

WELCOME TO WILLOWBROOK

Welcome to Willowbrook! We are excited to have you as a neighbor.

BY BEING AN OWNER, YOU AUTOMATICALLY BECOME A MEMBER OF THE WILLOWBROOK (HOMES) PROPERTY OWNERS ASSOCIATION (POA). Our Association is managed by an elected Board of volunteer Directors (BOD). The POA authorities and responsibilities are prescribed by the Willowbrook POA Governing Documents, which are legal documents filed and recorded with the East Baton Rouge Parish Clerk of Court. These documents are available in the POA website www.willowbrookbr.com.

MAGNOLIA MANAGEMENT SERVICES supports the BOD in managing the operations and financial activities of the POA. Magnolia can be contacted at info@magnoliabr.com or (225) 286-7546. Office hours are Monday-Friday 8am to 4pm, closed on state and federal holidays.

COMMUNICATIONS WITH HOMEOWNERS, INCLUDING HEALTH AND SAFETY MATTERS, ARE PRIMARILY PERFORMED THROUGH EMAIL. Magnolia needs updated emails from all homeowners. These emails are solely for Magnolia use, are not shared with others, and Magnolia's group emails to owners are sent blind copy so other owners can't get access to emails.

THE WILLOWBROOK TOWNHOMES HOA IS A SEPARATE LEGAL ENTITY FROM OUR HOMES POA. The townhomes HOA has its own Board of Directors, Governing Documents and management company.

WHILE THE WILLOWBROOK POA GOVERNING DOCUMENTS PROVIDE EXTENSIVE DETAILS FOR THE OPERATIONS OF THE POA AND RESPONSIBILITIES OF HOMEOWNERS, WE'D LIKE TO HIGHLIGHT A FEW ITEMS:

POA ASSESSMENTS.

Magnolia collects semiannual assessments of \$150 from owners, which are due on February 1st and August 1st of each year. These assessments are required to cover all expenses of the POA, including operation, maintenance and repair of all common areas: pond and fountain system; lawn and landscaping around the pond and by Jefferson Highway and Hoo Shoo Too Road; irrigation system; roads; storm sewer system; and related water and electric bills.

ARCHITECTURAL CONTROL COMMITTEE (ACC).

Owners must obtain ACC approval before any work gets started on improvements, repairs or changes (including different paint color) to their house and surroundings as well as yard areas. The ACC process ensures that changes enhance the neighborhood and home values, and do not negatively affect surrounding neighbors. ACC requests must be mailed or emailed to Magnolia using the ACC form in the Willowbrook POA website, www.willowbrookbr.com

TRAFFIC SAFETY.

All drivers must follow safe driving practices in our neighborhood, including complying with the 15 mile-per-hour speed limit and stopping at stop signs.

UNLICENSED MOTOR VEHICLES.

Unlicensed motor vehicles, such as off-road four wheelers, dirt bikes and motorized 2-wheel scooters, are not allowed in our streets, sidewalks and common areas, whether ridden by adults or children.

PARKING.

The Willowbrook neighborhood is compact, with narrow roads. Parking on the street is the exception. No frequent or routine parking on the street is allowed.

Residents and their visitors must be aware and comply with the following:

- Safety is the main consideration. No parking is allowed at or near stop signs and curves, or on opposite sides of the street at the same time. Ample space must be allowed for emergency and large vehicles to easily drive through at all times.
- Residents must make maximum use of their two-car garage and two driveway spaces.

- Vehicles must not impede access to driveways on both sides of the street, and during daytime they must not block mailboxes.
- Residents who have large get-togethers must encourage visitors to carpool so as not to inconvenience their neighbors.
- Vehicles parked on the street must have all tires on the road. Tires must not be on the grass or sidewalk.

REPAIR OF SIDEWALKS.

- It is a homeowners' responsibility to maintain their sidewalks so they are not a safety hazard to walkers.
- If your sidewalk poses a tripping hazard, you must repair it by removing uneven and broken sections, and replacing them so the surface is uniform and visually compatible with the existing sidewalk.

YARDS AND GRASS CLIPPINGS.

- Lawns must be cut and edged, shrubbery trimmed and flower beds maintained without weeds on a regular basis. Weed killer must be applied as needed to eliminate grass and weeds in cracks on sidewalks and driveways.
- Grass clippings on paved surfaces must be bagged or blown onto your lawn, not blown onto the street. The storm sewer system is designed for water runoff only.
- The sidewalks and pond walkway must always be clippings-free so as not to create a safety hazard to walkers, especially when wet.

TRIMMING OF TREES.

Trees must be periodically trimmed and debris placed in front of the house for Parish pickup. The branches must be kept cut back so they do not impede walkers on the pond walkway and on the front sidewalks.

GARBAGE CANS.

Garbage cans must be stored so they are not visible from the outside. The only times garbage cans should be out are in the evening before the trash pickup days and the trash pickup days.

GEESE AND DUCKS.

Feeding of geese and ducks is not allowed. Their droppings make it unpleasant to walk around the pond. Let's keep their population at its natural healthy level.

DOGS.

Dogs must always be on a leash when outside. Owners must pick up after their dogs and dispose of the droppings in their own garbage cans.

MAILBOXES.

Mailboxes must have a well painted and clean appearance; the numbers must be easily seen.

ROOFTOP APPURTENANCES.

Satellite dishes and antennas must be placed near the rear of the house. Every effort must be made to minimize their visibility from the street.

GARAGE SALES.

Garage sales are not allowed because of lack of parking spaces, safety and security, and potential inability of large emergency vehicles to drive through our narrow streets.

STREET LIGHTS.

Maintenance of street lights is included in every homeowner's Entergy bill, per agreement between the Parish and Entergy. If a street light near your house is not working properly, please report it at no cost at

www.myentergy.com/s/reportoutagenow

ONCE AGAIN, WELCOME TO WILLOWBROOK! PLEASE ENJOY OUR FRIENDLY AND BEAUTIFUL NEIGHBORHOOD.