

WELCOME HOME

Important Contacts and Information

Management

- Proudly Managed by GRS Community Management
3900 Woodlake Blvd Suite 309 Lake Worth, FL 33463
561.641.8554 | www.grsmgt.com
- Property Manager | Ralston Dawes, LCAM
rdawes@grsmgt.com | 561.641.8554 ext. 285

Security and Gate

- Gate House | 561.265.5858
- *Guest Access* - You may call in a guest or visitor on the day of by calling this number. If a guest has not been called prior to their arrival, the guard will call the homeowner to request their access into the community. All guests are logged in upon their entrance into the community.
- *Homeowner Gate Form* - All homeowners and residents should complete a gate form with contact information and their permanent guest list. These gate forms are kept at the guardhouse and used for community access purposes. To complete a new form or update your current form, please reach out to Ralston via email.

Amenities and Hours

- Pool | Dawn to Dusk
- Clubhouse | 9:00am to 10:00pm
- Gym | 5:30am to 11:00pm
- Park | Dawn to Dusk

Landscaping and Irrigation

- Landscaping and Irrigation is provided through Brookview Landscaping.
- Services Included:
 - Mowing of front, back, and side yards – 32 times per year
 - Trimming of hedges (up to 10') and palms (up to 14') – every 4 to 6 weeks
 - Fertilization of grass – In Fall and Spring
 - Weeding of driveways, sidewalks, and beds – monthly
 - Yard debris and fronds removal – weekly
 - Easement clean ups – quarterly
 - Irrigation management

Garbage – Pick Up and Storage

- Monday & Thursday | Regular Trash
- Monday | Vegetative Waste
- Thursday | Recycling and Bulk Trash
- Storage | Trash and Recycling Bins must be stored out of view from the road or in garage

ADT Security Monitoring

- ADT Security Monitoring for each home is included in all homeowners monthly fees.
- 800.878.7806

Parking

Street parking is permitted when you are unable to park in your driveway. Please park on the odd or even side of the street as it pertains to the month number. Meaning, If is January, which is month 1, you would park on the odd side of the street. Parking on the incorrect side may result in a violation.

Palm Beach County Sheriff Non-Emergency

- 561.688.3400

Important Contacts

- Solid Waste Authority | 561.697.2700
- Florida Power & Light | 561.994.8227
- Palm Beach County Water Utilities | 561.278.5135
- Animal Care Control | 561.233.1200
- AT&T | 888.757.6500
- Comcast | 800.266.2278

ARB Applications – Exterior Modifications

All modifications, changes, and updates to the exterior of your home require an ARB (Architectural Review Board) Application to be submitted, prior to work beginning. The applications are reviewed each month and the homeowner is notified of the decision, the following day. A formal letter is also sent in the mail. The application can be found on the landing page or by request to the property manager. Once the application is ready with all needed documents, you may submit it to the property manager, via email.

Vehicle Decals | For Resident Community Access

Vehicle barcodes are available for purchase to all homeowners and residents. The materials needed are the vehicle, the registration and a check for \$5 made out to "Palma Vista HOA." Please include these with your decal request to Ralston, via email. Once all information has been provided, you will be notified of approval and when you will be able to obtain the barcode at the guardhouse. Checks can be provided at the time of application of barcode.

Key Fobs | For Resident Common Area Access

Key Fobs are available for purchase to all homeowners and residents. They can be purchased by check for \$10 made out to "Palma Vista HOA." To obtain a key fob, please contact Ralston via email. Once the key fob is set up, you will be notified and informed when you can pick it up from the guardhouse. Checks can be provided at the time of pick up.

Forms

All forms can be found on the landing page for Palma Vista, on the GRS website. Visit grsmgt.com and click on "Find My Community" on the top of the screen. You can type in "pal" for Palma Vista and it will display a few community names. You will then select "Palma Vista at Ponte Verde Homeowners Association, Inc." Now you will be on the Palma Vista landing page. From there you can select from options and forms on the left side. If you are unable to find what you are looking for, please reach out to Ralston via email.