



Welcome to Siena Condominiums!

Condominium living offers many advantages, but it also involves a great deal of cooperation and communication between individual unit owners and the Condominium Association, which is all of us. This brochure is produced and provided by the Siena Board of Directors both as an orientation and guide for new owners or renters, and also as a handy reference guide for folks who've been here a while. We hope you will find it useful.

Also especially useful – our official website: sienacondo-pelicanpreserve.com. Lots of info and documents, including this one. Sign up to receive email notifications from Siena. Also visit the Pelican Preserve site: pelicanpreservelifestyles.com for more information about the greater Pelican community.

The Siena Board
board@sienacondo-pelicanpreserve.com

About Siena _____

Our condominium complex consists of 5 buildings, each containing 22 units. The buildings are numbered 1-5, based on the order in which they were built. (The building nearest the entrance is Building #5, while the building farthest from the entrance is Building #1. This often causes confusion among delivery services, tradesmen, and other visitors to the community. We suggest always using the full postal address of your building – for example, 10510 – when giving directions to visitors.)

Siena is one of the 32 neighborhoods encompassing 2,498 residences that comprise the Pelican Preserve community. Each of the neighborhoods is self-governing with respect to the property it owns; the Pelican Preserve Community Association, or PPCA, has jurisdiction over the Town Center and other common areas throughout the complex. All the recreational facilities and amenities at the Town Center fall under the jurisdiction of the PPCA.

In addition to the PPCA, there are other organizations participating in the running of the community. They include the Gateway Services Community Development District (CDD), an elected governmental body with jurisdiction over the public streets (some streets, including Amiata Way, are private), public utilities and their easements, and certain amenities such as the Nature Preserve with its boardwalk.

The Pelican Preserve Advisory Committee, PPAC, provides guidance to the CDD on matters relating to the Pelican Preserve community. The CDD also serves the Gateway community, which is adjacent to Pelican Preserve.

The Pelican Preserve Residents Alliance is a volunteer body that serves to advocate on behalf of individual Pelican Preserve residents, and provides advice and advocacy to the various governing bodies listed above. The Residents Alliance also works with the Fort Myers City and Lee County governments on issues that affect our community.

Each individual neighborhood engages a property management company to oversee its business affairs. Siena's management company is Schoo Association Management, which also manages several other Pelican neighborhoods. The Town Center and the common areas throughout Pelican are managed by KW Property Management & Consulting (KWPMC), under a contract negotiated in the fall of 2022. Previously the Town Center was managed by Icon Group, and the rest of Pelican by Castle Management. Any references you may see to Castle or Icon are now out-of-date. KW is the sole manager for the Master Association.

Who to Contact _____

Your primary contact should be the Siena Board of Directors. The Board strongly recommends the use of email, sent to board@sienacondo-pelicanpreserve.com, which will automatically route your query to all board members. Phone calls are not a reliable means of contact; your email creates a record, which board members can easily use for keeping track of your inquiry. An exception to this would be emergency situations, such as catastrophic

water leaks or other situations that need immediate attention but that don't quite require a call directly to 911. In such cases, you should phone a board member, or the Property Manager. Current Board members are listed in the appendix to this document, and posted in the 1st floor elevator lobby.

For issues related to the greater Pelican Preserve community, the KW staff at the Brokke Center should be your first point of contact. Examples would be your Pelican ID card, bar code gate passes for your vehicles, and billing issues. If your issue is outside their jurisdiction they can point you to the right place, but such instances should be rare.

There is only one way in and out of Pelican Preserve: the front security gate off Treeline Avenue. This security office is managed and staffed by Weiser Security. When you expect visitors, you must notify the front gate to tell them who you're expecting and approximately when they will arrive. You should do this as far ahead of time as possible; there's an automated voice mail service at 239-307-0773 for routine notifications; to request a temporary pass for an out-of-town visitor, call the security office at 239-768-1121. Pelican Preserve uses the dwellinglive.com online service, where you can identify frequent visitors and avoid having to call the gatehouse every time.

Fees

Siena assesses quarterly fees that are used to maintain our common areas. Board members are not compensated for their service. Quarterly fees for each year are set by the Board at its annual budget meeting, held in November or December of each year. Siena fees are collected by the Property Manager.

The PPCA also assesses quarterly fees. Under the new management contract, residents will receive a single bill for all PPCA assessments. Previously, residents received separate bills from Icon and Castle. Residents have the option to arrange for payments to be automatically deducted from a designated checking account.

In addition to all these fees, the CDD imposes a property tax surcharge. This revenue supports maintenance of the ponds, conservation areas, public roads, and other public infrastructure. The CDD surcharge is included in your annual Lee County property tax bill.

Your Pelican Preserve ID card can be used to charge various expenses, such as meals at Destinations, to your resident account. Charges are billed monthly; PPCA fees will continue to be billed quarterly. You can use a credit card to pay, but PPCA will impose a convenience fee; if you arrange automatic deductions from your checking account, PPCA does not impose a fee, and you avoid the risk of late fees.

Siena General Information

Board of Directors: Siena is governed by an elected 5-member Board of Directors (BOD). Directors are elected annually at the Annual General Meeting of unit owners (usually in January). Individuals wishing to run for a seat on the BOD must give notice of their intent prior to the election; contact the property manager for instructions and forms. The BOD has general authority to conduct the ordinary business of the Association; changes to Association by-laws or declarations can only be done by majority vote of unit owners at the Annual General Meeting.

Pelican Preserve: Siena is one of the 32 neighborhoods that comprise the greater Pelican Preserve community of 2,498 residences. Each neighborhood has its own governing body, and the community at large is governed by the Pelican Preserve Community Association (PPCA), sometimes referred to as the Master Association. The PPCA has concurrent jurisdiction over individual communities, but it is the PPCA's practice to defer to the individual communities on most issues. The Town Center and associated amenities are operated under PPCA jurisdiction.

Point of Contact: All residents who have issues or questions should first email a member of the BOD – or all members, using the email address board@sienacondo-pelicanpreserve.com. Except in urgent circumstances, telephone calls are discouraged. Your email creates a record which the BOD can use for tracking purposes; phone calls do not. If you are reporting an issue with your building, please include as much detail as possible, including photographs or video if possible. The more information we have, the more easily and quickly we can get any issue resolved. Your BOD saves the community a lot of money by dealing directly with routine issues instead of referring everything to the property manager.

Notices to Residents: Notices of Siena BOD meetings and other significant events are posted in the display case adjacent to the elevator on the first floor of each building. In addition, we attempt to give residents timely information via email, which we only can do if residents sign up to receive email from us. Visit our website: sienacondo-pelicanpreserve.com to sign up, and to view lots of other useful information (including this document).

Social Events: The Siena Social Committee is a standing committee of the BOD, and organizes events for the community during the winter season when everyone is here. The committee hosts “Cocktails on the Carport” events on a monthly basis, along with occasional events such as ice cream socials, and a potluck supper following the Annual General Meeting. Notice of social events is always posted in the display case at the 1st floor elevator landing. Each of the 5 buildings has a designated Social Committee representative; a current list of committee members and building captains is located in the document cover pocket.

Town Center: Pelican Preserve community offers an extensive Town Center facility, located on Veneto Drive – Second right-hand turn past the gate. Amenities in the Town Center include swimming pools, exercise rooms, tennis and pickleball courts, card rooms, craft rooms, meeting rooms, a movie theatre and more. Additional facilities are available in the Brokke center. Full service fine dining is available at Destinations restaurant; Flip-Flops, adjacent to the swimming pools, offers casual dining and bar service. Owners and renters must have a photo ID access card to use Town Center amenities; contact KW management to get one. Visit pelicanpreservelifestyles.com for extensive information about the Town Center. Your Pelican ID number with an extra zero on the end is your online ID; your password is your first initial and last name.

Age Restrictions: Siena (and all of Pelican Preserve) is an age-restricted community, developed to serve primarily individuals who are retired or nearing retirement. In general, at least one owner/resident of a unit must be 55 years of age or older, though the Siena BOD has discretion, on a case by case basis, to grant waivers to up to 20% of units (22 units total), reducing the minimum age to 40 years. No permanent residents under the age of 18 are allowed at all; guests of any age are allowed for no more than 30 days each in a calendar year.

Common Areas: This includes lawns, sidewalks, stairwells, walkways, elevators, elevator lobbies, and parking areas. These areas, especially the walkways in front of each unit, must be kept clear at all times; they may not be used to store personal items of any sort except temporarily, and never overnight. Residents may not place flags, signs or other such items in common areas without written permission from the BOD. We often experience gusty winds; anything that can blow around should not be left outside your unit.

Limited Common Areas: These are areas within the confines of individual units for which the Association maintains easements -- plumbing and electrical conduits and pipes, for example -- and over which the Association has jurisdiction and right of access. Balconies are considered a limited common area to the extent that residents are not allowed to do anything that would alter the external appearance of a building or impact other units. Examples would include hanging laundry on a balcony, or displaying flags or signs. Smoking on balconies is not allowed.

Who Pays for Repairs: In general, anything inside your unit is your responsibility. If the repair involves Limited Common infrastructure, then the Association assumes, (or shares, depending on the exact circumstances) the cost of repairs. For example, if a leaky roof (common property) causes damage to interior wallboard in a unit, the Association would pay for the repairs. If a leaky window caused the damage, repairs would be the unit owner's responsibility (windows belong to the unit owner, not the Association).

Architectural Controls: In addition to Siena's regulations, our buildings are subject to the jurisdiction of the PPCA's Architectural Control Committee, which has the authority to approve or disapprove any modification to the external areas of our buildings. Examples of improvements requiring ACC approval are lanai shades, storm curtains, or any modifications

visible from outside the buildings. Local contractors are generally familiar with ACC requirements and procedures.

Gate Access: New residents/renters will need bar code stickers for their vehicle in order to use the automated entry gate to Pelican Preserve. Visit KW Management in the Brokke Center to register your vehicle. If you expect visitors, including vendors or repairmen, you need to notify the gatehouse ahead of time. Use dwellinglive.com to register frequent visitors.

Pets: Pets are allowed, and there is no specific restriction on the size of pets that may be kept. In general, residents are limited to 2 four-legged animals if those animals are to be taken outside a unit. The 2-animal limit is not enforced against small caged pets such as guinea pigs, as long as such pets are not a nuisance to the surrounding units.

Leash Requirement: Pelican Preserve requires all pets to be leashed when taken outside. Siena is bound by this regulation; residents who allow pets to run unleashed in the lawn area behind Siena buildings risk a citation and fine of \$50 from the Pelican Preserve Community Association. Residents are especially warned not to allow their pets to run into the pond or conservation areas, where unleashed pets also violate local and state ordinances, and where the pets are at risk of being eaten by alligators or other predators.

Fire Code: Siena's buildings are multi-family dwellings; residents are not allowed to store or use flammable or explosive substances in their units, or to use any cooking equipment that produces fire. Electric grills are allowed, so long as they do not create a nuisance for adjoining units.

Smoking: Tobacco use is discouraged everywhere, but what you do inside your own unit is your business. Smoking on your lanai is not permitted, nor is smoking on the walkways outside your front door. If you must smoke outside, please stand clear of the building. Many of our residents don't like the smell of tobacco smoke, and want to avoid the health effects of second-hand smoke. Please be considerate.

Rentals: Owners who rent their units to tenants convey their rights to those tenants for the duration of the lease, during which period the owners may not exercise the same rights concurrently. This primarily affects use of town center amenities. All rentals must be approved in advance by the BOD and property manager. Units may not be rented for less than 30 days or more than one year at a time. Unit owners are responsible for ensuring that renters have a copy of these regulations; owners are responsible for any violations, or common area damages, caused by their tenants.

Seasonal Residents: Owners who vacate their units for any significant amount of time during the year are encouraged to shut off their water during their absence. Units that will be vacant during hurricane season should be storm-proofed to the maximum extent possible. Air conditioning units should be left on, with thermostats set to 80F degrees or lower, to prevent mold growth within the unit.

Residents who will be absent are strongly encouraged to leave a key, and emergency contact information, with a neighbor, a home watch service, a BOD member, or the property manager. We have had past emergencies where the Fire Department had to force their way into a unit, causing considerable damage because no one could find a key. Residents who plan to leave a car parked in their space during their absence should also leave a key for the vehicle; several times a year it becomes necessary to move vehicles for maintenance purposes such as pressure washing or driveway painting.

Cleaning: Once a year, our cleaning contractor uses heavy-duty pressure washers to scour grime off our sidewalks and the parking pads in the carports. During this time, residents are encouraged to move their vehicles across the street; the cleaning compounds can damage the paint on vehicles. Once a quarter, the contractor power-washes the exterior walkways on all floors. Also, once every few years, we have all the roofs pressure washed, and again, residents are encouraged to move their vehicles out of the overspray zone. Siena is not responsible for damage to vehicles left in the carport area. Cleaning notices are always emailed in advance and posted in all first-floor elevator lobbies.

Behavior: Siena expects all residents to be courteous at all times. When issues of any sort arise, residents must refer those issues to the BOD for resolution. Residents are absolutely prohibited from interfering or dealing directly with authorized employees or agents of the Association. Residents are expected to remain civil in all dealings with board members and property management representatives, and with each other. This applies especially to renters; the BOD has authority to approve or disapprove all rentals. Renters who disregard Siena policies may have subsequent rental applications denied.

Wildlife: Unit owners need to be aware that Pelican Preserve maintains numerous ponds and conservation areas that are inhabited by wildlife including deer, alligators, bobcats, snakes, otters, feral pigs, and occasionally, a Florida Panther. It is the responsibility of residents to avoid contact with these animals, and to be especially vigilant when walking pets near any of the ponds or conservation areas.

Ponds: There are 58 ponds in the Pelican Preserve community. These ponds serve multiple purposes, starting with storm water runoff control. The ponds are home to a variety of fish and other aquatic creatures such as turtles. Several of the ponds are stocked, and have designated fishing areas. Because the ponds are private, Pelican Preserve residents do not need a fishing license, but all fishing areas are catch-and-release only.

Liability: Unit owners are responsible for any damages to their own unit or property, and also to any common areas or property caused by their actions or negligence, including the actions or negligence of their renters. Unit owners are not required to maintain liability insurance coverage, but the BOD highly recommends it. And it goes without saying that owners should insure their units and belongings.

Siena Vehicle Policies

Assigned Spaces: Each unit is assigned a single covered parking space. Assigned unit numbers are marked on the parking bumper of each space. Unit owners or residents have first claim on their dedicated space, but may allow others to use the space by mutual agreement. Second vehicles may be parked in the visitor parking area.

Guest Parking: The parking spaces on the opposite side of Amiata Way are for the use of residents and their guests. Amiata Way is a private road, and unauthorized parking is not allowed. Unauthorized vehicles can be towed, at the discretion of the Siena BOD. Guests who will be parking at Siena are encouraged to place a note on their dashboard indicating the unit they are visiting, and a phone number where they can be reached in an emergency.

Bicycles: Bike racks are provided adjacent to each Siena building, for the use of residents and their guests. Bicycles that have clearly been abandoned (flat tires, rust, etc.) may be removed and discarded at the discretion of the Siena BOD.

Golf Carts: Pelican Preserve is a designated Golf Cart Community, meaning golf carts that are not "street legal" can be operated within Pelican Preserve so long as the carts are registered with the PPCA. Siena residents are allowed to install, at their own expense, outlets for charging their golf carts. Outlets must be pre-approved by the BOD and installed by a licensed electrician. All the same parking restrictions apply to golf carts as to other vehicles. Golf carts may not be parked on sidewalk or lawn areas.

Other Vehicles: Delivery vehicles are permitted during ordinary delivery times, typically during daylight hours. Commercial trucks, campers, recreational vehicles, boats, boat trailers, and towed vehicles of any type may not be parked on Siena property overnight. No vehicle repairs or maintenance may be performed on Siena property, except for emergencies. Pelican Preserve maintains a storage lot for recreational vehicles; space in the lot must be rented. Contact the Town Center office for more information.

Stored Vehicles: Seasonal residents who want to leave a vehicle parked at Siena while absent MUST leave a key with someone, and notify the BOD and the Property Manager ahead of time. Several times a year, cars must be moved to allow maintenance. We try to schedule major projects for the off-season in order to inconvenience the least number of residents. If we have to bring in a professional to move your vehicle, the costs will be billed to your account.

Pressure Washing: Once a year, typically in October or November, we pressure wash our sidewalks and carports. Residents must move their vehicles to the guest parking spaces on the other side of Amiata Way to clear the parking pad and avoid possible damage from overspray. Notices of upcoming cleaning will be posted and emailed in advance of any cleaning operation.

Siena A/C Algicide Requirement

Siena unit owners are now required to have their interior air conditioning units ("air handlers") serviced professionally, to include application of slow-release algicide, at least once a year. In the event of a common line drain blockage, unit owners who cannot provide evidence of algicide treatment within the preceding 12 months will be assessed part or all the costs to have the common line cleared by a plumber.

Background: The Florida climate creates an environment highly conducive to the growth of algae in condensate drain lines. Left untreated, the algae will eventually clog the common drain lines, requiring professional service with specialized drain cleaning equipment. Such service typically costs in excess of \$1000, and involves breaking into walls to install valves on the drain line.

Most, if not all, these blockage events can be prevented by the regular application of slow-release algicide in the condensate drain pan. Pouring vinegar down the drain line gives temporary protection, but after a few hours or days, the vinegar becomes too diluted to be effective. Only slow-release algicide (usually in tablet form) appears to successfully prevent blockages.

We vacuum out the common drain lines at least twice a year, but this alone is not enough to prevent algae growth. Only the application of algicide can solve the problem; because of that, Siena now requires the use of algicide, and will assess costs of remediation against any unit owner who cannot provide evidence of recent (within 12 months) algicide treatment. Typically this evidence will be your receipt from your a/c service company. When you have your a/c unit serviced, make sure the technician makes note of algicide application on your receipt!

Algicide tablets can be purchased at Home Depot or Lowe's if you want to apply your own treatment; in that case, you need to save your cash register receipt, and send an email to the BOD with a copy to School Management every time you put the tablets in your condensate tray. Since doing your own treatment often involves partially dismantling your air handler, we do not recommend this approach.

Siena Trash Policies

Each of Siena's five buildings has a trash room, where you will find a dumpster and 3 or 4 large blue recycling containers. Residents of upper floors enjoy the use of a trash chute located across from the elevator. The trash facility is shared by all 22 units in the building. Trash pickup occurs on Tuesdays year round, and on Fridays from November through April. Recycling pickup is only on Tuesdays. The trash chutes should not be utilized when the dumpsters are outside; if you have trash to throw away, please walk it out to the dumpster. Always look to see if the dumpster is in the parking lot before using the trash chute.

Following are trash disposal practices we ask Siena residents to observe:

Trash Bags: Please securely bag all trash. Use plastic bags designed for that purpose; used grocery bags don't work that well, especially when disposing of food waste. Loose trash causes a real mess in the trash room, and can attract pests. Never throw loose trash of any sort in the trash chutes. Large items such as mattresses, televisions, rugs, or furniture are considered bulk trash and may not be left in the dumpsters.

Hazmats: No explosives, corrosives, flammables, paints, solvents, poisons or hazardous items of any sort. Hazmat materials should be taken directly to the Lee County Hazardous Waste facility, located on Topaz Court, off Metro Parkway. There is no hazmat pickup.

Recyclables: cardboard is our number one recyclable. All boxes must be broken down before being put in the blue containers. If you have a great deal of cardboard, please don't try to dispose of all of it at the same time; remember, 21 other units share those trash cans. Please reserve one container for glass, metal, plastic and other recyclables.

No Loose Trash! All trash must be bagged. If your trash won't fit in a standard kitchen-size plastic trash bag, don't try to put it down the trash chute. Walk it down to the ground floor and put it in the dumpster or recycling container, or schedule a bulk trash pickup. Most especially, don't put liquids in the chutes; this makes a terrible mess in the dumpster rooms.

No Construction debris in Dumpsters! if you're having work done, make sure your contractor understands and agrees up front that they are responsible for removing all demolition debris. Small amounts of debris can be bagged and put in the dumpster, but again, remember that 21 other units share that dumpster.

Bulk trash: Neighborhoods like ours that use dumpster service do not have automatic bulk trash pickup; it must be scheduled in advance. Bulk Pickup is always on Friday, and must be scheduled no later than the preceding Wednesday. The unit owner is responsible for paying the pickup fee. The fee is \$27.30 per cubic yard of trash. To schedule a bulk pickup, send email to the property manager and/or a board member. If you want to haul away bulk trash yourself, the Lee County landfill is on Buckingham road, about a mile from Siena.

Hurricanes

In 2017, Siena survived Hurricane Irma; in 2022, we survived Hurricane Ian. With only 5 years separating our two most recent events, and with forecasters predicting more and stronger hurricane activity in the future, the Siena BOD encourages all unit owners to be vigilant and take all possible precautions during the annual hurricane season (June-November). The impacts of a hurricane event fall generally into five categories:

1. **Wind.** Our buildings survived Ian's 130-150 mph winds with only cosmetic damage. Our carports were heavily damaged, and the metal panels scratched up a few cars, but no vehicles were destroyed. All windows in Siena buildings are hurricane-rated, and not a single window was broken during the storm. Most residents very diligently secured all items that could be blown around, and overall our damage was minimal. In general, anything that can be blown around should be secured inside your unit. Several lanai screens were damaged because the unit owners failed to move their furniture indoors. Anything that is not nailed down is a potential missile in a 100+ mph wind storm.
2. **Water.** Amiata Way, and all the streets in Pelican Preserve, are designed to handle overflow once the storm water retention ponds fill up. During Ian, water filled the street but never made it as far as the sidewalk; during Irma, in 2017, water made it almost to the 1st floor walkway. If you are leaving your car in the carport during a hurricane, it is suggested that you back into your space, which will give your tailpipe a few extra inches of elevation. Expect Amiata Way to have puddles or worse for about a week after the actual event.
3. **Power.** It is almost inevitable that we will lose power in a hurricane. Make sure you have plenty of extra batteries, cell phone backup power, etc. Candles are discouraged because of the fire hazard. If you choose to use candles, please be extremely careful; during the actual hurricane event and for some hours afterward, the fire department will not be answering calls. Post-hurricane weather is often hot and humid; battery powered fans are a good idea. A battery or solar powered radio will help you stay abreast of developments, especially in the hours and days after the storm has passed. In the past, local broadcasters have joined forces to provide 24/7 updates via several different radio/tv stations. Once power fails, please turn off your air conditioner and water heater; when power is restored, thousands of air conditioners and water heaters coming online all at once can strain the system enough to cause secondary failures. Wait 5 or 10 minutes after the lights come back on.
4. **Water/Sewer.** Once power fails, running water will probably also fail. Pumping stations are supposed to have backup generator power, but this has not always proved to be the case. Be sure you have plenty of drinking water on hand; a minimum of 1 gallon per person per day for drinking, and about 1.5 gallons per flush for your toilets. During Ian, water was out for approximately 8 days. Water for flushing toilets can be stored in your bathtub, and also in your washing machine. Only flush when absolutely necessary. Most especially, please exercise restraint for the first 12 hours after running water is restored; if everyone immediately starts

flushing, dishwashing, and clothes washing, it will overwhelm the sewer system and risk overflows. Pace yourself.

5. Internet. Our Hotwire service comes in via underground fiber optic cable, which is less vulnerable to weather. However, when power goes out, so will the internet router inside your unit, as well possibly as feeder substations. Typically internet service is available even before electricity is restored. You may be able to gain some limited internet service by purchasing a battery backup power supply, available at most big-box and warehouse stores.

Additional considerations:

Generators. Fire codes prohibit the use of generators within 20 feet of a multi-family building. This rules out using generators on either your lanai or on the walkways. If you have a big enough generator and a long enough extension cord, you can use it, but it may not be worth all the logistics, especially for the upper floors.

Refrigerators/Freezers. In advance of a hurricane, it is a good idea to purchase several 1-gallon jugs of drinking water and keep them in your freezer. Freeze a small cup of water and put a penny on top. If you find the penny on the bottom, your freezer thawed and the food is probably no good. Be sure to empty your ice maker; as it thaws, the ice will create puddles on your floor that can be slippery.

Mutual Support. If you have physical conditions that prevent you from using the stairs, you are strongly encouraged to evacuate well in advance of the hurricane. Elevators will obviously not be working until power is restored. Residents are encouraged to share cell phone numbers with neighbors, and to check on each other periodically during and after the storm. Even when power and internet have failed, text messages usually get through.

These are just the highlights. Pelican Preserve has an active Emergency Response Team, which will send out notifications throughout hurricane season. Be sure to sign up for their emails. This may also be your best source of information in the days/hours following a storm event. News media will be focusing on the worst damage they can find, which may or may not represent conditions at Pelican Preserve. PPERT emails will provide a more focused picture.

Although the official hurricane season runs from June 1 to November 30, storms can threaten our area both before and after that time window. Statistically, we are most at risk of a storm event during the month of September, but the risk is there any time the ocean waters are warm enough to spawn tropical storms.

If you are a seasonal resident, there is a good chance you won't be here during a storm event. Please be sure you have made all necessary storm preparations before you vacate your unit; most especially you need to move your lanai furniture indoors. Please make sure you leave a key with someone who'll be here; that includes keys to your vehicle if you're leaving one here.

Appendix “A”
PELICAN PRESERVE SCHEDULE OF FINES AND TIME TO BE
PROVIDED FOR THE REMEDIATION OF A VIOLATION
[For Common and/or Recurring Types of Violations]*

*Please see the PPCA Covenant Enforcement Policy which recognizes that PPCA Board may adopt other Rules and Regulations which are subject to enforcement and fines/penalties.

**In addition to a fine, the remedies available for non-compliance also include suspension of privileges from use of the Association Common Property, such as, but not limited to the Town Center.

***Obviously many of these enumerated violations are aimed at detached single-family structures; however, all Pelican Preserve covenants are enforceable against all Pelican communities.

Description	Notice of Hearing	Imposition of Fine	Fine Per Infraction
Exterior Modification w/o ACC Approval	14 Days	5 Days from Letter Date	\$100.00**
ACC not to approved plan	14 Days	5 Days from Letter Date	\$100.00/day
Paint/Repair Fascia	14 Days	5 Days from Letter Date	\$50.00/day
Trim Palm Fronds	14 Days	5 Days from Letter Date	\$50.00/day
Trim Hedges 8ft or 6ft	14 Days	5 Days from Letter Date	\$50.00/day
Removal of Dead Tree	14 Days	5 Days from Letter Date	\$50.00/day
Clean Driveway	14 Days	5 Days from Letter Date	\$50.00/day
Turf Replacement	14 Days	5 Days from Letter Date	\$50.00/day
Replace Landscaping	14 Days	5 Days from Letter Date	\$50.00/day
Tree Trimming	14 Days	5 Days from Letter Date	\$50.00/day
Clean/Repair Mailbox	14 Days	5 Days from Letter Date	\$50.00/day

Replace Mailbox	14 Days	5 Days from Letter Date	\$50.00
Touch Up Paint	14 Days	5 Days from Letter Date	\$50.00/day
Repair/Clean Driveway & Sidewalk	14 Days	5 Days from Letter Date	\$50.00/day
Clean Roof	14 Days	5 Days from Letter Date	\$50.00/day
Roof – Replace Tiles	14 Days	5 Days from Letter Date	\$50.00/day
Remove Stump	14 Days	5 Days from Letter Date	\$50.00/day
Boat Storage	14 Days	5 Days from Letter Date	\$100.00/day
Camper Storage	14 Days	5 Days from Letter Date	\$100.00/day
Commercial Vehicle	14 Days	5 Days from Letter Date	\$100.00/day
Remove Misc. Objects	14 Days	5 Days from Letter Date	\$50.00/day
Excessive Noise	14 Days	5 Days from Letter Date	\$50.00
Dog-Clean up	14 Days	5 Days from Letter Date	\$50.00
Pets Not on Leash	14 Days	5 Days from Letter Date	\$50.00
Debris	14 Days	5 Days from Letter Date	\$50.00
Verbal Abuse of Staff	14 Days	5 Days from Letter Date	\$100.00
Rental Policy	14 Days	5 Days from Letter Date	\$100.00
Age Restrictions	14 Days	5 Days from Letter Date	\$100.00
Damage to Assoc. Property	14 Days	5 Days from Letter Date	Actual Cost of Repair/Replacement

**Appendix “B”
Pelican Preserve Neighborhoods**

Community	Doors	Street Name(s)	Property Manager
Aviano	88	Aviano Drive	Schoo Assoc. Mgmt.
Avila	96	Avila Circle	Schoo Assoc. Mgmt.
Azzura	39	Azzura Drive	Schoo Assoc. Mgmt.
Bellagio	49	Bellagio Drive, Bellagio Court	Sentry Mgmt.
Camarelle	26	Camarelle Circle	Vesta
Carena	193	Carena Circle	Castle Group
Casella Master	196	Casella	Castle Group
Materita	340	Centrella Dr, Materita Dr, Sirene Way,	Castle Group
Materita (cont.)		Severino Lane, Migliera Way	
Milano	46	Camarelle Circle	Schoo Assoc. Mgmt.
Monticello	45	Breno Drive	Schoo Assoc. Mgmt.
Palazzo	220	Palazzo Way	Schoo Assoc. Mgmt.
Portofino	50	Belle Vista Dr, Ct.	Vesta
Prato/Pistoia	411	Prato Dr, Arezzo Way, Livorno Dr,	Castle Group
Prato/Pistoia (cont.)		Fontalla Dr, Grosseto Ct, Pistoia Dr	
Ravenna	88	Ravenna Way	Schoo Assoc. Mgmt.
Sevilla	52	Sevilla Dr.	Assoc. Gulf Coast
Siena	110	Amiata Way	Schoo Assoc. Mgmt.
Solaro	56	Solaro St.	Sentry Mgmt.
Tiberio/Valentina	69	Tiberio Dr, Fontina Dr, Valentina Ct.	Schoo Assoc. Mgmt.
Toscana	20	Ravenna Way	Schoo Assoc. Mgmt.
Trentino Estates	22	Trieste Dr.	Cornerstone Assoc.
Treviso	56	Aviano Dr.	J.Garth Assoc.
Trieste	74	Trieste/Tirano Ct.	Schoo Assoc. Mgmt.
Verona	46	Diamante Way	Schoo Assoc. Mgmt.
Viadana	76	Pelican Preserve Blvd.	Assoc. Gulf Coast
Vicenza	30	Vicenza Dr, Ct.	Castle Group

Appendix “C” Useful Phone Numbers

Gatehouse	239-768-1121
Weiser Security Patrol	239-247-1667
Dwelling Live (Guest Registration)	239-307-0773
Administrative Office	239-985-1770
KW Management	239-985-1634
Town Center Reception Desk	239-985-1692
Destinations Dining Reservations	239-985-1688
Flip Flops	239-985-1680
Soleil Health & Fitness	239-985-1751
Billiard Room	239-985-1796
Card Room	239-985-1797
Tennis Casita	239-985-1762
Fort Myers Police (non-emergency)	239-321-7700
Fort Myers Fire Dept. (non-emergency)	239-334-6222
Lee Memorial Hospital	239-343-2000
Gulf Coast Medical Center	239-343-1000
Post Office Page Field	239-277-3336
Post Office Lehigh Acres	239-369-9154
Florida Power & Light	239-334-7754
City of Fort Myers Sanitation	239-321-8050
City of Fort Myers Water & Sewer	239-321-8100