

## **FREQUENTLY ASKED QUESTIONS**

### **Q: What are my voting rights in the Cooperative's Association?**

**A:** One vote is allotted for each share. If more than one person is on the share, the owners must designate one person as the voter for that unit. A designated Voter form is provided for that purpose. See section 2.3 Bylaws.

### **Q: What is our animal policy?**

**A:** All animals must be registered with the office. Owners are required to provide a photo of each animal, most recent vaccination records and the pet registration form. Each unit can have two pets, no larger than twenty-five (25) pounds per animal. Animals cannot be a nuisance and must be put on a leash if outside of the unit. See articles 1-9 under Pet Ownership, in the Rules and Regulations.

### **Q: How much are my Cooperative's Assessment fees for my unit and when are they due?**

**A:** Currently the assessment fees for the Co-Op are \$176.00 and are due no later than the tenth (10) of each month. There is a late charge of \$5.00 if payment is not received by the 10th. If you are purchasing anywhere in phase one or two there will be an additional \$35.00 added, and that will be for your water and sewer, totaling \$211.00. Your assessment fees will cover the up keep of common areas, trash, recycling and yard debris pick up. ALL other utilities and lawn care will be the shareholders responsibility. All shareholders contribute equally to the costs of operating and improving the community.

### **Q: How is the association managed?**

**A:** Terra Siesta Co-Op is managed by a licensed Community Association Manager and a full-time and part-time office assistant. Also, 3 - 4 full-time maintenance workers that provide association-related routine and preventative maintenance work that is not contracted by outside vendors. The Association is governed by a five-member Board of Directors elected by the shareholders.

### **Q: How old do you have to be to live in Terra Siesta and how many people can live in a unit?**

**A:** Terra Siesta is a 55 and older retirement community. The Board of Directors reserves the right to refuse admittance into the community. Occupancy is not to exceed two people per home unless prior written permission and arrangements are made with the Board of Directors and are in the case of special circumstance only. One resident in each home must be fifty-five years of age or older, the other resident shall be a minimum age of forty-five years. A background check will be required at the applicant's expense.

**Q: Do we need approval to make exterior improvements?**

**A:** Any improvements to the Shareholder's home or lot must have written approval by the manager and must be permitted by the Manatee County Building and Zoning or any other local, state, or federal agency as may be required by law. Any structure of 120 square feet or more requires a Manatee County permit.

A detailed Architectural Review Plan must be submitted to the property manager for approval. This applies to all exterior structural changes or additions and must be approved before any work is started. Some examples of improvements requiring an Architectural Review Plan include exterior home painting, re-siding, fencing, lattice work, concrete work and adding a shed.