



May 2017 Issue

KEYSTONE

At Meadow Woods

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

BOARD OF DIRECTORS' MEETING

THIRD THURSDAY,
MONTHLY

7pm (RSVP)
@ DWD Professional
Management, LLC

HOA meetings will be on the third Thursday of each month. In the event of location or date change, please log in to our website: www.keystoneatmeadowwoodshoa.com. If you are planning to attend the meeting, please RSVP to info@dwdpm.com. Seats are limited and we may change the location depending on number of attendees.

From Our Management Company

Submitted by
Carey Webb,
DWD Professional
Management

Cables, Satellite Dishes, and other Attachments to the Buildings

Please be aware that the roofs and the exterior walls of the buildings belong to the Association. You may not attach cables, satellite dishes, or any other attachments to the walls or the roof of your unit.

All satellite dishes must be placed on poles in the ground, and may not be installed on the roofs. The reason for this is simple. All dishes will need holes drilled into the roof or wall to be mounted. These holes will allow water into the buildings, causing damage that must be fixed.

Next, please do not have your cable or satellite installer run cables over the roofs of the building. Running these cables damages the roof shingles. This will once again allow water into the building causing damage.

Finally, do not install any other attachments to the building. Doing so damages the structural integrity of the buildings and could cause issues with our master insurance coverage.

If you currently have a satellite dish mounted on the roof or the side of a building or if you have any cables or other attachments, **please remove them or have them removed immediately.** Failure to comply with this request may result in the Association removing these items for you. In addition, any damages caused by these attachments to the building or roof will be at the owner's expense. Thank you for your cooperation in this matter.

Wild Animals

Please note that many animals call the woods surrounding Keystone home. There are many animals such as birds, rabbits, squirrels and even deer that are harmless and are wonderful to have around the community.

Continued on page 2



KEYSTONE AT MEADOW WOODS HOMEOWNERS' ASSOCIATION

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Yvette Fisher

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Lena Soares

Director

Pedro Mendoza

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Wild Animals

continued



However, on occasion other animals like poisonous snakes or alligators may be spotted from time to time. If you are concerned about a nuisance alligator, please call Florida Fish and Wildlife at 866-FWC-GATOR (866-392-4286).

Soccer Is Not Allowed in the Common Areas

It has been observed that some of the neighborhood children are playing soccer in the common areas again. Please remember the common areas are the property of the Association and the rules governing their use are clear. Soccer or any other activity of this nature is not allowed in the common area.

There are three reasons behind this decision. First someone may get hurt, and the Association's insurance does not cover this activity. Second, property could get destroyed, such as a broken window or broken patio furniture. These activities have already caused damage to sprinkler heads and some of the irrigation equipment. Finally, the noise disturbs your fellow residents. Thank you for your cooperation and understanding.



Please Do Not Fish in the Ponds

It has been observed that some of the residents are fishing in the ponds surrounding the community. This is strictly prohibited. Eating the fish from these ponds is not healthy for several reasons. First, most of the fish in the drainage ponds around Central Florida are genetically modified carp. They have been bred so that they are sterile and cannot breed if they escape the pond and enter other waterways around the area.



Another reason you should never eat the fish from these ponds is that these ponds are designed for the drainage of water off of the roads in the area. These waters are polluted with motor oil, radiator fluid, transmission fluid, brake fluid and any other fluid that may leak from a vehicle.

Even if you plan to "catch and release" the fish, you are on private property and do not have the Association's or the County's permission to fish on the property. The insurance policy for our community does not cover any accidents that may occur from these types of activities.

Finally, these ponds may contain dangerous wildlife such as poisonous snakes or alligators. Therefore, for your safety, please obey the "No Fishing" signs and refrain from fishing in the community's or the County's ponds. Thank you.

Pool Hours and Rules

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.**

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.

Next, there is a list of pool rules located in the pool area. During these summer months, 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.

Finally, if you are going to have a party at the pool, please call management first. Please be aware that there will be a \$100 deposit required in order to ensure the area is cleaned up by the people throwing the party. If the area is cleaned, the deposit will be returned. If the area is not cleaned the deposit will be used to pay for the cleaning. Please be aware that the pool will still be open for all residents to use. The pool cannot be closed during a party.

Thank you for your cooperation with this matter. If you have any additional concerns or questions regarding this issue, please contact the management office.

Architectural Changes

Architectural changes to your home, such as painting, window film, hurricane shutters and other such appearance changing alterations, require prior written approval of the Keystone at Meadow Woods Board of Directors. The Architectural Change application form is available on page 7 of this newsletter or at the Keystone at Meadow Woods Website, www.keystoneatmeadowwoodshoa.com.

Insurance Information

If your mortgage lender requires information regarding the Association's master insurance policy, please refer them to our insurance company, Academy Insurance Agency. Your lender may reach Academy by phone at 941-758-4600, by fax at 941-751-9232, or by email at w.mahler@academyins.net.

Please be advised that the master insurance policy **does not** cover the inside of your unit. You should carry insurance to cover all items not covered by the master insurance policy. Please contact Academy Insurance Agency if you have any questions about what the master insurance policy covers for the community.

Suspicious Activity

With the rainy season approaching, there may be an increase in activity around Central Florida concerning people entering empty homes to find shelter. 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, into the windows of a home, trying to force open a door, or any other suspicious activity whatsoever, please call the Orange County Sheriff's Department at (407) 836-4357. **The Sheriff's**

Continued on page 4

Suspicious Activity continued

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.

Use of Gas & Charcoal Portable Grills

Please be advised that the use of gas and charcoal grills in multi-family housing such as Keystone is strictly regulated by the County and the Association. These grills may not under any circumstances be used in the units, in the parking areas, or on any of the porches or patios within 10 feet of the building. Their use is restricted to the open areas of the Association, at least 10 feet away from the buildings and any other flammable structure. Your cooperation regarding this matter and the safety of the community is greatly appreciated.

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. If you notice anyone suspicious within the community, please call the Orange County Sheriff's Department at (407) 836-4357. Thank you.

Noise Issue

Please Be Respectful of Your Neighbors

Please be aware that Orange County Sheriff's Office does not have any set time for enforcing noise complaints. The Disturbance of the Peace Statute is enforceable any time of the night or day. If a resident feels that his or her peace



is being disturbed, all he or she has to do is call the Sheriff's Department to file a complaint. Once that is done, the Orange County Sheriff's Department will send an officer to request that the responsible party tone down their gathering. If a second request is made concerning the same disturbance, the responding officer may arrest the responsible party. Please be considerate and respectful of your neighbors so that the Sheriff's Department is not needed to handle these types of situations. The Board is requesting that all residents move parties inside after 11 PM to help with these noise issues. We greatly appreciate your cooperation in this matter.

Keystone is Not a Race Track

It has been observed that some of the residents and many visitors are driving way too fast in the community. The posted speed limit in the community is 10 miles per hour. Anyone caught speeding may be fined by the Board for their activities.

Also, please be aware that residents have expressed their concern for the speeding because many children walk in the parking lots. We are all concerned about the safety of the children. Thank you for your understanding concerning these issues.

After-hour Emergencies

Emergency after-hours situations: Please call (407) 251-2200 and follow the recorded instructions. Emergencies are defined as issues pertaining to safety, flooding and other catastrophic situations. In other words, please leave a message for things that cannot wait until our regular office hours, which are Monday through Friday, 9:00 AM to 5 PM.

For medical, police, or fire department attention, please call 911.

Parking Violations and Towing

All of the parking areas in Keystone at Meadow Woods are by PERMIT ONLY and all residents must follow the parking rules. The towing company, Universal Towing and Recovery, will be patrolling the parking lots looking for the following vehicles in violation of these parking rules:

- 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**

Continued on page 5

Parking Violations

continued

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)

- 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)
- Vehicles parked and blocking fire hydrants
- Clearly disabled and inoperable vehicles that have not moved for 72 hours or more

If your vehicle is towed, please contact **Universal Towing and Recovery** at 407-816-0102. **Do not contact DWD Professional Management** if your vehicle is towed, as management has no authority to intervene with the towing company. All appeals or requests for reimbursement must be made to the Board of Directors. Please consult this newsletter for the date and time of the next Board meeting to make these requests. Thank you.

Oil Spills

Please be aware that **working on vehicles in the parking lots is strictly prohibited.** Anyone caught working on a vehicle, with the exception of changing a flat tire or a battery, **will have their car towed at their own expense.** Working on a

car will cause many of the fluids (brake fluid, oil, coolant, etc.) to leak on to the concrete and ruin the parking surface. Anyone caught allowing fluids to flow on the concrete will be charged for the cleaning and/or repair of the parking lot. This includes accidentally spilling fluids, leaking engines, or intentionally spilling fluids during a repair. Please be aware these charges will be assessed to the unit owners. Please be aware that unit owners are responsible for any damages caused by their tenants and/or guests. Thank you for your cooperation.

Do Not Litter In the Conservation Areas

It has come to the Board's attention that some of the current residents of Keystone have been throwing their litter into the conservation areas. This is expressly forbidden by the Community's Rules and Orange County Ordinances. Please be aware that you can be fined for throwing your litter into these areas. Please help us to try to make Keystone a clean and litter free community. Thank you.

Be A Friend

I went out to find a friend,
But could not find one there,
I went out to be a friend,
And friends were everywhere!

Parking Policy

Per the rules of the Association, there are only two (2) parking spots per townhome. In addition, the vehicles must be registered with the Association and all vehicles must display parking permits. Visitors are to use the designated spaces provided and they must place a green visitor's pass on their rearview mirror. Residents should NOT park in visitor's spaces at any time. These spaces are designated for visitors only. Residents may be towed if parked in visitor's spaces. Commercial vehicles, RVs, boats, trailers, and vehicles with expired license plates are not permitted at any time in the community. It is also a violation for vehicles to park on the grass.

Towing Policy

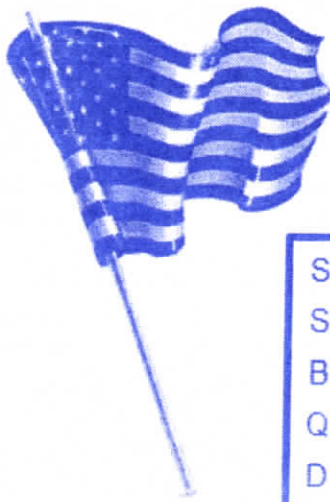
All vehicles without a proper parking permit or a visitor's pass, in addition to any commercial vehicles, RVs, boats, trailers, vehicles with expired license plates, and vehicles parked in the grass will be towed without warning from the community at the owner's expense. *DWD will never call to have any cars towed in spite of what might be said by the towing company. They have instructions per the Governing Documents on what vehicle needs to be towed.*

Universal Towing and
Recovery
(407) 816-0102

DOG WASTE



ORDINANCE #95-32
FINE \$500
To report any animal violation, call:
407-836-3111



Memorial Day

Last Monday in May

S	M	N	S	C	O	M	M	E	M	O	R	A	T	E	R	B
S	A	A	E	J	W	P	L	A	I	R	O	M	E	M	S	E
B	B	C	O	A	C	E	R	E	M	O	N	Y	I	H	N	N
Q	O	I	R	N	T	Y	A	D	I	L	O	H	R	O	A	P
D	S	R	E	I	X	Z	W	W	C	E	H	F	I	R	R	N
C	R	E	H	G	F	Y	W	E	Y	R	E	T	E	M	E	C
I	E	M	D	M	J	I	V	N	Y	V	A	C	M	L	T	S
T	W	A	A	N	U	S	C	N	D	R	N	O	L	P	E	R
O	O	Y	Z	E	P	C	S	E	O	A	D	A	P	T	V	E
I	L	M	A	Y	U	S	H	C	R	E	F	Y	A	V	W	I
R	F	J	E	W	I	A	E	B	E	Z	N	P	R	N	Z	D
T	Z	Y	O	H	L	D	M	R	C	L	S	E	Q	S	F	L
A	F	S	D	F	T	E	F	S	I	S	V	E	V	A	R	O
P	E	G	M	D	M	N	G	D	V	A	E	T	U	L	A	S
H	Q	A	F	E	C	N	A	V	R	E	S	B	O	T	J	L
X	S	L	R	I	F	D	Z	G	E	A	K	Q	R	J	S	I
T	X	F	Z	P	L	B	Q	H	S	N	V	G	K	L	O	V

AMERICAN
ANTHEM
CEMETERY
CEREMONY
COMMEMORATE
DECORATION
FALLEN
FLAGS
FLOWERS

FREEDOM
GRAVE
HALF MAST
HEROES
HOLIDAY
HONOR
MAY
MEMORIAL
OBSERVANCE

PATRIOTIC
REMEMBRANCE
SACRIFICE
SALUTE
SERVICE
SOLDIERS
TAPS
VETERANS
WAR

KEYSTONE 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 are, 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 _____

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

Address Service Requested

May & June 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Assessments Due	2	3	4 	5 	6
7	8	9	10 Full Moon	11	12	13
14 	15 Grace Period for Assessments Ends	16	17	18 7pm HOA BOD Mtg. @ DWD Office,RSVP	19	20 
21	22	23	24	25	26	27
28	29 	30	31	1 June Assessments Due	2	3
4	5	6 D-Day	7	8	9 Full Moon	10
11	12	13	14 	15 7pm HOA BOD Mtg. @ DWD Office,RSVP Grace Period for Assessments Ends	16	17
18 	19	20	21	22	23	24
25	26	27	28	29	30	