



Quick Reference Guide: Whom Should I Contact?

TOPIC	Community Association Manager	Lifestyle Director	Charlotte County
Access Card or Gate Sticker	✓		
Activities / Events		✓	
Amenity Rules	✓	✓	
Architectural Improvements	✓		
Common Area Damage	✓		
Common Area Equipment	✓		
Pond Fountains	✓		
Monument Fountains	✓		
Gates	✓		
HOA Records	✓		
Incident Report	✓	✓	
Irrigation Issues, Home & Common Area Maintenance	✓		
Landscaping Issue - Home Maintenance	✓		
Landscaping Issue - Common Area Maintenance	✓		
Maintenance of Ponds	✓		
Storm Water Management System Issues			✓
Conservation Areas			✓
Lighting - Common Area	✓		
New Resident Registration	✓	✓	
Parking Rules	✓		
Property Violation	✓		
Refunds	✓	✓	
Resident Clubs		✓	
Staff Issue	✓	✓	
Tree on personal property or common area	✓		
Trespassing	✓		
Vendor Issue - Common Area	✓		
Violations	✓		



Quick Reference Guide: Contact Information

TITLE	NAME	EMAIL / WEBSITE	PHONE
The Cove HOA Board of Directors	Christian Cotter	ChristianCotter@forestar.com	
Community Association Manager/Property Manager	Cheryl Taylor	coveatwestport@accessdifference.com ctaylor@accessdifference.com	813-607-2220 407-391-1565
After 5:00 p.m. or Weekend EMERGENCIES	Cheryl Taylor		407-391-1565
Lifestyle Director	Julia Heide	coveatwestportlifestyle@accessdifference.com	239-488-7873
The Cove at West Port Gate Management		swfgates@accessdifference.com	813-607-2220 Dial 0
24/7 AI Assistant		Text 855-540-2224 and get your HOA questions answered.	Text 855-540-2224
Landscaping	Sunnygrove Landscaping	https://sunnygrovemaintenance.com/?assoc=7910	
Landscaping Portal Log- In/Account Issues	Sunnygrove Landscaping	madmin@sunnygrove.com	
Irrigation Emergencies		After 5:00 p.m. or Weekends	239-218-5528
West Port Community CDD	West Port Community CDD	www.westportcharlotte.com info@westportcharlotte.com	
Emergency	Charlotte County Sheriff	www.ccsso.org	911
Non -Emergency	Charlotte County Sheriff	www.ccsso.org	941-639-2101
Charlotte County	Charlotte County	www.charlottecountyfl.gov	211 941-743-1200
Animal Services	Charlotte County	www.charlottecountyfl.gov/departments/public-safety/animal-control/	941-833-5691
Wildlife Services	Florida Fish & Wildlife	https://myfwc.com	888-404-3922
Forestar Customer Care	Forestar	ChristianCotter@forestar.com	
Charlotte County Utilities	Charlotte County	www.charlottecountyfl.gov/departments/utilities/	941-764-4300
Charlotte County Water & Sewer Emergencies	Charlotte County	www.charlottecountyfl.gov/departments/utilities/	941-764-4300 800-524-3494