



Community News

Cresthaven Condo Townhomes, Sec 5, Inc.

March 2017

Home Sweet Home

Your Board of Directors

VP Acting President:

Linda Walsh

Treasurer:

Marie Tiberio

Secretary:

John Allen

Directors:

Velynda Baker

Marcos Capo

Frank Gueits

**Sea Breeze
Community
Management
Services,
Inc.**



Save the Date

**Annual Meeting to be held
March 22, 2017.**

Helpful Information:

- The Gately Drive Office will no longer be manned as of March 1, 2017. All business and requests are to go directly to Sea Breeze Community Management Services at 561-626-0917. Hours of availability are Monday—Friday from 9:00am to 5:00pm. For a weekend Emergency, fire or flood, the number is the same.
- Monthly maintenance payments should be mailed to Sea Breeze CMS directly. You can also use your banks Bill Pay or obtain an ACH form from www.seabreezecms.com
- Gately must have a key on file for access to all units in case of an emergency, water leaks, termites etc. If we have to gain access in an emergency situation and do not have a key we will have to have the lock drilled at the homeowners expense. “An ounce of prevention can avoid this.”
- If you have not already done so, please complete the ‘Update Form’ available on the Sea Breeze website and return it to our office so we can update our records with the most current contact information.
- An Application for Architectural Modification or Alteration (ARB) form is available at www.seabreezecms.com. This form must be completed and submitted with all supporting documents before any exterior changes are made.

Gately Drive East Condo Owners Association Meetings

Mark your calendars for our regularly scheduled Board Meetings to be held on the 3rd Wednesday of each month at 7pm. We encourage you to attend in order for you to find out what is happening in our Community. You will be notified ahead of time for any OPEN FORUM meetings in the near future.

Rules to Remember: No pickup trucks are permitted and in addition when you purchase or lease any unit, an application must be completed along with a background check and all applicants must be pre-approved by the Board. All rentals require a copy of the signed lease with the completed application. They also require Board approval prior to occupancy. Anyone who is currently residing here that has not completed the application, please find the application form on the Sea Breeze website, complete it today and send it in for approval.

Homeowners are responsible for maintaining dryer vents. Lint buildup slows drying time and may become a fire hazard. Please make sure your dryer vent is professionally cleaned at least annually depending on usage.

Owners must also maintain their own A/C units. Owners are NOT allowed up on the roofs, ONLY licensed professional companies and ALL vendors MUST carry Insurance and workman's' compensation coverage.

Remember that If you wish to maintain your own plant area please put a red reflector out in front of the bed to let landscapers know not to touch.



Work Orders: Any concerns or work that you feel needs to be handled by the Association, we ask that you contact the Sea Breeze office directly, they will make sure the information gets to the right place. Not all Work Orders may be able to be completed, it will be a case by case Board decision, based upon finances and priorities.

Please Visit

Website: **www.seabreezecms.com**

The site includes: ACH Form , Update Form, Clubhouse Rental Form, ARB Form, Hurricane Shutter Request, Window Upgrades, and Purchase and Lease Application.

Or call Cresthaven c/o Sea Breeze CMS, Inc.

Phone: (561) 626-0917 Fax: (561) 626-7143

E-mail: admin@seabreezecms.com

Mail: 4227 Northlake Boulevard
Palm Beach Gardens, FL 33410