



Palmira Golf and Country Club
NEW HOMEOWNERS
WELCOME PACKET

**Welcome Letter from
Master Homeowner's Association President, Jim Lukas**

First of all, as President of the Palmira Master Homeowners Association, I would like to offer you a very warm welcome to Palmira as one of our 821 residents. If you are a new resident of Southwest Florida, I am sure you will have fun taking advantage of our climate and many sun-filled activities.

As a long-time (over 15 years) owner here, I know you will enjoy all the amenities within our community. It will take you a while to be aware of and utilize all of them; there are just too many to list in a single introductory note.

We've created this comprehensive package especially for you. It is huge and covers many things you need to know associated with Palmira in one place.

You can thank the Welcoming Committee for pulling this material together and making your transition as easy as possible. I know it will be much, much easier for you than when I first moved here.

Welcome aboard,

Jim Lukas
President, Palmira Master Homeowner's Association

WHAT YOU NEED TO KNOW: WEBSITES

- Master Homeowners Association (MHOA) –
 - Governing body for the common areas of Palmira
 - Board Members
 - Bylaws and Covenants
 - Minutes and Financials
 - General Information

www.palmiramasterhoa.com

username: pmowner / password: pmhoa2022

- The Renaissance Center Club (RCC) –
 - Amenities Including: Sports Facilities, Restaurant, Fitness, Pools, Etc.
 - Sunday MyRCC Weekly email newsletter
 - Tuesday Upcoming Events email newsletter
 - Thursday Bistro Brief email newsletter

www.mypalmira.org + also in the App store: Renaissance Center at Palmira

username: first+ last name / password: last name

- The Golf and Country Club at Palmira –
 - Golf Club – Membership required to use
 - Centerpiece of Palmira
 - Golf and Social Memberships Available
 - Social and Golf events

www.golfclubatpalmira.org

Neighborhoods

Each neighborhood has a unique website for its residents.

See your neighborhood board for log in information

- **Bella Vita** – www.bellavitapalmira.com
 - Kiranicola Court
 - Meravi Dr.
- **Bellezza/Avallone** – www.bellezzaavallonepalmira.com
 - Carino Terrace
 - Lieto Lane
- **Caravella** – www.caravellapalmira.com
 - San Galgano Way
 - Via Carino
 - Guistino
- **The Enclave** – www.theenclaveatpalmira.org
 - Guistino
 - San Lucas Lane
- **La Tremiti** – www.latremitipalmira.com
 - Tivoli Terrace
- **Novela** – www.novelapalmira.com
 - Speranza Way
 - Risorsa Place
- **Paloma** – www.palomaparadise.com
 - Bellino Terrace
- **The Estate Homes** – www.Palmiraestatehomeshoa.com
 - Chianti Terrace
 - Raffini Lane
 - Talori Terrace
- **Villa d'Este** – www.palmira-villa-deste.com
 - Lavante Court
- **Villa Tuscany** – www.villatuscanypalmira.com
 - Ventanas Court
 - Azzili Way
 - Via Odanti

**Palmira Golf & Country Club Master Homeowners Association
Board of Directors**

Jim Lukas	Villa D'Este (President/Treasurer) jlukassr@yahoo.com
Lisa Geardino	Novela (Vice President) lgeardino@gmail.com
Nancy Riddle	Enclave (Secretary) nancyrriddle@gmail.com
Bill DeRose	Estate Homes wderose2@gmail.com
Robert Winsor	Enclave rwinsor4@gmail.com
Steve Mushinski	La Tremiti stevemushinski@gmail.com
Adam Taloni	Caravella ataloni@aol.com
Trisha Flack	Villa Tuscany triciaflack820@gmail.com
Roy Farchmin	Bella Vita rfarchmin@comcast.net
Rick Kusy	Novela rskusy@msn.com
Tom Volta	Bellezza/Avallone tomvolta1@gmail.com
David Marcus	Paloma dmarcus120@gmail.com
Denise Griffith	Paloma denise.griffith.palmira@gmail.com

Property Management Company:

MAY Management Services
11100 Bonita Beach Rd #101
Bonita Springs, FL 34135

Manager: Frank Anastasi
Phone: (239) 262-1396
Email: fanastasi@maymgt.com

Neighborhood Board of Directors

Bella Vita at Palmira HOA

Board Members

Roy Farchmin – President

rfarchmin@comcast.net

Jim Morey – Vice President

James Larson – Treasurer

Scott Galovic – Secretary

Management Company:

MAY Management Services

Manager: Frank Anastasi

Phone: (239) 262-1396

Email: fanastasi@maymgt.com

Bellezza/Avallone HOA

Board Members

Tom Volta – President tomvolta1@gmail.com

Stephen Brenton – Vice President

Mark Gruninger – Secretary/Treasurer

Management Company

MAY Management Services

Manager: Frank Anastasi

Phone: (239) 262-1396

Email: fanastasi@maymgt.com

Caravella HOA

Board Members

Adam Taloni – President

ataloni@aol.com

John Wilson – Vice President

Doug Weston - Secretary

Management Company:

MAY Management Services

Manager: Frank Anastasi

Phone: (239) 262-1396

Email: fanastasi@maymgt.com

The Enclave at Palmira Owners Assoc. (COA)

Board Members

Robert Winsor - President

rwinsor4@gmail.com

Nancy Riddle- Vice President

Stephanie Busko -Secretary

Lisa Gammon - Treasurer

Pat Dwyer

John Dunham

Arlene Santangelo

Elaine Weber

Meg Atkinson

Management Company:

FirstService Residential

Phone: (866) 378-1099

Email: brenna.mcdowell@fsresidential.com

La Tremiti at Palmira HOA

Board Members

Gerald Gale - President/Treasurer

thegales@eggale.com

Carol Bianco Miller - Vice President

Steve Mushinski - Secretary

Management Company:

MAY Management Services

Manager: Frank Anastasi

Phone: (239) 262-1396

Email: fanastasi@maymgt.com

Novela HOA

Board Members

Lisa Geardino – President

lgeardino@gmail.com

Rick Kusy– Vice President

Angela Norkiewicz– Treasurer

Charles Barbieri – Secretary

Michael Burke - Director

Management Company:

MAY Management Services

Manager: Frank Anastasi

Phone: (239) 262-1396

Email: fanastasi@maymgt.com

Paloma at Palmira (COA)

Board Members

Denise Griffith – President

denise.griffith.palmira@gmail.com

Dwayne Radel – First Vice President

Rick Caruso – Vice President

Anne Grace – Secretary

Dave Marcus – Treasurer

Management Company:

MAY Management Services

Manager: Frank Anastasi

Phone: (239) 262-1396

Email: fanastasi@maymgt.com

Villa Tuscany HOA

Board Members

Trisha Flack – President

triciaflack820@gmail.com

Joan Camus – Vice President

James Smith – Treasurer/Secretary

Management Company:

MAY Management Services

Manager: Frank Anastasi

Phone: (239) 262-1396

Email: fanastasi@maymgt.com

Palmira Estate Homes HOA

Board Members

Bill DeRose – President

wderose2@gmail.com

Paul Rohr – Vice President

Ira Halperin-Treasurer

Steve Rivette - Secretary

Thomas Ewing – Director

Management Company:

MAY Management Services

Manager: Frank Anastasi

Phone: (239) 262-1396

Email: fanastasi@maymgt.com

Villa d'Este HOA

Board Members

Jim Lukas – President jlukassr@yahoo.com

John Capecci – Vice President

Dan Fitzgerald – Treasurer

Phyllis Rusk – Secretary

David Lichtenstein - Director

Management Company:

MAY Management Services

Manager: Frank Anastasi

Phone: (239) 262-1396

Email: fanastasi@maymgt.com

Palmira Residents

Each “door” at Palmira pays annual association dues, typically collected quarterly.

- A portion of those dues go to the Palmira MHOA to support community functions and facilities and to pay for each resident’s Renaissance Center membership.

Association dues are the sole source of funds for projects and activities authorized by the MHOA.

The **Palmira Master Homeowners Association** is led by a **Board of Directors** made up of representatives from the individual neighborhood associations within Palmira.

A property management service is employed for facilities and common area management

Palmira Master Homeowners Association (MHOA)

Responsibilities include:

- Common area care & landscaping
- Architectural Standards Compliance
- Streets & Roads
- Community safety & security
- Contracting for common services, e.g., garbage collection, cable TV
- Renaissance Center Club (RCC)
- Managing lease of RCC from Golf Club
- Bistro Bar and Grill
- Bocce, Pickleball & Tennis Facilities
- Fitness Center
- Pools, Dog Park, Basketball area, Play area
- Community Events
- Requests for Amenity Enhancements, i.e., capital improvements

- A portion of each resident’s local neighborhood association dues goes toward support of their neighborhood’s needs. Individual neighborhood associations are led by a **Board of Directors** elected by the residents of that neighborhood **Individual Neighborhood Associations**

Responsibilities include:

Common area care & landscaping
Neighborhood Clubhouses & pools, if any
Architectural standards compliance
Neighborhood representation on the MHOA



Golf Club Members

Club Members pay an initiation fee to join the Club, then annual dues. Each membership must also satisfy an annual dining minimum to share support for food services.

The Club is managed by a **General Manager/COO** who reports to the **Club Board of Directors**. The Board is comprised of members elected by Full Golf Members of the Club.

Club projects and activities are all funded solely by the club and its members.

Golf Club at Palmira

Responsibilities include:

- Clubhouse
- 27 holes of golf on 3 courses: maintenance, beautification, compliance with resource requirements such as irrigation water use
- Golf events and activities for members
- Cart rental & club storage
- Tournaments
- Clubhouse dining facilities & events
- New member development

Tennis and Pickleball Club Members

Palmira Tennis Club (PTC) and Palmira Pickleball Club (PPC) Members pay an annual fee for membership. This entitles them preferred court times and the ability to compete in competitive events, leagues, clinics and lessons.

The Golf Club, the MHOA and each resident also pay an assessment from one of two (Parklands Lee & Parklands West) Community Development District (CDD). This assessment, if not paid off, appears on your property tax bill.

A **Community Development District (CDD)** is a local, special purpose, government authorized by Chapter 190 of the Florida Statutes as amended and is an alternative method for managing and financing infrastructure required to support community development.

See <http://http://palmiracdds.net> for more information.



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| <p> Siena is a neighborhood of only 22 estate-sized homesites with panoramic views of water and golf along both the Osprey and Egret Courses.</p> | <p> Avallone by Harbourside Custom Homes. Single family homes ranging in size from 2,692 to 2,802 square feet of air-conditioned space</p> | <p> Villa d'Este by Toll Brothers, Inc. Detached villa homes ranging from 2,058 to 3,018 square feet of air-conditioned space</p> | <p> Novela by Centex Homes. Single-family homes ranging from 1,800 to 2,453 square feet of air-conditioned space</p> |
| <p> Avieto is a neighborhood of 25 estate-sized homesites with golf and lake views along the 1st and 9th fairways of the Osprey Course.</p> | <p> Bellezza by Harbourside Custom Homes. Single family homes ranging in size from 2,415 to 2,721 square feet of air-conditioned space</p> | <p> Bella Vita by Toll Brothers, Inc.. Detached villa homes ranging from 2,058 to 3,018 square feet of air-conditioned space</p> | <p> The Enclave by Toll Brothers, Inc.. Coach homes ranging from 2,000 to 2,500 square feet of air-conditioned space</p> |
| <p> Ravista is a neighborhood of 35 estate-sized homesites with golf and lake views along the 1st and 2nd fairways of the Osprey Course.</p> | <p> Villa Tuscany by Titan Custom Homes. Single family homes ranging from 2,300 to 3,149 square feet of air-conditioned space</p> | <p> La Tremitti by Arthur Rutenberg Homes/Lyons Housing Corp. Single-family villa homes ranging from 1,800 to 2,900 square feet of air-conditioned space</p> | <p> Paloma by Centex Homes. Carriage homes ranging from 1,654 to 2,297 square feet of air-conditioned space</p> |

Renaissance Center Club

RCC Front Desk Contact Information:

(239) 444-1180 / rccdesk@renaissancecenterclub.com

Activities Director: Megan Peavy (239) 444-1185

supervisor@renaissancecenterclub.com

General Manager: Meghan Boyle (239) 444-1185

gm@renaissancecenterclub.com

Main Lobby Hours of Operation: Daily 7:00AM - 7:00PM

Pool Hours: Dawn to Dusk Within Operating Hours Above

Residents and guests with valid guest passes are welcome.

Guest pass information is available at www.mypalmira.org

Facilities Include:

- Fitness Center + Group Fitness Aerobic studio
- Lap and lagoon pool + Whirlpool Hot Tub + Sauna
- Library, Media room, Craft Multipurpose Room, Game Room
- Bistro and Bar Restaurant
- 8 Tennis, 5 Bocce, and 4 Pickleball Courts
- Dog Park, Basketball Court, Children's Playground

Look for the weekly RCC newsletter in your email for details on book club, movie club, craft groups, Mahjong, Bridge, the RCC Ladies Group and special events!

Visit www.mypalmira.org to access the RCC calendar, court reservations & more.

Fitness Center

Director of Fitness Contact Information:

(239) 444-1182 / fitness@renaissancecenter.com

Fitness Center Hours of Operation: 5AM – 9PM

5,000+ square foot state-of-the-art fitness and wellness center

2,000 square foot group fitness studio

The fitness center features a full line of Precor strength & cardiovascular equipment including the Precor Queenax functional fitness training system, free weights, spin bikes, rowing machines and stretching.

Complimentary offerings include initial fitness orientation and program design. “Knowledge at Noon” educational sessions throughout the season.

Personal training, group fitness classes, and onsite physical therapy and massage services are available for an additional fee.

The most up to date group fitness class schedule is available at <https://www.mypalmira.org/fitness-offerings>

Pool Facilities

RCC Front Desk Contact Information:

(239) 444-1180 / rccdesk@renaissancecenterclub.com

Main Lobby Hours of Operation: Daily 7:00AM - 7:00PM

Pool Hours: Dawn to Dusk Within Operating Hours Above

- 2,800 Sq Ft Heated Lagoon style Pool with walk in entry and waterfall
- 75 Ft Olympic Lap Pool
- Whirlpool Hot tub
- Water Aerobics Classes
- Poolside Food and Beverage Service

The Bistro Bar and Grill

Direct Phone: (239) 444-1184 or (239) 444-1183

Bar Manager: rccbistro@renaissancecenterclub.com

Front of House Manager: rccbistromgr@renaissancecenterclub.com

Executive Chef: chef@renaissancecenterclub.com

Hours of Operation:

October-April Open Daily from 11AM-8PM

May-September Open Saturday-Tuesday from 11AM-8PM (Closed Wed-Frid)

Poolside restaurant with indoor and outside service for members and guests.

Serves Lunch, Dinner, and Happy Hour specials. Special events and parties throughout the year.

Weekly specials, hours of operations and activities are communicated weekly to all residents via the RCC newsletter and online at www.mypalmira.org

Tennis Center

Tennis Desk Contact Information:

(239) 444-1187 / tdesk@renaissancecenterclub.com

Director of Tennis Contact Information: Paul D'Amico

(239) 444-1188 / pd@renaissancecenterclub.com

Tennis Shop Hours of Operation: 8AM – 1PM on Monday – Friday, Weekends Vary

Courts Hours of Operation: 8AM – 9PM + court lights

- Eight beautiful, lighted Hydro-grid clay courts
- Tennis pro shop staffed with a tennis professional and an attendant
- Rental and demo rackets are available in the pro shop
- Racket gripping and restringing services available
- Courts are available to all residents and guests after 1PM
- Palmira Tennis Club (PTC) Membership offerings include private lessons, clinics, leagues, round robins, and private play before 1PM.
- Visit www.mypalmira.org to access the RCC calendar, court reservations & more.

Bocce

Bocce League Contact Email: bocceatpalmira@gmail.com

Courts Hours of Operation: 8AM – 8PM + court lights

- Five har tru clay courts
- Open and social play available to all residents and guests
- League play Fall, Winter, Spring, and Summer
- League play is an annual household membership
- Bocce equipment available for loan at RCC desk
- Visit www.mypalmira.org to access the RCC calendar, court reservations & more.

Pickleball

Director of Pickleball Contact Information: Laurent Begue

pickleball@renaissancecenterclub.com

Courts Hours of Operation: 7AM – 8PM / dawn to dusk

- Four ACRYTECH™ AcryCushion courts
- Palmira Pickleball Club (PPC) Membership offerings include private lessons, clinics, leagues, round robins, and private members only play before 12 pm.
- Daily round robins/open play format of organized play
- Clinics and Boot camps with the director of pickleball
- Pickleball equipment available for loan from RCC desk.
- Visit www.mypalmira.org to access the RCC calendar, court reservations & more.

Outside Vendors

Check the RCC weekly newsletter for updates and changes to this list.

- Mobile Bike Medic Repair Service
 - 2nd Tuesday of the month – drop off by 10AM
- Fresh Catch Fish Co Market
 - Every Saturday from 9AM – 11AM
- Vibrant Mobile Car Detailing Service
 - 1st Friday of the month 8AM – 3PM
- Kitchen Kutz Knife Sharpening Services
 - Varies seasonally + 1 visit per quarter on Mondays
- OnSpot Dermatology Services
 - Varies seasonally + 1 visit per quarter on Fridays

Contact the RCC front desk for details on any of these services

(239) 444-1180 / rccdesk@renaissancecenterclub.com

Solaris Physical & Message Therapy

- The RCC has Physical Therapy on site. Located across from the fitness center.
- Solaris Rehab (<http://solarisrehab.com/>) is a Florida-based Medicare-Certified Rehab Agency. Outpatient therapy is covered by most major insurance plans as well as Medicare.

Contact Solaris Rehab to make an appointment, for a complimentary consult, or for more information:

(239) 514-2310 or via email intake5@solarisrehab.com.

The Golf Club at Palmira

Golf Club Phone Number: (239) 949-4466

www.golfclubatpalmira.org

Membership Director: MJ Chappy (239)-444-3734

MJchappy@golfclubatpalmira.org

The Palmira Golf and Country Club is home to the prestigious Palmira Golf Club – a member-owned and financially sound private club and 27-hole championship golf course.

Fully renovated in 2021, Palmira offers a challenging par-72 golf course designed by Gordon Lewis with five sets of tees, generous rolling fairways and contoured greens, providing enjoyment for golfers of all skill levels. Golf facilities also include state-of-the-art chipping and pitching areas; two practice greens, an aqua driving range and fully equipped Pro Shop and Professional Golf Staff.

The Palmira Grande Clubhouse offers 41,000 sq. ft of elegance and wonderful amenities that will add to your Palmira Golf Club experience. The two-story clubhouse provides an elegant setting for fine and casual dining, holiday dinner dance events, social gatherings, terraces with spectacular views of the course, a bar member, computer room, locker rooms, card lounge areas and billiards room.

Palmira membership provides the best of golf and social facilities, complimented with high quality service and a full range of exceptional activities. Membership has been designed to offer each member, their family and guests, exclusive privileges and the following benefits:

- Golf members will be entitled to reserve golf starting times seven days in advance
- Golf members can own their own golf carts
- Immediate family privileges are extended to the member's spouse or live-in partner, unmarried children under 23 years living at home, attending school full-time or in the military
- Extended family privileges available for golf members
- Full schedule of Men's, Ladies and Couples Events
- Opportunity to join the Hole In One, Wine, Girlfriend's and Fishing Clubs
 - Social Membership includes summer golf privileges

Important Numbers

COMMUNITY NUMBERS

Lee County Sheriff	EMERGENCY	911
	Police (Non-emergency)	(239) 477-1000
Bonita Springs Fire and Rescue	Fire (Non-emergency)	(239) 949-6200
Florida Power & Light (FPL)	Electric	(239) 262-1322
		(800) 226-3545
HotWire Communications	Cable and Internet	(800) 355-5668
Bonita Springs Utilities	Water/Sewer	(239) 992-0711
Waste Management	Trash/Recycling Pick-up	(239) 334-1224
Trash and Recycling Pick Up	All Residences	Monday morning
Lee County Hazardous Waste	Paint Cans, Aerosol Cans, etc.	(239) 533-8000
Florida Fish and Wildlife	Nuisance Alligator reporting	(866) 392-4286

PALMIRA NUMBERS

Renaissance Center (RCC)	rccdesk@renaissancecenterclub.com	(239) 444-1180
Activities Director	activitiesdirector@renaissancecenterclub.com	(239) 444-1185
General Manager	gm@renaissancecenterclub.com	(239) 444-1185
Tennis Center	tdesk@renaissancecenterclub.com	(239) 444-1187
Pickleball Director	pickleball@renaissancecenterclub.com	X
Fitness Center	fitness@renaissancecenterclub.com	(239) 444-1182
Bistro Restaurant	chef@renaissancecenterclub.com	(239) 444-1184
Main Gate House		(239) 949-6851
Golf Club Main Number		(239) 949-4466
Pro Shop		(239) 444-4898
Grill Room		(239) 444-3723
MAY Management Services (property manager)		(239) 262-1396

MEDICAL CENTERS

NCH (North Collier Hospital)	11190 Healthpark Blvd., Naples, FL 34110	(239) 436-5000
Lee Memorial Hospital	2776 Cleveland Avenue, Fort Myers, FL 33901	(239) 343-2000

“Quick List” of General Rules

The Palmira Master Homeowner’s Association oversees all the daily operations of the Palmira Community.

This is not a complete list of all rules but instead a quick guide. All owners, family members, renters, guests and visitors must abide by all the Palmira Golf and Country Club Rules and Regulations as stated in the Association Governing Documents which can be found at www.palmiramasterhoa.com

Vehicles:

1. Homeowners can receive their two free vehicle barcodes from the Main Gate House or through MAY Management. Renters must pick up their barcode at the May Management office only. A Palmira window decal will also be issued.
2. Bar codes are to be placed on the rear driver’s side window. Window decals in driver’s side front window.
3. Vehicle guest passes will be issued by the guard house upon entering Palmira.
4. The community speed limit is 20 MPH.
5. All golf cart operators must be at least 16 years of age with a valid driver’s license.

Parking:

1. No vehicle is allowed to park on any Palmira street overnight.
2. R.V.s, trucks, trailers, boats and cars are not allowed to park overnight in any parking lot or common area. This includes the Tennis Center, Renaissance Center and the street parking in these areas.
3. Self-parking is permitted in areas identified as such. No parking in grass areas is allowed. Vehicles parked in violation of “No Parking or Reserved for Handicapped” signs may be towed at the owner’s expense.

Community Gate Access:

1. Homeowners are required to notify the Guard House of any guests, workmen, repairmen, and deliveries. If you do not notify the guardhouse, and the guard cannot reach you, entrance will be denied. It is the homeowners' responsibility to notify the Guard house.
2. Notification can be done by calling the guard house or registration through the Dwelling Live app. Log in information will be provided once your sale is finalized.
3. Guests staying more than one day are eligible for a guest gate pass that will allow them access through the main gate for the duration of their stay. The guest pass will have an expiration date and must be displayed on the driver's side dashboard.

East Gate Access:

1. Automatic gate will be activated with your bar code.
2. Do not allow any vehicle to follow you through the open gate.
3. A pedestrian gate is installed at the sidewalk. Your RCC issued membership card will open it.

Vendors:

1. Palmira prohibits contractor work on Sundays and Holidays, preserving these days of quiet for residents.
2. Vendors must have a valid driver's license to enter the community.
3. Contractor interior work is allowed on Sunday and Holidays as long as the work does not create noise or is external to the residence.
4. Only Emergency work is allowed on Sunday and Holidays.

Rental and Lease:

1. You can rent your home on a yearly basis or no more than 3 times in a calendar year.
2. All rentals MUST be for a minimum of 30 days.
3. Rental guidelines are available from the neighborhood management company.
4. While renting, if you turn your privileges over to your lessee, you will not have access to any of the RCC amenities.

Sales:

1. Contact MAY Management for all details relating to “For Sale” signs and open houses.

“Quick rules” Renaissance Center Club

The Renaissance Center Club (RCC) is a private club, operated by the Palmira Master Homeowner’s Association. The RCC is located at the entrance to Palmira and is used by Palmira residents and their guests only.

The Rules and Regulations are intended to be a guide to the use of the fitness, tennis, pools, pickleball, bocce, basketball, Bistro and social facilities of the RCC. These Rules and Regulations are established by the RCC to protect the facilities and to promote the health, safety, welfare and enjoyment of all that use the RCC facilities. To uphold these standards, members and guests are expected to act in a manner consistent with good taste. They may be amended from time to time as is deemed appropriate in its sole discretion

Membership:

1. Ownership in Palmira includes the membership benefits of the RCC and its facilities.
2. Membership is contingent upon being current with all fee and assessments in your Neighborhood Homeowners Association.
3. Your RCC membership costs are assessed through your Master Homeowner’s Association dues, which are paid through your Neighborhood Homeowner’s Association on a quarterly basis.
4. Family members over the age of 18 years of age who are not dependents, using IRS guidelines, are not classified as members of Palmira. They are classified as guests.

Online Access:

1. Everything regarding the RCC activities and events is published at www.mypalmira.org.
2. Initial log in will be Username: first + last name / Password: last name
3. This can be customized at your first sign in.

General Rules:

1. Members, their families and guests must abide by all Rules and Regulations of the RCC.
2. RCC Membership ID cards are required to enter the RCC.
3. Members are classified as those people who are homeowners/renters in Palmira. All dependent children 14 years and up will be issued an ID card. Family relatives of members are not classified as members of Palmira. They are guests. All guest ages 2 and up must be registered and have a guest pass.
4. Children under 18 years of age are not permitted to use any RCC facilities unless accompanied and supervised by an adult, defined as a person 18 years of age or older.
5. The RCC will be open on the days and times posted and communicated in the weekly newsletter.
6. Group activities and room reservations are made through the RCC staff or online at www.mypalmira.org
7. All food and beverages consumed on the RCC facilities must be furnished by The Bistro unless otherwise permitted. The RCC Occupational license does not allow outside food or beverages.
8. The RCC reserves the right, at its sole discretion, to refuse services to a member or guest that appears intoxicated.
9. All RCC facilities are non-smoking areas, including pool area, tennis, pickleball, basketball and bocce. The use of e-cigarettes, cigars, and cigarettes is prohibited. There is a designated smoking area across the street from the RCC's main entrance.
10. Dogs or other pets are not permitted inside the RCC structure including the Bistro, the pool area, and the surrounding fitness center facilities. In all

additional areas including the Bistro courtyard and the sports courts area, dogs and other pets are permitted on the grounds, however they must always be on a leash. In the dog park area, pets are allowed off leash. Members are responsible for any damage to another animal or person that is caused by an animal owned by the member or under the member's control. The only exception to the above is animals for those assisting people with disabilities.”

11. Firearms and all other weapons of any kind are not permitted on the RCC property at any time.
12. Members shall not use the roster or list of members of the RCC for solicitation, commercial purposes or distribute the roster to anyone other than a Palmira homeowner.
13. No posting or circulating of commercial advertisements or petitions is permitted without written permission from the Master HOA.
14. Use of the RCC facilities may be restricted or reserved from time to time by the RCC. This will be communicated to the membership via email or posting at the main entrance doors
15. Members and their guests may not abuse any of the RCC’s employees, verbally or otherwise. No member or guest shall reprimand or discipline any employee, nor shall a member request an employee to leave the RCC facility for any reason. Any employee not rendering courteous and prompt service should be reported to the Master HOA.
16. All complaints and criticism relating to any of the operations of the RCC or its employees must be in writing, signed and addressed to the Master HOA.
17. The personnel of the RCC will have full authority to enforce these Rules and Regulations and any infraction will be reported to the Master HOA.
18. Violation of any of these rules or conduct in a manner prejudicial to the best interest of the RCC will subject the person in violation to disciplinary action by the RCC and the Master HOA.
19. In no event shall the RCC discriminate against any individual because of the individual’s race, color, religion, sex, national origin, age, handicap, or marital status.

Guest Passes:

1. Guest passes can only be initiated by owners/lessee and are available at the RCC desk or online through www.mypalmira.org
2. Each guest at the RCC, accompanied or not, will be required to have a valid guest pass. Guest passes cover the intended dates of entry as stated on the pass.
3. Guest passes are required for all RCC areas.
4. Guest passes are not to exceed 14 days admittance.
5. There is a maximum of 6 valid guest passes available per door at any given time.
6. During peak seasons, November 1st-April 30th, the RCC reserves the right to employ "blackout dates" when the fitness center will be available for use by Members only until after 1pm.
7. Proxy entry cards for guests may be rented with a \$20 cash refundable deposit. Once the card is returned to the RCC, the \$20 cash will be refunded. If the proxy card is not returned to the RCC, the RCC has the right to withhold the deposit.

General Pool Rules:

1. There is no lifeguard on duty. Use of the pool at any time is at the swimmer's own risk. Any injuries or accidents should be reported to the reception desk immediately.
2. Children under age 18 years of age are not permitted to use the pool unless accompanied and supervised by an adult, defined as a person 18 years of age or older. Children are prohibited from using the lap pool.
3. Children who cannot swim must be accompanied by a parent or guardian at all times while using any of the pool area.
4. Children who are not toilet trained are not permitted to use the pools unless wearing appropriate swim diapers.
5. Swimming is permitted only during designated hours or until dusk, whichever comes first.
6. Showers are required prior to entering the pool.

7. No outside food, drink, or coolers are allowed. No glass containers, sharp objects or other breakable containers shall be permitted in the pool or pool area.
8. All swimmers must wear bona fide swimming attire. Family appropriate and clean swim attire only.
9. Proper non-swim attire is required at all times in the RCC facilities other than the pool area and locker rooms. Bathing cover-up and footwear must be worn in the restaurant area.
10. Animals, bicycles, skateboards, and roller blades are not permitted in, around, or on the pool deck area.
11. Throwing of balls, frisbees, etc. are not permitted. Pushing, dunking, diving, running, and jumping are prohibited. RCC staff has the authority to expel anyone who does not follow these rules.
12. Floatation devices are permitted for non-swimming children. Small toys may be permitted. Float lounges may be permitted depending on the size and number of persons in the pool. RCC staff can discontinue use of these floats if they present a safety hazard or hinder the enjoyment of others.
13. No spray sunscreen is allowed in the RCC facility or on the pool deck.
14. Pool furniture is required to be covered with a towel if sun lotions are used.
15. Persons leaving the pool area for more than 30 minutes must relinquish the lounges by removing all towels and personal belongings.