

CDD QUICK REFERENCE GUIDE ► Access UPDATED SEPTEMBER 2013

To have your name added to the electronic gate control box at PB entrance please email frontgate@palmbayhoa.com. An 813 area code is required to be able to open the gate from your phone.

To obtain a key for the boat lift, contact the CDD Supervisor over the Marina/Boat Lift.

To obtain a key for the tennis courts, please email palmbayhoa@gmail.com and request a form. The guards at the Bay Port Guard Gate do not have applications. There is a \$12 deposit required for a key. Issues regarding the Tennis Courts/Playground, contact the Palm Bay HOA please.

► **Grounds** To report issues with common area landscaping, lawns, sidewalks, lighting or the beach area, contact the CDD Supervisor over the Beach & Grounds.

► **Marina** The Marina, boat ramp and boat lift are accessible to Palm Bay Residents only. You are required to follow all instructions in operating the boat lift and use safety precautions around the Marina. No person may remain on their boat while the boat lift is moving. Only one direction of the lift can be moving at a time. No boat shall be left on the boat lift for more than 15 minutes. To report issues with the Marina, boat ramp or boat lift, contact the CDD Supervisor over the Marina/Boat Lift.

► **Seawalls** Seawalls on the canal are part of the individual homeowner's property and the homeowner is solely responsible to ensure that it is properly maintained. Seawalls around the Marina and Beach area are maintained by the CDD. To report issues regarding the seawalls, contact the CDD Supervisor over the Marina/Boat Lift

► **CDD Docks for sale** There are only three CDD docks remaining for sale. Palm Bay residents interested in buying one of these docks should contact cdd@palmbayhoa.com. Transient docks outside the Marina are for Palm Bay residents' use only and are intended for loading and unloading passengers and supplies. For questions regarding use of the transient docks, contact the CDD Supervisor over the Marina/Boat Lift.

► **Structural Improvements/Additions** No one shall be permitted to add any structural additions or improvements to common areas without written approval from the CDD. This includes landscaping, benches or structures on common areas, walkways on the marina or seawall, etc. For issues or approval, contact the CDD Supervisor over the area of concern.

► **Water** The CDD purchases all water for the community from Hillsborough County. Individual water bills are sent to homeowners monthly and are to be paid to the address on the bill.

For issues with water or to stop or start service, please call Renee at 800-535-6832 Ext 120

► **Trash** pick-up is Wednesday (household trash and yard waste) and Saturday (household trash and recycling). Trash can be put out the night before (be aware that the raccoons also know the trash days). Empty trash cans must be promptly stowed, out of sight, the day of pick-up (see Deed Restrictions)