2019

Cresthaven Condominium Townhomes, Section One, Inc.

"Fernley 1"

2886 Fernley Drive East Box 93 West Palm Beach, Florida 33415

WELCOME TO FERNLEY I

Fernley I is the nickname given to our community. The legal name is the one used in the letterhead. We are a "Shared Ownership Community". We welcome you as a member of the community. Here is some information that may help you to become familiar with your new community:

THE BUSINESS OF THE ASSOCIATION is conducted by the Board of Directors. With the help of a professional property management company, the Board sees to it that the property values are maintained, bills are paid, funds are collected and rules are followed. The Board of Directors is elected by the residents from among the residents. Though the management company is paid, the members of the Board are not. The Board is guided by many laws, the community documents and by the requests of the residents. Though the Board has many legal remedies to carry out their responsibilities and the rules, the entire neighborhood depends strongly on the sense of community and the desire to lead a harmonious lifestyle. **IMPORTANT:** You should have received a set of the Documents (Declaration of Condominium, By-Laws, Articles of Incorporation). The Documents detail your rights and responsibilities. The rules are attached to this package.

MANAGEMENT COMPANY: The community is managed by Sea Breeze Community Management Sevices. The property manager is _____

HOUSING FOR OLDER PERSONS: Contributing toward the harmony of the community is the fact that Fernley I is registered as a "*housing for older persons"* community. That means, among other things that, at least one person, permanently living in the unit, must be over 55 years of age. The residents in this community take this designation very seriously and have no intention of jeopardizing it. **The unit may be occupied only by persons previously approved in writing by the Association.**

KEEPING INFORMED: Meetings of the Board of Directors are held at the clubhouse and are open to the community. Notice with agenda is posted 48 hours before the meeting on the bulletin board located next to the mail boxes. Other notices of interest are posted including parties, pool closings, units for sale, etc. We attempt to mail-out a news letter quarterly.
The Association stays informed about your unit through the "Residents' Fact Sheet". The sheet keeps the office updated on who uses the unit and contact information. It is very important that your fact sheet is accurate and up to date.

You keep the Association informed of problems you observe by placing a *service request form* into the box on the custodian's door in the clubhouse. All communications MUST have name and unit number.

MAIL: Boxes for U.S.MAIL are located on the south side of the clubhouse. The U.S. Post Office controls these boxes. Not the Association. You should have received a key from the former owner at closing. If

not, you will need to hire a locksmith to change the lock and provide you with a key. An outgoing mail slot is located at the boxes.

TRASH COLLECTION: Trash collection is provided by Palm Beach County and is paid for in your taxes. Collections are done on Wednesdays and Saturdays. Wednesday is for trash, bulk/large items and vegetation. Saturday is for trash, recycling.

BUDGET, ASSESSMENTS, FEES: Each year, the Board of Directors and the management company analyze the spending for the year and, trying to anticipate the needs of the community and the changing cost of goods and services, compose an operating budget for the next year. Additionally, a schedule of long-term spending requirements (for painting, roofing, paving, etc.), are amortized and added into the budget as "reserve funds". Based on these figures, each unit is assessed an amount to be paid monthly over the next year. This assessment is commonly referred to as the "maintenance assessment" or "maintenance fee". The assessment covers such expenses as landscaping, pool care, basic cable, water, street lighting and more.

INSURANCE: The insurance carried by the Association and paid for through your assessment covers the Association, only. This means buildings, streets, equipment and corporate liability. It does NOT cover your stuff. You need to contact an insurance agent for a "condominium policy". This type of policy will cover your other personal interests (the interior of your unit, furnishings and personal liability) but not the building itself.

EMERGENCY

CALL 911…….POLICE…..FIRE….PARAMEDICAL….AMBULANCE……..911

If you feel it's appropriate, call the Association *AFTER YOU CALL 911*.

NON-EMERGENCY SHERIFF 688-3000