

NAUTICA
Boynton Beach, Florida 33436



Welcome Letter for New Owners and Renters

Congratulations on your new move to our neighborhood. You will find that this neighborhood provides you with a great swimming pool, clubhouse (with workout room and use for events or meetings), basketball, pickle ball, and tennis ball courts, as well as a playground and walking paths.

The purpose of this letter welcoming you to the neighborhood is to help you with some questions you might have regarding this subdivision. Nautica also has a website for any additional information you may need

(www.nauticahoa.com).

❖ **HOA Management fees:**

- Nautica subdivision is one of the lowest HOA fees in the area. You will receive a payment booklet when you move in. If you do not, please make sure that you see the property manager. Late fees are assessed if you do not get your payment in before the 15th of the month. These fees are to keep up the community with grass and tree cutting in the common areas, pool maintenance, and the like.
- You may place your payment in the outside payment box at the clubhouse, give to the property manager directly, or mail to the Boca Raton office.
- If you get behind in your payments, you will need to talk to the members of the Fininig Committee in order to resolve the issue in a timely manner.

❖ **HOA Governing Documents:**

- These documents should have been given to you at your closing, but if that was not the case, you can go to the website and click on the Governing Documents tab. The Declaration is a 102 page document that in your “spare time” you may want to look over! 😊 Most importantly, please be sure to review the Rules and Regulations.

❖ **HOA Meetings:**

- Meeting times are posted at the clubhouse outside bulletin board and are usually the third Thursday of each month unless there are holiday issues or the Board members have other commitments. (Board members are not paid for their positions and grant their time graciously to help the community stay a desirable place to live). The meeting, if cancelled, will then be rescheduled usually by the next month. If the meeting is cancelled, notice will be posted at the clubhouse.
- Meetings typically start at 7:30 pm with an ACC meeting at 7pm to discuss fines with separate homeowners.

❖ **Telephone messages:**

- If you should need to contact the office and there is no one there at the time you arrive at the clubhouse, please feel free to call **561-742-9107** and leave a message. Your question(s) will be answered as soon as possible. If you would like an email message in return, make sure that you spell your email carefully and clearly into the phone message system and a message will be returned as quickly as possible to aide in your concerns.

- If you wish to chat with someone from the management company, our management company is Quality Management Group in Boca Raton. The telephone number is **561-477-2621**. Indicate that you are from the Nautica HOA.

❖ **Trash and pickup days:**

- Your trash is picked up by Boynton Beach on Mondays and Thursdays. Monday is also bulk pickup with the “claw” for large home items as well as foliage from your trees and shrubs. **This debris should not be put out to the street any earlier than Saturday for an early morning Monday pickup.** Thursday is recycle day. Wednesday after 5pm is a good time to put out the recycle bins. The recycle MUST stay within the bin or it will not be picked up...i.e. if you have many cardboard boxes from the move, etc, they must be cut up and placed into the yellow bin. The blue bin is used for cans, plastics, etc but should NOT include plastic bags or Styrofoam
- Both days the large trash bin should be placed at the street the night before. Make sure that it is correctly facing the road with the metal bar for the truck to use its automated system of dumping your trash.
- If you have questions for the city , or there are Holidays on either Monday or Thursday, you can find the alternative pickup days on the website: www.boynton-beach.org
- If you have problems with lack of recycle bins, need a new trash receptacle or pickup has been missed, call the city at 561-742-6200. They are very courteous and helpful.
- All trash bins must be placed out of the street and neighbor’s view when the trash has been picked up, whether that is in your garage or behind a fence or the like.

❖ **Mailboxes:**

- As the mailboxes age, sometimes the springs on the mailbox door does not work as well and the mailbox door opens. If this happens with your mailbox, please see the property manager so that they can write down your house number and the maintenance man can come and replace the spring on the door for you free of charge.
- Any other maintenance needed to the mailbox should be directed to Beautiful Mailbox Company at **305-403-4820**.
- Please try to keep your mailboxes clean from mold and mildew by using soap and water or glass cleaner.
- Depending upon the mail carrier from Boynton Beach, they may not deliver your mail if you are parked directly in front of the mailbox when they are trying to get the mail to you. Just an FYI.

❖ **Key Fobs and Transponders:**

- You should have received all fobs and transponders from the previous/current owner. If you did not receive them, check with your real estate agent OR check with the property manager in the office to request new ones. You may be asked to pay for the new ones depending upon policy by the HOA board.
- You must update the property manager on current fobs and transponders that you have and fill-out the necessary forms. These can be found on the Nautica Website.
- The transponders will need to be programmed into the gate system by the property manager including entering your name and phone number into the system so your name can be placed in the call box for guests.
- The key fobs give you access to the walking gates at both North and South sides as well as to the pool and clubhouse.
- All information that you provide will be kept in a locked filing system in the manager’s office for your protection and privacy.

❖ Cars and Parking:

- Parking in Nautica can be tricky sometimes if there are parties going on in your section of the neighborhood. Keeping that in mind, please note that no vehicles are allowed to park on the grassy swales between the sidewalk and the street. All wheels of the vehicle must be situated on the street alone.
- Vehicles may not be parked in the street between the hours of 1:00 AM and 6:00 AM – all vehicles must be parked in driveway or garage. While two vehicles usually can fit in a driveway, the driveway apron which is at a 90 degree angle to the parked cars at the end of the driveway may also be used for a third vehicle.
- Visiting guests may park in the clubhouse parking lot overnight but all vehicles MUST be removed by 9:00 am the following morning.
- If you receive an orange sticker on your vehicle for a violation of these parking rules, you will need to see the property manager. You could be subject to a fine or towing in the future.

❖ Gates into the Subdivision:

- **The South Gate is the resident gate ONLY.** You will see two red and white arms as well as a metal gate coming into the subdivision. The two arms are called “The Corral”. There is to be ONLY ONE vehicle inside the corral at a time otherwise the metal gate will not open. The second Corral Gate will raise (open) to allow the next resident to enter when the first resident is through the metal gate.
- **PARKING INSIDE THE CORRAL IN ORDER TO PICK UP STUDENTS FROM CITRUS COVE ELEMENTARY IS NOT PERMITTED BECAUSE THE GATES WILL NOT OPEN FOR OTHER RESIDENTS TRYING TO GET INTO THE SUBDIVISION.** If you are picking up your child from the elementary school, you must wait in the pickup line at the school OR enter the subdivision and park temporarily in the clubhouse parking lot and walk to the gate to meet your child/children.
- **The North Gate is the Guest entrance.** The guest will find your name in the call box and call the number that links to your residence or cell phone. You must press **9** on your keypad of your landline or cell phone in order to let them in. If you happen to have T-Mobile as your cellular service provider, we have found that you might have to hit **9** a few times on your cell phone for it to work properly. (Go figure!)
- Please do not let people into the subdivision that you do not know. The purpose of the gates is for your safety and the safety of others and their properties. Sometimes unscrupulous people will just go down the call box numbers to try to enter the property. Please be vigilant to keep our community safe and secure.
- If the gates are open for some reason and not requiring you to use the transponders, it is usually due to a glitch in the computer provider system and will be fixed as quickly as possible. You do not need to call the office regarding this. It will already be known by the Board members who will have the problem fixed ASAP.
- The metal gates and the arms are expensive to replace. Please be especially careful not to rush the gate with your vehicle by hitting them, which might, in turn cause them to break and then need to be replaced. We all like to keep our costs down in the community and keep a low HOA fee.

❖ House Painting and Changes to the Outside appearance:

- If your house needs to be painted, you must first go to the Nautica Office (or to the website under Paint Colors) and check out the accepted colors from the Sherwin Williams paint chips and then fill out the form to request a new or refreshed paint color. The form for this is located on the website at under the Forms tab. Click on [Architectural Request](#). You can also get a form in the Clubhouse (hallway by the bathrooms).

- Any changes to your home, such as a new fence, private pool, window changes, etc, must first be approved by the ACC (Architectural Control Committee) with a signed copy given back to the owner to know of your acceptance or denial. This approval letter is required before going to the City of Boynton Beach for a permit if it is needed. The City of Boynton Beach permitting department is off of Gateway Blvd. left at the light **after** the Renaissance Commons lights. If you have gotten to I 95, you have gone too far.
- It is also required that you “hide” your air conditioning unit with a small fence or foliage which will hide the unit from street passers-by. Check with the property manager if you need help with understanding the “look”.

❖ **The Pool:**

- The pool in this subdivision is heated or cooled year round to approximately 84 degrees Fahrenheit. It has two chiller/thermostats making it comfortable for users.
- Pool shades have recently been installed to give shade from UV rays for the users but of course there are areas for sunbathing. There are also tables for snacks separate from the pool deck.
- Rules for pool use are posted on signs in the pool area. There is no smoking in the pool area and dogs are not welcome. Sorry!
- We ask you NOT to use the small water balloons in the pool as it clogs the filters and then results in a closing of the pool area until repaired.
- You can access the pool through the clubhouse or directly through the pool gate with your fob.

❖ **The Gym + Clubhouse**

- Free weights, lat pull-downs, treadmills, bicycle, elliptical and more are available all while watching your favorite TV show. All in the comfort of air conditioning.
- Wet wipes are available and you are encouraged to wipe the equipment after use.
- The clubhouse also has two game tables (one for playing cards and another for a mini shuffleboard table)
- The clubhouse also has a “take-a-book”, “leave-a-book” cabinet in the kitchen area... our own mini-library of sorts!
- The clubhouse can be rented for events but you must fill out the form to do so and pay the rental fee and security deposit. See the website under Forms for information and rental fees. You can also get a form in the clubhouse (hallway by the bathrooms) or speak with the property manager for availability and fee collection.
- If you have your own business, there is a bulletin board inside the Clubhouse (hallway by the bathrooms) for your business card if you would so like to leave one.

❖ **Courts:**

- All courts have lights that you can turn on if you are choosing to use these facilities in the dark. The exception is the pickle ball/badminton area.
- Please turn the lights off when you leave the courts.

❖ **Dog stations:**

- Dog stations are located around the courts to clean up after your pet. Please be kind to your fellow dog and non-dog neighbors and clean up after your animal. If you are not near a “Dog station” please carry a bag with you and clean up after your pet.

Congratulations on your new home!