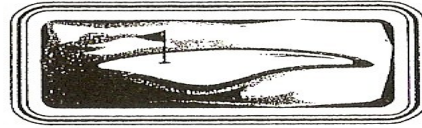
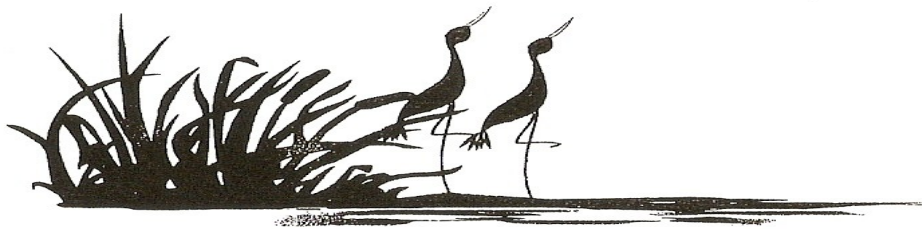


**FAIRWAY
VILLAS**



**PROPERTY
OWNERS
ASSOCIATION**



HOMEOWNERS MANUAL

Important Info for Homeowners

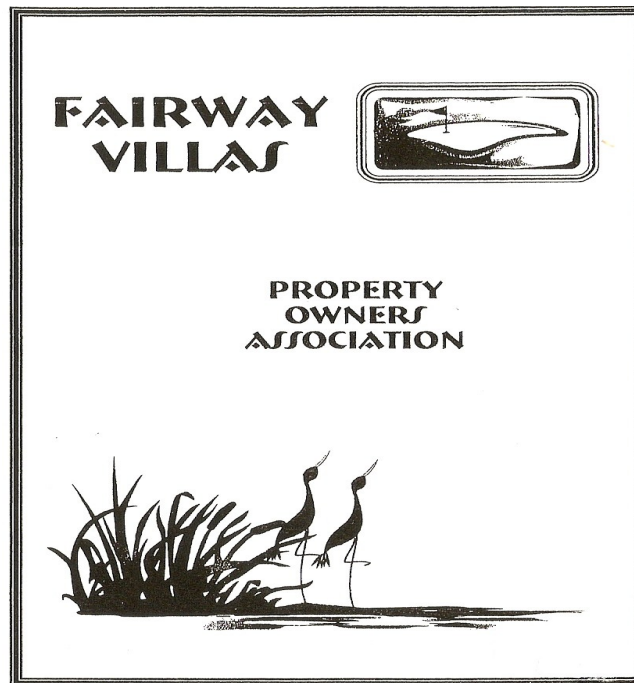
- * Contact Information
- * Board of Directors
- * Map
- * Communication Forms
- * Open/Closing for Season
- * Activities
- * Hurricane preparedness
- * Maintenance
- * Parking

DATE: January 2025

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Welcome to Fairway Villas



Fairway Villas were conceived and developed by General Development containing 152 Villas (38 Clusters) on owner-owned land, enclosed on three sides by North Port Golf Club. The Fairway Villas Property Owners Association, Inc. was formally registered with the State of Florida Corporation & Securities Commission on October 18, 1979 by GDC. Control of FVPOA was assumed by Villas Owners from GDC on November 15, 1983.

Contact Information

Office Hours



Winter Hours: Monday, Wednesday & Friday9-12:00

Summer Hours: Monday & Thursday.....9-12:00

The Office is located at 5640 Mashie Circle, North Port, FL 34287

Contact Phone: (941) 426-7747

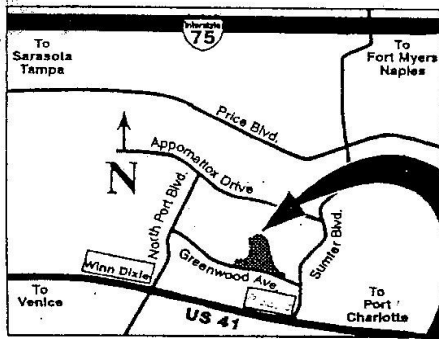
Fax Number (941) 564-6775

Emergency phone (941) 626-6150

Email Address: mgrfairwayvillas@comcast.net

2025 Board of Directors

PRESIDENT	DARYL DUWE	573-353-9264	darylduwe@gmail.com
VICE PRESIDENT	KAREN STE MARIE	978-478-7331	kjd10@comcast.net
SECRETARY	BEV BORTZ	941- 426-7212	bevbortz@gmail.com
TREASURER	BILL ARNOLD	941-429-8120	northporthandyman@verizon.net
DIRECTOR	LISA LORETI	508-517-4600	lisalex2002@yahoo.com
DIRECTOR	STEVE JONES	440-655-7877	sjones992000@yahoo.com
DIRECTOR	SUSAN HOGREFE	941-350-2894	susanhogrefe@gmail.com
MANAGER	NANCY HILL (After Hours - <u>EMERGENCY ONLY</u>)	941-626-6150	NTHENTERPRISESINC@GMAIL.COM



Note: I-75 exit numbers have changed:
Sumner Blvd.
Exit 182

The next exit **northbound**,
 towards Venice,
 is "River Road"
Exit 191

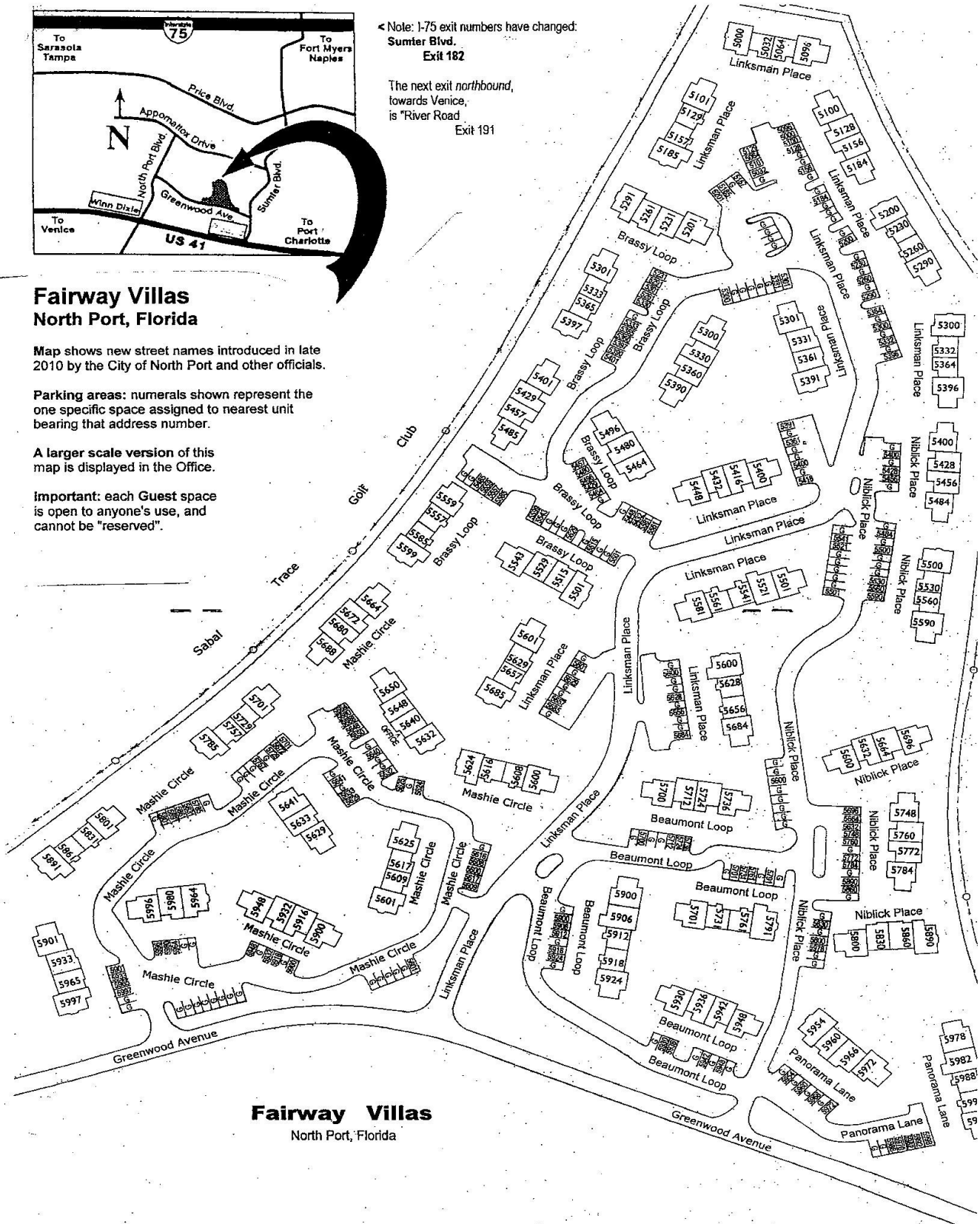
Fairway Villas North Port, Florida

Map shows new street names introduced in late 2010 by the City of North Port and other officials.

Parking areas: numerals shown represent the one specific space assigned to nearest unit bearing that address number.

A larger scale version of this map is displayed in the Office.

Important: each Guest space is open to anyone's use, and cannot be "reserved".



Fairway Villas
 North Port, Florida

When an Owner wants to make any changes to structure or property additions or if they have a concern they must submit a communication form to the Office so that it can be addressed by either the Management or Board of Directors. The form is in the office.

[Rev]

Communications Form for Fairway Villas

[#.....]

Fairway Villas Property Owners Association, Inc. [] 5640 Mashie Circle, North Port, Florida 34287 [] 941-426-7747

for Office use only

Signature is required! This form is for **your** protection and for your convenience. To ensure we are acting on **your** instructions, each form must be signed. Signature can be that of renter, tenant or owner's representative, however.... **ALL proposed exterior changes to building or lot must bear the owner's signature.** Reminder: Board approval *in advance* is required for ALL changes to the exterior of your building, patio, lanai or lot.

Important:
-> Report ALL problems without delay!

Please use this form to document your suggestions, complaints, concerns or requests. Form must be submitted to the Fairway Villas office. All requests will be reviewed and acted upon. You may use an additional sheet of paper and attach to this if necessary.

Subject:

Your Unit number: _____ Your Address: _____

Date: ____/____/____ Phone Number: _____

Please PRINT your name below

Authorized Signature: _____
(Note: signature of authorized representative acceptable, except for proposed exterior building, patio or lot changes, which require owner signature)

Disposition of above communication:

Date: ____/____/____ Authorized Board signature: _____

Notes:

Completion Date: ____/____/____

[Rev]

Open/Closing for Seasonal Owners

To Do List Before You Go North

1. Make sure you set your air conditioner thermostat auto cool at 80 degrees. If you have a humidistat set it at 65 and the thermostat at 80.
2. Remove all perishables from kitchen cabinets and leave doors open.
3. Remove perishables from refrigerator and turn off ice maker or clean out fridge and turn off.
4. Turn your water off outside at the shutoff.
5. Run garbage disposal to make sure it is cleaned out.
6. Flush and clean toilets then put some bleach in and cover with plastic wrap. Leave lid up.
7. Unplug all sensitive electronics, TV, etc.
8. Switch off circuit breakers with exception of air conditioning.
9. Bring in all unsecured items from outside into house or lanai.
10. Bring items in from lanai in case of strong storms.
11. Notify the Villas Office when you are leaving and when you expect to return. This helps us with the mailings in the office and lets us know who is on the property.
12. Notify the Villas Office if you plan on leaving a vehicle on the property.
13. Stop newspapers and arrange forwarding with the post office.
14. Clean leaves and debris from gutters. Heavy rain can cause a backup.
15. Make sure you have someone who will look in on your place while you are gone.

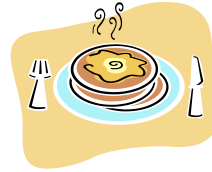
These are just a few of the tips to remember when you are leaving to head north.

Activities Information

Lisa Loreti is the Social Committee Director. She is planning some fun activities other than what is listed. Coffee Socials are held on Tuesday mornings twice a month during season. Look for times and signs in the Newsletter.

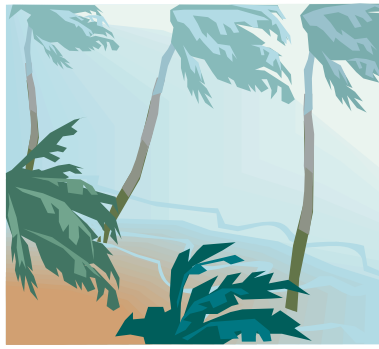


Pancake Breakfast are held each year.



There are other activities planned. Look in the Newsletter for details.

We also have a library of books that you can come and take with you. We have ladies who work in the library putting away and organizing books and puzzles. If you would like to help with that stop by the Office and put your name on a list.



HURRICANE PREPAREDNESS

A Hurricane **Watch** means there is a threat of hurricane conditions within 24 to 36 hours. A Hurricane **Warning** means that a hurricane is expected to strike within 24 hours.

The latest information is always given on your local news channels and on the radio stations. **IF THE ORDER TO EVACUATE IS GIVEN BY THE OFFICE OF EMERGENCY MANAGEMENT, THE STATE LAW SAYS YOU MUST EVACUATE.** Residents are requested not to contact the Police and Fire Depts. Since it is their primary responsibility to deal with emergencies.

When you return to Fairway Villas, check the bulletin board for specific updates and instructions. Please find below a list of supplies that you should have on hand in a hurricane preparedness mode.

5 Gallons of water per person per day

First Aid kit

Battery operated radio with extra batteries

Flashlights or lanterns

Emergency kit for your car

Refills for all prescription medications

Filled gas tank in your cars

Fire Extinguisher

3-5 day supply of non perishable food

Fully charged cell phone

Landline telephone

Plenty of Paper products

IMPORTANT LOCAL #'S

North Port City Hall.....429-7000
North Port Police (non emergency).....429-7300 Emergency.....911
North Port Fire (non emergency).....240-8150
Division of Emergency Mgmt.....861-5000
Sarasota County Red Cross.....379-9300

SHELTERS

Glenallen Elementary7050 Glenallen Blvd., North Port, FL
Heron Creek Middle School.....6501 W. Price Blvd., North Port, FL
North Port High School.....6400 W. Price Bld., North Port, FL
Special Needs Shelter or pet shelters.....call 861-5000

IMPORTANT DOCUMENTS AND VALUABLES

Post Emergency and family telephone numbers by the phone
Secure important documents and have ready for evacuation
Prepare insurance policies with phone numbers and policy numbers
Place valuables in safe deposit box
Get plenty of cash. ATMs will be down after a storm.
Take a video of items in your home and lock in safe deposit or send to a family member out of state.
Back up all computers and mail important disc to a family member out of state.

IF YOU ARE ORDERED TO EVACUATE

Take only essential items and those listed above.
Turn off the electric and water
Disconnect appliances. Food will perish in refrigerator
Inform a family member or friend about your travel intentions
Take important phone numbers and documents with you
Remove all furniture and loose objects from outside and secure. Close and lock storm shutters.

IF YOU DO NOT HAVE TO EVACUATE

Fill the tub with water in case the water is turned off
Adjust temperature in refrigerator and freezer to coolest setting
Move outdoor items inside
Store valuables and important documents in waterproof containers
If power is lost, unplug appliances to avoid a power surge upon restoration
Secure windows, doors and close storm shutters (if you have them) in advance of storm.

MAINTENANCE ISSUES

Maintenance on your house is your responsibility . The Association paints the exterior of the unit, fence and doors on a rotation basis. Each year the Association paints seven clusters. If you would like to know when your unit will be painted you can contact the office and we can show you on a map. The Association also repairs the roofs of the clusters.

If you have any other maintenance issue we would be happy to help you find a certified licensed contractor. Make sure the person you hire has licenses to operate in North Port. Also make sure they have insurance and most good companies are bonded. There are a lot of contractors who take advantage of people especially during and after a storm.

You are responsible for all repairs to your unit as if it were sitting in the middle of a five acre lot. Some people think the Association is responsible for all repairs. **We are not a Condominium. We are a Homeowner Association.** If you have any questions, please feel free to stop by the office and we can help clarify some issues.

PARKING

Each unit has one assigned space. Visitors can park in the guests spot. Please be courteous to your neighbors.



NO MOTORCYCLES ALLOWED ON PROPERTY. NO BOATS OR TRAILERS. WE DO HAVE THE AUTHORITY TO TOW.