



# Orchid Cove Connection



## ORCHID COVE ELECTION RESULTS

At Orchid Cove's Annual Membership Meeting on March 22, three members were elected to the Board of Directors, to serve a 1-year term. Since only three individuals – **Kim Loskota**, **Yuliana Westover**, and **Patti Balogh** – were on the ballot, they were automatically elected. Thanks to all three of you for volunteering to serve our community!

## ANNUAL MEETING



Kim Loskota,  
President



Patti Balogh,  
Secretary



Yuliana Westover,  
Treasurer

### Next Board Meeting:

April 19 – 6:00 pm  
Preserve Community Center



### Many Thanks to Gayle Vogel,

whose tenure on the Board has ended



after **four** long years of service. Over

those years, she held all three positions: Secretary, Treasurer, and President. Gayle was very thorough in how she interacted with the Board and really went the extra mile during budget planning. She spent many hours working on projects and assisted with getting new pool furniture, choosing a new landscaping firm,

and getting the buildings painted and the Marsh Orchid Circle roadway/parking stalls re-sealed.

Thank you, Gayle, for all your efforts on behalf of Orchid Cove. You will truly be missed!!

## COMMUNITY EVENTS

### Tara Preserve Wine Social

April 4 (First Wednesday, Monthly)  
6:00 pm – Preserve Community Center



Bring a bottle of your favorite wine (or beer/soda/water if you don't drink wine – all are invited!) and an appetizer or dessert to share. Plastic cups will

be available or bring your own glass.

- Keep checking out events on your TV at Channel 196, dedicated to The Preserve.

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# Orchid Cove Connection



## Orchid Cove Pool Social

Saturday, April 14 – 4:30 pm

C'mon over to the pool house and socialize a bit with your neighbors! Bring an appetizer or dessert to share and a beverage of your choice (remember, no glass containers allowed in the pool area). Notice will be posted on the bulletin boards.



## Book Club

First Thursday, Monthly – 3:30 pm

Tara Preserve Golf Clubhouse

- April 5 – [The German Girl](#), by Armando Lucas Correa, *rated 4.3 out of 5 stars*
- May 3 – The [Little Paris Bookshop](#), by Nina George, *rated 4.0 out of 5 stars*

For further information, contact Barbara Pfaff at 908-230-1159 or [babsswim@comcast.net](mailto:babsswim@comcast.net)

## CDD Board Meetings

Preserve Community Center – 9:00 am

April 24 (this one at 5:00 pm)

May 22                  June 26

## Orchid Cove's Community-wide Garage Sale

was held March 10 – 8:00 am to 2:00 pm. Six units participated in this third annual event in Orchid Cove. Traffic was noticeably lighter than in previous years. Next year, a survey of residents will be taken to decide if and when we schedule another garage sale.



## NEW PROPERTY MANAGEMENT COMPANY

At its February 24 meeting, the Board of Directors hired a new property management firm to replace Argus Property Management, effective April 1, 2018. The new firm is:

**Progressive Community Management, Inc. (PCM)**

3701 South Osprey Ave

Sarasota FL 34239

[www.PCMFLA.com](http://www.PCMFLA.com)

Our representative will be:

**Judie Littell, LCAM** →

941-921-5393

[JLittell@PCMFLA.com](mailto:JLittell@PCMFLA.com)



She will replace John Yilmaz from Argus Property Management. Judie has been with PCM for nearly eight years. Through PCM, she is also the Property Manager for **Palm Grove** and **Cedar**

**Hollow** (fellow condo associations in **Tara Preserve**), as well as the **Villages of Tara** in **TG&CC**. She also manages [Golf Villas Landscape Association](#) in Tara Preserve. So Judie's experience and local knowledge gained in these nearby neighborhood associations will be invaluable to Orchid Cove. PCM will help Orchid Cove establish its own website. Once launched, this website will contain all of our Orchid Cove documents and files.



# Orchid Cove Connection



## ASTROGUARD HURRICANE FABRIC

By Patti Balogh

Following the March 22 Board meeting, **David Lampman**, President of the contracting firm **Construction Solutions International, Inc. (CSI)**, made a presentation on **AstroGuard** hurricane fabric shutters, an alternative to conventional hurricane shutters.

The main questions he gets from HOA's like ours:

- 1) *Is the fabric legal to use?* – Yes.
- 2) *Is the company licensed?* – Yes, CSI is licensed.
- 3) *Is the product Florida-approved?* – Yes.
- 4) *Concern with the building's exterior appearance between hurricane deployments.* The hurricane fabric does not change that.

In David's opinion, hurricane protection should be used more to enhance safety than to just follow the requirement for deployment. There are two different fabrics available:

- 1) **AstroGuard**
- 2) **AstroFlex**, which is *semi-transparent* – you can see through it when it's up (it's not as opaque as AstroGuard, which is *translucent*)

Both fabrics are lightweight and easy to store. A piece of AstroFlex that would cover a 12 ft. slider weighs only nine lbs. It has clips on it every 12 in., top and bottom. The clips are very strong and won't break or bend. The fabric absorbs the force of any type of projectile, which will not break the fabric. The fabric protects the windows from breaking/being blown inwards and subsequently having the roof blow off from the pressure. The fabric allows maybe 3% of air and very little water to get through.



*Example: large slider on a lanai with fabric in place.*

Installation typically takes two days for the average size home. The contractor is usually able to use the bolts that are currently in the walls for hurricane shutters. At the end of the installation, the contractor does a wind mitigation test and prepares a report for the homeowner to give to the insurance company. Owners are then given a schematic of their home with instructions on how the panels go up.

The total fabric and installation cost is about \$10/sq.ft.

### Additional Information

When we contacted **Hurricane Fabric**, we were given two companies in our area that install it:

- 1) **Construction Solutions International, Inc.**, Sarasota (the company which made the presentation). **914-320-1825**. Dave Lampman came out, took measurements, and gave us an estimate. CSI carries liability insurance and workers' comp insurance.
- 2) **Florida Hurricane & Solar Protection**, Sarasota. **941-915-2055**. This company didn't offer the option of the AstroFlex fabric (which lets in light when installed on the windows). It also has a different way of attaching the fabric, using threaded pin and wing nut connections.



## ORCHID COVE BOARD NOTES

The **Rules & Regulations** were updated to reflect recent clarifications on electric grills by the East Manatee Fire Rescue District. The revised rule states:

### “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.”

*(Continued next page)*



# Orchid Cove Connection



The effective date for the updated R&R will be April 21.

Here's an **example** of an approved grill: the [George Foreman GFO200S](#) (it has a 200 sq. in. grilling surface).



**Indoor fire extinguishers** were inspected and re-certified **March 23** by [All Florida Fire Equipment](#). All but two extinguishers were made available, properly placed outside the units' front doors. **In the future, we MUST have 100% compliance.** If you will not be able to have your extinguisher ready for inspection, **access to your unit WILL be required.** This is for **YOUR** protection.

The backflow prevention device for **Unit 7640** malfunctioned March 24 and was subsequently repaired by [Daniels Plumbing](#) on March 26.

The **fire sprinkler system** for our 12 buildings and the pool house **and the backflow prevention devices** (for all units) will be inspected the first week of April (beginning Apr. 2) by [McDonough Plumbing & Fire Sprinklers](#). Any needed repairs will be brought to the attention of **Progressive Community Management (PCM)**, who will then OK the work to be done.

**Dryer vents** were cleaned **March 20, 21 & 23** by [Vent Solutions](#). All but one was cleaned and arrangements were made to have that unit's vent cleaned a few days later. **100% unit access is necessary to protect not just you but also your neighbors in your building from a potential fire.**

Cracked roof tiles were responsible for a leak into **Unit 7658**. A repair quote has been obtained from our long-term roofing contractor, [Reliant Roofing Services](#), and it will be fixed in a few weeks. At the same time, a **roof tile** missing above **Unit 7510** will be replaced. When they cleaned the dryer vents, **Vent Solutions** looked for any other missing tiles and found only one other minor roofing problem.

**Seasonal departures** are expected to begin soon, leaving a number of units in Orchid Cove vacant over the summer months. Please take note of the [Seasonal](#)

[Leave Checklist](#) attached to this issue of the **Connection**. And, **don't forget to plan for hurricane shutter deployment if it becomes necessary!**

In their absence, those departing may also wish to have someone check in on their property periodically. Several owners hire **Tom Hearn** to stop by weekly or a couple of times/month. Tom and his wife Nicole are realtors and run this "housesitting" business as well. Tom is easy to contact, has a checklist for his unit inspections, and emails his report to you. He's on our list of recommended vendors. You can reach him at (941) 735-8525 (cell) or [tah0608@yahoo.com](mailto:tah0608@yahoo.com).

## Treasurer's Report

Assets	February 28, 2018
Checking Account	\$152,193
Reserve Accounts	226,335
Other Assets & Receivables	10,876
<b>Total Assets</b>	<b>\$389,404</b>

Income and Expenses	Jan – Feb, 2018	
	Budget	Actual
Income	\$17,068	\$16,438
Expenses	17,068	16,508
<b>Jan – Feb Net Income (Deficit)</b>		<b>(\$70)</b>

## WELCOME NEW NEIGHBORS

Please welcome **Cynthia & Chris Cook** to Orchid Cove! They purchased **Unit 7533** and will be seasonal residents, escaping the cold from Pennsylvania. They are very social and love to line dance, go to wine tastings, play cards, cook, and generally have fun. Chris has a daughter in college in PA and Cynthia has a daughter and granddaughter in Harrisburg. They are **newlyweds**, just married in January 2018.

**Congratulations**, and welcome to our neighborhood!

**And...**

*(Continued next page)*



# Orchid Cove Connection



**Larry & Sue Hiither** recently purchased **Unit 7540**. From Lake Isabella, MI, they too will be “snowbird” residents in Orchid Cove. Now retired, Larry spent 39 years in management with Sears Holding Co; Sue was a math para-pro (teacher’s aide) for 33 years. They have two daughters and seven grandchildren, as well as a cat named Chloe. They will celebrate their **50<sup>th</sup> wedding anniversary** next year! Larry & Sue both love the Orchid Cove neighborhood and look forward to meeting all of us. Welcome, you two, to Orchid Cove – see ya at the April pool party!



**If you have not yet turned in a key for your unit, you MUST do so IMMEDIATELY to a Board member or Judie Littell at PCM.**

In collecting keys, the main concerns relate to the security and privacy of each unit and key. After careful consideration, research, and checking unit access procedures used by other condo associations, the Board established the following **procedure** for access to our units and their keys/passcodes.

**1. A lockbox with a digital combination** is installed in a locked room in the common elements to store the keys to all units. Only Board members and the PCM property manager have keys to the locked room. Only PCM will know the lockbox digital combination. If a unit owner has a digital door lock, s/he must provide the lock passcode to PCM. This number will also be stored inside the key lockbox. **Any unit owner not providing a key or lock passcode and whose unit PCM is unable to open when access is required will be responsible for payment of a locksmith’s charge to open their unit.**

**2. Keys (and lock passcodes) are coded/labeled** with numbers or letters and stored in the lockbox. For example, the key for Unit 7508 might be labeled “13.” Only the PCM property manager will have a list of all unit numbers and their respective unit codes. This list will be stored at the PCM office, for access by our property manager.

**3. In an emergency, or if unit maintenance is required and the owner/resident is not available after reasonable notice,** the PCM property manager will open the key lockbox and obtain a key to the unit. “Reasonable notice” is defined as at least 48 hours. After the unit is opened, the property manager will remain at the unit to allow access. Once the maintenance or emergency work is completed, the property manager will lock the unit and return the unit key to the key lockbox.

**4. If, in an emergency, and the PCM property manager cannot arrive at Orchid Cove in a timely manner,** PCM will provide the key lockbox digital code and the affected unit’s key code to an Orchid Cove Board member, so s/he can open the lockbox and obtain the key to the affected unit. The PCM property manager will then change the lockbox combination within 24 hours.

## RULES AND REGULATIONS REVIEW

Specific sections of the **Rules and Regulations (R&R)** will be reviewed in this and future editions of the **Connection**. Although our rules aren’t as tough as the one below...



...they must still be known and followed. This month, we’re highlighting the **REQUIREMENT FOR A KEY TO YOUR UNIT**.

At its Feb. 16, 2017 meeting, the Board voted to require keys for each unit. **We do not yet have a key for some units, and that prevented the re-certification of fire extinguishers for two units.**



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# Orchid Cove Connection



The Board expects that all owners/residents will take this matter **SERIOUSLY**. Situations may arise where access to your unit is needed to prevent damage (or further damage) to common elements or to another unit. If access is delayed because you have not provided your key or lock passcode, **you risk liability for the cost of damage repair. If you are a seasonal resident, it is particularly important than you provide a key to PCM.**

If you have any questions, contact our **PCM Property Manager, Judie Littell**. If you have a suggestion for a new rule or revision to an existing rule, contact Judie or a Board member.

## TARA MASTER ASSOCIATION

At the March 29 TMA Annual Membership Meeting, **two new Directors were elected** to fill two vacancies on the Board of Directors, each for a three-year term. Of the four candidates running, **Rick Power** and **Nelson Maynard**, owners in Tara Preserve, were the top vote-getters. Rick has served most recently as Chair of the TMA Budget Committee. Both men are very well-qualified and, as a bonus ☺, are also very good golfers in the Preserve Men’s Golf Association (where Rick also serves as President). **Congratulations to both!**



Nelson Maynard  
6318 Grand Oak Circle



Rick Power  
6838 Tailfeather Way

Members retiring from the Board were Karen Clark and Charlie Viani. Remaining on the Board are Ed Porter, Mario Del Vicario, and John Leone.

Following the annual membership meeting, **the new Board met and elected Officers as follows:**

- President John Leone
- Vice President Mario Del Vicario
- Treasurer Rick Power
- Secretary Nelson Maynard
- Director Ed Porter

**Committee Liaisons were chosen as follows:**

- ARC Mario Del Vicario
- Communications Nelson Maynard
- Finance Rick Power
- Community Affairs John Leone

**The next Board meeting was tentatively set for April 26, 1:00 pm at the TG&CC.**

At the annual meeting, President Leone discussed the new Comcast contract for cable TV and Internet access. It is not yet signed, and that is all because Comcast is dragging its feet. They have not yet proposed an implementation plan. The May 1 start date is unlikely to be met and, if it isn’t, our current Comcast contract will remain in effect temporarily. President Leone said that no owner will lose a dime – any excess in assessments collected this year will be carried over to next year. Note, however, that if you currently have Internet service with another provider, Comcast will **NOT** help you to extend or end that service.

## LANDSCAPE COMMITTEE

Original Committee members **Kim Loskota** and **Colleen Kleysen** have both completed their stints on the **Landscape Committee**. Fortunately, **Greg Blanchard**, one of Orchid Cove’s original residents, has volunteered to join **Kim Strub** on the Committee. At its last meeting, the Landscape Committee did a walk around the neighborhood. Recommendations for shrub replacements and plantings were made to the Board at the March 22 meeting.

**Volunteers are still welcome to join the Landscape Committee. If interested, contact a Board member.**



# Orchid Cove Connection



## ORCHID COVE RECOMMENDED VENDORS

If anyone has recently used a vendor which they'd like to recommend, please forward pertinent information to **Dave Loskota** at [DLoskota@comcast.net](mailto: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.

The Recommended Vendors 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.

## PHOTO CORNER

### Tara Preserve Golf Course Resident

By Dave Loskota



*Waiting for us in the pond at the Orioles tee box, 18th hole*

## COMMUNICATIONS COMMITTEE

Can you offer some content for this newsletter?

We'd love to print it! Send your contribution to a member of the Communications Committee:

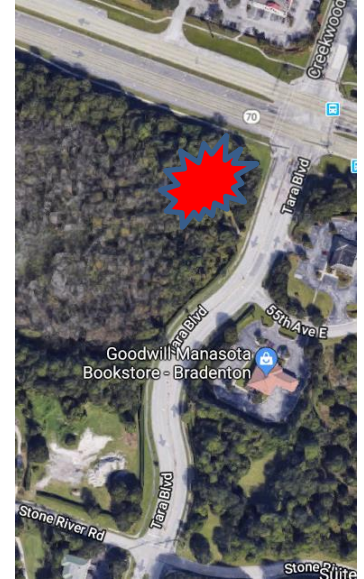
- Dave Loskota, chair [DLoskota@comcast.net](mailto:DLoskota@comcast.net)
- Kim Loskota, Board liaison [KLoskota@comcast.net](mailto:KLoskota@comcast.net)



## SR 70/TARA BOULEVARD DEVELOPMENT

### Update

As most of the Tara residents know, **Lake Lincoln LLC (the developer of Tara)** wishes to build on the parcel of land at the southwest corner of the intersection of **Tara Boulevard and State Road 70**. Lake Lincoln wanted to designate 3.5 acres of this 10-acre parcel as sub-phase III-BB.



This parcel is approximately 8.3 acres of wetlands and about 2+ acres of uplands.

In June 2017, the County Board of Commissioners approved a Settlement that would give the developer the right to commercial use of ~2 acres of the property.

When notified in September 2017, our Tara Master Association started to fight that Settlement. There were court hearings on September 24, 2017, on January 8, 2018, and most recently on Feb. 9, 2018. The Judge has not yet rendered a decision.

**The TMA met March 28 with its attorney, who feels that the developer will have a difficult time with the judge. During the first week in April, the TMA intends to meet with its allied intervenors – TG&CC and Fairway Gardens II – to discuss further strategies.**

Have you ever noticed that anybody driving slower than you is an idiot, and anyone going faster than you is a maniac?

— George Carlin



# Orchid Cove Connection



## Orchid Cove Board Members 2018-19

**Kim Loskota, President**

[kloskota@comcast.net](mailto:kloskota@comcast.net)

612-327-1120

**Patti Balogh, Secretary**

[pjb54@comcast.net](mailto:pjb54@comcast.net)

734-709-2896

**Yuliana Westover, Treasurer**

[Yuliana.Westover@gmail.com](mailto:Yuliana.Westover@gmail.com)

941-330-6715

\*\*\*\*\*

## Progressive Community Management

3701 South Osprey Ave

Sarasota FL 34239-6848

[www.PCMFLA.com](http://www.PCMFLA.com)

**Judie Littell, Orchid Cove Property Manager**

[JLittell@PCMFLA.com](mailto:JLittell@PCMFLA.com)

941-921-5393 Ext. 1135

Fax: 941-923-7000



# 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.

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

## Protect Your Home AND Reduce Your Insurance Rates

*Did you know?*

- ▼ Insurance discounts for hurricane protection are required by Florida State Law.
- ▼ Citizens Insurance requires verifiable hurricane protection for policy renewal.†
- ▼ Remodeled homes are required to have verifiable wind protection.††
- ▼ AstroGuard customers have seen annual insurance savings of 25% with an estimated average payback in 2.5 years.
- ▼ AstroGuard is half the cost of traditional shutters.†††
- ▼ Plywood does not meet impact standards and does not qualify for full insurance discounts.
- ▼ Plywood does not offer adequate protection from windborne debris.
- ▼ Plywood has limited use due to deterioration, lack of durability and storage challenges.

† homes valued at \$750k or more

†† remodel value of \$50k or more

††† according to competitive research as of July 2010

# CATEGORY 5

## HURRICANE PROTECTION

# Astr Guard

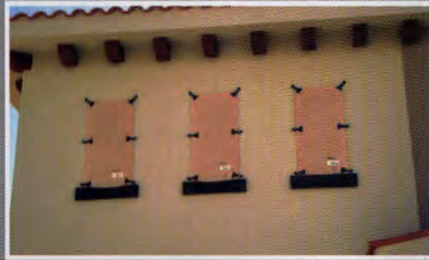


MIAMI-DADE COUNTY  
APPROVED

#15-0316.09

INTERNATIONAL  
BUILDING  
CODE  
COMPLIANT

FLORIDA  
BUILDING  
CODE  
APPROVED 15208



# 10 Fast Facts About AstroGuard Hurricane Fabric

**You May Have Seen It** in your neighborhood, heard friends talk about it, or read about it in the news, but lots of people still have questions about AstroGuard Hurricane Fabric. Here's a quick summary of what AstroGuard is and why it's one of the fastest-growing hurricane protection products on the market.

## 1: What Is AstroGuard Hurricane Fabric?

AstroGuard is a nylon hybrid fabric that is placed over your windows, doors, garage & lanai/patio openings to protect your home during a hurricane. Its high-strength fibers are woven & resin-coated, making it incredibly **STRONG & SAFE**. AstroGuard defends against wind, water, & flying debris in excess of the Category 5 hurricane level.

## 2: Does It Really Work?

Absolutely. AstroGuard protects your home better than metal panels, clear panels, plywood, roll-downs & more. Wanna see for yourself? Visit [www.HurricaneFabric.com](http://www.HurricaneFabric.com) to see test lab footage of large missile impact tests & see how AstroGuard outperforms the competition.

## 3: Is It NOA/Florida Building Code Approved?

Yes. AstroGuard has passed the rigorous testing necessary to gain NOA approval (#15-0316.09) & Florida Building Code approval (#15208). It is also approved for use in High Velocity Hurricane Zones by the State of Florida, which includes all Miami/Dade counties.

## 4: How Strong Is AstroGuard?

Well, AstroGuard is 55% stronger than most other hurricane fabrics (& half the cost, too). And, with a burst strength of well over 1,500 lbs., AstroGuard easily outranks metal panels, roll-downs, accordions, & other traditional hurricane systems.

## 5: Is It Expensive?

Believe it or not, AstroGuard is one of the **LEAST** expensive hurricane protection systems available. Stronger, safer, more affordable, & easier to deploy. These are the reasons why AstroGuard is the **NEXT GENERATION** of hurricane protection.

## 6: Will Astroguard Satisfy My Homeowner's Insurance?

These days, many insurance companies are requiring homeowners to install approved hurricane protection. This reduces claims to the insurance carriers & protects homeowners from storm damage. AstroGuard is fully recognized & accepted by major insurance companies. Some clients have seen rate reductions of up to 40% on their policies by installing AstroGuard.

## 7: Is It Hard To Put Up?

No. Weighing only ounces per square yard, AstroGuard is easy to deploy at storm time. All you need is a Phillips screwdriver. You will never have to wrestle heavy, sharp metal panels again!

## 8: How Do I Store Astroguard?

AstroGuard folds up neatly into its own storage bags, taking up very little room in an attic, storage unit or garage.

## 9: Does It Let Light Through?

Yes. AstroGuard is translucent, so it lets light in through your windows, doors and lanai. Say goodbye to the "cave" feeling of traditional shutters.

## 10: How Do I Find Out More?

Visit [www.HurricaneFabric.com](http://www.HurricaneFabric.com) and find out how easy it is to protect your home with AstroGuard. Call today!



**SMART PHONE USERS:**  
Scan the QR Code  
for a live demo

**(Note to Owner or Renter:** If you would like to receive the **Connection** newsletter [distributed only by email], be sure to provide your name, unit no., phone and email address, and return this form to **Judie Littell** at Progressive Community Management).

## Orchid Cove Owner/Resident Information Form

To receive the best possible service, please complete this form with your current information. We need this information to make sure our files are accurate and that you receive all correspondence from Progressive Community Management, Inc. and the Board of Directors on Orchid Cove Condominium Association matters.

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

Email: [JLittell@PCMFLA.com](mailto: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):**

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**Orchid Cove Unit No.** \_\_\_\_\_

**Mailing Address (if different from Orchid Cove address):**

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**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

If you would like to receive Association correspondence electronically, please provide an Email Address:

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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.

**Renter Name(s):** \_\_\_\_\_ **Unit No.** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_