



Welcome to Orchid Cove

INFORMATION FOR NEW OWNERS AND TENANTS

COMMUNICATIONS COMMITTEE

JUNE 2018

Welcome to Orchid Cove!

Information for New Owners and Residents

Table of Contents

GREETINGS FROM YOUR BOARD OF DIRECTORS!	2
QUICK ACCESS TO HELPFUL INFORMATION.....	3
IMPORTANT AFFAIRS FOR LIVING IN ORCHID COVE	5
❖ ORCHID COVE OWNER/TENANT INFORMATION FORM.....	5
❖ ACCESS TO YOUR UNIT	5
❖ LEASE AND PURCHASE APPLICATIONS.....	5
❖ RULES & REGULATIONS (R&R)	6
❖ ORCHID COVE RESPONSIBILITY MATRIX.....	6
❖ SPRINKLER SYSTEM	7
❖ FIRE EXTINGUISHER IN YOUR UNIT.....	7
❖ ORCHID COVE NEWSLETTER.....	7
❖ SEASONAL LEAVE CHECKLIST	8
❖ WEBSITE	8
❖ ORCHID COVE RECOMMENDED VENDORS LIST.....	8
❖ COMCAST (XFINITY)	9
❖ HOSPITALS.....	10
❖ CODERED	10
❖ NEXTDOOR TARA.....	10
❖ FLORIDA DRIVER’S LICENSE	11
❖ BECOMING A PERMANENT FLORIDA RESIDENT.....	11
ORGANIZATIONS	12
❖ ORCHID COVE CONDOMINIUM ASSOCIATION, INC.....	12
❖ TARA CDD (A.K.A. THE PRESERVE AT TARA)	12
❖ THE PRESERVE AT TARA – SEE TARA CDD	14
❖ TARA MASTER ASSOCIATION (TMA)	14
❖ PRESERVE GOLF CLUB.....	15
CONTACTS.....	16
❖ ORCHID COVE CONDOMINIUM ASSOCIATION INC.....	16
❖ TARA MASTER ASSOCIATION	17
❖ TARA COMMUNITY DEVELOPMENT DISTRICT 1	17
❖ COMCAST (XFINITY) CABLE TV.....	17
❖ FLORIDA POWER & LIGHT (FPL)	17
❖ MANATEE COUNTY UTILITIES DEPARTMENT	17
USEFUL WEBSITE LINKS	18
ORCHID COVE OWNER/TENANT INFORMATION FORM	19
PURCHASE APPLICATION.....	20
LEASE APPLICATION	22
RULES AND REGULATIONS.....	24
ORCHID COVE RESPONSIBILITY MATRIX	30
RACE/PASS POSTER.....	33
SEASONAL LEAVE CHECKLIST	34
COMCAST BULK CONTRACT CHANNEL LINEUP	35
ORCHID COVE RECOMMENDED VENDORS	40



Orchid Cove Condominium Association

Greetings from Your Board of Directors!

We the Board, along with the rest of Orchid Cove's residents and our Property Manager, welcome you to our community. We hope you find our neighborhood to be engaging, warm, and hospitable – in short, just like home.

We are here to help you get adjusted to your new surroundings and to answer any questions you may have as new residents. Hence, this packet of information addressing the essentials of life in Orchid Cove, Manatee County, Florida. This packet will also be posted on Orchid Cove's website for easy availability. There, you can click on its links (in blue, underlined) for quick and easy referencing.

The Board and our Property Manager conduct the Association's business – ranging from budget-setting to lawn mowing to pool maintenance and much more – in a very open and considerate manner. We strive to preserve the beauty and longevity of our neighborhood, as well as its safety and value, while keeping assessments at a reasonable level. In your life here as a resident and neighbor, we hope you will embrace these goals shared by all of us.

Thanks for choosing to live at Orchid Cove. Welcome!

ORCHID COVE BOARD OF DIRECTORS, 2018-19

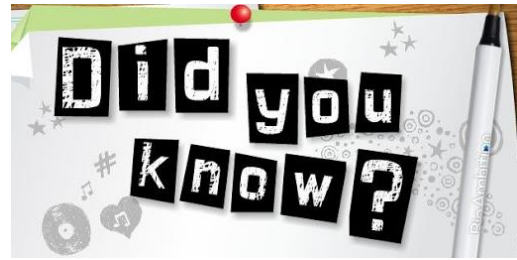
Kim Loskota, President

Patti Balogh, Secretary

Yuliana Westover, Treasurer

Quick Access to Helpful Information

- **Board Members & Property Manager – 2018-19**
 - **President – Kim Loskota**
612-327-1120 or kloskota@comcast.net
 - **Secretary – Patti Balogh**
734-709-2896 or pjb54@comcast.net
 - **Treasurer – Yuliana Westover**
941-330-6715 or Yuliana.Westover@gmail.com
 - **Property Manager – Judie Littell, Progressive Community Management**
941-921-5393 Ext. 1135, or JLittell@PCMFLA.com
- **Cable TV bulk service contract:** # 9365. Call 800-266-2278
- **Cable TV channel** for the Preserve: 196
- **Cable TV signal refresh** – call 800-266-2278
- **Community Center activities** – Channel 196 on your cable TV, or call Jim Kaluk at 941-756-2416
- **Community notices for Orchid Cove** – posted on our pool and mail center bulletin boards
- **Community social** – at the Orchid Cove pool late afternoon, once-monthly, October – April
- **Fire – [East Manatee Fire Rescue District](#)**
 - **Emergency: call 911.** Non-emergency: 941-751-5611
 - Fire Station 6 – 8800 SR 70 East, Bradenton, FL 34202
- **Fire extinguisher in your unit** – New in 2016. Checked annually community-wide by the Association.
- **Garbage pickup days** – Tuesday and Friday. Set out for pickup by 6:00 am. No plastic bags overnight.
- **Recycling pickup day** – Wednesday. Set out blue recycling cart only (no bags) for pickup by 6:00 am.
- **Homeowner assessments**
 - Orchid Cove Association Assessment \$698.00 quarterly for 2018
 - Tara Master Association Assessment \$808.81 annually for 2018
 - Tara CDD1 Tax Assessment \$415.57 annually for 2018 (part of your property tax)
- **Landscaping questions** – call **Kim Strub**, Landscape Committee Chair: 712-899-2869 (cell)
- **Light outage on building exterior** – call a Board member
- **Light outage, street lights** – contact FPL (Florida Power & Light): www.FPL.com/contact
- **Mailbox key** – obtain it from the previous owner; or contact the Post Office, which will drill out the old lock and install a new one
- **Newspapers**
 - Sarasota Herald Tribune <http://www.heraldtribune.com/> (941-745-7888 to subscribe)
 - Bradenton Herald <http://www.bradenton.com/> (941-748-0411 to subscribe)
 - The Bradenton Times <http://thebradentontimes.com/> free online news service
 - Your Observer <http://www.youobserver.com/> free online news service
- **Newsletter** – The **Connection**. Dave Loskota, Editor – DLoskota@comcast.net or 612-327-9743
- **Pest control** (e.g. wasps, fire ants) – call Property Manager
- **Police** – Bradenton
 - **Emergency: call 911.** Non-emergency: 941-932-9300
 - 100 10th Street West, Bradenton, FL



- **Pool & pool restroom access keys for Orchid Cove** – call Property Manager Judie Littell
- **Pool access and courts access at the Preserve Community Center** – get keys (cost \$5 each, payable by check only) from Field Manager Jim Kaluk (941-756-2416) at the Community Center office
- **Post Office**
 - 4112 53rd Ave E, Bradenton, FL 34203. Phone: 941-727-4817
 - Post office service counter at the Marathon Gas Station on SR 70 near Chick-fil-A
- **Property Manager** – Judie Littell, Progressive Community Management (941-921-5393, Ext. 1135)
- **Recycling pickup day** – Wednesday. Set out blue recycling cart (no bags) for pickup by 6:00 am.
- **Sheriff** – Manatee County
 - **Emergency: call 911.** Non-emergency: 941-747-3011
 - Operations Center, 600 Highway 301 Boulevard West, Bradenton, FL 34205
- **Sprinkler heads inside condo – DO NOT PAINT! An East Manatee Fire Rescue District regulation.**
- **Street light outage** – contact FPL (Florida Power & Light): www.FPL.com/contact
- **Tara Community Development District 1** (a.k.a. **The Preserve at Tara**)
 - Jim Kaluk, Field Manager: 941-756-2416 or taracdd@comcast.net
 - Angel Montagna, District Manager: 813-935-5571 or amontagna@rizzetta.com
- **Tara Master Association**
 - Kaitlyn Morkus, Association Mgr.: 941-348-2912 ext. 2307 or kmorkus@resourcepropertymgmt.com
 - Board members are listed on the TMA website: <https://www3.senearthco.com/homepage>
- **Trees/shrubs** trimming/mulching/planting – done by our landscape contractor, **not you!**
- **Utilities (water/sewer/garbage/recycling)** – Manatee County Utilities Dept. Phone: 941-792-8811
- **Utility (electrical)** – FPL (Florida Power & Light): www.FPL.com/contact
- **Website** – orchidcovecondos.com – click on OWNERS to login with password orca (which you may share only with other Orchid Cove residents).

Remember...Orchid Cove *WORKS* through Community Volunteers

GET INVOLVED!

- **Attend** monthly Board meetings
- **Join and participate** on a Committee
 - Communications
 - Landscape
 - Hurricane Preparedness
- **Help** plan and take part in events
 - Annual community-wide garage sale
 - Monthly socials at the pool
- **Serve** on the Board of Directors

Welcome to the Neighborhood!

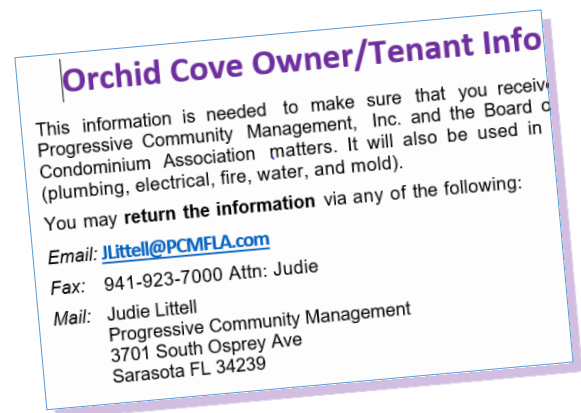


Important Affairs for Living in Orchid Cove

❖ Orchid Cove Owner/Tenant Information Form

Please complete this form ([see p. 19](#); also available on the [Orchid Cove website](#)), and submit it to our Property Manager at your earliest convenience. This information is needed to make sure our files are accurate and that you receive all correspondence from Progressive Community Management and the Board of Directors on various Orchid Cove matters.

Take special care to provide your email address to receive our newsletter, the **Orchid Cove Connection**, and other Association correspondence electronically.



❖ Access to Your Unit

Under Orchid Cove's Rules & Regulations (as stipulated in the Declaration of Condominium documents):

"The Association has the irrevocable right of access to each unit at reasonable hours as may be necessary for maintenance, repair or replacement of any Common Elements therein, or accessible therefrom, or at any hour for emergency repairs necessary to prevent damage to the Common Elements or to another unit." Therefore, it is imperative that the association has a key to the unit or has on file a person or contact who has a key and access code (for security systems) who may be contacted to gain access to your unit and avoid breaking into the unit in emergencies."



Emergency access is essential in case of water leaks or fire, for example, particularly in unoccupied units.

Some **community maintenance activities** require access to your unit. Examples include fire extinguisher inspection (annual) and dryer duct cleaning.

The Board of Directors has subsequently directed all Owners to provide keys to their units.

Therefore, **provide as soon as possible** either 1) a key to your unit, or 2) if you have a digital lock, the lock passcode, to Judie Littell, Orchid Cove's Property Manager (941-921-5393, ext. 1135). The safety and care of your unit and the other units in your building depend on it.

❖ Lease and Purchase Applications



A completed and signed Lease Application ([see p. 22](#)) or Purchase Application form ([see p. 20](#)) must be submitted to our Property Manager prior to the lease or sale of your unit, along with a **\$100 fee** to cover costs for background and criminal checks on all unit residents on the application. Both forms are also available on the [Orchid Cove website](#). A fully completed and signed copy of the proposed **lease or purchase agreement** must also accompany the Application. Lease or sale of your unit is subject to the Board's prior approval.

❖ Rules & Regulations (R&R)

Orchid Cove maintains a set of **Rules & Regulations (R&R)** ([see p. 24](#)) recently revised and approved by the Board of Directors. The R&R are based on the Declaration of Condominium and Amendments thereto, Articles of Incorporation and Amendments thereto, Bylaws, and other documents which, collectively, are known as the [Condominium Documents](#). The Condo Docs and the R&R are available on the **Orchid Cove** website: <https://orchidcovecondos.com/owners/> – login with password [orca](#) (which you may share only with other Orchid Cove residents).



Please read the R&R as soon as you move in to Orchid Cove. Important topics include:

- **Right of Entry**
- **Facilities Usage – Residential Only**
- **Barbeque (Grills) Prohibited**
- **Building Changes Prohibited**
- **Enforcement of R&R**
- **Flower Pots/Ornaments Limitations**
- **Front Porches and Steps**
- **Garage Doors**
- **Garage Sales**
- **Hurricane Shutters**
- **Landscape Changes Prohibited**
- **Late Charge on Assessments**
- **Noise Disturbances**
- **Nuisances**
- **Pets/Wildlife**
- **Ponds**
- **Satellite Dishes Prohibited**
- **Screen and Storm Doors**
- **Seasonal Holiday Decorations**
- **Signs**
- **Trash Management**
- **Unit Leases**
- **Vehicles**
- **Pool Area Rules**

❖ Orchid Cove Responsibility Matrix

Unit owners pay quarterly dues for a variety of our Association expenses. The [Orchid Cove Responsibility Matrix](#) ([see p. 30](#)) is based on our Condo Documents. It outlines **some** of the Association’s physical features – both exterior and interior – and the responsible party for each: either the Association or the unit owners. Examples include windows and walkways; driveways and dryer ducts. **The Matrix is subject to change by the Board of Directors.** When in doubt about a cost item that may arise, contact the Property Manager or a Board member.

Also attached (as p. 31) is a letter from the Association’s insurance company, Atlas Insurance. It describes what the Association’s Master Policy of property and casualty insurance does and doesn’t cover, per Florida Statute 718.11. This type of insurance helps protect against covered perils, e.g., fire and hurricanes. **Coverage for items excluded from the Association’s insurance must be separately obtained by the unit owners.** And, per the letter: **“While items such as drywall, doors, and windows may be the maintenance responsibility of the unit owner, they are the primary insurance responsibility of the Association.”** An Atlas schematic layout of a typical condo **attached as p. 32** shows the unit owner’s insurance responsibilities vs. the Association’s insurance responsibilities. Insurance claims should go through the Association’s Property Manager (Argus) and insurance company (Atlas Insurance) as well as your personal insurance company for proper claim filing.

❖ Sprinkler System

Orchid Cove’s sprinkler system uses reclaimed (treated) water – **which has an odor** – to irrigate our lawns, shrubs and trees. The schedule of its operation is outlined below. If you notice any drastic changes, or if sprinkler heads don’t retract (go down) after a cycle is completed, let a Board member know or call the Property Manager.



Program	Zones	Run Days	Start Time
A	1-10	Mondays & Fridays	10:00 PM
B	11-19	Tuesdays & Saturdays	10:00 PM

❖ Fire Extinguisher in Your Unit



In 2016, all indoor fire extinguishers were replaced by the Board with new ones, paid for individually by each unit owner. The **East Manatee County Fire Rescue District** requires an annual inspection and certification of interior fire extinguishers. These inspections will be conducted yearly in March to re-certify **ALL** extinguishers.

Review the **RACE/PASS word safety tips on 1) fire discovery, and 2) operating an extinguisher (Pull the pin on our extinguishers)**. See the [RACE/PASS poster on p. 33](#) to copy and locate next to your extinguisher.

The **National Fire Protection Association** recommends ([on p. 10-48](#) of its **Standard for Portable Fire Extinguishers**) that, “If a fire starts in your residence, get people out of the house and call the fire department; **then** use a fire extinguisher.” And, “When fighting a residential fire, keep near a door that can be used as an escape route.”

❖ Orchid Cove Newsletter

Our newsletter’s name, the **Connection**, reflects our goal of helping connect the neighborhood with information that is



timely and relevant to all. First published in November, 2014, the **Connection** now goes out monthly from November through May, and once again in August. A year of past issues is posted on the website.

The **Connection** is published by the **Communications Committee**, comprised of two Orchid Cove member volunteers:

- **Dave Loskota**, Chair
- **Kim Loskota**, Board liaison

To keep publishing costs as low as possible, **it’s distributed by email**. It is important, therefore, that you complete the Orchid Cove Owner/Resident Information Form and **include your email address**. The email format of the newsletter allows us to include **online links** to information mentioned in the newsletter that you may thereby quickly and easily access.

News and items of interest from residents are always sought and welcome. **Connection** topics include such items as:

- Upcoming Community Events
- Orchid Cove Board Notes
- Treasurer’s Report
- Community Elections
- Community Maintenance Activities
- Rules & Regulations Review
- Tara Master Association updates
- Tara CCD updates
- Landscape Committee update
- Welcome to New Residents
- Communications Committee update
- Service Provider Recommendations
- Did You Know? (useful news)
- Photo Corner

❖ Seasonal Leave Checklist

Some unit owners use Orchid Cove as a second home, leaving their condominiums vacant for long periods of time. The [Seasonal Leave Checklist](#) ([see p. 34](#)) contains some suggested preventative measures that owners can take prior to leaving for the season. Please feel welcome to use this checklist as a tool to help protect your Orchid Cove home while you’re away.



❖ Website

Orchid Cove’s homepage is maintained at the Association’s website:

<https://orchidcovecondos.com> – select OWNERS and login with password [orca](#). The **Orchid Cove Connection** newsletter (published eight months/year) is posted here. So is this **Welcome Packet for New Owners/Tenants**.

Other Association documents also posted on this website include:

- [Orchid Cove Documents](#)
- [Recommended Vendors List](#)
- [Owner/Tenant Information Form](#)
- [Rules & Regulations](#)
- [Lease and Purchase Applications](#)
- [Orchid Cove Responsibility Matrix](#)
- Orchid Cove ARC Form – Request for Architectural Change Approval
- Monthly Financial Statements
- Approved Board Meeting Minutes

❖ Orchid Cove Recommended Vendors List



This list ([see p. 40](#); also available on the [Orchid Cove website](#)) is a compilation of service providers that the residents of Orchid Cove recommend to each other. The information is based on actual experiences with these vendors and is intended to be only part of the research that owners should do before hiring these services.

If you’ve used a provider that you’d like to recommend, please forward pertinent information to **Dave Loskota, Vendor List Editor**, at DLoskota@comcast.net:

- The company name and phone no. (and contact person info if available)
- Briefly describe what the company did for you and when, rate their services/cost (0 – 5 stars), and state whether you’d use them again or not.

This list will be updated on the **Orchid Cove website** whenever you offer new info on a service provider (either a new vendor or one that's already listed). Any new information will also be posted in the next **Connection** newsletter.

Disclaimer: any recommendations are **not**, of course, a guarantee that anyone else will have the same experience. Nor are they the recommendations of the Orchid Cove Condominium Association, which does not endorse any specific vendors and assumes no responsibility or liability for any consequences of their hire.

❖ Comcast (Xfinity)

Orchid Cove residents enjoy cable TV through the Tara Master Association's 2013 bulk contract with Comcast.

Each unit owner is entitled to two HD boxes and one digital adapter, as well as complementary HBO. A full channel line-up is [attached – p. 35](#) and is also available on

the TMA website under Community Information/Property Information/[Comcast Channel Line Up](#). A recent feature of the Comcast contract is **free Wi-Fi** at our pool and the pools and clubhouses of the other homeowner associations.



A new, 5-yr bulk contract has been executed with Comcast, to begin in October, 2018. This new cable TV contract will also include, for the first time, **Internet service:** Blast Internet with a modem/router, as well as **upgrades** to our current Digital Starter Pack as shown below. For each household, the new contract will provide:

- 130+ television channels
- 3 Xfinity boxes (1 master, 2 companions)
- DVR availability in all rooms
- Voice-activated Xfinity remotes for each box
- HBO
- Blast Internet with 100 Mbps speed
- Modem/router
- Access to all Xfinity upgrades
- Free installation for 6 months

Residents who purchase such Optional Services as phone service or additional programming from Comcast, e.g. optional sports or movie packages, will be billed by Comcast individually for these services. Residents who purchase Optional Services and are away from Tara for extended periods of time may save money by putting these optional services on **seasonal hold**. Terms for such temporary suspensions vary from year to year, so interested owners should contact Comcast at 1-800-934-6489 for more details. [This Xfinity website](#) also has the needed information.

Comcast has established a dedicated customer service line for bulk contract customers. That phone number is **866-405-9365**. When contacting Customer Service, owners should tell the representative that they are part of the **Tara Master Association Bulk Contract #9365** to ensure getting the right pricing and options. If your service fails (no picture, or problems with the boxes), you **might** simply need a signal refresh from Comcast. Call **800-266-2278** and ask.

❖ Hospitals



Blake Medical Center

Address: 206 Second Street East, Bradenton, FL 34208
Phone:(941) 746-5111



Lakewood Ranch Medical Center

Address: 8330 Lakewood Ranch Blvd, Bradenton, FL 34202
Phone:(941) 782-2100



Manatee Memorial Hospital

Address: 206 Second Street East, Bradenton, FL 34208
Phone:(941) 746-5111

❖ CodeRED

CodeRED is an emergency notification system that allows Manatee County emergency officials to notify residents and businesses by telephone, cell phone, text message, email and social media regarding time-sensitive general and emergency notifications. Messages may include AMBER alerts, notifications of hazardous traffic or road conditions, boil-water advisories or evacuation notices. Mymanatee.org/utilities has a link to the CodeRED Community Notification Enrollment page where you can register online. Unlisted numbers, mobile numbers, as well as TDD/TTY requirements can all be entered.



Messages may include AMBER alerts, notifications of hazardous traffic or road conditions, boil-water advisories or evacuation notices. Mymanatee.org/utilities has a link to the CodeRED Community Notification Enrollment page where you can register online. Unlisted numbers, mobile numbers, as well as TDD/TTY requirements can all be entered.

❖ Nextdoor Tara

Over 81,000 neighborhoods across the country use **Nextdoor**, a free, private social network. [Nextdoor Tara](#) offers an easy way to communicate with neighbors in Tara and 16 other nearby neighborhoods.

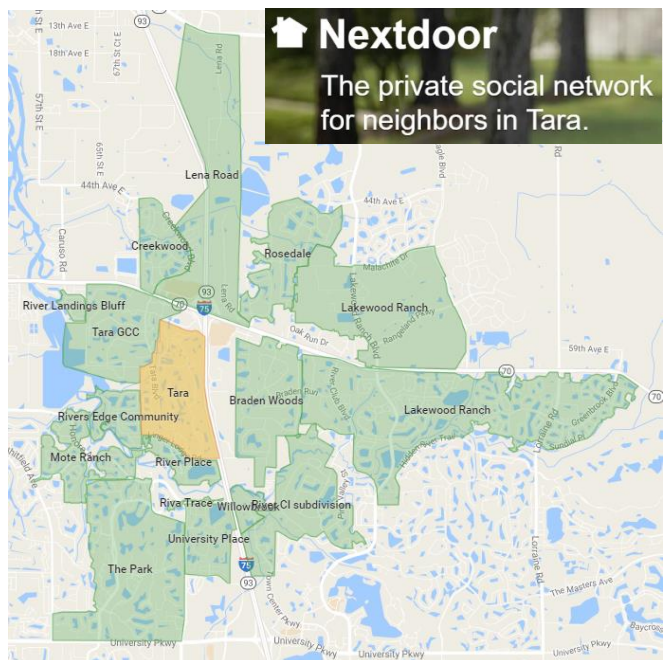
Members can post and reply to posts in a variety of **Categories**:

- | | |
|-------------------------|----------------------------|
| Real Estate | Crime & Safety |
| Documents | For Sale & Free |
| Lost & Found | General |
| Recommendations | Events |

Directories include:

- | | | |
|------------------|-------------|------------------------|
| Neighbors | Pets | Public Agencies |
|------------------|-------------|------------------------|

You can register free at the website <https://nextdoor.com/> and join **Nextdoor Tara**. You will then receive email notices of new posts to the Nextdoor Tara website.



❖ Florida Driver's License



Florida has documentation requirements for FL residents renewing or obtaining a new driver's license or identification card. For office visits, you must bring original documents that prove your identity, social security number and residential address. The **Florida Department of Highway Safety and Motor Vehicles**

has a website at <https://www.flhsmv.gov/locations/manatee/> that addresses almost any license question you may have. One of its links is a website at <http://www.gathergoget.com/> which outlines the requirements for a new driver's license, renewals, and name changes.

❖ Becoming a Permanent Florida Resident

Here are some Internet websites with information that can help you become a "legal" Floridian.

- <http://www.stateofflorida.com/residency.aspx>
- <http://www.dmvflorida.org/moving-to-florida.shtml>
- www.wikihow.com/Become-a-Florida-Resident
- <https://www.thebalance.com/how-to-become-a-florida-resident-officially-3505215>
- <http://www.newfloridaresident.com/>
- <http://www.dmv.org/fl-florida/relocation/>
- <http://www.stateofflorida.com/residency-guide.aspx>
- <http://www.4sarasotahomes.com/images/Florida-Homesteading.plus.pdf>
- <http://www.myflorida.com/>



Organizations

❖ Orchid Cove Condominium Association, Inc.

The **Orchid Cove community** is nestled between two ponds and their adjoining forested areas. We have 12 buildings, each comprised of four residential units, plus a pool with pool house, and a mail center. We're governed by a three-member **Board of Directors** elected annually in February, which meets:

- Monthly in November and January – April
- Once or twice during July – October

Contracted on an annual basis, **Progressive Community Management (PCM)**, represented by **Judie Littell**, is Orchid Cove's **Property Manager**. You can reach Judie by email at jlittell@pcmfla.com or at 941-921-5393, ext. 1135. PCM manages the Association's day-to-day operations and finances, and oversees repairs and major improvements. PCM also helps Orchid Cove's **Communications Committee** make desired improvements to the Association's website at <https://orchidcovecondos.com>.



Based on the budget established annually by the Board, Orchid Cove owners pay an annual assessment to the Association in four installments (\$698.00 quarterly for 2018).

Orchid Cove's **Communications Committee** publishes a monthly newsletter, the **Orchid Cove Connection**, November through May, and in August. To keep costs low, it's distributed by email, so be sure to provide your email address on the [Owner/Tenant Information Form](#).

Orchid Cove is part of **The Preserve at Tara (a.k.a. Tara CDD)** which, together with the **Tara Golf & Country Club**, comprise the **Tara Master Association**. Orchid Cove is in the northeastern part of the Preserve, within two blocks of the Preserve Golf Club clubhouse.

❖ Tara CDD (a.k.a. The Preserve at Tara)



The Preserve at Tara is actually a Community Development District named the **Tara Community Development District 1 (CDD)**. Established in 1999, it's governed by an elected [Board of Supervisors](#) composed of five Preserve property owners. They meet monthly at the Preserve Community Center.

Condo associations in The Preserve include:

<u>Condo Association</u>	<u>Number of Units</u>
Orchid Cove	48
Magnolia Crossing	52
Palm Grove	52
Grand Oak	88
Cedar Hollow	96
Cypress Strand	188

The Preserve has 1,046 homes of different sizes and types including condo units, maintenance-free villas, club homes, and executive homes. Most were built between 2002 and 2006. These residences are interspersed around a championship golf course, more than 50 lakes & ponds, and the common nature preserve areas.

The CDD Board oversees and maintains **Preserve facilities**, including:

- The Community Center
- Swimming pool
- Tennis and pickleball courts
- Lakes & ponds
- All common grounds
- **CDD website** at <http://taracdd.org/>

CDD annual assessments are levied on property owners in the Preserve as a component of their Manatee County real estate taxes. The Nov. 2017 tax bills for Orchid Cove owners show a Tara CDD assessment of \$415.57.

The CDD employs **Field Manager Jim Kaluk** (fieldmanager@taracdd.org or 941-756-2416), who is officed at the Community Center 8:00 am to 1:00 pm, Monday – Friday. **Rizetta & Company, Inc.**, represented by **Angel Montagna**, is contracted as the CDD’s **District Manager**. Contact Angel at AMontagna@rizzetta.com or 813-933-5571.

Other service companies retained by the CDD include:

Person	Position	Company
John Vericker	District Counsel	Straley Robin Vericker
Rick Schappacher	District Engineer	Schappacher Engineering, LLC
Dana Bryant	Representative	Sunrise Land Care
Sarah Bowen	Representative	Aquatic Systems, Inc.

The Preserve Community Center shares a parking lot with the Preserve Golf clubhouse. Orchid Cove residents have the right to use the Community Center, its pool, and its tennis and pickleball courts. **A pool key and a tennis/pickleball court key each cost \$5**, payable by check only.



They are available at the Community Center office from **Field Manager Jim Kaluk**.



The Pool key opens the pool gate (you need to re-open the gate from the inside when leaving), and it also opens the bathroom doors behind the building. The court key only opens the court door. The **Pool** is heated to 85 degrees; the **Spa** is heated to 104 degrees. The pool opens ½ hour after Sunrise and closes ½ hour before Sunset. The Tennis/pickleball courts are open from 8 am until 9 pm. The lights are on from 7 pm till 9 pm. You may rent the Community Center for private activities (ask Jim for a rate sheet).

Want to play in a golf league? You can find details: 1) on the Tara CDD Bulletin Board at the Community Center, or 2) at the Preserve Golf Club, or 3) on cable TV Channel 196, about the:

- **Preserve Men’s Golf Association (PMGA)**
- **Preserve Ladies’ Golf Association (PLGA)**

There are a variety of groups that meet and activities that are conducted at the Community Center. Learn the details on Channel 196 of your cable TV or at the Community Center. Here are some:

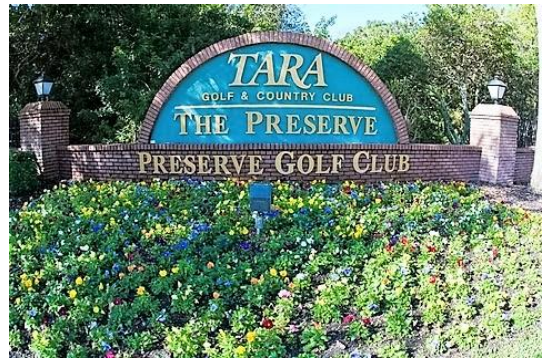
- Tech seminars (Thursdays am)
- Book club (1st Thursdays pm)
- Wine lovers group (1st Wednesdays pm)
- Line dancing classes (Mondays pm)
- Yoga (Wednesdays pm & Fridays am)
- Contract bridge (Wednesdays pm)
- Card night (Monday nights)
- Scarlett O’Hara crafters (Mondays am)
- Pool volleyball

❖ The Preserve at Tara – see Tara CDD

❖ Tara Master Association (TMA)

The TMA is comprised of 2,070 members in two, deed-restricted neighborhoods:

- The Preserve at Tara (a.k.a. Tara Preserve), on the south end, which encircles a semiprivate golf course and more than 50 ponds, and
- Tara Golf & Country Club (TG&CC), on the north end, which wraps around a private golf course.



The TMA is governed by a seven-member [Board of Directors](#) elected by fellow property owners in the two neighborhoods. The TMA Board meets monthly, at locations alternating between the Preserve Community Center and the TG&CC clubhouse. Resident volunteers serve on **TMA committees** which include:

- ARC (Architectural Review Committee)
- Finance Committee
- Communications Committee
- Compliance Committee
- Ad Hoc Long-Range Landscape Planning Committee
- ECT (Electronic Communications and Transmissions) Committee

Resource Property Management, represented by **Kaitlyn Morkus**, is contracted as the **Association Manager**. Email her at kmorkus@resourcepropertymgmt.com or call her at 941-348-2912 ext. 2307. The TMA maintains the **TMA website** at <https://www3.senearthco.com/homepage> (call Kaitlyn to sign up for access), and manages:

- Common property and landscaping (using contractor [Earth Works Landscape Management](#))
- Association insurance
- Architectural review
- Community television contract that includes:
 - **Bulk cable TV** services for all TMA residents through Comcast (Xfinity), and
 - **Two community cable TV channels** (195 for the TG&CC and 196 for The Preserve)

You must contract directly with Comcast if you want Internet access/email/phone service or any upgrades to your cable TV service beyond the bulk contract. A new bulk contract has been negotiated for 2018, which will include Internet access. It starts October 1, 2018.

For this wide variety of services, Orchid Cove owners pay TMA an annual assessment – one payment per year, which is \$808.81 for 2018.

❖ Preserve Golf Club



The **Preserve Golf Club** is a semi-private golf course around which Tara Preserve is located. As members of the public, Orchid Cove residents may purchase greens fees or a buy a [membership](#) – options include Single, Couples and Family memberships. The Golf Club hosts league play for both the men’s and ladies’ golf associations of The Preserve, and offers special attractions like its [Insider Plus Players Card](#) and [Player Development Program](#). The clubhouse has a [Golf Shop](#) as well as a [Sports Bar & Grill](#), which can accommodate up to 80 guests for special events and meetings.



Eagle	400	170	440	415	515	380	395	240	580	3535		500	440	155	380	400	410	520	220	440	3465	7000	74.6/144			
Hawk	365	145	415	390	470	355	365	210	550	3265		470	405	140	360	370	385	490	205	410	3235	6500	72.6/129			
Heron	330	130	390	350	450	330	340	180	525	3025		440	385	120	315	345	350	460	185	380	2980	6005	70.6/119			
Handicap	13	17	1	5	7	15	11	9	3			6	2	16	18	14	12	10	8	4			Rating/Slope			
Hole #	1	2	3	4	5	6	7	8	9	Out	Initial	10	11	12	13	14	15	16	17	18	In	Total	Hcp.	Net.	Adj.	
Par	4	3	4	4	5	4	4	3	5	36		5	4	3	4	4	4	5	3	4	4	36	72			
Match +/-																										
Oriole	295	130	345	340	440	330	330	150	475	2835		440	305	120	315	310	315	430	185	320	2740	5575	68.3/116			
Handicap	15	17	5	7	3	13	11	9	1			2	12	16	18	14	10	4	6	8						
Hummingbird 1	255	95	265	295	390	245	300	150	445	2440		370	305	100	255	310	270	390	110	320	2430	4870	70.2/118			
Hummingbird 2	295	95	345	295	390	245	300	150	475	2590		370	305	100	255	310	315	390	110	320	2475	5065	65.8/113			
Handicap	7	13	11	3	9	17	5	15	1			2	6	14	16	12	10	4	18	8			Rating/Slope			

Contacts

❖ Orchid Cove Condominium Association Inc.

➤ Board of Directors

- **President – Kim Loskota**
612-327-1120
kloskota@comcast.net
- **Secretary – Patti Balogh**
734-709-2896
pjb54@comcast.net
- **Treasurer – Yuliana Westover**
941-330-6715
Yuliana.Westover@gmail.com



➤ Property Manager

Judie Littell
JLittell@PCMFLA.com
941-921-5393 Ext. 1135
Fax: 941-923-7000
Progressive Community Management
3701 South Osprey Ave
Sarasota FL 34239-6848
www.PCMFLA.com



➤ Communications Committee

- **Dave Loskota, Chair**
612-327-9743
dloskota@comcast.net
- **Kim Loskota, Board Liaison**
612-327-1120
kloskota@comcast.net

➤ Landscape Committee

- **Greg Blanchard**
asacolorpurple@gmail.com
- **Kim Strub**
712-899-2869
Kimstrub@gmail.com

➤ Hurricane Preparedness Committee

- **Still waiting for volunteers to form this committee!**

❖ Tara Master Association

Kaitlyn Morkus, CAM

Community Association Manager

941-348-2912, ext. 2307

KMorkus@resourcepropertymgmt.com

Resource Property Management

2025 Lakewood Ranch Blvd., Suite 230

Bradenton, FL 34211

❖ Tara Community Development District 1

- **Angel Montagna, District Manager**

813-933-5571

amontagna@rizzetta.com

Rizzetta & Company, Inc.

3434 Colwell Avenue Suite 200

Tampa, FL 33614

- **Jim Kaluk, Field Manager**

941-756-2416

taracdd@comcast.net

Preserve Community Center, 8:00 am – 1:00 pm M-F

❖ Comcast (Xfinity) Cable TV

- Bulk contract # **9365** – call 800-266-2278
- Signal refresh – call 800-266-2278
- Set-top boxes and remotes – 5231 University Pkwy #115, Bradenton, FL 34201
- Channel **196** – dedicated to The Preserve at Tara

❖ Florida Power & Light (FPL)



Electric utility company

- Customer service questions – www.FPL.com/contact
- To report an outage – www.FPL.com/outage or call 1-800-4-outage

❖ Manatee County Utilities Department

Water, sewer, garbage disposal and recycling

- 941-792-8811
- www.mymanatee.org/utilities
- **Garbage pickup** – Tuesdays and Fridays
- **Recycling pickup** – Wednesdays

MCUD

MANATEE COUNTY UTILITIES DEPARTMENT

P. O. BOX 25010

BRADENTON, FL 34206-5010

PHONE: (941) 792-8811

www.mymanatee.org/utilities

Useful Website Links

AAA, Lakewood Ranch	https://autoclubsouth.aaa.com/Branches/Branch.aspx?branchid=017
Bradenton, City of	http://www.cityofbradenton.com/
Children and Families	http://www.myflorida.com/accessflorida/
Driver's License	https://www.flhsmv.gov/locations/manatee/
Florida Medicaid	http://portal.flmmis.com/flpublic/
Health Department	http://manatee.floridahealth.gov/index.html
Hospitals	https://www.mymanatee.org/home/new-residents/manatee-county-hospitals.html
Library (Braden River Branch)	http://www.mymanatee.org/home/government/departments/neighborhood-services/library.html
Manatee County	http://www.mymanatee.org/home.html
Manatee County Board of Commissioners	http://www.mymanatee.org/home/government/board-of-commissioners.html
Manatee County Tax Collector	http://www.taxcollector.com/
Parks & Natural Resources	https://www.mymanatee.org/home/government/departments/parks-and-recreation.html
Sarasota, City of	http://www.sarasotagov.org/
Schools	http://www.manateeschools.net/pages/SDMC
Sheriff, Manatee County	http://www.manateesherriff.com/
Social Media	https://www.mymanatee.org/home/government/county-administration/social-media.html
Utilities	https://www.mymanatee.org/home/government/departments/utilities.html
Volunteer Opportunities	https://www.mymanatee.org/home/government/departments/human-resources/volunteer-opportunities.html
Voter Registration	http://www.votemanatee.com/



Orchid Cove Owner/Tenant Information Form

This information is needed to make sure that you receive all correspondence from Progressive Community Management, Inc. and the Board of Directors on Orchid Cove Condominium Association matters. It will also be used in the case of an emergency (plumbing, electrical, fire, water, and mold).

You may **return the information** via any of the following:

Email: JLittell@PCMFLA.com

Fax: 941-923-7000 Attn: Judie

Mail: Judie Littell
Progressive Community Management
3701 South Osprey Ave
Sarasota FL 34239

Owner Name(s) _____

Property Address _____

Home Phone _____ **Cell Phone** _____

Email Address _____

Alternate Address (if you live in another state or country part of the year):

Home Phone _____ **Cell Phone** _____

If the occupants at the Orchid Cove address are renters, please provide their name(s), phone number, and email address below. Please send us an updated lease if it has expired.

Tenant Name(s) _____ **Unit No.** _____

Tenant Phone _____ **Tenant Email** _____

Emergency Contact Information:

Name _____ **Phone No.** _____

Signature _____ **Date** _____

Printed Name _____

**ORCHID COVE CONDO ASSOCIATION INC.
PURCHASE APPLICATION**

PLEASE ALLOW TWENTY (20) DAYS FOR PROCESSING

The undersigned Owner proposes to **SELL** Unit No. _____, Marsh Orchid Circle, Bradenton, FL 34203 to the Buyer(s) named below. A signed copy of the proposed Purchase Agreement is attached.

DATE _____ **OWNER SIGNATURE** _____

.....

BUYER(S) STATEMENT

BUYER 1 NAME _____ **BUYER 2 NAME** _____

Buyer 1: DOB _____ Driver's License #/State _____

Buyer 2: DOB _____ Driver's License #/State _____

Current Address _____

City _____ State _____ Zip code _____ Phone _____

Cell phone _____ E-Mail Address _____

Residency Intentions: Year-round Seasonal Lease to Others (Board approval is required)

Names, Ages & Relationship of Unit Occupants (Maximum Total Number is 6) _____

Buyer's Occupation _____ Employer _____

Business Address _____

City _____ State _____ Zip code _____ Phone _____

BANK REFERENCES

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

PERSONAL REFERENCES

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

VEHICLE(S)

Make _____ Model _____ Year _____ Tag/State _____

Make _____ Model _____ Year _____ Tag/State _____

PET(S) KEPT ON PREMISES (NEED BOARD APPROVAL), MAXIMUM ALLOWED: 2 SMALL DOMESTICATED PETS

Type/Breed _____ Height _____ Weight _____

Type/Breed _____ Height _____ Weight _____

I initial my acceptance of and agreement with each statement below (each Buyer shall initial):

_____ I have read the Declaration of Condominium, the Articles of Incorporation, and the Bylaws of Orchid Cove Condominium Association, Inc., as well as the Rules and Regulations adopted by the Association’s Board of Directors and which are attached to this application. I agree to abide by the provisions of said documents. I agree to pay quarterly assessments as well as any special assessments established by the Board of Directors.

_____ I agree that the Orchid Cove Board or its designee may make inquiry of any of the references provided herein. I agree to provide the necessary information for the background check on the form that accompanies this Application.

_____ By providing my email address, I thereby agree to receive communications electronically from the Orchid Cove Board or its Property Manager on Orchid Cove matters.

_____ I understand that trailers, campers, boats, or commercial vehicles are NOT permitted to be parked or kept in Orchid Cove.

_____ I understand that a \$100.00 non-refundable fee payable to “Orchid Cove Condominium Association” must accompany this Application. I herewith submit: Check \$_____ Cash \$_____

_____ I, the undersigned applicant, in submitting and signing this Application, warrant that all of the information I have provided is true and correct, and I understand that any intentional misrepresentations shall be the basis for automatic disapproval of this Purchase Application.

SIGNATURE OF BUYER 1

SIGNATURE OF BUYER 2

PRINTED NAME OF BUYER 1

PRINTED NAME OF BUYER 2

Date _____

Date _____

Realtor/Agent connected to Purchase? NO YES Realtor Name _____

Real Estate Firm _____ Phone _____

Address _____



ORCHID COVE CONDO ASSOCIATION APPLICATION APPROVAL: APPROVED DISAPPROVED

President, Board of Directors _____ Date _____

PLEASE NOTE, AS REQUIRED BY ASSOCIATION DOCUMENTS:

1. A fully completed and signed copy of the proposed Purchase Agreement must accompany and be returned with this Application.
2. The \$100 fee covers the background and criminal check costs of this Application.
3. If either the copy of the Purchase Agreement or the \$100 fee does not accompany this Application, the Orchid Cove Board of Directors will take no action and your Application will be automatically disapproved.

RETURN COMPLETED APPLICATION TO:

Orchid Cove Condominium Association
C/O Progressive Community Management
Attn: Judie Littell
3701 South Osprey Ave
Sarasota FL 34239-6848

Contact info for Judie Littell at Progressive Community Management:

- JLittell@PCMFLA.com
- 941-921-5393 Ext. 1135
- Fax: 941-923-7000

ORCHID COVE CONDO ASSOCIATION, INC.
LEASE APPLICATION

PLEASE ALLOW TWENTY (20) DAYS FOR PROCESSING

The undersigned Owner proposes to **LEASE** Unit No. _____, Marsh Orchid Circle, Bradenton, FL 34203 to the Applicant(s) named below. A signed copy of the proposed Lease Agreement is attached.

DATE _____ **OWNER SIGNATURE** _____

.....

LEASE APPLICANT(S) STATEMENT

APPLICANT 1 NAME _____ **APPLICANT 2 NAME** _____

Applicant 1: DOB _____ Driver's License #/State _____

Applicant 2: DOB _____ Driver's License #/State _____

Current Address _____

City _____ State _____ Zip code _____ Phone _____

Cell phone _____ E-Mail Address _____

Lease (check one): Seasonal Annual Lease Dates: _____ to _____

Names, Ages & Relationship of Unit Occupants (Maximum Total Number is 6) _____

Applicant Occupation _____ Employer _____

Business Address _____

City _____ State _____ Zip code _____ Phone _____

PERSONAL REFERENCES

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

VEHICLE(S)

Make _____ Model _____ Year _____ Tag/State _____

Make _____ Model _____ Year _____ Tag/State _____

PET(S) KEPT ON PREMISES (NEED BOARD APPROVAL), MAXIMUM ALLOWED: 2 SMALL DOMESTICATED PETS

Type/Breed _____ Height _____ Weight _____

Type/Breed _____ Height _____ Weight _____

I initial my acceptance of and agreement with each statement below (each Applicant shall initial):

_____ I have read the Orchid Cove Rules and Regulations adopted by the Association’s Board of Directors which are attached to and made a part of this Application, and I agree to abide by them. I understand that any violation of these Rules and Regulations will be grounds for the Board of Directors to require the unit owner to evict all occupants from the leased premises.

_____ I agree that the Orchid Cove Board or its designee may make inquiry of any of the references provided herein. I agree to provide the necessary information for the background check on the form that accompanies this Application.

_____ By providing my email address, I thereby agree to receive communications electronically from the Orchid Cove Board or its Property Manager on Orchid Cove matters during the lease period.

_____ I understand that trailers, campers, boats, or commercial vehicles are NOT permitted to be parked or kept in Orchid Cove.

_____ I understand that a \$100.00 non-refundable fee payable to “Orchid Cove Condominium Association” must accompany this Application. I herewith submit: Check \$_____ Cash \$_____

_____ I, the undersigned applicant(s), in submitting and signing this Application, warrant that all of the information I have provided is true and correct, and I understand that any intentional misrepresentations shall be the basis for automatic disapproval of this Lease Application.

SIGNATURE OF LEASE APPLICANT 1

SIGNATURE OF LEASE APPLICANT 2

PRINTED NAME OF LEASE APPLICANT 1

PRINTED NAME OF LEASE APPLICANT 2

Date _____

Date _____



ORCHID COVE CONDO ASSOCIATION APPLICATION APPROVAL: APPROVED DISAPPROVED

President, Board of Directors _____ Date _____

PLEASE NOTE, AS REQUIRED BY ASSOCIATION DOCUMENTS:

1. A fully completed and signed copy of the proposed Lease Agreement must accompany and be returned with this Application.
2. The \$100 fee covers the background and criminal check costs of this Application.
3. If either the copy of the Lease Agreement or the \$100 fee does not accompany this Application, the Orchid Cove Board of Directors will take no action and your Application will be automatically disapproved.

RETURN COMPLETED APPLICATION TO:

Orchid Cove Condominium Association
C/O Progressive Community Management
Attn: Judie Littell
3701 South Osprey Ave
Sarasota FL 34239-6848

Contact info for Judie Littell at Progressive Community Management:

- JLittell@PCMFLA.com
- 941-921-5393 Ext. 1135
- Fax: 941-923-7000

ORCHID COVE CONDOMINIUM ASSOCIATION RULES AND REGULATIONS

Updated April 21, 2018

Following is a listing of Rules and Regulations for Orchid Cove Condominium Association which the Board of Directors felt the residents and renters need to be aware of. They are provided to maintain and improve the overall appearance and property value of our community. Further clarification and specifications mentioned in the Rules and Regulations may be obtained from the management company (Progressive Community Management) or the Orchid Cove website, www.OrchidCoveCondos.com.

PRIMARY SOURCES

1. Declaration of Condominium for Orchid Cove including Articles of Incorporation and By-Laws
2. Tara Master Association Documents
3. Tara Master Association Architectural Review Manual (TMA ARC)
4. Manatee County Ordinances (specifically National Fire Protection Association Codes
5. 10.11.7 and 69.5.3.5 re. gas/charcoal grills)
6. Florida State Condo Association Statues (718 & 720)

These rules and regulations shall apply to and be binding upon all condominium unit owners, their tenants, any other occupants of a unit, and any guests of a unit owner, tenant or other occupant.

The Board of Directors may, from time to time, adopt or amend previously adopted rules and regulations governing the details of the operation, use, maintenance, management and control of the common elements, units and any facilities or services made available to the condominium unit owners. Any waivers, consents or approvals given under these Rules and Regulations by the Board of Directors shall be revocable at any time and shall not be considered a waiver, consent or approval of identical or similar situations except upon written notice by the Board of Directors. The Board approved the amended Orchid Cove Rules and Regulations on November 23, 2015 and they will become effective one month after owner approval.

Right of Entry

As stipulated in the Declaration of Condominium, “The Association has the irrevocable right of access to each unit at reasonable hours as may be necessary for maintenance, repair or replacement of any Common Elements therein, or accessible therefrom, or at any hour for emergency repairs necessary to prevent damage to the Common Elements or to another unit.” Therefore, it is imperative that the association has a key to the unit or has on file a person or contact who has a key and access code (for security systems) who may be contacted to gain access to your unit and avoid braking into the unit in emergencies.

Facilities

1. All units shall be used for single-family purposes only (no businesses) and only one family per unit shall be allowed, as family is defined in the Declaration. Maintenance of the premises, pest control and safety and security require that the Association have the appropriate information with respect to any occupants in the units. The telephone number of Progressive Community Management is (941) 921-5393. Its fax number is (941) 923-7000, and its location is 3701 South Osprey Ave, Sarasota FL 34239-6848.

2. Each unit shall be used for residential purposes only and may not be used for any business or commercial purposes. The facilities of the condominium are for the exclusive use of association members, tenants, authorized guests and guests accompanied by a member. Any damage to the common elements caused by any resident or his/her guests shall be repaired at the expense of the condominium unit's owners involved.
3. The total number of occupants per unit permitted to reside overnight shall not exceed six (6) adults.
4. Unless approved by the Board of Directors, no alteration of or improvement or addition to a unit shall be made, constructed, erected or installed which shall remove, in whole or in part, replace, reroute, or otherwise affect any column, bearing wall or partition, pipe duct, wire or conduit.

No structural changes may be made in any unit without the prior written consent of the Board of Directors.

Barbecues

Due to county and local fire codes, charcoal grills, gas grills and propane tanks are prohibited. Only ELECTRIC GRILLS are permitted.

In accordance with the East Manatee Fire Ordinance, electric portable or tabletop grills, such as a George Foreman grill, not in excess of 200 sq. in. of cooking surface (approximately 14" x 14"), are permitted to be used on the driveways, at least 10 feet from the building structure. They are allowed to be stored on the lanai.

Building Changes

No unit owner shall paint or change the appearance of any portion of the exterior of the unit building without Board approval.

All interior window coverings must have a neutral or white/off white color or lining as seen from exterior so as not to change the exterior color appearance thereof. Window film will be permitted providing the existing specifications on file have been followed and an Architectural Review Form has been submitted and approved prior to purchase and installation.

Enforcement of Rules And Regulations

1. Violations of these Rules and Regulations should be reported in writing as soon as possible to the association property manager or the president of the Orchid Cove Condominium Association.
2. Violations of these Rules and Regulations will subject the unit owner and violator to any and all remedies available to the Association and other condominium unit owners, pursuant to the terms of the Declaration, the Articles of Incorporation, the By-laws, these Rules and Regulations and Florida law. Violations may be remedied by the Association by injunction or other legal means, and the Association shall be entitled to recover in said actions any and all court fees and costs incurred by it, together with reasonable attorney's fees, against any person violating the Declaration, Bylaws or Rules and Regulations.
3. The Board of Directors may adopt enforcement procedures advised by legal counsel and may impose fines on violators in the amount of \$100 per violation, to a maximum amount of \$1000 for a continuing series of the same violation, or such greater or lesser amounts as Florida law may permit from time to time.

Flower Pots/Ornaments

Flower pots and ornaments are only permitted on front porches or second floor landings, not on stairs or in mulch areas. No hanging plants are permitted to hang from poles in the ground or from any exterior part of any building. Plants must be of reasonable size, shape and condition.

Front Porches and Steps

Doormats must be placed in front of the door, not at the bottom of the stairs, on the stairs, or on the side walk. Hoses must be returned to the garage promptly after use (not left lying around). Hose reels are not permitted.

Garage Doors

For your own safety, garage doors should be kept in a closed position when not in use. Maintenance and repair of garage doors are the responsibility of the unit owner.

Garage Sales

Garage sales are not permitted except for a yearly board approved community sale.

Hurricane Shutters

Hurricane shutters on the first-floor units may only be installed seven (7) days in advance of a warned Hurricane and must be removed no later than (7) days after the "all clear" notification. Unit owners who have storm shutters are responsible for their maintenance when needed. Unit owners wishing to deviate from the existing storm shutters must file an Architectural Review Form and have approval prior to installation.

Landscaping

UNDER NO CIRCUMSTANCE MAY PLANTS AND MATERIAL PROVIDED BY THE DEVELOPER OR LANDSCAPE COMPANY BE REMOVED OR CHANGED WITHOUT BOARD APPROVAL.

Late charge

A late charge of 5% shall be due on each delinquent installment of any regular quarterly assessment or special assessment.

Noise Disturbances

Owners and occupants shall exercise care to minimize noise.

Nuisances

Unit owners, their tenants and guests must abide by all federal, state and local laws and ordinances and must use the premises in a manner that does not create a nuisance or disturbance to other unit owners or occupants or in such a way as to be injurious to the reputation of the property or is illegal.

Pets/Wildlife

All pets must be registered with the property management every year (January 1st of each year.) A unit owner or tenant, with the approval of the Board of Directors, may have two (2) small (40 lbs. or less) domesticated dogs or cats or other household pets. No reptiles, rodents, poultry, amphibians, exotic pets or livestock are permitted.

Per Manatee County Law, pets must be kept on leashes at all times when outside the unit and owners must clean up pet feces immediately. Annual rabies vaccinations are required for all dogs and cats. Pets are not to be left in vehicles unattended.

In the event that any pet kept on premises shall constitute a nuisance in the opinion of the majority of the Board of Directors, then the owner, when notified in writing, shall be required to immediately remove said pet from the premises.

FEEDING OF ALL WILDLIFE IS PROHIBITED.

Ponds

No swimming, boating, fishing, pets, rafting or any other activities shall occur in any pond located on the Condominium property.

Satellite Dishes are not permitted.

Screen and Storm Doors

Only a full view, glass/screen storm door may be installed on front entrance if an Architectural Review Form has been submitted and approved by the Board of Directors prior to purchase and installation. Specific make and model can be obtained from the Association management company.

Seasonal Holiday Decorations

Seasonal holiday decorations (i.e., Thanksgiving, Easter, Fourth of July, Memorial Day, Halloween, Labor Day, etc.) are permitted no more than 20 days prior and no more than 10 days after the holiday. Seasonal decorations are not to be mounted on any building except for front entrance door and stair rails. Decorating is permitted in the trees and bushes but state, county and city electricity codes must be followed. There shall be no alteration of common elements, especially the placing of items on the grassy areas, which may interfere with the landscaping company's right of way. Front door wreath and welcome door hangings are permitted year around.

Signs

No flags, except for U.S. flag, or decorations other than as above and no signs are permitted in windows, on building or in the ground, except one "For Sale" sign in the front window, no greater than 18"x24" except for Orchid Cove Community events. "For Rent" or "For Lease" signs are not permitted. An alarm system sign is permitted.

Trash Management

All units must observe the Waste Management pick up schedule for recycling and trash, which is as follows:

1. Trash: Tuesdays
2. Recycling: Wednesdays (picked up at 6 a.m.)
3. Trash: Fridays
4. Holiday schedules are announced as they occur and are usually one day later than the original collection day.

To prevent bird and other animal intrusion, all trash should be in secured plastic bags and should not be placed outside until the morning of pickup. Trash in garbage cans with secure lids and recycle bins (Tuesday pickup) may be placed on the driveway no earlier than 6 p.m. the evening preceding pick up and removed no later than midnight the day of garbage pickup.

Unit Leases

No unit may be leased more than twelve (12) times in a calendar year. There shall be no maximum length of a lease, but all leases for more than a year shall be deemed to include a provision reserving the right of the Association to approve or disapprove the continuance of the lease at annual intervals. No subleasing or assignment of lease rights by the lessee is permitted. No lease may be for a period of less than thirty (30) days. Occupancy is only by lessee and family. An owner intending to lease his unit shall give the Association written notice at least 20 days prior to the proposed transaction with the name and address of the proposed lessee, a copy of the proposed lease and any other information which the Board of Directors may require.

1. Lease applications are to be submitted to the Association Manager and require a \$100.00 processing fee to be used for a background check and may be waived for repeat lessees.

2. Application forms are available at the Association Management web-site.
3. All leases must be in writing and only entire units may be leased.
4. All applications are to be approved by the Board of Directors.
5. All lessees must follow all Rules and Regulations and must be supplied a copy.

Vehicles

No commercial vehicles, campers, boats, trailers of any kind are permitted. Unserviceable or non-registered vehicles must be kept within your garage, not in driveways or on the street. Owners are responsible for cleaning fluid stains on sidewalk and driveways, and damage to shrubs, lawns or irrigation systems caused by their vehicle negligence.

POOL AREA RULES

These rules are to assure the safety and enjoyment of all users and are meant to meet the needs of the majority of users. The pool area includes the pool, pool deck, bathrooms and cover area. **POOL AREA HOURS ARE DAWN (SUNRISE) TO DUSK (30 MINUTES AFTER SUNSET).** Pool temperature heater is kept at 85 degrees.

- **General**

- Pool users are requested to immediately inform our association management company or board member of any safety or repair issues. Any questions concerning the rules should be directed to a board member or our management company.
- At the Board's discretion, pool area users who do not follow the rules or whose conduct is deemed improper may have their pool privileges suspended.
- Any damage to pool property must be paid for by the user; and pool area users are responsible for the actions of their children and guests.

- **Use of Pool**

- **There is no lifeguard on duty.**
- **Swim at your own risk.**
- No diving in the pool.
- No running, rough play or profane language is permitted in the pool area.
- Swim diapers must be worn by all children who normally wear diapers.
- No one with a communicable disease or diarrhea may enter the pool.
- Shower before entering the pool.
- Proper bathing attire is required at all times.
- Flotation devices are limited to body size inflatable rafts and limited to non-crowded periods that will not disturb other pool users.
- The pool area is for owners, renters and their guests only.
- A responsible adult (over the age of 18) must accompany and supervise children under the age of 14 in the pool area.
- No pets are allowed in the pool area.
- All posted signs must be followed.

- **Use of Pool Area**

- Pool capacity is 25 persons.
- No glass containers are permitted in the pool area.
- No food is permitted in the pool or within five feet of the pool.
- All trash must be discarded in trash container and area cleaned like you found it.
- No smoking is allowed in the pool or pool area.
- Grills or cooking equipment are not permitted.

- **Pool Vandalism/Trespassing**

If damage or physical abuse is apparent or in case of a known late night vandalism or disturbance, the Sheriff's office (911) should be called immediately. Also, the Sheriff's office should be called if unauthorized persons enter the pool area as they may be considered trespassing and be prosecuted. Under no circumstances should users become confrontational over a rule infraction. Our Association management company and a board member should also be notified.

Orchid Cove Responsibility Matrix

		Responsible Party	
Exterior Feature	Operation	Association	Unit Owner
Air conditioner condenser	Maintenance, replacement		X
Building exterior (stucco), entrance pads & stairwells	Power-washing as needed, maintenance, painting (every 10 yrs)	X	
Downspouts	Maintenance, washing, painting	X	
Driveways (stamped)	Power-washing, maintenance, painting, replacement	X	
Driveways (stamped)	Sealing		X
Front door	Painting	X	
Front door	Lock change		X
Garage door	Painting	X	
Garage door opener	Maintenance, replacement		X
Gutters	Annual cleaning, maintenance, replacement	X	
Landscaping	Mowing, edging, irrigation	X	
Landscaping	All tree trimming (every 2-3 years)	X	
Landscaping	Palm tree trimming (annual)	X	
Landscaping	Plant or tree replacement, mulching	X	
Light fixtures – building exterior	Maintenance, replacement	X	
Light fixtures – street light outage	Contact Florida Power & Light		X
Mail Center	Maintenance, painting	X	
Mailbox, unit	Key replacement		X
Mud daubers	Removing/washing/cleaning		X
Pool, pool fence, chairs, tables	Painting, maintenance, replacement	X	
Tile roof	Power-washing (every 2-3 yrs), maintenance, replacement	X	
Walkways (stamped & regular)	Power-washing, maintenance, painting, replacement	X	
Windows	Wash exterior when building exterior is power-washed	X	
Windows	Cleaning (as needed)		X
Interior Feature			
Air conditioner air handler, thermostat, dehumidistat	Maintenance, replacement		X
Dryer ducts	Cleaning as needed		X
Dryer ducts	Cleaning every other year	X	



Dear Unit Owner:

On behalf of your Condominium Association, Atlas Insurance Agency offers the following brief explanation of the insuring responsibilities of unit owners in a condominium association in Florida. The revised state statute (Ref, Florida 718.111) applies **to all new and renewal policies issued on or after July 1st, 2008** as follows:

The master policy provides **primary** insurance coverage for the following:

- All portions of the condominium property as originally installed or replacement of like kind and quality, in accordance with the original plans and specifications. (*Editor's note: This includes items such as HVAC, drywall, sheetrock, unfinished walls, unfinished floors, interior doors, interior non-load bearing walls, closet doors, closet rods, bath tubs, sinks, and toilets as long as items such as these were initially installed by the builder or are replacements of like kind and quality.*)
- All alterations or additions made to the condominium property or association property pursuant to s. 718.113(2)

The law provides that the following property components are **excluded** from the property and casualty insurance maintained by the condominium association. Coverage for these items would be obtained by the unit owners.

- Floor coverings, wall coverings, and ceiling coverings
 - Electrical fixtures
 - Appliances
 - Water heaters
 - Water filters
 - Built in cabinets and counter tops
 - Window treatments, including curtains, drapes, blinds, and hardware
- *Replacements for any of the above listed property

Unit owners are responsible for any interior additions and upgrades that are not of like kind of quality to the original interior building items. Where the unit owner's policy covers the same property that is also covered by the master policy, the unit owner's policy shall be excess over the amount recoverable under the master policy. Unit owner policies shall be without rights of subrogation against the condominium association.

While items such as drywall, doors, and windows, may be the maintenance responsibility of the unit owner, they are the primary insurance responsibility of the association. Even if the condominium bylaws or documents stated that items such as drywall, windows, and doors were the primary insurance responsibility of the unit owner, Florida statute 718.111 dictates otherwise.

Should you have any questions or concerns, please contact your personal insurance agent.

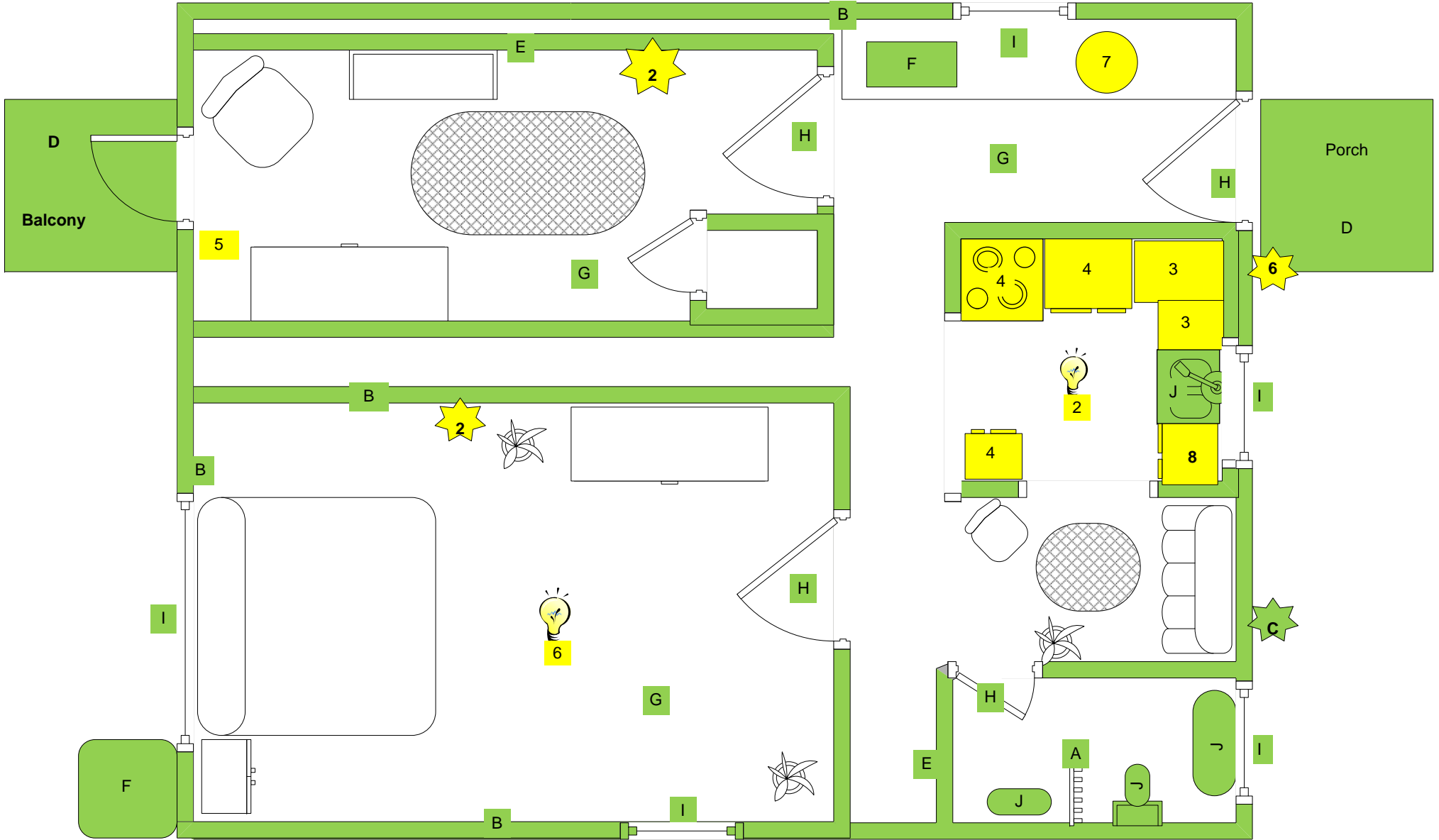


Unit Owners Insurance Responsibilities: (Additions & Alterations)

- 1. Wall/Floor/Ceiling coverings
- 2. Electrical Fixtures
- 3. Counter Tops/Cabinets
- 4. Appliances
- 5. Window treatments, curtains, Drapes, blinds and hardware
- 6. Chandelier/Lights
- 7. Water Heaters
- 8. Water Filters

Associations Insurance Responsibilities

- A. Hot/Cold Water Pipes
- B. Perimeter/Load & Non-Load-Bearing Walls
- C. Electrical Wiring
- D. Balcony/Porches/Stairs
- E. Unfinished Drywall/ Sheetrock
- F. A/C Heat Equipment
- G. Unfinished Floors
- H. Interior Doors
- I. Windows/Sliding Doors
- J. Toilet/Bathtub/Sinks



**Condominium Association Coverage- All portions of the condominium property as originally installed or replacement of like kind and quality in accordance with the original plans and specifications.
 Refer to statute 718.111 and/or legal advice with further question.

Race/Pass Poster

Healthcare Fire Safety

There are **four** essential steps to take if you discover a fire:

R



Rescue

anyone in immediate danger of the fire.

A



Alarm

Activate the nearest fire alarm **and** call your fire response telephone number.

C



Contain

fire by closing all doors in the fire area.

E



Extinguish

small fires. If the fire cannot be extinguished, leave the area and close the door.

- You should know:**
- Locations of nearest fire extinguishers and alarm pull boxes
 - The fire location - room number and building
 - All fire exits in your work area

How to properly operate a Fire Extinguisher

P



Pull

the pin, release a lock latch or press a puncture lever.

A



Aim

the extinguisher at the base of the fire.

S



Squeeze

the handle of the fire extinguisher.

S



Sweep

from side-to-side at the base of the flame.

Orchid Cove Condominium Association, Inc.

Seasonal Leave Checklist

Several unit owners use Orchid Cove as a second home, leaving their condominiums vacant for long periods of time. Below are some preventative measures that owners can take prior to leaving for the season. Please feel welcome to use this checklist as a tool to help protect your Orchid Cove home while you're away.

- | | |
|---|---|
| <input type="checkbox"/> Shut off main water valve to unit and/or shut off valves to: <input type="checkbox"/> <i>water heater</i>
<input type="checkbox"/> <i>toilets</i> <input type="checkbox"/> <i>sinks</i> <input type="checkbox"/> <i>washing machine</i> | <input type="checkbox"/> Replace A/C filter and check overflow |
| <input type="checkbox"/> Close sink drains | <input type="checkbox"/> Check windows and doors to be sure that all are secure |
| <input type="checkbox"/> Turn off water heater | <input type="checkbox"/> Place toilet seats down and seal or place heavy object on the toilet seats |
| <input type="checkbox"/> Verify that a neighbor or nearby relative has a key to your unit, in case of emergency | <input type="checkbox"/> Turn off refrigerator ice maker and empty ice bin |
| <input type="checkbox"/> Turn on and leave A/C on; set your thermostat to a maximum temperature of 80 degrees and dehumidistat to 45-50% | <input type="checkbox"/> Unplug lamps, toaster, coffee maker |
| | <input type="checkbox"/> Turn off circuit breakers to washer, dryer, water heater |

It's always a great idea to have a neighbor, relative, friend or the like periodically check your unit. **If you have someone checking your unit, please have them review the items below.** Additionally, you may want to check with your private insurance carrier to see if there are any conditions on having a unit inspected when vacant for a period of time. Some individual policies have exclusions if the unit is not checked every couple of weeks. Your insurance agent will be able to review your policy and provide you with any details needed for your protection.

- Check pipes for water above and below cabinets and/or any other water intrusion in unit
- Verify that A/C is working and filter is clean
- Check dishwasher for any leaks or standing water
- To help avoid any odor from the pipes, run water through the pipes including sinks and toilets.
- If above is completed, be sure to shut off valve(s) again
- Check refrigerator for operation
- Check water heater for leaks and verify that it is turned off

If you are leaving for the season, have a great trip and we will see you upon your return. We appreciate your help in protecting your home at Orchid Cove in the best manner possible.

Progressive Community Management
Property Manager for Orchid Cove

Comcast Bulk Contract Channel Lineup

Bulk Service Channel Lineup Channel Lineup – Digital Receiver

2	WXPX ION	34	USA
3	WEDU PBS	35	BET
4	WMOR IND	36	LIFETIME
5	Hallmark Channel	37	FOOD NETWORK
6	SNN 6	38	SUN SPORTS
7	WWSB ABC	39	CNBC
8	WFLA NBC	40	DISCOVERY
9	WTOG CW	41	HGTV
10	WTSP CBS	44	ANIMAL PLANET
11	WTTA MY	45	TLC
12	QVC	46	EI
13	WTVT FOX	47	CMT
15	WVEA UNIVISION	48	SPEED
16	WGN	49	GOLF CHANNEL
17	WFTS ABC	50	VH1
18	C-SPAN	51	FX
19	MANATEE EDUCATIONAL TV (Manatee)	55	ABC FAMILY
19	LOCAL GOVERNMENT (SARASOTA)	56	AMC
20	MANATEE GOVERNMENT (MANATEE)	57	SPIKE TV
20	LOCAL EDUCATION (SARASOTA)	58	DISCOVERY HEALTH
21	LOCAL ORIGINATION	59	TBS
22	WCLF IND	61	TNT
23	WFTT TELEFUTURA	62	TV LAND
24	HSN	63	truTV (FORMERLY COURT TV)
25	NICKLELODEON	64	FOX NEWS
26	A&E	65	TCM
27	HEADLINE NEWS	66	COMEDY CENTRAL
28	CSSE (COMCAST SPORTS SOUTHEAST)	67	SCI FI CHANNEL
29	ESPN	68	BRAVO
30	ESPN2	69	TRAVEL CHANNEL
31	THE WEATHER CHANNEL	71	VERSUS
32	CNN	72	FSN FLORIDA
33	MTV	95	TVGN (TV Guide Network)

Channel lineup subject to change

Digital Starter Channel Lineup (Requires Digital Receiver)

1/109	On Demand	205	WUSF KIDS
54/188	JEWELRY TV	205	WUSF CREATE
80/124	CARTOON NETWORK	207	WUSF FLORIDA KNOWLEDGE
81/126	THE HISTORY CHANNEL	212	WTSP WEATHER
82/118	STYLE NETWORK	216	WFLA RETRO
83/185	MSNBC	228	WMOR ESTRELLA
104	C-SPAN2	229	WMOR THIS TV
105	C-SPAN 3	248	DAYSTAR
111	INVESTIGATION DISCOVERY	251	BLOOMBERG TV
115	BIOGRAPHY	266	LEASED ACCESS
116	HISTORY INTERNATIONAL	301	Home Box Office
119	LIFETIME MOVIE NETWORK	302	Home Box Office
128	PBS -KIDS SPROUT	303	Home Box Office 2
149	MOVIE PLEX	304	Home Box Office Signature
162	G4	305	Home Box Office Family
179	GAMESHOW	305	Home Box Office Comedy
189	LOCAL ORIGINATION	307	Home Box Office (W)
201	WEDU VME	311	Home Box Office Zone
202	WEDU FLORIDA CHANNEL	312	Home Box Office Latino
203	WEDU PLUS	719	HALLMARK MOVIE CHANNEL
204	WUSF PBS		

Digital Starter Music Channels Lineup (Requires Digital Receiver)

801	HIT LIST	824	SOLID GOLD OLDIES
802	HIPHOP AND R&B	825	PARTY FAVORITES
803	MC MIX TAPE	826	STAGE & SCREEN
804	DANCE/ELECTRONICA	827	KIDZ ONLY
805	RAP	828	TODDLER TUNES
806	HIPHOP CLASSICS	829	TODAY'S COUNTRY
807	THROWBACK JAMZ	830	TRUE COUNTRY
808	R&B CLASSICS	831	CLASSIC COUNTRY
809	R&B SOUL	832	CONTEMPORARY CHRISTIAN
810	GOSPEL	833	SOUNDS OF THE SEASON
811	REGGAE	834	SOUNDSCAPES
812	CLASSIC ROCK	835	SMOOTH JAZZ
813	RETRO ROCK	836	JAZZ
814	ROCK	837	BLUES
815	METAL	838	SINGERS AND SWING
816	ALTERNATIVE	839	EASY LISTENING
817	CLASSIC ALTERNATIVE	840	CLASSICAL MASTERPIECES
818	ADULT ALTERNATIVE	841	LIGHT CLASSICAL
819	SOFT ROCK	842	MUSICA URBANA
820	POP HITS	843	POP LATINO
821	90s	844	TROPICALES
822	80s	845	MEXICANA
823	70s	846	ROMANCES

Channel lineup subject to change

Digital Adapter Channel Lineup -- (Requires Digital Adapter)

2	WXPX ION	34	USA
3	WEDU PBS	35	BET
4	WLWN IND	36	LIPETIME
5	Hallmark Channel	37	FOOD NETWORK
6	SNN 6	38	SUN SPORTS
7	WWSB ABC	39	CNBC
8	WFLA NBC	40	DISCOVERY
9	WTOG CW	41	HGTV
10	WTSP CBS	44	ANIMAL PLANET
11	WTTA MY	45	TLC
12	WMOR (IND)	46	EI
13	WTVT FOX	47	CMT
14	QVC	48	SPEED
15	WVEA UNIVISION	49	GOLF CHANNEL
16	WGN	50	VH1
17	WFTS (ABC)	51	FX
18	C-SPAN	55	ABC FAMILY
19	MANATEE EDUCATIONAL TV (Manatee)	56	AMC
19	LOCAL GOVERNMENT (SARASOTA)	57	SPIKE TV
20	MANATEE GOVERNMENT (MANATEE)	58	OWN
20	LOCAL EDUCATION (SARASOTA)	59	TBS
21	WRMD (TELEMUNDO)	61	TNT
22	WCLF IND	62	TV LAND
23	WFTT TELEFUTURA	63	truTV (FORMERLY COURT TV)
24	HSN	64	FOX NEWS
25	NICKLELODEON	65	TCM
26	A&E	66	COMEDY CENTRAL
27	HEADLINE NEWS	67	SCI FI CHANNEL
28	CSSE (COMCAST SPORTS SOUTHEAST)	68	BRAVO
29	ESPN	69	TRAVEL CHANNEL
30	ESPN2	71	NBC SPORTS NETWORK
31	THE WEATHER CHANNEL	72	FSN FLORIDA
32	CNN	79	SHOPNBC
33	MTV	95	TVGN (TV Guide Network)

Channel lineup subject to change

Digital Starter Channel Lineup (Requires Digital Adapter)

54/188	JEWELRY TV	189	LOCAL ORIGINATION
80/124	CARTOON NETWORK	201	WEDU VME
81/126	THE HISTORY CHANNEL	202	WEDU FLORIDA CHANNEL
82/118	STYLE NETWORK	203	WEDU PLUS
83/185	MSNBC	204	WUSF PBS
104	C-SPAN2	205	WUSF KIDS
105	C-SPAN 3	206	WUSF CREATE
111	INVESTIGATION DISCOVERY	207	WUSF FLORIDA KNOWLEDGE
114	BBC AMERICA	212	WTSP WEATHER
115	BIOGRAPHY	216	WFLA RETRO
116	HISTORY INTERNATIONAL	222	WTTN THECOOLTV
119	LIFETIME MOVIE NETWORK	228	WMOR ESTRELLA
128	PBS -KIDS SPROUT	229	WMOR THIS TV
136	DISNEY	248	DAYSTAR
149	MOVIE PLEX	251	BLOOMBERG TV
162	G4	266	LEASED ACCESS
179	GAMESHOW	719	HALLMARK MOVIE CHANNEL

Channel lineup subject to change

Orchid Cove Recommended Vendors



Following is a list of vendors that the residents of our community, **Orchid Cove**, can **recommend** to each other. Sharing what we have learned about those who fix our homes is one of the benefits of community living. This information is based on actual experiences with these vendors and is intended to be only part of the research that owners should do before hiring these services.



DISCLAIMERS: Any recommendations are not, of course, a guarantee that anyone else will have the same experience. Nor are they the recommendations of the **Orchid Cove Condominium Association, which does not endorse any specific vendors and assumes no responsibility or liability** for any consequences of their hire.

Only information from residents who are willing to identify themselves by name may be compiled and shared. This info will be public and may be read by anyone. For that reason, all comments submitted by owners will be subject to revision or non-inclusion if not considered appropriate by the Vendor List Editor.

If anyone has used a provider which they'd like to recommend, please forward pertinent information to Dave Loskota at DLoskota@comcast.net:

- The company name and phone no. (and contact person info if available)
- Briefly describe what the company did for you and when, how you rate their services and cost (0 – 5 stars), and whether you'd use them again

This list will be updated on the Orchid Cove website whenever you want to offer new info on a service provider (either a new vendor or one that's already listed). Any new information will be posted in the next **Connection newsletter.**

In the following table, click on a company name – it's a link to their website. Good luck in all your home improvement endeavors!

Company/Contact	Address, Phone No.	Date/Service Provided	Owner Comments	Owner Rating ☆☆☆☆☆
COUNTERTOPS				
Joseph Corlett LLC	Sarasota, FL 34231 (248) 842-5693	Resurfaced & fixed crack in Corian countertop	Kim & Beth Strub: When finished, it looked like new.	★★★★★
T.H. Winston Company	4420 Chenet Lane Sarasota, FL 34238 (941) 355-4265	2014: Installed granite countertops in kitchen	Rich & Patti Balogh: Very fair prices, great customer service, and fairly quick install.	★★★★★
DRYER VENT CLEANING				
Vent Solutions LLC Steve	Sarasota, FL (941) 256-5833 cell (941) 587-8134 office	Mar-April 2015: All units had their dryer vents cleaned	Dave & Kim Loskota, Gayle Vogel: Efficient, courteous and knowledgeable service, at a low, group-rate cost. ventsolutionsofsarasota@gmail.com	★★★★★
HEATING AND AIR CONDITIONING				
Wentzel's Heating, Air Conditioning & Electrical	51 Alafia Drive Sarasota, FL 34240 (941) 925-2430 Patrick McCoy Cell (941) 539-1328	Replaced air conditioner 2016: replaced air conditioner	Kim & Beth Strub: pleased with the service and price Dave & Kim Loskota: replaced the original RUUD heat pump system with a Bryant system. Immediate response, knowledgeable service, quality work, competitive pricing. Will also use them for twice-yearly maintenance contract. patrickatwentzels@gmail.com	★★★★★ ★★★★★
Manatee Air Heating & Cooling	5819 21st Street East Bradenton, FL 34203 (941)758-2323	2013: Replaced heat pump & humidistat	Rich & Patti Balogh: Excellent customer service, quality work; provided temporary A/C in summer until unit could be replaced in two days.	★★★★★

Company/Contact	Address, Phone No.	Date/Service Provided	Owner Comments	Owner Rating ☆☆☆☆☆
Modern Air & Refrigeration	2015 Whitfield Park Loop Sarasota, FL 34243 (941) 727-0330 (941) 404-7557	March 2015: A/C work	Mark and Becky Murphy: They did an excellent job. They were on time, very professional and reasonably priced. Would highly recommend them for A/C work.	★★★★★
TILE/GROUT CLEANING/COLOR RESTORATION				
Grout Busters	Sarasota, FL (941) 549-3117	December 2017	Kim and Beth Strub: They cleaned our tile and re-colored the grout. They did a fantastic job and we'd recommend them to anyone.	★★★★★
HOUSE SITTER				
Tom and Nicole's House Sitting Services LLC Tom Hearn tah0608@yahoo.com	16315 Upper Manatee River Road Bradenton, FL 34212 (941) 735-8525 (cell)	Since 2013	Dave and Kim Loskota: While we're away for extended periods, Tom does a check-up inspection twice-a-month and emails a report. Timely, good service, fair price, and easy to contact via phone/email. He provides these services to several Orchid Cove residents.	★★★★★
PLUMBING				
Professional Plumbing & Design (PPD)	4450 Middle Ave Sarasota, FL 34234 (941) 355-5400	November, 2014: Found and fixed leaking water supply line to toilet	Dave & Kim Loskota: PPD arrived on-time, was respectful and conversant, did a thorough and efficient job, and charged a fee that seemed on the high side of reasonable. But, we'd probably use them again.	★★★
WATER HEATER				
Ace Plumbing	5642 Jason Lee Place Sarasota, FL 34233 (941) 924-2663	2014: Replaced hot water tank	Rich & Patti Balogh: Very fair price with excellent, on-time installation.	★★★★★

Company/Contact	Address, Phone No.	Date/Service Provided	Owner Comments	Owner Rating ☆☆☆☆☆
Craft Plumbing Services LLC Stephen Craft	2114 28 th St Ct E Palmetto, FL 34221 (941) 737-6835	April, 2015: Replaced hot water heater for Barbara Dalgaard	Robert Semple: Very personable, price was about half the quotes from two other firms. CraftPlumbing@hotmail.com	★★★★★

