancelled***

The Board of Directors' meeting regularly scheduled for **Tuesday, December 21, 2021 at 7:00 PM** has been cancelled. The next Board of Directors' Meeting will be held on Tuesday, January 18, 2022 via teleconference using [FreeConferenceCall.com](https://www.freeconferencecall.com). Please use the following phone number and access code to join the meeting if you would like to attend.

**Telephone Number:**

(605) 475-4825

**Access Code:**

296294

Teleconferencing will enable the Board to continue conducting the business of the Association while practicing safe social distancing practices.

## ***Pool Keys***

If you need to obtain a pool key for the community pool, please contact the management office at [info@dwdpm.com](mailto:info@dwdpm.com) or 407-251-2200. The management office will arrange a time for you to pick up your key at their office located at 9419 Tradeport Drive, Orlando, Florida 32827. Pool fobs cost \$20.00 each.

Accepted methods of payment are check or money order made payable to Villas at Shadow Bay COA.

Please bring the following with you to the management office in order to receive your pool key:

Owners: You must bring a photo ID.

Renters: You must bring a photo ID and a copy of your current lease agreement.

## ***Dogs Must Be Leashed and Waste Must be Disposed of Properly***

Per the Community's governing documents, animals are not allowed to roam free at any time. There are several dogs and cats that have been observed running freely throughout the community. Please be aware that this is also not allowed per Osceola County Ordinances. Please keep your pets on a leash while walking them through the neighborhood.

**The Board of Directors also asks that you walk your dogs on the sidewalks next to the streets**

**where the doggie stations are located. Do NOT walk your dogs behind the buildings.**

Several residents have complained that dog waste is accumulating behind their buildings since the owners of these dogs are not picking up and disposing of the waste. **Please be advised, if you are caught not picking up after your dog, you will receive a violation notice from the Association and may be responsible for the cost of clean-up.** In addition, you will be reported to Animal Control and the County may issue a fine as well. If you see a pet in the community without a leash, you may also report this to Animal Control at 407-892-5292. Thank you for your cooperation and assistance in this matter.



**ORDINANCE #87-9  
FINE \$500  
407-742-8000 OPT. 2**

## ***COVID-19 Vaccine Information***

If you are interested in getting your COVID-19 vaccine, please go to the following website:

[Florida Department of Health in Osceola \(floridahealth.gov\)](https://www.floridahealth.gov/).

Click on COVID-19 Information highlighted in bright YELLOW at the top of the page.

Under Osceola County Alerts, go to COVID 19 Vaccination Information - Click for More Info.

On the next page click on FDOH-Osceola COVID-19 Appointment Request Form.

Follow the prompts to input your personal contact information and appointment time availability for all days.

The main phone line for the Osceola County Health Department is 407.343.2000. Anyone requesting an appointment will be contacted by email and/or by phone.

### ***Association Payments Via the Payment Portal with Center State and Payment Reminders***

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If you have set-up automatic payments through the on-line payment system with Center State Bank, please be aware that DWD Professional Management does not have access to that system and any updates needed must be made directly by you. If you have made any errors in terms of the amount of your payment or the frequency of your payment, please login into the portal to make any necessary revisions. Go to schedule payments, cancel the current request, and start a new request with the correct payment amount and/or frequency.

Please keep in mind that the system is automatically selected for monthly payments, so please indicate the correct frequency for your association payments and change as needed. The assessment payments for the Villas at Shadow Bay are monthly and are due on the 1<sup>st</sup> of each month. Please also be aware that all on-line payments take 2 to 3 business days for processing before they are applied to your account.

In addition, the on-line payment system is a payment portal only. This system is not connected to the account system with the management company. The payment portal does not have any information regarding your current account balance. If you need your account balance or a full detailed payment history report, you must contact the management company directly.

Finally, please be aware that DWD Professional Management does not send payment reminders by text or email. If you are receiving payment reminders through text or email, this is because you have signed up for it through the online payment portal. If you have signed up for the reminders in error, please login into the portal. Go to notifications and cancel/edit the request and make any changes needed or set-up a new request. If you have any questions or concerns about the on-line payment portal, please contact the management office for assistance.

### ***Assessment Information and Payment Plans***

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If you are experiencing financial difficulties or job loss, please contact our office to set-up a payment plan. **It is very important that you contact us to discuss this matter. We cannot set-up a payment plan if we are not aware of your financial situation.**

If you have any other questions or concerns regarding your account balance, please feel free to contact the management office at 407-251-2200 or at [info@dwdpm.com](mailto:info@dwdpm.com).

### ***Owner Access Platform***

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Please be advised that you may utilize an online owner access portal where you may login to manage your account and access community documents. With your Internet-enabled device, you are able to view your current account balance, check your payment history, view your open records and more!

We encourage everyone to utilize the new on-line access platform at <https://owner.topssoft.com/DWDProfessionalManagement/Account/Login>.

To ensure your privacy, only homeowners whose email address is on file have already received a registration email. **If you have not already provided**

your email, please email your information to [info@dwdpm.com](mailto:info@dwdpm.com) and include your community name, address within the community, and the email address you want on file. This extra step is designed for the safety of your personal information because it allows us to verify each homeowner. Once your email address has been opted into the system, you will receive an email to register. For security purposes, a return email will be sent to confirm you are the owner of that email account.

If you received the registration email but the time has expired and you are in need of a new registration email, please contact our office by email at [info@dwdpm.com](mailto:info@dwdpm.com) with your request. Please make sure to include the email address you want us to use and we process a new registration email for you.

Please check your SPAM folder as it may be filtered automatically. After you click the link in the confirmation email you can create your password and your account will be registered. You will then be able to log into your account using your email address and the password you created when you registered. Please make sure to use Google Chrome which is the preferred web browser for the platform.

## *Procedure for Reporting Maintenance Issues*

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If you are renting your unit in the community, please be aware that **all maintenance issues should first be reported to your landlord or property management company.** Your landlord or property management representative should then contact the community management office to make arrangements for the repair.

If you are an owner in the community, please contact the community management office to report any maintenance concerns or issues. We will help you determine if the repair is your responsibility to correct or if it is the responsibility of the Association.

**Finally, please remember that the community management office is not open over the weekend or during national holidays.** If you have a maintenance emergency during a weekend or during the Thanksgiving or Christmas holidays, you may leave a message and the community management staff will contact you on the next business day.

By following these guidelines, you will greatly assist the staff in providing more efficient service. Thank you for your cooperation in this matter.

## *Villas at Shadow Bay – Phase VI*

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Please be advised that there are two separate Condo Associations located on Rio Grande Trail. The Villas at Shadow Bay Condominium Association, Phases I-V includes all units on Fox Squirrel Drive and most of the units on Rio Grande Trail. At the end of Rio Grande Trail, beginning with units in the 2700s, is Villas at Shadow Bay VI. This is a completely separate Association that is not a part of the Villas at Shadow Bay COA, I-V. Therefore, residents within our community may not use their parking lots or swimming pool, and the same is true for their residents in regards to our parking lots and swimming pool. If you have any questions or concerns regarding this issue, please feel free to contact the management office.

## *Use of Gas and Charcoal Portable Grills*

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We would like to remind all resident that the use of gas and charcoal grills in multi-family housing such as Villas is strictly regulated by the County and the Association. **These grills may not be used in the units, in the courtyards of the buildings, in the parking areas, in the pool area, or on any of the porches or patios under any circumstances.**

Their use is restricted to the open areas of the Association, **at least**

**10 feet away** from the buildings or from any other flammable structure.

Finally, gas grills may not be stored within 10 feet of any building. Your cooperation regarding this matter for the safety of the community is greatly appreciated.

## ***Parking Permits and Parking Regulations***

If your vehicle does not have a proper parking permit for our community, you run the risk of your car being towed. Since November 1, 2011, all vehicles without a proper parking permit or a visitor's pass are to be towed **without warning** from the parking lots **at the owner's expense**.

**Per the rules of your community, there are only two (2) parking spots per unit.** Visitors are to use the designated spaces provided and they **MUST** place a visitor's pass on the rearview mirror. Visitors may park without a permit from 6 AM until 11 PM. Overnight visitors or any visitors staying after 11 PM must have the visitor's permit on their rearview mirror or they will be subject to towing. Visitor's permits may only be used by someone staying overnight, and not for more than a week. This means 7 days total, whether or not they are 7 consecutive days. **Residents may NOT use a visitor's permit as a third, permanent parking permit.**

If you have more than two cars, you may find additional parking by asking one of your neighbors if they have another parking spot available. Some owners only have one car and they may "donate" a spot to you. These owners are under no obligation to do so. If an owner would like to donate one of their parking spaces to you, we must have their permission in writing. Please contact our office if you need more information. Please be aware that if you do not find another owner to donate a parking spot to you, you must remove the vehicle from the community's parking lot or be subject to towing.

All owners who rent their units must inform their tenants of the requirement to have these parking permits **BEFORE** the tenants move into the unit. Also, if you purchase a new vehicle, please use your visitor's permit temporarily until you can make arrangements with the management company to obtain a new parking permit. Parking permits are assigned to specific vehicles. **Therefore, do not transfer parking stickers to other vehicles.** You must obtain a new parking sticker for a new vehicle.

**Permits must be affixed to the driver's side front or rear window using the adhesive on the sticker. They may not be taped or altered in any way.**

Please remember that it is your responsibility to obtain the proper permits for your vehicles. This provides a protection for all

homeowners and tenants. We want to keep our parking lots available for only those vehicles that are authorized.

If you need a parking permit, you may obtain the parking permits from our management office. The address 9419 Tradeport Drive, Orlando, FL 32827. We will need a copy of your driver's license (for each vehicle), your vehicle registration (for each vehicle), and a copy of your lease if you are renting. Parking permits are always free. During the COVID-19 crisis, we are mailing these permits to you. Please contact our office for further instructions.

In addition, please be aware that your car may also be towed if you do not follow the parking regulations. **The towing company will be patrolling the parking lots looking for the following types of vehicles in violation of the parking regulations:**

- All commercial vehicles (this includes cars/trucks with ladder racks, pipe racks, magnetic signs or lettering in the windows)
- Vehicles that do not have the proper parking permits. This includes cars using **inactive parking permits** (permits that have been designated as inactive since they belong to a previous resident or a car that was sold by a current resident) and **permits that are not affixed to the vehicle correctly** (permits that appear copied, taped, or

altered in any way or permits that are covered in any way so that the permit number is not visible).

- Boats, or any other recreational vehicles
- Trailers
- Vehicles without license plates or with expired license plates
- Vehicles that are parked on the grass
- Vehicles that are double parked (parked behind cars which are parked in parking spaces or cars parked in more than one parking space)
- Vehicles parked in front of and/or blocking fire hydrants
- Clearly disabled and inoperable vehicles that have not moved for 72 hours or more

Finally, if your vehicle or a vehicle of a guest is towed due to a violation of the parking rules and regulations, you should **contact the towing company to resolve the situation**. The Board has not authorized the management company to make ANY exceptions to the parking rules and regulations. If you do not have a parking permit or visitor's pass or if you violate any other parking rules, you will be towed **at your own expense and will not be reimbursed for any reason**. The towing company's contact information is as follows: **Universal Towing and Recovery, 407-816-0102, 206 6th Street, Lot 300 Orlando, Florida 32824.**

## *Porches and Patios*

Porches and Patios for our residents are considered limited common areas, owned by the Association. Since these areas are Association property they are under the control of, and maintained by, the Association. However, even though it is a common area, a limited common area is limited to the use of the residents of the unit to which it is attached or next to.

The porches and patios are pressure washed annually. If your porch or patio becomes dirty due to heavy use by you or your tenant, it is up to you to clean it in between the annual washings. All upstairs porches and patios will be painted every 5-10 years or sooner if the Association deems it necessary to protect the wood.

**Please be aware that the Association only allows one table, two chairs and up to four small potted plants in a porch or patio area. These restrictions apply to all porches and patios whether they are located upstairs or downstairs.**

The Association has noticed that some of these areas have been decorated by the owners or tenants. Also, some of the owners or tenants have started to enclose their downstairs areas. This is not allowed. These areas are Association property and the Association will enforce their rights. We are asking that you remove all decorations, excess plants, furniture, gates, fence panels, or any other items not mentioned above from these

areas. The Association will be inspecting these areas to ensure compliance. If these items are not removed, the Association will remove and discard these items for you. Thank you for your cooperation and understanding with regards to this issue. If you have any questions or concerns, please contact the management office.

## *Windows, Window Screens and Doors*

Please remember that windows and window screens are the property of the unit owner and must be maintained. It has come to our attention that many of the windows are missing their screens or the screens are in very poor condition. These screens need to be replaced or repaired as soon as possible.

Next, when a window is broken it must be replaced within a few days of the glass breaking. Windows not repaired within one week of the damage occurring may be repaired by the Association, with the cost being charged to the owner's account. These costs are considered a unit assessment and have the same effect as any other unpaid assessment. All windows are to be repaired with a piece of glass, not plastic, Plexiglas or wood.

Finally, all doors are to be maintained by the owners. This means the doors are to be painted by the owner. The owner must still obtain permission to paint, and they must use the approved color. If a door really needs to be painted, rest assured



the Association will send a notice informing you of the situation. Thank you.

### *Use of Bouncy Houses*

Please be advised that the use of bouncy houses in multi-family housing such as Villas is **NOT** permitted. All of the outside areas belong to the Association and are considered common area property. If someone were to get hurt, the Association could be held liable and the Association's insurance does not cover this activity. In addition, common area property could be destroyed or damaged. Therefore, bouncy houses are not permitted and should not be installed in any area within the community. Thank you for your cooperation and understanding.

### *Secure Your Valuables*

Please ensure your cars are locked at night, and that all valuables that do not need to be in your car are removed on a nightly basis. If you notice anyone suspicious within the community, please call the Kissimmee Police Department at (407) 847-0176. **The Kissimmee Police Department is the only organization charged with the protection of your property, and they are the only organization with the authority to approach.**

## Community Services Phone Numbers

### Emergency:

Fire, Police, Medical Emergency:	<b>911</b>
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### Law Enforcement:

Kissimmee Police (Non- Emergency):	407-847-0176
St. Cloud Police (Non- Emergency):	407-891-6700
Osceola County Sheriff's Dept. (Non- Emergency):	407-348-2222

### Utilities:

Kissimmee:	407-933-7777
St. Cloud:	407-957-7373

### Chamber of Commerce:

Kissimmee:	407-847-3174
St. Cloud:	407-892-3671

### Miscellaneous:

Disaster Services Agency:	407-742-9000
Osceola County Health Department:	407-343-2000
Florida Poison Information Center:	800-222-1222
Osceola County Library:	407-742-8888
Social Security Administration:	800-772-1213
Voters' Registration:	407-742-6000

THE VILLAS AT SHADOW BAY CONDOMINIUM ASSOCIATION, INC.

MAIL OR EMAIL FORM TO: 9419 Tradeport Drive, Orlando, FL 32827

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 \_\_\_\_\_ E-mail: \_\_\_\_\_

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 THEIR 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 \_\_\_\_\_

# SYMPTOMS OF CORONAVIRUS DISEASE 2019

Patients with COVID-19 have experienced mild to severe respiratory illness.

Symptoms\* can include

FEVER



COUGH



\*Symptoms may appear 2-14 days after exposure.

SHORTNESS OF BREATH



Seek medical advice if you develop symptoms, and have been in close contact with a person known to have COVID-19 or if you live in or have recently been in an area with ongoing spread of COVID-19.



CS 311521-A March 20, 2020, 12:55PM

[cdc.gov/COVID19-symptoms](https://cdc.gov/COVID19-symptoms)

# November and December 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>November</i>	1 <b>Monthly Assessment Due</b>	2	3	4	5	6
7 Daylight Savings Time Ends Fall Back	8	9	10	11 Veteran's Day	12	13
14	15 <b>Grace Period Ends for Monthly</b>	16 <b>Board Meeting 7:00 PM-Cancelled</b>	17	18	19	20
21	22	23	24	25 DWD Offices Closed 	26 DWD Offices Closed	27
28 First day of Hanukkah	29	30				
<i>December</i>			1 <b>Monthly Assessment Due</b>	2	3	4
5	6	7	8	9	10	11
12	13	14	15 <b>Grace Period Ends for Monthly</b>	16	17	18
19	20 DWD OFFICES CLOSED	21 <b>Board Meeting 7:00 PM-Cancelled</b> DWD OFFICES CLOSED Winter Solstice	22 DWD OFFICES CLOSED	23 DWD OFFICES CLOSED	24 DWD OFFICES CLOSED 	25 
26 	27 DWD OFFICES CLOSED	28 DWD OFFICES CLOSED	29 DWD OFFICES CLOSED	30 DWD OFFICES CLOSED	31 DWD OFFICES CLOSED	January 1 