



# 2024 PURCHASER PACKET

13550 WORTHINGTON WAY  
BONITA SPRINGS, FL 34135  
(239) 495-2278  
[WWW.WORTHINGTONCC.NET](http://WWW.WORTHINGTONCC.NET)





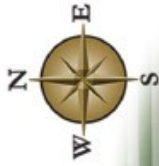
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# WORTHINGTON

C O U N T R Y C L U B

300 ACRES



- SINGLE FAMILY I, INC.
- SINGLE FAMILY II, INC.
- VILLAS I, INC.
- VILLAS II, INC.
- WATERFORD AMBERLEY COURT, INC.
- WATERFORD CAVENDISH COURT, INC.
- WATERFORD WORTHINGTON WAY, INC.
- WEDGEWOOD FOUNTAIN, INC.
- WEDGEWOOD SHERBURNE, INC.



## WELCOME NEW HOMEOWNERS

The following information is provided to help you in your move to Worthington Country Club. If you have any questions, please contact the HOA office at (239) 495-0244.

Lee County Sheriff	Police (Non-emergency)	(239) 477-1000
	EMERGENCY	911

FPL	Electric	(239) 262-1322 (800) 226-3545
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Arrow Environmental (Condos-Carriage inside)	Inside Pest Control	(866) 379-5460
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Quantum Fiber Support	Internet 24/7 help desk	(833) 926-1289
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DirecTV Support	Cable TV 24/7 help desk	(888) 926-5965
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**\*\*Please be advised that if you sell your unit, you will need to leave your CenturyLink and DirecTV equipment in the unit, or you will be charged for any missing equipment\*\***

Bonita Springs Utilities	Water/Sewer	(239) 992-0711
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Waste Management	Trash/Recycling Pick-up	(239) 334-1224
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Lee County Hazardous Waste	Paint Cans, Aerosol Cans, etc.	(239) 533-8000
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Trash Pick Up	All Private Residences & Carriage Homes	Monday
	All Condo Residences (Dumpster) *Seasonal	Monday & *Thursday

Recycle	All Private Residences & Carriage Homes	Tuesday
	All Condo Residences	Thursday

Watering Schedule	Odd Addresses– Wednesday and/or Saturday	4AM-8PM
	Even Addresses– Thursday and/or Sunday	4AM-8PM

### MEDICAL CENTERS

Bonita Community Health Center 3501 Health Center Blvd., Bonita Springs, FL 34135	(239) 949-1050
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NCH (North Collier Hospital) 11190 Healthpark Blvd., Naples, FL 34110	(239) 436-5000
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Lee Memorial Hospital 2776 Cleveland Avenue, Fort Myers, FL 33901	(239) 343-2000
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Healthpark (Lee Memorial) Hospital 9981 Healthpark Circle, Ft. Myers, FL 33908	(239) 343-5000
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# Worthington Country Club Contact Information

## Administrative Office

**General Manager, COO:** Carol Ann Carney  
 (239)908-2900.....cacarney@worthingtoncc.net

**Administrative Assistant:** Adela Alfaro  
 (239)495-2278.....aalfaro@worthingtoncc.net

**Membership Coordinator:** Michelle Fildes  
 (239)908-2902.....mfildes@worthingtoncc.net

**Marketing & Events Manager:** Flor Nieto  
 (239)908-2906.....fnieto@worthingtoncc.net

**Controller** Mila Silva-Kanellopoulos  
 (239)908-2903.....controller@worthingtoncc.net

**Assistant Controller/AR** Lori Walker-Hughes  
 (239)908-2904.....lwalker-hughes@worthingtoncc.net

**AP Assistant** Debra Killingsworth  
 (239)908-2905.....dkillingsworth@worthingtoncc.net

## Food & Beverage

**Clubhouse Manager:** Alicia Rollinson  
 (239)908-2901.....arollinson@worthingtoncc.net

**F&B Manager:** Talia Di Forca  
 (239)495-5302.....tdiforca@worthingtoncc.net

**Executive Chef:** Cameron Hord  
 (239)495-5302.....chef@worthingtoncc.net

## Golf

**Pro Shop:** (239) 495-1750

**Head Golf Professional:** Matt Oakley  
 (239)908-2913.....headpro@worthingtoncc.net

**Golf Course Superintendent:** David Forrey  
 (239)495-0131.....dforrey@worthingtoncc.net

## Tennis

**Tennis Professional:** Mike Barnes  
 (239)908-2913.....tennis@worthingtoncc.net

## Telephone Numbers

**Administration:** (239)495-2278

**Pro Shop:** (239)495-1750

**Automated Tee Times:** (239)495-1187

**Clubhouse Reservations:** (239)495-2635

**Main Bar (To go orders):** (239)495-2192

**Cabana:** (239)495-3589

**Fitness Room:** (239)908-2908

**Gatehouse:** (239)948-5344

**Gatehouse Fax:** (239)948-5345

## HOA Management

**CAM, HOA Manager:** Joel Bianchi  
 (239)948-4788 .....jbianchi@worthingtoncc.net

**HOA Administrative Assistant:** Jordan Earl  
 (239)495-0244 .....hoaassistant@worthingtoncc.net

**After-Hours Emergency Line:** (239)446-6427



**BUYERS/RESALE REFERENCE SHEET**

**MASTER ASSOCIATION INFORMATION**

*\* Responsible for MASTER Association Estoppels*

**Contact: Lori Walker-Hughes—Worthington Country Club**

**LWalker-Hughes@worthingtoncc.net**

13550 Worthington Way  
Bonita Springs, Florida 34135  
(239) 908-2904 Office  
(239) 495-2025 Fax

**HOA ASSOCIATION INFORMATION**

*\*Responsible for HOA/Condominium Estoppels*

**Contact: jbianchi@worthingtoncc.net**

**Hoassistant@worthingtoncc.net**

13550 Worthington Way  
Bonita Springs, Florida 34135  
(239) 495-0244 Office  
(239) 495-2025 Fax  
After-Hours Emergency Line: (239) 446-6427

**HOA OFFICE INFORMATION AT WORTHINGTON COUNTRY CLUB**

*\*Responsible for preparing all Certificate of Approval—Please forward Purchaser’s Data Sheet, Contracts, Transfer fee Check and Executed Quick List of Rules*

**Contact: jbianchi@worthingtoncc.net**

**Hoassistant@worthingtoncc.net**

13550 Worthington Way  
Bonita Springs, Florida 34135  
(239) 495-0244 Office  
(239) 495-2025 Fax

**Lee County Clerk of Courts Official Records**

*Master and Sub-Association Condominium Documents*

**To locate documents to view or download, go to <http://www.leeclerk.org>**

On the top of the page, from the menu bar, select “RECORDS.”

Click on “Search Records Request”

Click on “Search Official Records”

You can search by Name, Document, Book and Page, Recorded Date.

You can view, download, and print.

# WORTHINGTON

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H O A O F F I C E



## Contact Information

Main HOA Office (239) 495-0244

### Joel Bianchi, Community Manager

JBianchi@worthingtoncc.net

(239) 495-0244

### Jordan Earl, HOA Assistant

HOAAssistant@worthingtoncc.net

(239) 495-0244

After-Hours Emergency Line: (239)446-6427

## *Helpful Resources*

### **Pest Control Services-Carriage Homes & Condos**

Call Arrow Environmental Services to schedule your treatment at (866) 379-5460 please mention the community you live in.



*Please note: All Single Family Homes & Villas are responsible for their own pest control expenses. Condo & Carriage Homes are covered for basic pest control services by their Association. For more information, please contact the HOA Office.*

### **Garbage, Recycling & Special Pickup**

The waste disposal provider for Worthington is Waste Management Services, they can be reached at (239) 334-1224.



Please schedule your pickup from Waste Management prior to placing any appliances, furniture, or other large items out for collection. *For safety reasons, always remove or seal doors with heavy packing tape on items such as refrigerators, freezers, washers, dryers, etc., before placing them outside.*



## Fee Schedule 2024

<b>Dues Summary:</b>	<b>2024</b>
Total Operating Fund	\$8,464
Capital Reserve Fund	\$1,200
Golf Course Renovation Loan Payment	\$1,271
Business Capital	\$501
<b>Total Annual Assessment</b>	<b>\$11,435</b>

### Annual Food & Beverage Minimum

(Not including tax & gratuity).....\$1,000.00

**Tenant Transfer Fee**.....

- Leases for 1 month duration = \$300;
- Leases greater than 1 month up to 3 months = \$400;
- Leases greater than 3 months up to 12 months = \$500.

	1/1/24-04/30/24	05/1/24-10/31/24
<b>Golf Fees</b>		No add'l cart fees (Off Season)
<b>Member 18</b>	\$25.00	\$25.00
<b>Member 9</b>	\$12.50	\$12.50
<b>*Member Guest 18</b>	\$95.00	\$60.00
<b>*Member Guest 9</b>	\$50.00	\$35.00
<b>*Renter 18</b>	\$95.00	\$60.00
<b>*Renter 9</b>	\$50.00	\$35.00
<b>*Renter Guest 18</b>	\$125.00	\$60.00
<b>*Renter Guest 9</b>	\$62.50	\$35.00
<b>Reciprocal 18</b>		\$55.00
<b>Reciprocal 9</b>		\$30.00
<b>Reciprocal Guest 18</b>		\$55.00
<b>Reciprocal Guest 9</b>		\$30.00
<b>PGA Pass</b>		\$55.00

~Trail Fee.....	\$1,875.00
~Annual Cart Lease.....	\$2,125.00
~Non-Golfing Private Cart Fee .....	\$350.00

\*Note: \$25 cart fee included

*All fees are subject to 6.5% Florida State sales tax*



**WORTHINGTON MASTER ASSOCIATION, INC**  
**2024 Budget - APPROVED**

<b>Income</b>	
Restaurant Income	1,175,700
Cabana Income	661,678
Pro Shop Income	1,874,549
General Revenue	6,762,838
Gen. Rev. Other	2,535,740
<b>Total Income</b>	<b>13,010,505</b>

Cost of Sales - Restaurant	483,382
Cost of Sales - Cabana	284,995
Cost of Sales - Golf Shop	236,630
<b>Total Cost of Sales</b>	<b>1,005,007</b>

**Gross Profit** **12,005,498**

Restaurant Expenses	1,775,068
Cabana Expenses	374,746
Golf Shop Expenses	849,827
Golf Course Expenses	2,891,736
Administrative Expenses	3,046,864
Common Grounds Expenses	283,180
Taxes and Insurance	410,000
<b>Total Operating Expenses</b>	<b>9,631,421</b>

**Surplus (Deficit)** **2,374,075**

Business Capital	400,000
Capital Reserves	958,800
GC Renovation (2017)	1,015,275

**Surplus (Deficit)** **\$ 0**

Dues (Operating)	\$ 8,464
Dues (Business Capital)	501
Capital Reserves	1,200
Dues (GC Renovation)	1,271

**Annual Dues per Unit** **\$ 11,435**

**Monthly Dues per Unit Jan - August** **\$ 1,006**

**Monthly Dues per Unit Sept - December** **\$ 847**

**FEE SCHEDULE - 2024**

<b>Annual Dues</b>	
Dues-Operating	\$8,464
Dues-Business Capital	\$501
Capital Reserves	1,200
Dues-GC Renovation	1,271
<b>Total Dues per Unit</b>	<b>\$11,435</b>

**Annual Food & Bev Minimum** **\$1,000**

Rental Processing Fee	\$350
Rental Application Fee	\$100
Capital Contributions-Resales	
New Owner - <b>Until 05/31/2024</b>	\$8,577
New Owner - <b>Effective 06/01/2024</b>	\$12,500
Existing Owner	\$1,144

<b>Greens Fees (Season)</b>	
Owner Family Guest	\$95
Renter	\$95
Renter Guest Fee	\$125

<b>Greens Fees (Off-season)</b>	
Reciprocals/ Member Guests	\$60
Guests of Reciprocals	\$60

**Cart Fees: Non Cart Owners (Club Carts)**  
per player, per round **\$25**

**Trail Fees: Cart Owners per household**  
(annual) **\$1,875**

**Annual Cart Lease Fee (prepaid cart fees**  
per household) **\$2,125**

**Community Cart Fee (annual)** **\$350**

**10-Pack (only for Community Cart members**  
that want to play 10 rounds of golf in a year) **\$500**

**Private Cart Storage Fee (annual)** **\$450**  
**Club Cart Lease \$1,875+ 250)** **\$2,125**

<b>Miscellaneous Fees:</b>	
Handicap Fee (GHIN System) (annual)	\$25
Locker Rental Fee (annual)	\$80
Club Storage (annual)	\$100



2024 HOA Association Assessments

Caliber Code	Legal Name	# of Units	Condo or HOA	Assessment Type	Assessment Amount	Annual Amount
W1-WSFI	Worthington Single Family Homes Assoc I, INC	70	HOA	A2: QUARTERLY	\$740.00	\$2,960.00
W2-WSF2	Worthington Single Family Homes Assoc II, INC	57	HOA	A1: MONTHLY	\$259.00	\$3,108.00
W3-WVA1	Worthington Villas Assoc I, INC	86	HOA (VILLAS)	A1: MONTHLY	\$200.00	\$2,400.00
W4-WVA2	Worthington Villas Assoc II, INC	66	HOA (VILLAS)	A2: QUARTERLY	\$600.00	\$2,400.00
W5-WWAC	Waterford Amberley Court Condominium Association, INC	120	CONDO	A2: QUARTERLY	\$906.00	\$3,624.00
W6-WWWW	Waterford-Worthington Way, INC	92	CONDO	A2: QUARTERLY	\$1,339.00	\$5,356.00
W7-WWCC	Waterford-Cavendish Court, INC	72	CONDO	A2: QUARTERLY	\$1,840.00	\$57,360.00
W8-WWSI	Wedgewood-Sherburne, INC	116	CONDO (CARRIAGE)	A1: MONTHLY	\$410.00	\$4,920.00
W9-WWFI	Wedgewood-Fountain, INC	120	CONDO (CARRIAGE)	A2: QUARTERLY	\$1,254.00	\$5,016.00
		799				



## HOA DUES FOR 2024

<u>COMMUNITY</u>	<u>DUES BY QUARTER OR MONTH</u>	<u>ANNUAL</u>
SINGLE FAMILY I	\$740.00/Quarter	\$2,960.00
SINGLE FAMILY II	\$259.00/Month	\$3,108.00
VILLAS I	\$200.00/Month	\$2,400.00
VILLAS II	\$600.00/Quarter	\$2,400.00
WATERFORD AMBERLEY	\$906.00/Quarter	\$3,624.00
WORTHINGTON WAY	\$1,339.00/Quarter	\$5,356.00
CAVENDISH	\$1,840.00/Quarter	\$7,360.00
WEDGEWOOD SHERBURNE	\$410.00/Month	\$4,920.00
FOUNTAIN	\$1,254.00/Quarter	\$5,016.00

Quarterly: January 1st, April 1st, July 1st, October 1st

Monthly: The 1st of each month

*Please note: All associations have a 10 day grace period per the governing documents.*

*If, on the 11th day, the dues are not received, the account holder is sent a letter with applicable late fees as stated in the governing documents.*

**WORTHINGTON COUNTRY CLUB**  
**SEASONAL CHANGE OF ADDRESS**

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Print (Last Name)

(First)

Member #

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Print (Last Name)

(First)

Member #

WORTHINGTON ADDRESS: \_\_\_\_\_

DATE DESIRED TO CHANGE: \_\_\_\_\_

CHANGE TO LOCAL ADDRESS: \_\_\_\_\_

CHANGE TO NORTHERN ADDRESS: \_\_\_\_\_

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HOMEOWNER SIGNATURE

DATE

*To ensure timely response for change, please email or regular mail form back within 5 days prior to desired date of change.*

Email:

Jordan Earl

HOAAssistant@worthingtoncc.net

Office: (239) 495-0244

Fax: (239) 495-2025

Dear Purchaser/Realtor,

In order to initiate the resale process in a timely manner, please do not forget to include the following documents to the Homeowners Association Office **within twenty (20) days prior to the closing date:**

- R1. **Purchaser Data Sheet**- completed, rules initialed, and signed
- R2. **Sales Contract**- legible copy, signed, and tentative closing date.
- R3. **Quick List of Worthington Rules Pages**- which must be signed.
- R4. **Emergency Contact Information Sheet**- "Home watch" person can be completed after closing.
- R5. A check for a nonrefundable application fee made payable to the Association.

*The application association:*

- Amberley Court- \$150
- Cavendish Court- \$150
- Worthington Way- \$150
- Wedgewood Fountains- \$150
- Wedgewood Sherburne- \$150

**\*\*Please return only these requested items; the rest is for your records. After closing, you will receive a digital New Home Owner Package from the HOA office. If you require a paper copy, please contact the HOA office.\*\***

Upon receipt of the above information, the HOA office will prepare a "Certificate of Approval" to be signed by the Association President. Many of the Association Presidents return to their homes up North for the summer. Please take this into consideration when preparing your documents and allow extra time for the certificates to be mailed North for their authorization and signature. *If Federal Express must be used to obtain the signature of a President for the Certificate of Approval, due to lack of processing time provided by the realtor, the cost incurred will be the responsibility of the real estate company/agent.* Once the certificate has been signed, it will be available for pick up in the Homeowner's Office during regular business hours by appointment, or a copy can be sent electronically.

The HOA office hours are:

Monday through Friday 8:00am-4:00pm

*The Administration offices are closed on Tuesdays-May 1st—October 1st*

**Please be advised that a copy of the deed must be provided within 30 days of closing to update the new owner profile.**

We hope that you and your agents find this information helpful and save time when conducting a resale within Worthington Country Club.

Sincerely,

Joel Bianchi—CAM, HOA Manager  
Worthington Country Club HOA Manager  
JBianchi@worthingtoncc.net

Jordan Earl-HOA Assistant  
Worthington Country Club HOA Assistant  
HOAAssistant@worthingtoncc.net

WORTHINGTON COUNTRY CLUB

R1

Bonita Springs, FL 34135

PURCHASER DATA SHEET

NOTE: The following information will be used by:

- (1) Homeowner Associations' staff in preparation for the Certificate of Approval and files.
- (2) Worthington Country Club to establish the owner file for Club records.

Print (Last Name)	(First)	Birthdate
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Print (Last Name)	(First)	Birthdate
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Business or Profession of the owner (s):

Names of Children (includes ages if under 24):

Title of ownership (limited to two names):

Worthington Address \_\_\_\_\_ Unit # \_\_\_\_\_ Phone # \_\_\_\_\_

1st Cell Phone: \_\_\_\_\_ 2nd Cell Phone: \_\_\_\_\_

1st Email : \_\_\_\_\_ 2nd Email: \_\_\_\_\_

Other mailing address (if applicable) \_\_\_\_\_

City	State	Zip	Phone Number
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Please read and initial the following if applicable:

\_\_\_\_\_ I have read the ASSOCIATION DOCUMENTS RULES, AND REGULATIONS for my community and agree to abide by them.

\_\_\_\_\_ I have read the COMMONS ASSOCIATION DOCUMENTS, RULES, AND REGULATIONS and agree to abide by them.

\_\_\_\_\_ I agree to abide by the MASTER KEY PROGRAM AND OBTAIN A HOMEWATCHER FOR MY CONDO AND/OR CARRIAGE HOME.  
(If applicable)

\_\_\_\_\_ I have read the WORTHINGTON MASTER ASSOCIATION DOCUMENTS, RULES AND REGULATIONS, and agree to abide by them.

\_\_\_\_\_ I give my consent to the Homeowner Association's staff to release my active telephone numbers and emails to other Association's Members at their request for various committees and Association business.

\_\_\_\_\_ I give my consent to the Association/Management Agent to charge my account the \$15.00 research fee to pull the deed if I do not provide the deed within 30 days of closing.

SIGNATURE INDICATED YOU HAVE READ ALL DOCUMENTS.

Purchaser's Signature	Date Signed
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Purchasers Signature (if jointly owned)	Date Signed
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## “QUICK LIST” OF WORTHINGTON RULES

All owners, family members, renters, guests and visitors must abide by all Worthington Country Club (WCC) Rules and Regulations as stated in the Association and Master Association Governing Documents.

The following list of rules is presented in two sections: the first set of rules apply to all owners and renters; the second applies only to owners. The rules are excerpted partially from the Club CC&R's (Covenants, Conditions and Restrictions), the WCC Rules and Regulations (Rules), and the Architectural Review Committee (ARC) Criteria. These documents can be found on the Worthington Website: [https://worthingtoncc.net/Member\\_Central/Club\\_Info](https://worthingtoncc.net/Member_Central/Club_Info)

### Rules for Owners and Renters

#### MUST BE INITIALED BY OWNER(S)

#### Vehicles

- \_\_\_\_\_ 1. Pick-up trucks, boats, personal watercraft, boat trailers, or other trailers of any kind, campers, mobile homes, motor homes, motorcycles, motor scooters, all-terrain vehicles, unregistered or disabled vehicles shall not be permitted to be parked or stored in Worthington Country Club without the express approval of the GM/COO, unless fully enclosed in a structure. *(CC&Rs 4.10.B)*
- \_\_\_\_\_ 2. Condominium carports are not considered “fully enclosed structures”.
- \_\_\_\_\_ 3. Residents and guests are expected to abide by all Florida Motor Vehicle Laws.
- \_\_\_\_\_ 4. The community speed limit is 19 mph, except where posted 15 mph.
- \_\_\_\_\_ 5. Only licensed drivers, 16 years of age or older, may operate a personal or club golf cart. *(Rules Section R.13.)*  
Persons under the age of 16 without a valid driver's license are not permitted to drive golf carts.
- \_\_\_\_\_ 6. Only Worthington Country Club owners and renters are allowed bar codes on their vehicles for entrance to Worthington. Members can use approved procedures to register frequent guests.

#### Common Facilities

- \_\_\_\_\_ 1. Members, transferees, guests, and children are required to wear a shirt, athletic top or coverup when walking, running, jogging, skating, or biking and when going to and from the pool areas. *(Rules Section O.7.)*
- \_\_\_\_\_ 2. Men must wear shirts on the tennis courts. *(Rules Section S.2.)*
- \_\_\_\_\_ 3. Proper attire (including footwear) must be worn on the golf course, practice range, tennis courts, clubhouse, and pub. Blue denim jeans are not permitted in these areas. Refer to club rules for additional clothing information. *(Rules Section N)*
- \_\_\_\_\_ 4. Children twelve (12) to sixteen (16) must be accompanied by an adult when using the Fitness Center at any time. *(Rules Section U.2.)*
- \_\_\_\_\_ 5. Children twelve (12) and under must be accompanied by an adult when using the swimming pools. *(Rules Section Q.2.b.)*
- \_\_\_\_\_ 6. Children under 12 are not permitted in the spa (hot tub) at any time. *(Rules Section Q.2.a.)*
- \_\_\_\_\_ 7. Swimming, wading, boating, or fishing in the lakes is prohibited. Model boating is permitted in the lake next to the Clubhouse and Pro Shop. *(Rules Section F.8)*
- \_\_\_\_\_ 8. Smoking is prohibited in all areas of the Clubhouse complex, defined as the Clubhouse, Activity Center, Pro Shop, Tennis Courts, Pool, Cabana, Golf Practice Area and Driving Range. Smoking is prohibited in all indoor facilities and open areas under roof. Smoking is permitted on the patio between the Clubhouse and the Pro Shop. *(Rules Section J)*

**Appearance / Renovation / Remodeling / Alterations**

- \_\_\_\_\_ 1. Clothes racks used for drying towels or swimming gear are authorized inside lanais or pool enclosures. Clotheslines are not acceptable on any homeowner’s property. Towels and swim gear may never be hung over railings. (ARC 6)
- \_\_\_\_\_ 2. Seasonal holiday decorations may be displayed during the period from the day following Thanksgiving until January 6 without ARC approval. (ARC 15)
- \_\_\_\_\_ 3. Outdoor equipment, trash containers, etc., must not be readily visible from adjacent streets. (CCR 4.8)

**General**

- \_\_\_\_\_ 1. All posted rules must be observed by owners, guests, renters, and families of all.
- \_\_\_\_\_ 2. All cyclists and pedestrians are to use the side of the street opposite the carports on Amberley Court, Cavendish Court, and Worthington Way. (Rules Section F.3.c.)
- \_\_\_\_\_ 3. Jogging, skating, skateboarding, bike riding, etc., on the cart path is NOT permitted.
- \_\_\_\_\_ 4. The main gate should be used for entry into the community. If expecting visitors or vendors, you must notify the front gate and provide them with this information. Failure to do so may result in guests, visitors, vendors, etc., being refused entry into the community. The North Gate is for Residents only.
- \_\_\_\_\_ 5. In the interest of noise reduction and inconvenience to other residents, contractors or vendors are not allowed to work on Sundays or holidays (emergencies only).
- \_\_\_\_\_ 6. Trash and recycling containers must not be placed out for pick up prior to 5:00 p.m., for single-family, villas, and carriage homes.
- \_\_\_\_\_ 7. All cardboard boxes must be broken down before being placed into the recycling or trash containers.
- \_\_\_\_\_ 8. For all large items of trash (appliances & furniture), owners must call Waste Management (239) 334-1224 for pick-up.
- \_\_\_\_\_ 9. Nothing may or shall be done which is or may become a reasonable source of annoyance or nuisance to residents of any Neighborhood, including unpleasant or offensive activity which can be reasonably construed to constitute a nuisance, public or private in nature.

We, \_\_\_\_\_ the renters of Worthington Country Club, Unit \_\_\_\_\_ acknowledge that we have read and understand the above rules and regulations of Worthington Country Club and agree to abide by these and all other rules and regulations set forth in the Community and Master Association documents.

**Owner/Renter Name:** \_\_\_\_\_

**Owner/Renter Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**Rules for Owners**

**Animals/Pets**

- \_\_\_\_\_ 1. Owners are permitted to have commonly accepted household animals such as a dog or cat (limited to 25 lbs. or less). See your association’s Governing documents for further details. *(CC&Rs 4.6)*
- \_\_\_\_\_ 2. Guests, Lessees and Renters are NOT permitted to have pets.
- \_\_\_\_\_ 3. All dogs/pets must be on a leash when on common grounds. *(CC&Rs 4.6)*
- \_\_\_\_\_ 4. Pets cannot be walked on cart paths. *(CC&Rs 4.6)*
- \_\_\_\_\_ 5. Pets cannot be left unattended on lanais or tethered outside. *(CC&Rs 4.6)*
- \_\_\_\_\_ 6. Owners must pick up their pets’ waste. *(CC&Rs 4.6)*
- \_\_\_\_\_ 7. Feeding or harassing the alligators is against the law in Florida and is strictly prohibited within Worthington. Owners, renters, and guests are advised not to walk on lake banks for their own safety.

**Appearance / Renovation / Remodeling / Alterations**

- \_\_\_\_\_ 1. The ARC (Architectural Review Committee) is responsible for the overall appearance of Worthington Country Club. Owners should understand how the ARC Criteria may apply to potential modifications.
- \_\_\_\_\_ 2. Satellite dishes (TV Antennas) can be no larger than one (1) meter (39 inches) in diameter and may be installed on Single Family homes. *(ARC 2)*
- \_\_\_\_\_ 3. Free-standing, attached, moveable, or portable backboards, play equipment, trampolines, sandboxes, swings, or other like equipment are not authorized in the community. *(ARC 5)*
- \_\_\_\_\_ 4. Wall and window air conditioners require ARC approval. *(CC&Rs 10.1)*
- \_\_\_\_\_ 5. No signs, including "for sale," "for rent," or "open house," signs, shall be erected or displayed in or on any Lot or structure, or on any vehicle unless approved in writing by the Master Association Board *(CC&Rs 4.3)* or other Board designee *(e.g., ARC 25)*.

**General**

- \_\_\_\_\_ 1. Condominium or carriage home owners contemplating changing locks for any reason must contact the HOA office for the number of the locksmith to maintain the Master Key program.
- \_\_\_\_\_ 2. Condominium or carriage home owners must comply with the association documents regarding water, air conditioning, and home watch personnel when leaving for an extended period of time or leaving for the season.

It is the responsibility of every owner to abide by and make family, guests, and renters aware of this information so that they may also abide by these and all other rules and regulations set forth in our community and Master Association documents.

**Owner Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

EMERGENCY CONTACT INFORMATION UPDATE

Single Family I

Single Family II

Villas I

Villas II

Waterford Amberley

Waterford Cavendish

Waterford Worthington Way

Wedgewood Fountain

Wedgewood Sherburne

Homeowner Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_



NORTHERN ADDRESS (IF APPLICABLE)

Other Address: \_\_\_\_\_

(City, State, Zip)

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

HOME WATCH CONTACT INFORMATION

(MUST PROVIDE TO HOA OFFICE WITHIN 30 DAYS OF CLOSING)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

EMERGENCY CONTACT (PREFERABLY A RELATIVE) INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Alarm Company \_\_\_\_\_

Alarm Company Phone: \_\_\_\_\_

Alarm Company Fax: \_\_\_\_\_

Vehicle Info: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Plate #: \_\_\_\_\_

Date: \_\_\_\_\_

\*\*Please return this completed form to the HOA office. Thank you.\*\*



# MESSAGE FROM YOUR ARCHITECTURAL REVIEW COMMITTEE

Another Worthington Season is just around the corner. Your ARC has been hard at work all summer approving ARC requests for:

- New Driveways
- New Roofs
- New Windows
- Landscaping
- Lots of painting and more....

This seems like a good time to welcome new members and remind all members that an ARC request must be submitted and approved before any exterior modification and landscaping can be started. This request form is easily found on the Worthington website. Just login in, and under Member Central, click on club information. The request can be found on the right side. You will also find the ARC criteria. This is a great resource to see what the current guidelines are. You can then simply drop off your completed request to the Administration office or email to:

[arccommittee@worthingtoncc.net](mailto:arccommittee@worthingtoncc.net)

Soon we'll be seeing old friends and welcoming lots of new faces as we look forward to<sup>16</sup> another great season at Worthington Country Club!!

WORTHINGTON COUNTRY CLUB  
**ARCHITECTURAL REVIEW COMMITTEE REQUEST for MODIFICATION**

Please review ARC Rules and Regulations before submitting requests. Further information can be found at [WorthingtonCC.net](http://WorthingtonCC.net) website. Login, click on menu in upper left corner, open + at Member Central, and choose Club Info. Revised 11/2021

I/We \_\_\_\_\_ hereby request approval by the ARC  
for the modification at (address) \_\_\_\_\_

Phone # \_\_\_\_\_

E-mail \_\_\_\_\_

**Painting of house:**

Attach color samples, names and brand for each listed below. A sample of all requested colors must be painted on house exterior.

Primary color \_\_\_\_\_  Garage door color \_\_\_\_\_

Trim color \_\_\_\_\_  Front door color \_\_\_\_\_

Third color, if applicable \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_

**Driveway:**

It is important to coordinate driveway colors with roof colors. Please provide a sample on your property for review.

Painting color \_\_\_\_\_

Paver/Brick brand, color and  
design \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_

**Roofs:**

Villas I & II - see list of approved colors. Single Family Homes - provide sample at property for review.

Color, Manufacturer, and  
style \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_

**Front door and window changes:**

Style, manufacturer, and color sample..include picture of door \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_

**Landscape changes:** Removal of trees. No Oak tree removal without City of Bonita approval. Attach statement of tree or bush types, reasons for removal, and replacement tree or bush. In most cases, any tree will need to be replaced. If an oak tree is being removed, indicate what replacement tree will be. See list of approved replacement trees.

Addition, relocating, or replacement of bushes, trees or flowers. Show map of new plan, and detailed description, and reason for changes.

Comments \_\_\_\_\_  
\_\_\_\_\_

**Property Modification: Pools, lanais, cages, additions, generators, and all other exterior structures.**

Upon receipt of a request for this modification, I/we will assume all liability for any damages incurred as a result of this modification as well as any additional maintenance costs that occur.

I/we also agree to obtain any permits that may be required by any and all city agencies.

Attach the following information: A sketch to scale, including the location and dimensions of your proposed modifications, on site plan. Stakes may be required on property location.

Drawings of proposals should be included. Neighbor approvals may be required.

Comments \_\_\_\_\_  
\_\_\_\_\_

**Contractor information:**

Name and phone number of all contractors \_\_\_\_\_  
\_\_\_\_\_

**Include copy of contractor license and copy of liability certificate.**

Owner/s signatures \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_ Date \_\_\_\_\_

Cc to Association President \_\_\_\_\_ if appropriate.

ARC notes below:

Approved

Approved with the following  
changes \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Denied for the following reasons

\_\_\_\_\_  
\_\_\_\_\_

**All ARC approvals are predicated on WCC homeowner obtaining all required licenses, permits and/or surveys.**

Date \_\_\_\_\_ Chairperson ARC \_\_\_\_\_

Completed ARC requests can be dropped off at the Administration Office or emailed directly to ARC at [arccommittee@worthingtoncc.net](mailto:arccommittee@worthingtoncc.net)

Final Inspection: Please notify ARC by email within 5 days of completion for final approval.



## Helpful Information about Garbage, Recycling, Special Pick-Ups and Other County Programs

Lee County of Southwest Florida is a great resource for your questions about garbage, recycling, and other diversion programs that assist the county residents.

<http://www.leegov.com/solidwaste/recycling>

For regularly scheduled garbage and recycling pick-ups, Advanced Disposal of Lee County is your primary contact.

Waste Management  
(239) 334-1224  
Regular Garbage, Recycle Pick-Ups, Special  
Pick-Ups

\*Special pick-ups are for large items such as furniture, microwaves, etc.\*

Solid Waste Resources  
(239) 533-8000

Report a Problem  
<https://www.leegov.com/rfa#newtab>

If you are unable to wait for your regularly scheduled pick-up, you can bring non-chemical items to the Resource Recovery Facility's Citizen Drop Off area at  
10500 Buckingham Road  
Fort Myers, FL 33905

\*You will be charged by weight\*

# How Do I Dispose of Household Chemicals, Paint, or Batteries?



Topaz Court Solid Waste Annex or Fort Myers Yacht Basin  
1300 Lee Street  
Fort Myers, FL 33901  
(239) 321-7080

- Ammunition & Fireworks
- Antifreeze
- Auto/Boat/Motorcycle Lead/Acid Batteries
- Batteries: Alkaline batteries AA, AAA, C, D, 9 volts, button batteries for watches and hearing aids, nickel-cadmium, and lithium-ion batteries found in cordless phones, rechargeable batteries like those found in cordless drills.
- Cell Phones (these can also be returned to your cell phone provider)
- Cleaners
- Fluorescent Bulbs and Compact Fluorescent Light Bulbs- The EPA offers good information about how to safely clean up broken fluorescent bulbs.
- Fertilizers
- Fire Extinguishers
- Fluorescent Bulb Ballast (fixture)
- Gasoline
- Lawn and Garden Chemicals
- Medication- Keep medicines in the original container. Mark out your name and the prescription number.  
The Sheriff's office offers a Prescription Drug Collection Program. Contact the Sheriff's Office Headquarters at  
14750 Ben C. Pratt Six-Mile Cypress Parkways  
Fort Myers, FL 33912  
(239) 477-1000  
You can also dispose of pills by adding some water or soda to start dissolving them. For liquids, add something inedible like cat litter, dirt, or cayenne pepper. Close lid and secure with duct tape or packaging tape. Place bottles in an opaque container like a coffee can or plastic laundry bottle. Tape that container closed. Place in the trash; do not put in the recycle cart.
- Motor Oil- Topaz Court Solid Waste Annex or in limited amounts at Advanced/Discount Auto Parts, Auto Zone, or Walmart.
- Paints or Paint Thinner  
(NOTE: EMPTY paint cans can be disposed of with your regular household garbage. EMPTY spray cans can be placed in your recycle cart.)
- Pesticides
- Propane Tanks- both the larger 20 lb. tanks used for grilling and the smaller 1 lb. canisters used for cookstoves.
- Solvents





Separating your chemicals by type (corrosive, toxic, flammable, etc) and placing them in a cardboard box will ensure safe transportation and expedite your drop-off time.

Please Note: All chemicals must be taken to the Topaz Court Solid Waste Annex at  
6441 Topaz Court  
Fort Myers, FL 33966



Christmas Trees that have had all decorations, lights, tinsel and the stand removed can be set out for collection with your yard waste. Flocked trees need to go out with your trash.

## Facility Location and Hours

\*\* Please Note: Garbage and debris generated outside of Lee County is not accepted at Lee County facilities\*\*

Lee County's Integrated Solid Waste Management System uses several different facilities for the safe disposal of unwanted material. Please visit their website for more information.

The Resource Recovery Facility in Buckingham is available to residential and commercial customers needing to dispose of material, or purchase bulk mulch, or bagged or bulk compost.

Hours of Operation:  
Monday-Wednesday 6:30AM-6:00PM  
Thursday and Friday 6:30AM-5:00PM  
Saturday 6:30AM-12:00PM



## DO NOT RECYCLE

- Aluminum: Pots and pans, cooking utensils, door screens, lawn furniture
- Glass: Medicine bottles, dishes, drinking glasses, windows and mirrors, cookware (such as Pyrex or Corningware)
- Metal: Tools, cart parts, license plates, cutlery
- Paper: Shredded paper, paper packaging with wax layers, such as juice boxes or waxed cardboard.
- Plastic: Plastic bags, pool chemical bottles, motor oil, and antifreeze containers, household chemical waste containers, flower pots (except black #2), medicine vials, egg cartons, polystyrene trays, newspaper sleeves, styrofoam.
- Rubber: hoses, tubing
- Clothing
- Food scraps
- Toys

These items need to be disposed of with the regular household garbage. Please note that most grocery stores have a recycling container to return clean plastic bags, as well as styrofoam egg cartons and clean meat trays.

If you have more questions, please do not hesitate to call one of our friendly customer service representatives at (239) 533-8000.



## Home Watch

Robyn & Garvie Baldwin (239) 949-2958

Gulf Shore Home Watch & Concierge (239) 289-7294

Barbara Lonkart-(239) 947-8893

Earthgard-Fran Luther-(239) 571-8479

Toll Family Home Watch Services, LLC (612) 363-4018

Jason Welch 239-560-3660

Please call for information and pricing.

# Signing up for auto pay for the Master Association and HOA Association is easy!

## **THERE ARE TWO SEPARATE FORMS!**

### **FORM 1**

Autopay/ACH form(s) must be submitted to:

WORTHINGTON COUNTRY CLUB – MASTER (Self-Managed)

Lori Walker-Hughes [lwalker-hughes@worthingtoncc.net](mailto:lwalker-hughes@worthingtoncc.net)

### **FORM 2**

LOCAL HOA

Joel Bianchi, CAM, Community Association Manager

[jbianchi@worthingtoncc.net](mailto:jbianchi@worthingtoncc.net)

Jordan Earl, HOA Assistant

[HOAAssistant@worthingtoncc.net](mailto:HOAAssistant@worthingtoncc.net)

Completed forms must be sent to:

*Lori Walker Hughes*  
*Lwalker-hughes@worthingtoncc.net*

## DIRECT DEBIT AUTHORIZATION FORM

Attach voided check here

Member’s Authorization – Please fill out and return to Worthington Country Club

I authorize you and the financial institution listed below to initiate electronic debit entries, and if necessary, credit entries and adjustments for any debit in error to my: \_\_\_\_\_ Checking Account \_\_\_\_\_ Savings Account each month. This authority will remain in effect until I have canceled it in writing.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Member’s Financial Institution

\_\_\_\_\_  
Signature

Transit Routing Number

Account Number Information

\_\_\_\_\_  
ABA

\_\_\_\_\_

# PRE-AUTHORIZED ELECTRONIC PAYMENT FORM

ACH IS PROCESSED BETWEEN THE 5th -10th

**\*\*\*US BANK ACCOUNT ONLY\*\*\***

FORM MUST BE RETURNED WITH A **VOID CHECK**  
(you can fill out the form or follow instructions: "SET UP AUTO-DRAFT IN PORTAL")

PROPERTY ADDRESS:

NAME:

START DATE:

EMAIL:

PHONE:

SIGNATURE:

DATE:



Owners will receive a coupon book that provides all information to send in payment via:

- Personal Check with coupon
- Online Bill-pay through your personal bank.

**SET UP AUTO-DRAFT IN PORTAL:**

**NO FEES APPLIED**

ACH/EFT Setup

Account Number	Account Name
Account Type	Account Type
Routing #	Routing #
Account #	Account #

Start Date:

\*The date your bill will arrive

End Date:

\*Start Date for set up request

One-time Payment  Recurring Payment

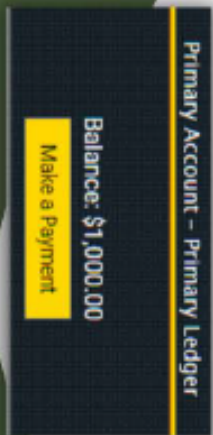
% of invoice due:   Cash Amount

% of invoice due:   Bill Amount

- Once logged into the portal, icons will be listed at the top of the page
  - Choose ACH/EFT
  - Choose set up new ACH on the left hand side
  - Enter information requested
- \*\*\*Distribution remains 100%\*\*\***



**THIRD-PARTY PROVIDER**



In order to assist all owner's needs to make payments, Zego has been provided offering credit card or E-check payments. As an owner, you are not obligated to use this option, but you will need to note the **service fees applied**.



**3%**



**\$2.95**

We see beyond the  
numbers

## CREATE PORTAL LOGIN:

To access the portal we need a current email address on file.



[https://frontsteps.cloud/Caliber/Me/b2\\_SpiresAssoc](https://frontsteps.cloud/Caliber/Me/b2_SpiresAssoc)

- USING QR CODE ABOVE, GO TO THE CALIBER PORTAL WEBSITE
- SELECT "CREATE LOGIN"
- ENTER ACCOUNT NUMBER & EMAIL
- SUBMIT THE INFORMATION
- A DIRECT LINK WILL BE EMAILED TO COMPLETE THE PROCESS



## CONTACT US.

 (239) 936-4336

 12734 KENWOOD LN, STE 25  
FORT MYERS, FL 33907

 [WWW.SPIRESGROUPCPA.COM](http://WWW.SPIRESGROUPCPA.COM)

## ABOUT US.



Our firm provides outstanding service to our clients because of our dedication to the six underlying principles of:

**S**ervice  
**P**rofessionalism  
**I**ntegrity  
**R**esponsiveness  
**E**xperience  
**S**olutions



# S&A

**HOMEOOWNER'S  
PAYMENT OPTIONS**  
**SPIRES AND ASSOCIATES**



# A "Good" Locksmith, Inc.

P.O BOX 367781  
Bonita Springs, FL 34136  
(239) KEYS (5397)  
[www.AGoodLocksmith.com](http://www.AGoodLocksmith.com)

## REQUIRED HARDWARE TO COMPLY WITH MASTER KEY SYSTEM WORTHINGTON GOLF & COUNTRY CLUB



Brand-SCHLAGE  
Style-PLYMOUTH

<-Bright Brass Finish (605)  
Antique Brass Right (609)->



Inside Trim-FLAIR LEVER

Home Depot Bonita- (239) 947-5868  
(unfortunately not usually in stock, must order)

Lowe's Estero- (239) 494-9000 (Usually in stock, call first)

Sunshine Ace Bonita- (239) 992-0169  
(Sometimes in stock, call first)

A Good Locksmith- (239) 278-KEYS (5397)  
(Never in stock, must order)

CONTACT A GOOD LOCKSMITH, INC FOR  
CURRENT PRICING AND QUOTE



## SOME HELPFUL TIPS FOR CLOSING YOUR HOME FOR OFF SEASON

\_\_\_\_\_ Put a clean filter in your air conditioner and set the temperature as advised by your A/C vendor with controls on "Auto" and "Cool". Set humidistat according to the Guidelines set forth by your A/C vendor.

\_\_\_\_\_ Thoroughly clean rugs and floors so as not to attract insects that will leave stains if they die there.

\_\_\_\_\_ Do not leave crackers, cookies, cereal, or other opened boxes in cabinets or on counters (may be stored in the refrigerator). Remember the crumbs in the toaster!

\_\_\_\_\_ Check your plumbing system for leaks. Look for wet areas or water stains in your kitchen, bathroom, and laundry area.

\_\_\_\_\_ Turn off the water valve to your unit– by the hot water tank in the storage room. Before turning off the valve, fill all water traps and seal (leave in the closed position) to avoid evaporation. Turn off the main valve (outside) by Bonita Springs Utilities at 1-800-583-1496.

\_\_\_\_\_ Replace any worn shut-off valves.

\_\_\_\_\_ Check water heater for rust.

\_\_\_\_\_ Clean all toilets, flush and treat with a few capfuls of bleach to keep them clean and seal with plastic wrap to prohibit evaporation. A home caretaker may want to open, brush, and flush and then retreat and seal several times over the season. (If the main valve was turned off, a caretaker would need to turn it on and then off when finished.)

\_\_\_\_\_ Disconnect appliances – VCRs, TVs, computers, Garage door openers, and microwave ovens, turn off the water to the water heater.

\_\_\_\_\_ Leave the refrigerator "ON". Condiments and other non-perishables can be placed inside. Set at lowest settings – "1" and "A." Turn off ice maker and empty out all ice cubes. Place baking soda in both the fridge and freezer to control odors. If you choose to unplug the refrigerator, prop the door open.

\_\_\_\_\_ Raise bed skirts to allow circulation.

\_\_\_\_\_ Open closet doors for ventilation.

\_\_\_\_\_ Place lanai furniture and all items that will mildew or rust indoors where there is air conditioning. Take care not to place on rugs, as this will leave marks. May want to place on cardboard or sheet to protect the carpet.

\_\_\_\_\_ Notify Post Office and Hoa Office and arrange for mail forwarding. Arrange for utility bills to be paid directly through the bank.

\_\_\_\_\_ Notify Telephone Company to put the phone on vacation status.

\_\_\_\_\_ Remove all trash in house and garage. Take to the main dumpster at Club House, if necessary. Do not use dumpsters in condo areas. Anyone caught using condo dumpsters who is not a condo resident will be charged the Onyx fee.

\_\_\_\_\_ Prop the dishwasher door and the washing machine lid or door slightly open. May use folded paper towel to prop open.

\_\_\_\_\_ Weather strip and caulk windows and doors.

\_\_\_\_\_ Make sure all windows and doors are securely closed and locked (including patio doors and lanai screen door).

\_\_\_\_\_ Close blinds, roll shutters down, and leave the switch in the middle position.

\_\_\_\_\_ Set out small containers of charcoal or cat litter in every room to absorb moisture and odors.

\_\_\_\_\_ Discontinue newspaper service.

\_\_\_\_\_ UPDATE Home watch information for your unit with the HOA office.

\_\_\_\_\_ Change the battery in the digital thermostat.

\_\_\_\_\_ Change batteries in all smoke detectors

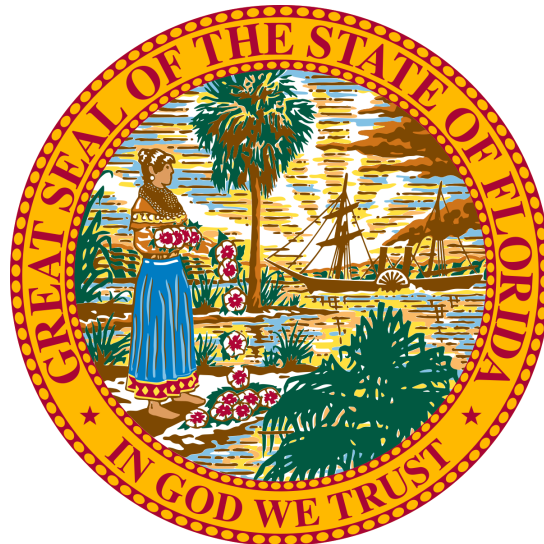
\_\_\_\_\_ Update mailing address information with the Master Association and HOA

\_\_\_\_\_ Remove any and all lanai items and landing items.

**Special Note: Please remember that Florida is Tropical –summers are hot and humid, and these special steps are important to protect the investment of you and your neighbors.**

*CONDOMINIUM  
GOVERNANCE FORM*  
DEPARTMENT OF  
BUSINESS AND PROFESSIONAL REGULATION  
Division of Florida Condominiums, Timeshares,  
and Mobile Homes

1940 North Monroe Street  
Tallahassee, Florida 32399-1030  
Telephone: (850) 488-1122  
Facsimile: (850) 488-7149  
Toll Free: (800) 226-9101 (in Florida only)  
Web Address:  
[www.MyFlorida.com/dbpr/](http://www.MyFlorida.com/dbpr/)



**This publication is intended as an informal educational overview of condominium governance. In the event of a conflict, the provisions of chapter 718, Florida Statutes, rules adopted by the Division of Florida Condominiums, Timeshares, and Mobile Homes of the Department of Business and Professional Regulation, the provisions of the condominium documents, and reasonable rules adopted by the condominium association's board of administration prevail over the**

## Role of the Board of Directors

### **General**

1. The board of directors has a fiduciary duty to the unit owners and has the responsibility to act with the highest degree of good faith and to place the interests of the unit owners above the personal interests of the directors.
2. The board must abide by the condominium documents, the condominium laws and regulations, and the rules of the association.
3. The board manages the day to day affairs of the association.
4. The board has the authority to levy assessments, and maintain, repair, and replace the common elements or association property.
5. The board of directors may hire a property management firm subject to its own primary responsibility for such management.
6. Provide a substantive written response to an inquiry submitted to the board by certified mail. The response must be sent within 30 days, or within 60 days if the board requests a legal opinion, or within 10 days of receiving the division's advice if the board requests advice from the division.
7. The association must make its records available for unit owner inspection within five working days after receiving a written request.

### **Meetings and Notices**

1. Except in the case of valid emergencies, Associations must provide at least 48 hours' notice of board and committee meetings, posted conspicuously on the association property.
2. Notice of the annual meeting, the budget meeting, and any meetings at which the board will vote on a special assessment or changes to rules concerning unit use must be mailed, electronically transmitted, or delivered to unit owners and posted on the condominium property at least 14 continuous days in advance of the meeting.
3. Written notification of any special assessment must state the specific purpose of the special assessment.
4. A copy of the proposed annual budget must be mailed, electronically transmitted or delivered to each unit owner.
5. The association must provide notice of any legal action by which the association may be exposed to liability in excess of insurance coverage so that unit owners may intervene and defend on their own behalf.
6. Board must allow unit owners or their designated representatives to speak at board and committee meetings subject to reasonable restrictions.
7. Associations must provide notification of a hearing before a committee of other unit owners before the board can levy a fine or suspension against a unit owner.

### **Elections**

1. The association must provide by mail or personal delivery a first notice of an election no less than 60 days prior to the election.
2. The association must provide a second notice of the election, along with a ballot, an inner envelope, an outer envelope, and copies of any timely submitted candidate information sheets, no less than 14 days prior to the election.

### **Association Finances**

1. Unless the governing documents provide otherwise, the board of directors has the authority to levy assessments, including special assessments.

2. The board must prepare an annual budget of the revenues and expenses and hand-deliver, electronically transmit, or send a copy to the unit owners at least 14 days prior to the budget meeting. The budget must include all estimated revenues and expenses and reserves for certain deferred maintenance and capital expenditures projects.
  - a. Within 90 days after the end of the fiscal year, or annually on a date provided in the bylaws, the association must prepare a financial report for the preceding fiscal year. No later than 120 days after the end of the fiscal year or other date as provided in the bylaws, the association must mail to each unit owner at the address last furnished to the association by the unit owner, or hand deliver to each unit owner, a copy of the financial report or a notice that a copy of the financial report will be mailed or hand delivered to the unit owner, without charge, upon receipt of a written request from the unit owner. The report must be prepared as follows: a. If the association consists of 75 units or fewer, or has revenues of less than \$100,000, it must prepare a financial report of actual receipts and expenditures.
  - b. If the association consists of more than 75 units and has revenues of at least \$100,000, it must prepare compiled financial statements; more than 75 units and revenues of \$200,000 to \$399,999, it must prepare reviewed financial statements; more than 75 units and revenues over \$400,000, it must prepare audited financial statements. Each must be prepared in accordance with generally accepted accounting principles.

### Role of the Unit owners

#### **General**

1. Each unit owner who is offering the unit for sale must provide to each person who has entered into a contract for the purchase of the condominium unit a copy of this governance form, a current copy of the declaration of condominium, articles of incorporation, bylaws and rules of the association, a copy of the latest annual financial report, and the document entitled "Frequently Asked Questions and Answers" that may be obtained from the association.
2. Unit owners must abide by the condominium documents, the condominium laws and regulations and the rules of the association.
3. Unit owners must pay their share of the common expenses. Failure to do so may result in liens or possible foreclosure by the association.
4. Unit owners may use the common elements in a manner that will not hinder or infringe on the rights of the other unit owners.
5. Unit owner insurance policies must conform to the requirements of section 627.714, F.S.
6. Unit owners must provide the association access to their units during reasonable hours for the following purposes:
  - a. To maintain, repair or replace any common elements;
  - b. To prevent damage to the common elements or other units;
  - c. To maintain the unit as required by the declaration of condominium; or
  - d. To prevent damage to the common elements or to a unit or units.
7. Unit owners may not make any alterations to their units that would adversely affect the safety or soundness of the common elements or any portion of the association or condominium property the association maintains.

#### **Unit Owners Rights**

1. Unit owners may attend and participate in board and committee meetings except for meetings between the board or a committee and the association's attorney with respect to proposed or pending litigation when the meeting is held for the purpose of seeking or rendering legal advice or board meetings at which the board is discussing personal matters.

2. Petition the association board to address an item of business at the next regular or special meeting of the board if 20% of the voting interests petition the board.
3. Unit owners may record board, committee, or unit owner meetings subject to reasonable restrictions.
4. Exclusive ownership and possession of their condominium unit.
5. Membership in the association and full voting rights as provided in the declaration of condominium. However, an association may also suspend the voting rights of a member due to nonpayment of any monetary obligation due the association which is more than 90 days delinquent. The suspension ends upon full payment of all obligations currently due or overdue to the association.
6. Use the common elements and association property without paying a use fee unless provided for in the declaration of condominium, approved by a majority vote of the association, or unless the charges relate to expenses incurred by an owner having exclusive use of the common element or association property.
7. Use the condominium's common elements, common areas, and recreation facilities together with their invited guests, in accordance with the condominium documents and properly adopted rules and regulations of the association. However, the association may suspend the right of a unit owner or a unit owner's occupant, licensee, or invitee to use common elements, common facilities, or any other association property for a document or rule violation or when being more than 90 days delinquent in the payment of any monetary obligation due the association. This does not apply to limited common elements intended to be used only by that unit, common elements that must be used to access the unit, utility services provided to the unit, parking spaces, or elevators.
8. The association may suspend for a reasonable period of time the right of a unit owner or a unit owner's tenant, guest, or invitee, to use the common elements, common facilities, or any other association property for failure to comply with any provision of the declaration, the association bylaws, or reasonable rules of the association.
9. If a unit owner is delinquent for more than 90 days in paying any monetary obligation due to the association, the association may suspend the right of a unit owner or a unit owner's occupant, licensee, or invitee to use common elements, common facilities or any other association property until the monetary obligation is paid. This does not apply to limited common elements intended to be used only by that unit, common elements that must be used to access the unit, utility services provided to the unit, parking spaces, or elevators.
10. If a unit owner is delinquent for more than 90 days in paying any monetary obligation due to the association, the association may suspend the right to vote.
11. Inspect the association's official records subject to the reasonable rules adopted by the association. Unit owners may make or obtain copies at a reasonable expense, if any, of the unit owner.
12. Attend and participate in unit owner meetings.
13. Vote on issues presented for a unit owner vote and elections. Bring any concerns or problems to the board of directors' attention.
14. Apply to the circuit court of the county in which the condominium is located for a receiver if the association fails to fill vacancies on the board sufficient to constitute a quorum.
15. Participate in voluntary mediation or mandatory, non-binding arbitration processes to resolve certain disputes.
16. Vote to cancel any grant or reservation made by a declaration, lease, or other documents, and any contract made by an association prior to turnover of control to the unit owners other than the developer.
17. Bring action for damages or injunctive relief or both against the association, another unit owner, a tenant, or invitee.

## **Elections, Voting**

1. Unit owners may submit a notice of their intent to be a candidate for election to the board no less than 40 days prior to the election.
2. Submit candidate information sheet no less than 35 days prior to the election.
3. Vote for the board by written, secret ballot, or voting machine if there are more candidates than vacancies. Associations with 10 or fewer units may opt-out of the statutory election procedures and hold elections as provided in their bylaws.
4. Unit owners may vote in person or by limited proxy for all matters (other than election of directors) in which the law provides that a vote of the unit owners must be taken. Examples of these issues include, but are not limited to: amending the governing documents, waiving reserves and altering the common elements.
5. Unit owners may vote at a meeting or by written agreement with a majority of all unit owners to recall any board member.

## **Association Budget**

Unit owners may vote for an alternate budget if the developer controls the board and the adopted budget provides for assessments in excess of 115 percent of assessments for the prior fiscal year.

Petition the Board for a special meeting of the owners to consider an alternate budget if a unit owner-controlled board adopts a budget providing for assessments in excess of 115 percent of the previous year's assessments. Upon written application by 10 percent of the voting interests received within 21 days following the adoption of the budget, the board shall call a special meeting of the association.

You should refer to the specific statutory section or rule for each cited provision. You may visit [www.MyFlorida.com/dbpr/](http://www.MyFlorida.com/dbpr/) or contact the Division at the address on this brochure to obtain a copy of the statute or the administrative rules.



ALL CARRIAGE AND CONDO OWNERS  
PLEASE DIRECT ALL INSURANCE INQUIRIES TO:

Brown & Brown Insurance  
6611 Orion Drive.  
Suite #201  
Fort Myers, FL 33912-4329

Telephone: (239) 274-1416

Fax: (239) 278-5306

Certificate of Insurance: [046.certs@bbrown.com](mailto:046.certs@bbrown.com)

COI for Condominium Policies: [046.condocerts@bbrown.com](mailto:046.condocerts@bbrown.com)

Laura Ambrose: [laura.ambrose@bbrown.com](mailto:laura.ambrose@bbrown.com)



**BONITA SPRINGS FIRE CONTROL & RESCUE DISTRICT**

27701 Bonita Grande Dr. Bonita Springs, FL 34135

Phone (239) 949-6200 Fax (239) 949-6216



Office of the Fire Marshal, Timothy A. Fernandez

**Prohibited Use of Grills or Similar Cooking Devices, and Heating Appliances**

Dear Business Owner, Manager or Tenant:

The Florida Fire Prevention Code (FFPC) 5th edition, adopted by the State of Florida, has a direct impact on some occupancies within our community with regards to open flame and kindling near structures:

*“For other than one and two-family dwellings no hibachi, grill, or similar devices used for cooking, heating or any other purpose, shall be used or kindled on any balcony and under any overhanging portion or within 10 ft (3m) of any structure.”* FFPC NFPA 1, 10.11.6.1

*“For other than one and two-family dwellings, no hibachi, grill, or similar devices used for cooking shall be stored on any balcony.”* FFPC NFPA 1, 10.11.6.2

*“Listed equipment permanently installed in accordance with its listing, applicable codes, and manufacturer’s instructions shall be permitted.”* FFPC NFPA 1, 10.11.6.3

It is our desire to inform you so you can protect your property, business, patrons, and the employees of your establishment. Voluntary compliance avoids any necessity for enforcement action and assures a safe environment for all.

Sincerely,

A handwritten signature in black ink that reads 'Tim Fernandez'.

Tim Fernandez  
Fire Marshal

# Do I need a licensed electrician?

## Electrical and Alarm Contractor Information

An Electrical Contractor installs, repairs, alters, adds to, or designs electrical wiring, fixtures, or appliances, which generate, transmit, transform, or utilize electrical energy for compensation. An alarm contractor lays out, fabricates, installs, maintains, alters, repairs, monitors, inspects, replaces, or services alarm systems for compensation. Examples of compensation are cash, goods, services, etc. If you pay someone to perform even the simplest of electrical work, such as connecting two wires, you must hire a licensee.

These items are offered as examples of services you do need to hire a person with a Florida license and services you do not need to hire a person with a Florida license. *The list is not all-inclusive.* If you have specific questions, please contact the department at 850.487.1395 or review the rules for the profession at [www.myfloridalicense.com](http://www.myfloridalicense.com). You should also check with your county or city to learn whether or not a local business tax receipt or certificate of competency is required for services that do not require a state license. Please visit our [Unlicensed Activity](#) page to learn more about how you can help us combat Unlicensed Activity.

### Needs a License

Install low voltage landscape lighting for compensation.

Install ceiling fans and light fixtures for compensation.

Install or replace electric outlets and switches for compensation.

Install or monitor alarms systems for compensation.

Install cable or satellite television wiring for compensation.

Install computer network wiring for compensation.

### Does not need a License

Install solar powered landscape lighting.

Change the light bulbs in fixtures.

Change the cover plates on outlets.

Set up home theater components (excluding wiring).

Hang a flat-screen TV on a wall.

Set up wireless computer networks.



## 2024 CAPITAL CONTRIBUTION FEES

Association	New Buyers	Current Owners	Application Fee
Single Family I	\$12,500.00	\$1,144.00	None
Single Family II	\$12,500.00	\$1,144.00	None
Villas I	\$12,500.00	\$1,144.00	None
Villas II	\$12,500.00	\$1,144.00	None
Amberley Court	\$12,500.00	\$1,144.00	\$150.00
Cavendish Court	\$12,500.00	\$1,144.00	\$150.00
Worthington Way	\$12,500.00	\$1,144.00	\$150.00
Wedgewood Fountains	\$12,500.00	\$1,144.00	\$150.00
Wedgewood Sherburne	\$12,500.00	\$1,144.00	\$150.00

Capital Contribution Checks (\$8,577.00) WILL BE COLLECTED AT CLOSING through 5/31/24

As of June 1, 2024 \$12,500 will be collected at closing.

# Reserving Rooms Reminder

ANY GROUPS OR CARD PLAYERS THAT WOULD LIKE TO RESERVE A ROOM MUST FILL OUT THE ROOM SCHEDULING INFORMATION FORM LINKED BELOW AND MUST USE THE ROOM RESERVED. ONCE YOUR ROOM RESERVATION HAS EXPIRED, YOU MUST FILL OUT A NEW REQUEST FORM TO RENEW YOUR RESERVED DATES.

IF YOU HAVE A ROOM RESERVED AND NO LONGER NEED THAT ROOM, PLEASE CONTACT MICHELLE FILDES SO WE ARE ABLE TO OPEN THE ROOM TO OTHER GAMES/ACTIVITIES.

IT IS IMPORTANT THAT WE MAKE SURE THESE ROOMS ARE BEING USED IF THEY ARE RESERVED, AND RESERVED IF THEY ARE BEING USED TO AVOID CONFLICT OF SCHEDULING.

PLEASE SEND ALL ROOM SCHEDULING INFORMATION FORMS TO MICHELLE FILDES:  
MFILDES@WORTHINGTONCC.NET



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## Room Scheduling Information Form

Group Name \_\_\_\_\_

Contact Name & Number \_\_\_\_\_

Approximate # in Group \_\_\_\_\_

Daily \_\_\_\_\_ Weekly \_\_\_\_\_ Monthly \_\_\_\_\_

Day of Week \_\_\_\_\_

Room Requested \_\_\_\_\_

Start Time \_\_\_\_\_ End Time \_\_\_\_\_



## Clubhouse Room Locations

**Crown Room** – Private Dining/Meeting Room located immediately to the left of the Clubhouse Foyer. Please see Alicia Rollinson to book your small private lunch/dinner.

**Brighton Room** – Game/Meeting Room located next to the Crown Room. Please see Administrative Assistant to book your meeting/group.

**Somerset Room** – Game/Meeting Room located in the Clubhouse, directly across from the Pro Shop. Please see Administrative Assistant to book your meeting/group.

## Activity Center Room Locations

**Dorset Room** – Game/Meeting Room located in the Activity Center facing the Main Pool area. Please see Administrative Assistant to book your meeting/group.

**Stafford Room** – Game/Meeting Room located in the Activity Center adjoining the Dorset Room. Please see Administrative Assistant to book your meeting/group.

**Picadilly Room** – Game/Meeting Room located in the Activity Center to the right of the main entry doors.

**Aerobics Studio** – Located in the Activity Center; Third door on the left after entering through the main entry doors. Please feel free to check out any of our available fitness classes (Schedule located on our website) or see Administrative Assistant to book an exercise group.

\*Room Reservations are based on availability and are booked on a first come, first served basis. \*

## CLUB SWIMMING POOL AND SPA

Members and guests are entitled to use and enjoy the pool and spa (aka Hot Tub) during the hours of dawn to dusk unless otherwise posted. Please note there is NO lifeguard on duty, swimming is at your own risk.

The operation of the pool facilities is under the full charge of the GM/COO, who has complete discretion over all safety conditions and guidelines of the pool and pool area. The GM/COO has the authority to suspend pool privileges of anyone that does not fully comply with the following rules and regulations. The Club highly recommends that members and guests review the rules with family members and visitors to avoid any misunderstandings or violations.

### **1. FLORIDA STATE BOARD OF HEALTH RULES FOR SWIMMING POOLS**

Please be advised that Worthington must impose these rules.

- a. Persons with open sores, cuts, or communicable diseases may NOT enter the pool.
- b. Do not swallow pool water, if possible.
- c. No hazardous materials that could potentially contaminate the pool water or pool area are allowed.
- d. Animals (other than registered and certified service dogs) are not allowed in the fenced in pool area.
- e. Persons must shower before using the pool or after applying sun lotions or oils.
- f. Infants or toddlers are not permitted in the pool unless wearing approved pool/swim diapers.

### **2. POOL AREA GENERAL USE**

- a. Children under 12 are not permitted in the spa at any time.
- b. Children under 12 may use the pool when accompanied by their parents or a responsible adult.
- c. Unless taking swimming lessons, children unable to swim will not be allowed in the pool or must be accompanied by a parent or a responsible person over 16 years of age.
- d. Children that are not under proper and responsible adult supervision may be asked to leave the pool area by the GM/COO or designated personnel.
- e. Running, pushing, wrestling, or other unruly behavior is NOT allowed in the pool area.
- f. Hostile or abusive language and behavior by anyone is not allowed, will not be tolerated. Violators may be asked to leave the pool area.
- g. All accidents, no matter how minor, must be reported to the GM/COO, on site supervisor or staff member when the incident occurs.
- h. Pool users are not permitted to bring lawn chairs, mats, furniture or large beverage coolers into pool area. Toddler swim floats, kick boards and small rings are acceptable.
- i. Use of pool toys, flippers, masks, or other swimming accessories will be under the discretion of the GM/COO. Responsible and courteous use of swim toys is encouraged.
- j. No large mattresses, floats, or oversized floats are allowed in high season, January through April.
- k. "Saving" pool lounges, by throwing pool towels or clothing over lounges is not allowed.

- l. Proper swim attire, with modest coverage, is required for all swimmers while on the pool deck, which is shared space with the Cabana dining area. For the comfort of all diners, swimmers and sunbathers, modest coverage excludes, string type bikinis, thongs or brief type suits which are prohibited in pool area.
- m. Only swimsuits are permitted in the pool. No street clothes, workout clothes or bike shorts are allowed in the pool.
- n. Appropriate footwear, (sandals, flip flops, tennis shoe/sneakers, boat type shoes) must be worn in the pool deck area. Pool deck area may be wet and slippery, use caution when walking through the area.
- o. Keep personal items, (beach bags, wet towels, shoes, pool toys, etc.) clear of all traffic areas to prevent congestion or obstacles for walkers passing through.
- p. Suitable cover ups or tops must be worn by persons arriving from outside of pool area.
- q. Restrooms are available for attending to infant/toddler diaper changing and bathroom needs in a private and comfortable environment and for swimmers that wish to change clothes.
- r. In season, January through April, food and beverages cannot be brought into the fenced in pool area when the Cabana is open for business. This includes outside deliveries, e.g., pizza.
- s. Food and beverages may be brought into pool area out of season, May through December.
- t. No glass containers are allowed in the fenced in pool deck area.
- u. Trash and recycle containers are available for responsible disposal of paper, plastic and trash.
- v. Use of earbuds or headphones is required when listening to electronic devices.
- w. Swimmers, diners and users of the pool area are encouraged to lower pool umbrellas, when they leave the area, to prevent damage due to strong winds.
- x. No one is allowed in the equipment and filter areas except for authorized Club staff.
- y. Climbing the fences and walls is prohibited.
- z. Night Swimming is not allowed.

The Club, through the regulations as detailed, does not assume any responsibility for the safety and/or personal belongings of members or guests when using the pool or spa. The pool and spa shall be used at one's own risk. These rules may be updated or changed at any time, and are posted on the Pool Bulletin Board.

## **a. ACTIVITY AND FITNESS CENTER**

The Club Activity and Fitness Center provides the community with multi-purpose meeting rooms, a state of the art work out facility, and a fully equipped exercise studio for sessions with licensed and insured personnel. The Activity and Fitness Center is for members and guests. Hours for the Center are 5:00 a.m. to 10:00 p.m., seven days a week. The entire Activity and Fitness Center is a smoke free environment.

### **1. ACTIVITY AND MEETING ROOMS**

- a. Individual meeting rooms available for community activities and private events. The Crown, Brighton and Somerset rooms are in the Clubhouse. The Dorset Stafford and Picadilly rooms are in the Activity Center. Scheduling for the rooms is handled through the Administration Office. The use of the multi-purpose rooms is determined on a first come, first serve basis.
- b. The Aerobics Room is located in the Activity Center.
- c. Food and beverage for community and private functions, in Activity Center multi-purpose rooms, may be provided either by club catering services or group/associations using rooms.

### **2. THE WORKOUT FACILITY AND STUDIO ROOM**

- a. The Workout Facility offers the community state of the art workout equipment, including cardio machines, strength building machines and free weights. The facility also provides users with the equipment and facilities to participate in a healthy lifestyle program, and to develop a beneficial and individual workout plan.
- b. Guests are not permitted to use the Fitness Center before 12 Noon each day.
- c. Children under the age of 12 are not permitted in the workout area at any time. Children between the ages of 12 and 15 may use the workout facility when accompanied by an adult.
- d. Proper workout attire is required in the workout area. Closed toe shoes, tennis shoes, or workout shoes are required and must be worn while using the equipment and the facility.
- e. When using your phone or a video device for personal lessons or instruction, air buds or earphones must be used.
- f. Storage bins and water are available in the center; however, users must bring their own towels.
- g. Free weights should be put back in the racks when done. Respectful use of free weights and exercise equipment should be practiced in the workout area at all times.
- h. All users should properly and thoroughly wipe down the equipment when finished. Antibacterial wipes are available in the workout area.
- i. The Exercise Studio is fully equipped with quality tools and items, for classes in yoga, Pilates and cardio plans, designed for improving and maintaining a healthy lifestyle.
- j. Fitness/exercise personnel providing instruction and/or services, to our community, must be licensed and insured, and, have prior approval of the GM/COO.
- k. The complete schedule, of fitness classes available in the Fitness Center, is detailed on the Worthington Country Club website, [worthingtoncc.net](http://worthingtoncc.net).



- l. Scheduling for group sessions, in the Workout Facility or Exercise Studio, may be done through the Administration Office.
- m. Fully equipped locker rooms are available for Men and Women in the facility.
- n. No food or beverages, other than appropriate water containers, are allowed in the exercise areas.

These rules may be changed or updated at any time. A complete list of established Activity and Fitness Center Guidelines, is posted in the Activity Center.

**Rules and Regulations Rev 2023-0928**