



Covered Bridge Estates CAI

6350 Shenandoah Circle

Ellenton, FL 34222

Welcome Packet for New Owners and Tenants





Dear Covered Bridge Estates Residents,

On behalf of the Board of Directors and residents of Covered Bridge Estates Community Association, I welcome you to your new home! In this packet you will find some helpful information about our community and its surrounding area, but if you have any questions at all, please contact me at the Community Manager's Office in the clubhouse either in person (address 6350 Shenandoah Circle), by phone, (941-479-4903), or via email (manager@cbecai.com). My staff and I look forward to meeting you!



Please note that our website (www.cbecai.com) is full of information about what is happening in our community and has a special residents-only section that provides you access to community forms, minutes of our monthly Board Meetings as well as financial statements.

Our Clubhouse, exercise room, billiards room, basketball and tennis courts and pool area are controlled by FOB access. FOBs are available for purchase at the Community Clubhouse Office. Cost for a FOB is \$50.00, payable only by check or money order.

Your Board of Directors are volunteers who serve you and adhere to Florida statues for Homeowners Association management and they meet the fourth Wednesday of each month at 7:00pm. Our Board Members take pride in our community which has healthy reserves and pleasant amenities while maintaining low quarterly Homeowners Association fees.

You can find our Covenants, Conditions and Restrictions (CCRs) and Bylaws at the cbecai.com website in the Community Information tab in the Legal Documents section. Please review them carefully as these documents are the legal protection you and all homeowners agree to abide by and expect us to enforce. Please note the Commonly Asked Questions page below for some of the more important information you may find useful.

Every Thursday we invite food trucks to our community from 4 – 8 pm, in our Clubhouse parking lot. Picnic tables are available so you can gather and meet your neighbors while enjoying some local food truck offerings. Come and check it out as it is a crowd favorite.

We welcome you to our community and look forward to your participation in the community activities. We are proud of our community and with your support and involvement we can enhance property values and grow the social and economic vitality of Covered Bridge Estates.

Pat Naldrett-Bilodeau
CFCAM, CMCA, AMS, PCAM

A handwritten signature in blue ink, appearing to read "Pat Naldrett-Bilodeau".

Community Manager of Covered Bridge Estates Community Association



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Board of Directors



Charlie Lane-President



Don Samuelson-VP



Alan Laster-Treasurer



Derek Draper-Secretary



Marge Merlan-Director at Large



Important Information

Collection Days	
Garbage Pickup	Tuesday & Friday
Recycle Pickup	Tuesday
Yard Waste Pickup	Wednesday
Large Item Special Pickup	(941) 792-8811 – MyManatee.org
Important Numbers	
Emergency	911
North River Fire Dept.	941-721-6700
Nuisance Alligator (http://myfwc.com)	866-282-3824
Street Light Outage:	
Peace River Electric	800-282-3824
Florida Power & Light	800-375-2434
Manatee Utilities	941-792-8811 x4876
Report a Pothole for Repair	941-747-4357
Ellenton Post Office (2605 72 nd Ave E)	941-729-6459
Manatee County Citizens Action Line	941-747-4357 or 941-742-5800
Board and Committee Meetings	
Board of Directors Meeting	Fourth Wednesday of each month at 7:00pm
Modifications and Architectural Review Committee	Second Wednesday of the month at 10:00am
Covenants Enforcement Fining Review Committee	Third Wednesday of the month at 7:00pm
Men's Breakfast at Popis in Ellenton	Second Wednesday of the month at 8:30am
Ladies Coffee at the Clubhouse	Second Friday of the month at 10:00am



Local Merchants & Services

Company	Location	Distance
Groceries		
Detwilers Farm Market	1800 US-301, Palmetto	5 miles
Publix	9005 US-301 N, Parish	3 miles
Walmart	508 10 th St E, Palmetto	6 miles
Pharmacies		
CVS	8700 US-301, Parish	3 miles
Publix	9005 US-301 N Parish	3 miles
Walgreens	5945 US-301 N Ellenton	2 miles
Walmart	508 10 th St E, Palmetto	6 miles
Hardware		
Ace Hardware	7028 US-301 St E, Palmetto	2 miles
Breakfast Restaurants		
Butterfields Family Restaurant	8205 US-301, Parrish	3 miles
Ellenton Café	7044 US-301 N, Ellenton	2 miles
Peach's Restaurant	2207 60 th Ave E, Ellenton	2 miles
Popi's Place IV	3911 US-301, Ellenton	4.5 miles
Fast Food Restaurants		
Dunkin Donuts	6420 US-301 N, Ellenton	2.5 miles
McDonalds	North, 6103 US-301, Ellenton	2.5 miles
Popeyes	3707 US-301 North, Ellenton	2.5 miles
Starbucks	6285 US-301 N Ellenton	2.1 miles
Subway	2215 60 th Ave E, Ellenton	2 miles
Casual Dining		
Anna Maria Oyster Bar	1525 51 st Ave E, Ellenton	2.8 miles
Applebee's	5908 18 th St E, Ellenton	2.5 miles
Chilis	6010 US-301, Ellenton	2.5 miles
Ferraro's Italian Grille	8348 US-301, Ellenton	3 miles
Ruby Tuesdays	5802 20 th Ct E, Ellenton	2 miles
Woody's River Roo	5717 18 th St E, Ellenton	3 miles



Commonly Asked Questions

Below are some questions most asked by Covered Bridge Estates residents.

Q: What are the Office hours? What are the Clubhouse Hours?

A: Office hours are 9am to 5pm Monday through Friday. Meetings with the Community Manager outside of these business hours can be scheduled by appointment. The Clubhouse is open from 5am to 8:45pm, 7 days a week.

Q: How do I contact the manager?

A: Pat Naldrett-Bilodeau is our Community Manager. The office phone number is 941-479-4903. Her email address is manager@cbecai.com. If contacting by mail or in person, the address is 6350 Shenandoah Circle, Ellenton, FL 34222. Please also feel free to contact her admin, Megan, at megan.clark@cbecai.com.

Q: How much are the homeowners' assessments and when are they due?

A: Assessments are \$217.00 and that is due quarterly on January 1, April 1, July 1, and October 1.

Q: Where should I mail payments?

A: Payments are mailed to Covered Bridge Estates, PO BOX 22762, Tampa, FL 33622-2762. Payments can also be dropped off at the Clubhouse Office (6350 Shenandoah Circle). You may also make a payment online by using our homeowner web portal and choosing online payment. To access our homeowner portal, please visit <https://cbe.cincwebaxis.com/> to login or to create your account. Once your account has been verified, you will be able to pay online.

Q: Do you charge late fees and interest?

A: Yes. A late fee of \$25.00 and 18% annual interest is assessed for any amount not paid.

Q: Is the Clubhouse available for rent?

A: Yes, the Clubhouse rental fee is \$50.00, plus a \$300.00 refundable deposit is due at the time of reservation. Clubhouse rentals are first come, first served. The clubhouse can only be reserved for a time slot of either 9am to 3pm, or 3pm to 8pm including setup and takedown. Parties are limited to 20 people. The billiards room and pool alcove are not included in the clubhouse rental. Please inquire about clubhouse rental details at the clubhouse office.



Q: Can I reserve space at the pool?

A: No. The pool is for everyone from the community. This space may not be reserved for parties or events.

Q: Can I rent my home?

A: If you purchased your home after March 28, 2018, there is a 24-month waiting period before you can rent your home annually. Association approval must be obtained before the move in date. A copy of the lease must be on file with the Association office. The prospective tenant must fill out a lease application and agree to a background check which is \$100.00 per person in the home, age 18 and over.

Q: What are the parking restrictions?

A: Parking is restricted to the home's garage and driveway. Boats, trailers, commercial vehicles, or any other vessel not considered a personal passenger car or light truck is prohibited unless it is parked in the garage. Parking on the grass is prohibited. Overnight street parking is also prohibited.

Q: Are pets allowed?

A: Wildlife, livestock, reptiles, and poultry are not permitted. Dogs, cats, or other usual and common household pets are permitted. Please see the community documents for a more thorough review. For more information review the Manatee County Ordinances and Rules about pets at mymanatee.org.



Modifications Q&A

Q: How do I change my roof?

A: If you are replacing your roof with a color the same or similar to the roof you currently have, the office can approve the Modification request. If you are choosing a different asphalt shingle color than the one you already have, it will have to go to the Modifications Committee Meeting to be approved. No tiles or aluminum roofs.

Q: What are the approved colors to paint my home?

A: You can find the approved colors to paint your home on the cbecai.com website under the Residents and Owners tab, in a link called HOA Approved Colors. All colors, body, trim, and front door color must be chosen from one page of the books. The garage door color can either be the color of the body or the trim of your home. The shutters are to be painted the door color. And the soffits of the house must be the trim color. Gutters can be painted either the body color or the trim color.

Q: How do I add a lanai to my home?

A: Fill out a Modification Request form. You will need a plot map of your property with the intended Lanai lines on the map. Lanai cages can be either white or bronze aluminum.

Q: How can I request to put up a fence in my yard?

A: To put up a fence you will need to fill out the modifications request packet. You will also need to get a plot map of your property with detailed illustrations of where the fence will be going. In Covered Bridge Estates you must have a 6-foot solid fence on the sides and front and a 3-to-4-foot slotted fence in the rear if you live on a pond or preserve. You can find more information about fences in the Modifications Request Packet page 5.

Q: Where do I get a Modifications Request form?

A: You can find the Modifications Request form online at cbecai.com under the residents and owners tab, or you can find hardcopies in the Clubhouse in the office hallway. You can also email us in the office (manager@cbecai.com or megan.clark@cbecai.com) and we will send you a modification request packet that way.



Q: When is the cutoff date to bring in my Modification Request to the clubhouse?

A: The cutoff for your request to be looked at is the Monday before the meeting at 9am. If the request is received after the Monday prior to the monthly meeting, the request will not be looked at until the following meeting. If your modification is something the office can approve, like new windows, paint, or tree removals, you will not have to wait until the meeting.

Q: When is the Modifications Committee Meeting?

A: The Modifications Committee Meeting is on the Second Wednesday of each month at 10:00am. You do not have to attend the meeting for your request to be approved; however, it is important that you are available by phone if the committee needs to contact you if they need more information. Meetings are held in the Covered Bridge Estates common room.



Important Rules to Keep in Mind

- 1. Drive slowly -** Always be mindful that we are a young community. There are many children around who may be more interested in catching a ball than watching for cars.
- 2. Ongoing maintenance of resident -** All residents are required to maintain their yards which includes regular mowing/edging, weeding, and line-trimming around the home and fencing.
- 3. Removal of mildew -** Due to the direction of the home and lack of exposure of the sun, some sides of the home, fencing and mailboxes are susceptible to the growth of mildew, make a visual inspection of all sides your home occasionally, which includes fencing if applicable. This condition is more prevalent as the paint on your home ages. This condition can become unsightly to you and your adjoining neighbors.
- 4. Make an application as part of your preparation to make any modifications to your house -** The Modifications Committee has been formed to assist you in meeting the standards of the community. As parts of your planning, make sure you file an application for approval for any work to be performed on the exterior of your home including painting, screen enclosures and fencing with the Modification Committee before you commence the work. Forms are available at the Clubhouse and on the Community website.
- 5. No items in front of home -** The community documents prohibit items to be left in the front of the home or garage. This includes the replacement of garbage containers away from public view after the garbage collection days {Tuesday and Friday}. This also includes flowerpots, fertilizer bags and mulch bags which have remained in the front of the home for weeks in preparation for a planting event. Included in this regulation is the requirement that basketball hoops be stored out of public view daily upon completion of play. Essentially no item except for the vehicle is to be in the front of the home.
- 6. No parking allowed -** Our regulations prohibit, any overnight parking on the street; no parking on the grass, no boat parking, no trailer parking, no blocking of the sidewalks and no commercial vehicle parking. The only exception is when these items are parked within the resident's garage.
- 7. No auto or truck repairs in the community –** Any extensive auto repairs on vehicles within the community is not allowed. This action is strictly prohibited within our community.
- 8. Dog and cats -** We love our pets, that being said, not everyone shares the same opinion. Dogs and cats must always be on a leash. Owners are not permitted to let their dogs or cats run loose and must immediately pickup any excrement the pet has deposited on the ground.
- 9. Clubhouse / pool area -** You must be 18 years of age to enter the clubhouse / pool area without being unaccompanied by an adult. Children are not allowed to use their parents' fob to enter the clubhouse without parental supervision. We welcome all residents to use the facilities, but we are concerned with unsupervised behavior by minors entering our clubhouse facilities unsupervised.