



Summerfield at Meadow Woods

JANUARY 2018 NEWSLETTER

Assessment Information - 2018

The Summerfield Assessment remains \$220.00 per month for the 2018 budget year. Payments are due on the first of the month and are considered late after the 10th of each month. These payments must be received and processed before the end of the business day on the 10th day of the month in order to avoid a late fee of \$10.00.

While homeowners do receive a 10-day grace period, all payments are **due on the 1st day of the month**. If you have any questions or concerns regarding your account balance or your assessments, please contact the management company.

Bulk Pick-Up Changes

On January 1, 2018, Orange County made changes to the bulk pick-up requirements. The County will now provide this service on a weekly basis without the need for an appointment. The day for bulk pick-up in our community is the same as for yard waste collection – Wednesday.

Per the County, please separate the bulk items from your normal yard waste. Also, please limit the bulk pick-up to 3 cubic yards and do not place the items in plastic bags as the garbage collectors will need to see the items they are picking up for collection. Finally, place the items at the curb no earlier than 6 PM the night before collection on Tuesdays and no later than 6 AM on the collection day on Wednesdays.

Please visit the following website to verify large items available for pick-up: www.ocfl.net/GreenClean.

Please direct all concerns to the management company. For ARB requests, please go to the Association's website, www.summerfieldatmeadowwoods.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
 407.251.2200 phone
 800.759.1820 fax
 DWD Professional Management, LLC
 1101 Miranda Lane • Suite 112
 Kissimmee, FL 34741

Board of Directors

President: Emily Smith

Vice President: Paulo M. Martins

Treasurer: Ernesto Santos

Secretary: Olga Rodriguez

Director: Cristina Satrapa

Businesses Not Allowed in Summerfield

The Board of Directors wants to inform all residents that, per the Covenants, no businesses are allowed to operate in the community. Article VI Section 1.A. clearly states in part that all property designated as a Living Unit shall be used, improved and devoted exclusively to residential use. No business, profession or trade of any type shall be conducted on any portion of the property in Summerfield.

Please be aware of this limitation, as well as Orange County's enforcement of any Code or Zoning violations stemming from any violations concerning their ordinances regarding businesses in residential communities. Also, please note that Orange County has strict guidelines on renting of properties. Short-term rentals, such as Air BnB rentals, are only allowed in Zoning Code R3. Summerfield is Zoning Code PD. Therefore, short-term rentals (any rentals less than 7 months in duration) are not allowed in Summerfield. Finally, please remove all signs, and lettering from your unit windows advertising a business. Thank you all for your cooperation with this matter.

Parking Permits and Regulations

If your vehicle does not have a proper parking permit for our community, you run the risk of your car being towed. Starting on August 1, 2017, 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 at all times of the day and they **MUST** place a visitor's pass on the rearview mirror when visiting from 12 AM – 6 AM. **Residents should park in resident spaces only**. We ask that you use the spaces that are numbered with your unit's address that are located directly in front of your unit. However, residents may NOT park in visitor's spaces. **Residents who park in visitor's spaces are subject to towing**.

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 pass temporarily until you can make arrangements with the management company to obtain a new parking permit.

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 is 1101 Miranda Lane, Suite 112, Kissimmee, FL 34741. You will need to bring 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.

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)
- 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.

Alligator Warning

Please be advised that there may be alligators in the community pond. We will notify the Florida Fish and Wildlife Conservation Commission regarding this issue when the alligators reach more than 4 feet in length per their requirements. Therefore, you may see trappers in the area removing the alligators. Please always be aware of your surroundings and do not leave children or pets unattended near the water's edge. Also, please be aware that it is against the law to feed alligators. Feeding alligators reduces their fear of humans, and this may have serious consequences for the people they encounter who do not bring them food. If you see alligators in the area, you may also report them to the Florida Fish and Wildlife Conservation Commission at the following number: 866-392-4286. Please contact the management office after you call Florida Fish and Wildlife, as the community management company will need to authorize the trappers to enter the Association's property.

Pool 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.**

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

SUMMERFIELD 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** _____

January and February 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
January	1 New Year's Day Monthly Assessment Due	2 Trash Pick-Up	3 Recyclables/ Yard Waste/Bulk Pick-Up	4	5	6 Three King's Day/Epiphany
7	8	9 Trash Pick-Up	10 Recyclables/ Yard Waste/Bulk Pick-Up Grace Period Ends for Assessment	11	12	13
14	15 Martin Luther King, Jr. Day	16 Trash Pick-Up	17 Recyclables/ Yard Waste/Bulk Pick-Up	18	19	20
21	22	23 Trash Pick-Up	24 Recyclables/ Yard Waste/Bulk Pick-Up	25	26	27
28	29	30 Trash Pick-Up	31 Recyclables/ Yard Waste/Bulk Pick-Up			
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
February				1 Monthly Assessment Due	2	3
4	5	6 Trash Pick-Up	7 Recyclables/ Yard Waste/Bulk Pick-Up	8	9	10 Grace Period Ends for Assessment
11	12	13 Trash Pick-Up	14 Ash Wed. Valentine's Day Recyclables/ Yard Waste/Bulk Pick-Up	15		17
18	19 President's Day	20 Trash Pick-Up	21 Recyclables/ Yard Waste/Bulk Pick-Up	22	23	24
25	26	27 Trash Pick-Up	28 Recyclables/ Yard Waste/Bulk Pick-Up			