

Florida's Light & Life Park, Inc.
Rules and Regulations
April 8, 2024

Table of Contents

A. General Information	1
B. Definitions	1
C. Membership	2
D. Residence Ownership.....	2
E. Buying and Selling a Residence	2
F. General Responsibilities	3
G. Safety	3
H. Fundraising	4
I. Member Responsibilities.....	4
J. Park Renter Responsibilities.....	7
K. Guest/Visitor Responsibilities	7
L. RV Camping Renter Responsibilities.....	7
M. Guest Room/Cabin Renter Responsibilities.....	7
N. Unit Requirements	7
O. Facilities/Common Areas	8
P. Park Equipment/Vehicles.....	9
Q. Pet Policy Previously 3.4	9
R. Enforcement of Rules and Regulations.	10
Appendices	10

A. General Information

These Rules and Regulations replace all prior rules and regulations that may have been approved by prior Board decisions. In all cases, the Bylaws shall prevail if there is an inconsistency between these Rules & Regulations and the Bylaws.

Because this Park is a community of Christians, the rules and guidelines are an effort to help us live by the Golden Rule, "whatever you want others to do for you, do also the same for them" (Matthew 7:12, CSB). It is hoped, as we follow the rules and guidelines, that we will:

- Create a positive image for visitors and vendors.
- Promote safety.
- Encourage order.
- Educate residents about pertinent laws and urge adherence to them.
- Guide day-to-day behavior and decisions.

If we purposely do our best to follow these, not only should we achieve the above, but we should have a community characterized by peace and order and that honors the Lord.

All Members, Member's guests, and renters are expected to read and follow the Park Rules and Regulations

B. Definitions

Applicant: Anyone who has applied for approval to rent or purchase a residence in the Park.

Board: The 9-member elected Board of Directors as defined in the Bylaws of the Park.

Bylaws: the document containing the rules that govern the Park's internal affairs.

Caregiver: a person related to a Park member who is providing care to that Park member.

Common areas: all areas maintained by the Park and consists of buildings, green areas, landscaped areas, streets, and recreation areas.

Guest(s): any non-paying person or group of persons staying in a Park or private residence

Individual properties: property owned or leased by individuals or married couples defined by its property lines.

Member: Anyone who fits the definition provided in C.a.

Office: The office of Florida's Light and Life Park.

Park Administrator: an employee hired by the Board to manage the business of running the Park pursuant to Bylaws.

Park: any Reference to Florida's Light and Life Park, Inc.

Renter(s): any person or group of persons who is paying to stay in a Park or private residence.

Resident: any member, renter or visitor that is spending time in the Park.

Staff: Paid employees of Florida's Light and Life Park, Inc.

Volunteer: Someone who does work for the Park but is not a paid employee.

C. Membership

- a. One who is 55 years old or over, is in good standing with a Free Methodist Church, and has fulfilled all the requirements for membership, such as, filled out a Membership Application with references and testimony, had a background check, been approved by the Board, and has purchased or leased a residence in the Park. (Exception: Non-Free Methodists may qualify under Article 3.4 of the By-laws.)
- b. When a member remarries, the new spouse is permitted to have member privileges under the existing Member's status after submitting an Application for Membership, having a background check, and being approved by the Board. The existing Member must notify the Office and provide any required information for the Office records.

D. Residence Ownership

- a. Non-members who wish to purchase a residence must submit a completed application to the Office with the application fee to receive pre-approval to purchase.
- b. Once approval from the Board has been given, applicants will have two (2) years to purchase a residence or lease a lot, after which the application will expire.
- c. Only approved Applicants are eligible to shop for, negotiate a price and purchase a residence in the Park. No sales agreement can be made prior to approval for membership.
- d. Only one applicant (single person or married couple) may purchase a residence.
- e. A Member shall own only one residence at a time. There may be an overlap when one residence is for sale and the Member has purchased a different residence.

E. Buying and Selling a Residence

- a. Seller Responsibilities
 - 1) A pre-sale inspection of the property by the Park Administrator or designee must be completed before a property can be put up for sale.
 - 2) Properties cannot be listed with any realtor. They may be listed with the Park Office.
 - 3) The seller and approved applicant/buyer must have a written, signed Sales Agreement and provide a copy to the Park Office.
 - 4) While property is waiting to be sold it must be properly maintained inside and out. This includes pest control, mold control, general cleaning, and the outside weed control and lawn care.

- 5) Any residence offered for sale must be sold within one (1) year but may be rented during this period to an approved renter.
 - 6) All fees are required while a property is on the market.
 - 7) If the property is not sold within one year, the seller must consider reducing the price and will be contacted by the Park Office to discuss what measures will be taken to ensure it sells. **The owner will be assessed a 20% increase to their annual fee for the second and subsequent years. (see appendix B.)**
- b. Buyer Responsibilities
- 1) An approved applicant negotiates a price and a Sales Agreement with the seller and submits a copy to the office.
 - 2) Legal paperwork, payment of closing costs and signing of deeds or leases must be handled by the Park Office.
 - 3) Mortgages are not permitted.
- c. Closing
- 1) Legal paperwork, payment of closing costs and signing of deeds or leases will be handled by the Park Office.

F. General Responsibilities

- a. Members and Renters of Park facilities are responsible for the conduct of their children, guests, and renters.
- b. All Members and Residents should make every effort to keep their property and common areas clean and orderly.
- c. Maintenance issues are to be reported to the Park Office either verbally or by email (floridallpark2@gmail.com.)
- d. Curfew in the Park is 11:00 p.m. for persons under 18 years of age unless accompanied by an adult.

G. Safety

- a. Drive responsibly on all Park roads. The speed limit is 15 mph on all roads in the Park. Obey all traffic control.
- b. Golf carts must yield to walkers and bikers.
- c. Children who do not possess a valid driver's license may not drive a golf cart unless accompanied by a responsible adult. If a child cannot reach the pedals, they must be on the lap of the adult when steering.
- d. Pedestrians must yield to bicycles and tricycles on sidewalks. Riders of bicycles and tricycles should use extreme caution when driving on sidewalks.
- e. Golf carts and bicycles must have headlights and taillights. Lights must be used from dusk to dawn.

H. Fundraising

Fundraising events for the benefit of the Park must be scheduled and approved by the Park Administrator or designee.

I. Member Responsibilities

a. General

- 1) Annual Fees must be paid directly to the Park Office by the Member no later than January 15.
- 2) All deed holders of real property must pay their own taxes as assessed by Hillsborough County and/or state agencies.
- 3) All Lessees of property will be billed taxes by the Park Office assessed by Hillsborough County and/or state agencies. All taxes billed by the Park Office must be paid in full by December 15th of the current year. If not paid by December 15th, a late payment will be assessed.
- 4) Members must provide the Park Office with a key to all structures on their property.
- 5) Members must give the Park Office explicit permission to provide a key for their residence to another party.
- 6) When leaving the Park for an extended period of time, Renters and Members are asked to notify the Park Office and ensure that water and gas to the unit are turned off.
- 7) Renters and Members are asked to notify the Park Office when arriving at the Park after being away for an extended period of time.
- 8) All Members shall occupy their deeded or leased property at least thirty (30) days per calendar year. Administration, with Board approval, may grant an exception when a written request is made for a waiver. A renter cannot fulfill the 30-day occupancy requirement for a Member.

b. Visitors

- 1) Members may have house guests in their residence; guests under 55 are limited to stays of 2 weeks unless approved by the Park Administrator under the guidance of the Board.
- 2) Members are responsible to see that all Rules of the Park are followed by those occupying their space. Absence of the owner from the property does not remove his/her responsibility for staying in compliance with the Rules.
- 3) Members who rent a Park-owned unit for guests must ensure that a Visitor Registration is completed for Visitors.

c. Caregivers

As Members' needs reach a point where individualized personal care is needed, it is to not be assumed that the community will care for them. Members should have a plan for when this occurs.

- 1) Members may request to have an under 55-year-old caregiver/guest **stay** with them on a long-term (2 weeks or longer either consecutively or collectively) basis who will be considered non-member residents. A long-term non-member resident must be approved by the administration before they begin long-term residency with a member. If it is determined that a non-member has not received prior approval for long-term residency, they will be required to leave the Park and may not return until and unless they receive approval. The process by which the approval is completed will be determined by the Administration and may change as necessary. Any approval may be rescinded by the Board at any time without cause.
- 2) Guidelines for approval of a caregiver include
 - There must be a recognized need for a full-time, in-house caregiver.
 - The caregiver must be a family member.
 - The caregiver must agree in writing to abide by the Rules and Regulations of Florida's Light and Life Park.
 - The caregiver must provide contact information.
- 3) When no caregiver is available, the Member must make plans to move to where care can be provided.

d. Renting a Member's Residence

- 1) Members who wish to rent out their residence must annually complete the "Owner's Intention to Rent" Form and submit it to the Park Office.
- 2) All Renters must complete and submit an "Application to Rent" form to the Park Office.
- 3) Failure to comply may result in a fine.
- 4) Members are responsible for providing keys (including mailbox when appropriate) and a remote to renters of the Member's private residence.

e. Residence Maintenance

- 1) Residences must be well-maintained in appearance including:
 - painted and washed regularly.
 - No cluttered accumulations on property or in carports.
 - No rubbish.

Failure to maintain appearance may result in fines and plus any expenses incurred by the Park to correct the issue.

- 2) All landscaping will be arranged to make it as easy as possible for mowing. Trimming, weeding, and grooming of flowers and shrubs is the responsibility of the resident even when not present. All yard debris must be disposed of according to Park procedures. (Placed in blue barrels or branches stacked for removal.)

The Park Administrator, or those acting on the Park's behalf, will inform owners of any violations of this nature, and give them 10 days to remedy the situation; after

that time, it will be turned over to an outside service to be corrected at the owner's expense plus an administration fee.

- 3) Members who own mobile homes, park models, and RVs are responsible for mowing the grass on their individual properties from November 15 through April 15.
- 4) Members who are gone for the summer must store or secure objects that could become a hazard due to high winds or hurricanes!
- 5) After inspection by the Building and Ground Committee, the Board of Directors may declare a Mobile Home, Park Model, permanent RV or concrete block home uninhabitable as a result of damage, deterioration, age or neglect. The Board may cite any owner for violation of this provision. A Member cited will have 30 days to correct the problem.

f. Residence Remodeling/Improvements

- 1) Before beginning any external addition, alteration, or remodeling to a Member's home or lot including placing concrete or paving bricks in the parking area, patio, or sidewalks, and adding sheds, please refer to the Park Bylaws, Section 13.11 through 13.14.
- 2) No work shall begin without written approval from the Park Administrator.
- 3) The Park Office can assist with contact information on Hillsborough County Building Codes.
- 4) Roofs and awnings may extend beyond the setbacks for a distance of one foot. Carport roofs may extend to the front of the property line. Satellite dishes and A/C units may extend to the property line.
- 5) Sheds must be tied down if they are free-standing.
- 6) Rain gutters must be installed on all Florida rooms, awnings, screen rooms, carports, etc., to assure water is drained away from the ground by the units.
- 7) Units must not exceed 14 feet in width, including slide-outs. The length of each unit is restricted by the lot size.
- 8) The front of each unit to the center of the paved roadway must not be less than the following:
 - Zion Ave. – 15.5 feet
 - Ebenezer PL. east – 18.5 feet and
west – 15.5 feet
 - Hebron Court – 24 feet
- 9) Each unit must be a minimum of 6.5 feet from the rear of the unit to the lot line between units.

J. Park Renter Responsibilities

- a. All those seeking to become a renter of Park facilities or Member's residences must submit an "Application to Rent" Form to the Park Office for review and approval.
- b. Contact the Park Office to request a reservation for the next season. The reservation deposit must be submitted by April 15 for a renter staying at least 2 months during the next winter season. Reservations will be prioritized by previous years of renting and availability. The deposit may be returned if a request to cancel is received before July 1st.

K. Guest/Visitor Responsibilities

- a. Visitors are required to register at the Park Office when they arrive or as soon as the Park Office is open after their arrival.
- b. Renters of private residences must make payments to the Member, not the Park Office.

L. RV Camping Renter Responsibilities

- a. All campers must register at the Park Office before parking unless they arrive when no Office personnel are available. Those arriving after the Office is closed must follow posted or emailed instructions and complete registration as soon as possible after the Office reopens.
- b. A fee is required for the full time the unit is on the site.

M. Guest Room/Cabin Renter Responsibilities

- a. All renters of Guest Rooms and Cabins must notify the Office of their expected arrival time. Instructions will be given on how to access the unit after office hours.
- b. Florida's Light and Life Park, Inc. is not responsible for renters' belongings if things are left behind. Items placed in a guest room or cabin for personal use and left there become property of the Park.
- c. All rooms/cabins should be cleared of trash and personal belongings upon departure.
- d. Long-term renters are responsible for laundering the furnished set of linens.
- e. Renters are to dispose of trash in Park provided containers across the creek on Zion Avenue.

N. Unit Requirements

- a. All Park Models, Mobile Homes or RVs that are being permanently placed on a lot (replacing or new) must be approved by the Park Administrator.
- b. When adding a new Mobile Home, Park Model or RV, the current Hillsborough County Building Codes and Florida Building Codes must be followed. Installed height must be set according to flood regulations.
- c. All Mobile Homes, Park Models or RVs must be tied down.

- d. Vented Skirting with vent openings no larger than ¼” in width is required on all Mobile Homes, Park Models or RVs that are permanently set.
- e. No add-on buildings may be attached to a Mobile Home, Park Model or RV that is permanently set. Add-on structures must be freestanding including carports, screen rooms, Florida rooms, etc.
- f. There must be a minimum of 4 feet of clearance between the drip line of a storage shed or awning and the unit next to it.

O. Facilities/Common Areas

a. Use of Facilities

- 1) All facilities of the Park are for the use of members, their guests, approved renters and employees.
- 2) All usage fees must be paid and waivers signed by anyone using those facilities, if applicable.
- 3) As a people, we live wholesome and holy lives and show mercy to all, ministering to both their physical and spiritual needs.
- 4) We commit ourselves to be free from activities and attitudes that defile the mind and harm the body, or promote the same.
- 5) We commit to respect the worth of all persons as created in the image of God.
- 6) We commit ourselves to strive to be just and honest in all our relationships and dealings.
- 7) We advocate for abstinence of smoking, vaping and illicit drugs being permitted in the Park.
- 8) We advocate for abstinence of alcoholic beverage being permitted in the Park.
- 9) Any disruptive behavior by members, guests, or visitors could result in expulsion from the Park.
- 10) No open woodfires are permitted in the Park. Gas powered, charcoal, briquet or pellet grills are permitted. Gas fire rings are permitted.
- 11) All recreational facilities are closed during church services.

b. Pool

- 1) The pool is for the use of Park members, residents, their guests, and employees.
- 2) Follow all Rules posted at the Swimming pool.
- 3) The Park does not provide lifeguards.
- 4) Adult supervision is required for all swimmers under the age of 16 years.
- 5) No running or diving permitted in the pool area.

- 6) The gates to the Pool should be closed (latched) at all times.
- 7) The Pool must be locked when it is covered.
- 8) All residents and guests using the pool must be modestly attired. Women's bathing suits should have coverage of chests, stomachs, and backsides without cutouts or plunging necklines. Men's swim wear should be at least mid-thigh in length.
- 9) Cover ups are to be used when going to or returning from the pool when dressed in pool attire.

c. Storage

- 1) Recreational vehicles, motor homes, 5th wheels, travel trailers, boat trailers, and utility trailers not currently in use are to be parked in the designated storage areas.
- 2) The storage areas are for current Members and Guests or Renters' use only.
- 3) Boat trailers may be parked on a Member's lot, with permission of the Park Administrator.
- 4) Sheds on Park property near the golf course must be:
 - a manufactured structure, tan in color and have approval of the Park Administrator before being placed.
 - 8 ft. x 10 ft. with a gable roof on the 8 ft side.
 - The door is to be on the 8 ft. side, and when placed, the door must face the existing access lane.
- 5) Storage sheds on Member's lots must be within the member's lot line boundaries.

P. Park Equipment/Vehicles

Note: Volunteers are not covered under Workers Compensation.

- a. To use Park equipment, a Park employee must determine that a user is qualified.
- b. A fee must be paid for the use of heavy mechanical equipment for personal use. Exception: No fee will be required to use small equipment in the Beautification area for personal use.
- c. Park vehicles may be used only to perform Park business.

Q. Pet Policy Previously 3.4

- a. No member or member's visitor(s) may bring animals into the Park at any time, either within or outside of their residence. This includes all pets and Emotional Support Animals.
- b. A Service Dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability will be considered on a case-by-case basis.

- c. Livestock which is owned by the Park will be allowed and kept in the areas designated for that livestock.

R. Enforcement of Rules and Regulations.

Improper behavior or infraction of Park Rules and Regulations may result in persons being barred from Park facilities, fines, or stiffer penalties as covered in the Bylaws.

Appendices

A. Fees

- Application Fee
- First time Resident Fee
- Property Transfer Fee
- Annual Fee
- Late Fees
- Facility Usage Charges
- Rental Fees
- Equipment Use
- Property Tax
- Dues for participation in Resident clubs/organizations such as Golf, Woodshop, etc.
- Background check

- B. Calculation of the fee for Violation of the Minimum Residency requirement (see rule I a. 8) **and having an unsold residence for more than a year (see rule E.a.7).**

Appendices

A. Fees (2024)

<p style="text-align: center;"><u>Residents</u> (Homes, Villas, Mobile Home, & Permanent RV's)</p> <p>Annual Operating Fee \$2,180.00 Fee is due Jan. 15th or late fee will be assessed</p> <p>Late Fee (Per Month) \$25.00</p>	<p style="text-align: center;"><u>First Time Buyers</u></p> <p>First Time Applicant \$150.00 (Collected when application is turned in)</p> <p>First Time Resident \$1,050.00 (Collected at Closing)</p> <p>Property Transfer Fee \$150.00 (By Seller) Collected at Closing)</p>
<p style="text-align: center;"><u>Storage Sheds (Members Only)</u></p> <p>Storage Shed Annually \$65.00</p> <p>Late Fee (Per Month) \$10.00</p>	<p style="text-align: center;"><u>Park Facilities</u></p> <p>Hood Hall <100 People \$25; >100 People \$55</p> <p>Hood Hall Kitchen <100 People \$25; >100 People \$55</p> <p>Maxwell Commons <100 People \$25; >100 People \$55</p> <p>Tractor Use Per ½ Hour \$45; Per Hour \$80 (Tractor must be scheduled through park office)</p>
<p style="text-align: center;"><u>Guest Room</u> (Shared Bath) Single or Double Occupancy*</p> <p>Daily \$60.00</p> <p>Weekly \$295.00</p> <p>Monthly \$910.00</p>	<p style="text-align: center;"><u>Guest Room Suites</u> (Private Bath) 1 – 4 Persons*</p> <p>Daily \$110.00</p> <p>Weekly \$550.00</p> <p>Monthly \$1,690.00</p> <p style="font-size: small;">*Additional persons with hide-a-bed availability</p>
<p style="text-align: center;"><u>RV Camping</u> Full Hook-Up</p> <p>Daily \$45.00</p> <p>Weekly \$225.00</p> <p>Monthly \$700.00</p>	<p style="text-align: center;"><u>Cabin</u> 1 to 4 Persons (\$4.00 Per Additional Person)</p> <p>Daily \$40.00</p> <p>Weekly \$200.00</p> <p>Monthly \$610.00</p>

Monthly Pricing with Minimum 3-Month Stay

For stays of at least 3-months,

Rates for stays longer than 3 months are pro-rated using the 3-month rate

<u>Guest Rooms</u>	(Shared Bath) Single or Double Occupancy*	\$795.00
<u>Guest Room Suites</u>	(Private Bath) 1 – 4 Persons*	\$1,400.00
<u>RV Camping Spaces</u>	Full Hook-Up	\$670.00
<u>Cabins</u>	1 to 4 Persons (\$4.00 Per Additional Person)	\$580.00

Property Tax	Set by the county
Resident Club participation Dues	
Golf	\$15.00
Woodshop	\$15.00
Shuffleboard	\$10.00
Background Check	\$35.00

B. Calculation of the fee for Violation of the Minimum Residency requirement

If the minimum residency (refer to 13.8 of ByLaws & Rule I.a.8)) or allotted time limit for resale of one year is not met (refer to Rule E.a.5)), the owner will be charged a 20% increase in their annual fee for the second year. If this becomes multiple years without a sale, or without meeting the residency requirement, then each subsequent year the fee will increase.

(The following is an example based on the 2024 annual fee of \$2,180. Any annual increases in fees would increase this total.)

- Second year criteria are not met:

If annual fee: \$2,180.00, add (20% increase) or \$436.00 = \$2,616.00

- Third year criteria are not met:

To the \$2,616.00 (new base) add (20% increase) \$523.00 = \$3,139.00. To this add any increase in Annual Fee (e.g. \$70.00) or \$3,209.00. Total due would be \$2,616.00 + \$523.00 + \$70.00 = \$3,209.00

- Fourth year criteria not met:

To this new 3rd year base (\$3,209.00) add the 20% increase (\$642.00) to equal \$3,852. To this, add the increase in the annual fee (e.g. \$75.00). Total due would be \$3,209.00 + \$642.00 (20% increase) = \$3,926.00

This formula will be used, and continue to increase, until the unit is sold, or the owner's 30-day annual residency requirement is fulfilled.