

# ROYAL FOREST NEWS

October, 2011

## BOARD OF DIRECTOR MEETINGS



Board of Director meetings are held the first Wednesday of each month in our clubhouse at 7:00 PM.

We highly encourage all homeowners to attend

these meetings as decisions are being made that impact the community as a whole as well as you personally.

If you have questions or concerns, this is the place to voice them. Your Board of Directors encourage input from all of our residents to make capital improvements and changes that are in everyone's best interest.

Remember, if you do not voice your ideas or suggestions or get involved in YOUR community, don't voice your displeasure when you are unhappy with a change that has been made.

We have several new homeowners in our community. We sincerely hope that you will join us at our meetings so that we can introduce ourselves to you personally and you will have the opportunity to meet some of the other homeowners and tenants in our community.

## TRADES IN OUR COMMUNITY

As you know, it is our desire to keep as many services as possible in our community. We have many homeowners and tenants that have specific trades that we would welcome bids from as projects are started in our commu-

nity. In addition, there are many times that we are asked to refer vendors when homeowners are in need of repairs to their homes.

If you are interested in being placed on a list for a specific trade, please contact the board

with your trade and contact information. Keep in mind that you must be licensed and insured. Although we cannot recommend anyone in particular, we are happy to pass your info along for homeowners to make their own choices and contact you if they desire.

## ANNUAL MEETING

Our annual meeting is quickly approaching. This is the most important meeting of the year that is held on the first Thursday in January in our clubhouse. We encourage all homeowners to attend in person if possible. If you are unable to be there, please make sure to give your ballot to a board member or sign a limited proxy giving a friend, neighbor or board member the authority to vote on your behalf. Annual meeting packages will be distributed the first week in December.

There will be one open position on the board in 2012. If you are interested in running or would like to nominate someone else, please let us know by no later than Novem-

ber 15th. You must be a homeowner and be current in all assessments in order to run for the board or to vote.

Nominations will also be taken from the floor the night of the meeting but we encourage you to let us know if you are interested in advance so that we can place your name on the ballot or proxy.

The Board of Directors works extremely hard to ensure that this community is financially sound as well as to uphold the rules and regulations and to make capital improvements where necessary.

Becoming a board member does not entail just attending a meeting

once a month. It is a commitment that we take very seriously. If you are thinking about running, please make sure that you have the time available on an as needed basis to make a contribution to the community.

We are looking for homeowners to join the board that want to make a difference.

## LAWNS, LANDSCAPING & GARBAGE

We are experiencing a serious issue with homeowners and tenants leaving their garbage pails and recycle bins at the street, in front of the unit or at the side of the unit on non-garbage days. It is becoming extremely difficult for our landscaper to mow the lawn as he has to take valuable time to move these receptacles out of the way or they must remove garbage that has been left behind after garbage pick-up.

As a reminder:

1. Garbage collection is on Wednesdays and Saturdays. Recycled items and vegetation (yard waste) are picked up on Saturdays only.
2. Royal Forest Homeowners' documents require that garbage be put out no earlier than 6:00 PM the day prior to collection and trash cans (and any uncollected garbage/yard

waste) must be put way behind your back fence out of view the same day as collection. If refuse or garbage is not collected, the homeowner or tenant **MUST** remove such items and place them out of view until the next day of collection.

3. All garbage must be bagged. No loose garbage is to be placed in garbage pails.
4. If you choose not to use garbage pails, you should use heavy lawn or contractor bags to avoid animals tearing open the bags and leaving a mess.
5. Remove all items from the lawn when you are finished with them (toys, bikes, hoses, sprinklers, etc.).
6. Ornamentals are to be placed in the grass or beds at your own risk. The landscaper will not be responsible for items

that he cannot cut or trim around. It is your responsibility to ensure that these items are protected.

If you are found in violation of any of the items listed above, you will receive one warning (either a placard on your door or a letter). If you are found in violation after receipt of either forms of warning, your unit will be fined \$100.00 for the first occurrence and \$250.00 per occurrence for the same offense thereafter up to a total of \$1,000.00. Fines are payable immediately and, if not paid, the matter will be turned over to our attorney for collection and possible lien against your unit.

Homeowners...remember that you are responsible for the actions of your tenants.

## COMMUNITY IMPROVEMENTS

As you are probably aware, over the past few weeks, the streets, mail box areas and parking lot have been stained to enhance the look of our community as well as to prevent the expense of pressure cleaning on a frequent basis.

The streets between driveways have been painted so there is uniformity with the homeowners that have painted their driveways. We encourage those homeowners that have not as yet painted their driveways to do so. If you choose to paint or are cited during a beautification walk through, the walk must be painted as well. There is only one approved color paint for these areas that is available at Porter Paint.

When preparing to paint, remember that the driveway and walk must be pressure cleaned first and then two coats of paint applied. You should wait

24 hours between any of these steps before proceeding on to the next. All cracks (including hairline cracks) must be repaired before starting.

The board is currently in the process of obtaining suggestions and bids to replace our community pool and pool deck. We are in the early stages of this project that we anticipate will take place in the first quarter of 2012. Once a final bid has been accepted, the project should take approximately one month to complete. During that time, the pool and pool area will be completely closed with no access to either of these areas. We are extremely excited about this project and would be happy to hear from you with any suggestions that you might have.

If you are interested in bidding on any phase of this project once the design is

complete, please feel free to come to a board meeting the first Wednesday of each month or call Ralph Lopez (our property manager) with your contact information. You must be licensed and insured in order to provide a bid.

New gates and guard rails have been installed in the rear of the community along the canal to prevent foot traffic as well as ATV's. It is our hope that this will stop the graffiti on the back of fences as well as to remove the noise from the ATV's. If you see any traffic in this area or anyone attempting to climb over the fences or guard rails, please contact the Palm Beach Sheriff's Office immediately.

We will continue to make improvements and changes on an as needed basis to keep up the values of the homes in our community.

## SPEEDING, STOP SIGNS & SPEED BUMPS

The posted speed limit in our community is 15 MPH. ALL stop signs must be adhered to and you MUST pass over all speed bumps and not go around them.

Once again, we are receiving complaints about homeowners, tenants and guests not following these rules that are in place to protect the safety of our children, animals and

residents of our community.

There will be no tolerance for anyone not following these rules. If you are seen in violation, the license tag, make and model of the vehicle will be noted as well as the unit the vehicle is traveling to or from. The unit will then be fined \$100.00 for the first occurrence and \$250.00 for every occurrence thereafter up to a

total of \$1,000. These fines will be payable immediately and, if necessary, a complaint will be filed with the PBSO. There will be additional warnings.

Please govern yourself accordingly.



## ARCHITECTURAL CHANGES

The Board of Directors of the Royal Forest Homeowner's Association is the architectural committee for this community. Per our documents, you are not permitted to make any changes to the exterior of the structure without written permission from the board. Changes include, but are not limited to, the following: Screened enclosures, concrete pads, driveway extensions, color changes to the exterior of the unit,

changing exterior doors, moving fences to enclose air conditioning units.

If you are thinking about making any changes to the exterior of your unit, please check with the board members first who will provide you with the proper procedure to follow in order to receive clearance.

If you choose to make changes without approval, the board has the right to force you to remove or alter such struc-

tures to ensure that you are in compliance.

Simple rule of thumb....when in doubt....ASK!!!

## PET WASTE

Although we would like to thank the homeowner or tenant that has been picking up after their animal, we would like to ask you to please refrain from placing this waste in front of the "PET WASTE" signs in the common areas of our community. These signs are to advise that pet waste must be picked up and disposed of in YOUR garbage receptacles.

For those of you that are still not picking up after your pets, rest assured that you will be fined if you are seen not picking up what your pet leaves behind. When you walk your pet, make sure that you carry

something that can be used to pick up so that it can be disposed of properly.

Also remember that ALL animals must be leashed when they are not indoors. This applies to cats as well as dogs. Per county guidelines, if you feed and maintain a feral cat, it becomes your property and you must adhere to our rules. If you see a feral cat in our community, please call animal control so that it can be picked up and placed out for adoption. This situation has gotten out of control and will be monitored.



## WATER METERS

First and foremost, we would like to thank Zoila Menendez for the excellent job that she did in dealing with the Water Department to resolve the issues surrounding the water meters at the end of our driveways. As you know, in many cases, the ground below the meters has dissipated causing the concrete at the top of the meter to crack.

After many meetings, the Water Department has agreed to replace cracked lids on the following units: 1546/1550, 1517/1521, 1474/1470. This work has already been completed. They have taken the stand that they will build up any others that are sinking that are encased in grass but, at this time, have determined that the units listed above were the only ones that had serious issues. Additional lids will be replaced for any units that are encased in grass that need to be shored up on a case by case basis.

The Water Department has taken

the stand that, due to the potential liability to the Water Department, they will only shore up the ground on units encased in concrete on a case by case basis if the homeowner removes the concrete themselves and then replaces the concrete themselves once the work has been done.

Up to this point, the board has taken the stand that no homeowner will be cited to repair lids that are cracked until we received a final determination from the Water Department. Now that this determination has been reached, this repair will once again be placed on the items to take note of during beautification walks. Should you be cited to make this repair and need additional time to complete this project, please advise the board immediately so that we can work with you on an extension if required.

Although the outcome of this issue

is not what we had hoped for or anticipated, rest assured that we will work with each of you to make sure that this process is as painless as possible.

Please note that should you have a break in the water line at the street and your lids are currently encased in concrete, it will be up to the discretion of the Water Department to replace the concrete that is removed or change it to grass once the repair has been made. Unfortunately, this is out of our control.

We would also recommend that you place eye appealing flower pots over the lids to prevent vehicles from driving over them and cracking them.

If you have any questions or concerns, please feel free to contact us and we will do our best to answer them.

**ROYAL FOREST HOMEOWNERS' ASSOCIATION**

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*Royal Forest.....a safe and quiet  
community*



**Upcoming Events**

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|-------------------|----------------------------|
| <b>October 5</b>  | <b>Board Meeting</b>       |
| <b>October ?</b>  | <b>Beautification Walk</b> |
| <b>November 2</b> | <b>Board Meeting</b>       |
| <b>December 7</b> | <b>Board Meeting</b>       |
| <b>January 4</b>  | <b>Board Meeting</b>       |
| <b>January 5</b>  | <b>Annual Meeting</b>      |
| <b>January ?</b>  | <b>Beautification Walk</b> |

**Around our Community**

The Board of Directors of the Royal Forest Homeowners' Association would like to extend a warm welcome to our newest homeowners:

We would also like to wish a speedy recovery to Judith Diaz.

As our newsletter is printed quarterly, we would like to take this opportunity to wish all of our homeowners and tenants a safe, happy and healthy holiday season.

If you have any news that you would like the community to be aware of, please advise one of the members of the board by e-mailing Royalforesthoa@aol.com.

**2010-2011 ROYAL FOREST CONTACTS**

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|-------------------|--------------------------|
| Leslie DiStefano  | President                |
| Maryanne Brockley | Vice President/Treasurer |
| Sal Ligotino      | Asst. Vice President     |
| Zoila Menendez    | Recording Secretary      |
| Gabriele Lehmann  | Social Secretary         |
| Ralph Lopez       | Property Manager         |