



Greenpointe

at Meadow Woods

A Newsletter By and For the
HOMEOWNERS AND RENTERS of
Greenpointe at Meadow Woods
Homeowners' Association
www.greenpointeatmeadowwoods.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

GREENPOINTE AT MEADOW WOODS HOMEOWNERS' ASSOCIATION

Board of Directors

President
Emily Smith
Vice President
Louis Ortiz Rivera
Secretary/Treasurer
Syed Bukhari

From Our Management Company

Submitted by 
Carey Webb,
DWD Professional Management

Assessments 2018 - New Coupon Booklets

The coupon booklets for the 2018 Assessments should arrive this month if they have not done so already. Please be on the lookout for this important mailing. The coupon booklet will include your quarterly coupons as well as information regarding on-line bill pay and a change of address form. Just so you are aware, the PO Box listed on the coupon is the address for the Association's bank, Center State. 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 Greenpointe at Meadow Woods HOA. Finally, if you do not receive your coupon booklet 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 assessments are received in a timely fashion. Your assessments are due on the 1st of each quarter and are considered late after the 15th. Please pay on time so that you can avoid the addition of late fees and interest. 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 the holiday season where we love spending time with our friends and 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 you have a noise complaint or concern, 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.

Association Payments and Bank Information

Greenpointe at Meadow Woods HOA payments are due on the 1st of January, April, July, and October. Payments received after the 15th of the aforementioned months will be assessed a \$10.00 late fee and will accrue interest on the last day of every month (Jan.-Dec.). Below please find several different options for making your quarterly payments.

First, you may mail your payment to the address listed in your payment booklet (P.O. Box 22184, Tampa, FL 33622-2184). If you do, your payment will go directly to Center State Bank. The date the bank indicates that your payment was processed or "received" is the date that is electronically forwarded to the

management company and is recorded in your account history. Management does not control when the payment is processed by the bank. Therefore, management cannot change the date when the payment was received. Please allow several business days for these payments to be processed in order to avoid the application of late fees.

Second, you may make your payment on-line at <https://epay.centerstatebank.com//find>. You will need your payment booklet which includes your Management Company ID (DWDP), Association ID (010), and Homeowner Number (this is your account number). Please be advised that Center State will charge a fee for processing credit and debit card payments on-line. However, the fee is the bank's processing fee, and does not go to the management company or to the Association.

Finally, you may set up direct debit with Center State by following the instructions in your payment booklet. You will send the application form and a voided check directly to our office for processing (1101 Miranda Lane, Suite 112, Kissimmee, FL 34741). Once we process your application, the bank will automatically withdraw your monthly assessment on the 5th of each quarter. If you have previously set-up automatic draft with Center State Bank, you do not need to send in a new application to continue this service.

However, if you would prefer not to make your payments through Center State Bank, you may either mail in or drop off your payments directly to **our office which is located at 1101 Miranda Lane, Suite 112 Kissimmee, FL 34741.**

We will take your payments with or without the coupon, and you will receive a receipt with the date the payment was received upon request. The management company's hours of operation for walk-ins are Monday through Thursday, 9:00 AM to 1:00 PM and Friday, 9:00 AM to 12:00 PM. If you are unable to stop by the office during those times, you may call our office to set up an appointment. If you have any questions regarding these payment procedures, please feel free to contact us by phone at 407-251-2200 or by e-mail at info@dwdpm.com.

Suspicious or Illegal Activity

With the onset of cooler weather, there may be an increase in activity around Central Florida concerning people entering empty homes to find shelter. Therefore, if your neighbor is a seasonal resident, or the property next to your home is empty due to foreclosure, please be on the lookout for any suspicious activity. Also, if you see people walking through the neighborhood looking into vehicles, looking into the windows of a home, trying to force open a door, or any other suspicious or illegal activities, please call the Orange County Sheriff's Department at (407) 836-4357. **The Sheriff's Department is the only organization charged with the protection of your property, and they are the only organization with the authority to approach and stop these people and their activities.** Thank you.



GREENPOINTE AT MEADOW WOODS HOMEOWNERS ASSOCIATION, INC.

MAIL OR FAX 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 Rules 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: _____

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

GREENPOINTE 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 |
|--|--|--|---|---|---|----------|
| | | | | | 1 | 2 |
| 3 Full Moon | 4 | 5  Trash Pickup | 6 Recyclables & Yard Waste Pickup  | 7  Pearl Harbor Remembrance Day | 8 | 9 |
| 10 | 11 | 12  Trash Pickup | 13 Recyclables & Yard Waste Pickup  Hanukkah | 14 | 15 | 16 |
| 17 | 18 | 19  Trash Pickup | 20 Recyclables & Yard Waste Pickup  | 21 | 22 DWD Professional Management Closed at Noon | 23 |
| 24  Twelve the Night before Christmas... | 25  MERRY CHRISTMAS DWD Professional Management Closed | 26  DWD Professional Management Closed  Trash Pickup | 27 Recyclables & Yard Waste Pickup  DWD Professional Management Closed | 28 DWD Professional Management Closed | 29 DWD Professional Management Closed | 30 |
| 31  New Year's Assessments Due DWD Professional Management Closed | 1 January | 2  Trash Pickup | 3 Recyclables & Yard Waste Pickup  | 4 | 5 | 6 |
| 7 | 8 | 9  Trash Pickup | 10 Recyclables & Yard Waste Pickup  | 11 | 12 | 13 |
| 14 | 15  MLK, JR. DAY Grace Period for Assessments Ends | 16  Trash Pickup | 17 Recyclables & Yard Waste Pickup  | 18 | 19 | 20 |
| 21 | 22 | 23  Trash Pickup | 24 Recyclables & Yard Waste Pickup  | 25 | 26 | 27 |
| 28 | 29 | 30  Trash Pickup | 31 Recyclables & Yard Waste Pickup  Full Moon | | | |