

*CORINTHIAN GARDENS HOA, INC.*  
*4802 Airport Road, Naples, FL 34105*  
*P: (239) 263-5068*  
*E: [Office@worldtennisclub.net](mailto:Office@worldtennisclub.net)*

April 1, 2024

Dear Corinthian Gardens Homeowner,

Welcome to our community. Corinthian Gardens (CG) is one of eight sub-associations of the World Tennis Club, Inc. (WTC). WTC, the Master Association, has its own Rules and Regulations and governing documents that apply to all owners, their family, tenants and/or guests. In cases where the WTC documents differ from those of Corinthian Gardens, the more restrictive rule, regulation or restriction will apply.

Corinthian Gardens has rules applying particularly to single family homes and house lots. This document is intended to summarize and highlight those rules, as well as provide helpful information about our community.

We remind all owners it is your responsibility to review and understand these community rules. You may obtain and review a copy of the Corinthian Gardens Governing Documents, CG Architectural Guidelines, WTC Governing Documents, WTC Rules and Regulations, available online at [Corinthian Gardens HOA Governing Docs](#).

GENERAL INFORMATION FOR CORINTHIAN GARDENS HOMEOWNERS

**Corinthian Gardens Board of Directors**

Your Board is made up of five members, elected for one-year terms at the Annual Membership Meeting, held in February or March. The Board then elects its officers and meets periodically to conduct community business. Notice of all Board meetings are posted in the community at least 48 hours in advance of the meeting. All Owners and members are invited and encouraged to attend. Your board members, elected in March 2024 and currently serving are:

Barbara Tilley	President	bwtalley@gmail.com	(781) 626-0157
Ron Cohen	Vice President	ron@chartwellcomm.com	(613) 298-7171
Bruce Beardsley	Secretary	brucebeardsley@yahoo.com	(239) 434-0186
Earle Sanborn	Treasurer	earlesanborn777@gmail.com	(239) 290-2344
Bill Clark	Director	suebillclark@gmail.com	(973) 270-3608

The CG community also elects a representative for a three-year term to the WTC Master Board. Your representative is currently serving to March 2026.

Jim Graham	WTC Board	jim.jamesgraham@gmail.com	(314) 315-6674
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### **Corinthian Gardens Architectural Review Committee (CG ARC)**

The CG ARC is authorized by the CG Board of Directors to administer the architectural review process in compliance with the World Tennis Club and Corinthian Gardens governing documents and the CG Architectural Guidelines. The committee strives to supervise compliance with the rules in a fair, reasonable and equitable manner while maintaining the integrity, aesthetic quality and value of the community.

A copy of the CG Architectural Guidelines can be found at [CG ARC Guidelines](#) available in the office. We encourage Owners to thoroughly read the Guidelines and remember that, in most cases, proposed modifications to the exterior of your home or lot require CG ARC and WTC ARC approval prior to beginning your project.

Owners planning changes to their home or lot must submit a Request for Modification or New Construction form (RFM) available online or from the WTC office. Once approved, requests are passed along to the WTC Architectural Review Committee (WTC ARC) and finally to the WTC Board. Your CG ARC committee members currently serving are:

Bruce Beardsley, Chair	brucebeardsley@yahoo.com	(239) 434-0186
Barbara Tilley	bwtalley@gmail.com	(781) 626-0157
Shohreh Moazami	shohreh.moazami@gmail.com	(239) 268-9489
Pam Hero	pmhero@aol.com	(508) 733-5016
Frank Spaeth	fjspaeth@gmail.com	(336) 260-1985

### **Corinthian Gardens Exterior Mold Remediation Committee**

Florida sunshine and humidity make periodic cleaning of roofs, fascia, soffits, outsides of gutters, hurricane shutters, driveways, sidewalks, mailboxes, and exterior walls necessary to remove black and green mildew. The CG Mold Remediation Committee inspects our community in November and sends a letter to owners who need to power wash or clean parts of their property. If the work is not performed in the time frame provided, the owner will be fined \$100 per month and up to \$300. If the work is still not done, the owner's account will be sent to an attorney for collection and CG's Board will hire a contractor to complete the work. The owner will be billed for the fines, the work and attorney fees.

A complete copy of the CG Mold Remediation Procedure is available at:

[CG Mold Remediation Procedure](#) or it is available in the office.

Your committee members currently serving are:

Mike Doyen, Chair	mikedoyen@comcast.net	(314) 706-4015
John Siegrist	jsiegrist6@aol.com	(309) 264-4747
Brenda Pierce	brendampierce550@gmail.com	(850) 278-6515

### **Landscape Committee**

When CG contracted directly with Greenscapes for our landscaping and irrigation inspection services we formed a committee to negotiate the contract, attend monthly horticultural meetings with Greenscapes and act as a liaison with the community and office. Your committee members currently serving are:

Ron Cohen	ron@chartwellcomm.com	(613) 298-7171
Bill Clark	suebillclark@gmail.com	(973) 270-3608
Judi Nicholson	Nicholja99@aol.com	(781) 572-2149

You are encouraged to contact any board member or committee member with questions or concerns you may have.

### **Annual and Quarterly Homeowners Association Dues**

Your annual dues to Corinthian Gardens Homeowners Association include our management fee to WTC, property and general liability insurance, accounting and legal fees, and office expenses. The approved annual budget is mailed to owners in December of the preceding year.

Your quarterly homeowner association dues paid to WTC include your membership in the tennis club and its pool and café, your landscaping and irrigation services and your basic cable service and high speed internet.

Billing and accounting for both WTC and CG is handled by Spires and Associates. If you have any questions about your billing and account, contact Tiffany at (239) 596-6580 x300 or [tiffany@spiresassociates.com](mailto:tiffany@spiresassociates.com). If you have not yet registered for the portal to pay your dues by ACH, or if you have any questions regarding how to access or use the portal, contact Noah at: [Noah@spiresassociates.com](mailto:Noah@spiresassociates.com).

### **Landscaping Maintenance Services\***

Regular landscape maintenance to CG lots is essential to maintain the clean, well-kept appearance of Corinthian Gardens. Just as important, irrigation systems must be kept in working order to prevent dead or otherwise unsightly landscaping. CG contracts for landscaping and irrigation inspection services and WTC manages them on our behalf.

These services are currently provided by Greenscapes (<https://greenscapesfl.com>) and include:

- Mowing, edging, lawn debris removal – weekly April through November and bi-weekly December through March. Edging and trimming within turf areas with each mowing visit.
- Periodic pruning of ornamentals, shrubs, and hedges
- Periodic fertilizer applications, insect and disease control and turf and ornamental bed weed control.
- Trimming and maintenance of palm and hardwood trees up to 14 feet bi-monthly.
- Trimming of palms over 14 feet once per year. Any additional trimming exceeding this height will be done at the Owner's expense.
- Hardwoods exceeding 14 feet will be trimmed at the Owner's expense.
- Periodic fertilizer applications, insect and disease control and turf and ornamental bed weed control.

### **Irrigation Services\***

- Bi-monthly maintenance inspection of irrigation systems and adjustment and cleaning of sprinkler heads to ensure proper operation to maintain healthy landscape areas.
- Greenscapes will make minor repairs that become necessary to ensure proper water coverage of the turf and landscape areas. These may include installation of risers, head replacements, nozzle/filter replacements, valve, and solenoid replacements. Proposals for any major repairs or modifications to the system will be presented and charged to the Owner.
- Repairs that become necessary to ensure proper water coverage of the turf and landscape areas that are over and above our routine maintenance contract will be done on a time and material basis. These repairs may incorporate the following items, however, are not limited to valve, solenoid replacements and valve boxes and covers.
- Service calls required between scheduled visits will be billed on a time and material basis.

If you have landscape or irrigation service requests, please contact Greenscapes Customer Service at (239) 643-4471 or go to <https://greenscapesfl.com/contact-greenscapes/> or email: [service@greenscapesfl.com](mailto:service@greenscapesfl.com)

\* For more details, please see the Greenscapes 2024 Contract posted on our website at [2024 Greenscapes Contract](#)

## **Cable Television Service and High-Speed Internet**

Basic cable service and high-speed internet, currently provided by Hotwire, is included in your monthly dues paid to WTC. For customer service, contact Hotwire at (800) 355-5668. Any additional services, including upgraded cable or internet services, will be billed separately to you by Hotwire.

## **Trash and Recycling Pick Up**

Trash and recycling containers are picked up on Wednesday and trash only on Saturday. Containers may be put at the end of your driveway the evening prior to pick up and must be placed out of view of the street and adjoining properties by the end of the pickup day.

As homeowners, we pay for trash pickup in our annual Collier County property tax bill. For further information on schedules, customer service or pick up of extra-large items, call Waste Management at (239) 252-2380 or go to <http://www.colliergov.net> and Trash Collection.

## **Utilities**

Florida Power and Light: (239) 262-1322 or FPL.com

City of Naples Water and Sewer: (239) 213-1800 or naplesgov.com

## **HIGHLIGHTS OF WTC AND CORINTHIAN GARDENS RULES AND REGULATIONS**

*These highlights are not intended to replace the World Tennis or Corinthian Gardens governing documents and should be read in conjunction with same. The pertinent documents are referenced in brackets.*

### **Leases and Rentals [CG Declaration Article X Section 1]**

No Residence may be leased or rented to a tenant for a lesser term than thirty (30) days, and the tenant shall be first approved by the Board of Directors. *Tenant Registration forms are available at [WTC Tenant Registration Form](#) and should be completed at least seven (7) days prior to arrival.*

### **Pet Restrictions [WTC Rules & Regulations Section 5.1.2]**

Renters or guests are not permitted to keep pets in any rental or leased unit upon WTC property, except service and emotional animals as permitted by law.

Owners and visiting families must obtain a Pet Registration Form from the WTC Office. Service and Emotional Support Animals must be registered by the office. Pet owners should see WTC rules for further restrictions regarding pets.

### **Barbeques (outdoor cooking) [CG Declaration Article VII (m)]**

No fuel or gas storage tanks may be permitted on any Lot. Notwithstanding the foregoing, an Owner may keep and maintain a small propane gas tank for gas barbeques and fireplaces, so long as it is located to the rear of the residence.

### **Bird and animal feeding [WTC Rules & Regulations Section 8.15]**

Feeding of wildlife is prohibited under Florida Law. This includes ducks and all other birds, squirrels, raccoons, otters, rodents, alligators and any other wild animal.

### **Lakes/Fishing [WTC Rules & Regulations Section 8.11]**

Fishing is permitted in the lakes and ponds located on property titled to the World Tennis Club, Inc. (5 feet from the high water mark of the lake or pond to the rear property line of the adjoining property). Any fish, or any other animal which may inadvertently be snagged by bait, must be immediately released back into the same body of water from which it was caught.

### **Preserve Areas [WTC Rules & Regulations Section 7.3]**

Preserve areas are protected by Florida law. Alterations, planting and/or removal of plants or other plant matter is prohibited in preserve areas.

### **Contractors [WTC Rules and Regulations Section 8.1]**

Any contractor doing work on or in an Owner's home that is expected to take more than one working day must submit a completed Contractor Registration Form to the WTC Office prior to beginning work. Workmen are restricted from using saws, drills or other noisy tools between 6:00 p.m. and 8:00 a.m. or on Sundays or holidays. Emergencies are an exception. Additional information may be obtained from the WTC Office.

### **Garage Sales [CG Declaration Article VII (n)]**

No garage sales or other similar commercial activities will be permitted to be held on a Lot.

### **Garage Doors [WTC Rules & Regulations 8.7]**

Garage doors should be closed except when entering or exiting the garage or residence.

### **Parking Restrictions [WTC Rules & Regulations Section 4.1]**

1. Vehicles are not to be parked in the following areas or overnight on streets:

- Tennis courts and surrounding areas
- Vacant lots (NOTE: these lots are private property and not common ground.)
- Grassy areas or lawns
- In fire lanes (marked NO PARKING)
- Or overnight on streets between the hours of 12 a.m. – 6 a.m.

2. Bicycles should be placed in the bicycle racks, where provided.

3. Owner's vehicles are to be parked in their own private driveways or garages.
4. Vehicles of guests and service people may be parked temporarily on the street and not overnight, in guest parking spaces provided on the parking lots or in the main parking lot.
5. Only automobiles, in operational condition and bearing current license and registration tags are allowed to park on-site, except when parked inside a garage.
6. Commercial vehicles or vehicles with signage are permitted to be kept overnight on-site only in a garage with the garage door closed at all times.
7. Owners and renters must register their cars at the WTC office.

WARNING: According to Florida Statutes Section 715.07, the Board of Directors is empowered to tow any vehicle at any time or in any place if it is parked in violation of parking restrictions. Towing will be done at the owner's expense.

1. No mechanical work (repair) shall be performed on driveways, lawns, streets or parking lots.
2. Repairs to motor vehicles must be done inside of the owner's private garage.
3. Oil or other fluids spilled on driveways, parking lots or streets must be removed immediately.
4. Leaking vehicles must be repaired to prevent future spills.

#### **Boats and Other Recreational Vehicles [WTC Rules & Regulations Section 4.5]**

Boats, trailers, vans, campers, golf carts, personal watercraft, motor homes and other recreational vehicles, or any vehicle not considered an automobile by the State of Florida are permitted to be kept on-site only at residences that have a garage and only if said vehicles are parked inside the garage. The garage door must be able to close, completely, when these vehicles are stored inside.

#### **Hardwood Trimming and Diseased Palms [WTC Rules and Regulations Section 7.4]**

All trimming above 14' of any hardwood tree within the WTC complex (including those individual lots in Corinthian Gardens and Alexandra) must be done by a licensed and insured professional.

1. Prior to the trimming above 14' of any hardwood tree within the WTC complex (including Corinthian Gardens and Alexandra) a permit must be obtained from the WTC Management Office.
2. Billing for Trimming (Alexandra and Corinthian Gardens):
  - a) Each Owner will be responsible for the cost of their respective hardwoods trimming which will be billed to them directly from the contractor.
  - b) Each Owner will be given 30-day notice in which they will have the opportunity to either perform the work themselves or hire another licensed and insured contractor to perform the work. In either case the owner must notify World Tennis Club, Inc. in writing after the work has been performed.
  - c) World Tennis Club will determine if any such hardwood tree requires pruning.

3. On-going Hardwood/Palm Tree Maintenance (Corinthian Gardens and Alexandra):

- a) All hardwood and palm trees located on the individual lots located in Corinthian Gardens and Alexandra must be kept free of any dead branches.
- b) All hardwood and palm trees located on the individual lots in Corinthian Gardens and Alexandra determined by a licensed professional to be dead or to have contracted a disease or fungus which may be detrimental to the surrounding landscaping must be removed immediately by a licensed and insured professional at the respective lot Owner's expense.
- c) If this is not done, World Tennis Club, Inc. after 15 days written notice, will enter the property to perform the necessary maintenance and bill the Owner the cost as a special assessment.