

WELCOME



Welcome to Forest Lake Estates

On behalf of the Forest Lake Estates Homeowners' Association, Inc. we are very happy to welcome you to one of the finest Manufactured Home Parks in the area. It is a great place to live and have fun. We have wonderful amenities, activities and social events. This park has wonderful, caring people and you will find it easy to make new friends.

The park has a very active homeowners' association that oversees most activities, social events, special events and more. You are sure to find something that interests you. We always welcome new residents who wish to share their talents to volunteer in this vibrant, active community.

The Forest Lake Estates Homeowners Association is an important aspect of our community. In fact, it is the bedrock of our community. Approximately 80% of our homeowners belong to the FLE-HOA. The park owners, Equity Life Styles, work closely with the HOA board, making the best decisions for our park and developing new opportunities for the future.

Our goal is to provide you with everything you need to know as a new resident of Forest Lake Estates. The HOA Welcoming Committee will be contacting you soon to set up a time to meet and discuss many of the features of the park and answer all of your questions.



WHEN YOU JOIN THE FLE HOA...

HERE IS JUST PART OF WHAT YOU GET...

- 1) A Voice in the Park on park-wide issues and a place to state your own issues.
- 2) Voting rights for all HOA related issues.
- 3) HOA developed and sponsored activities.
- 4) Attendance at General Membership HOA meetings for **all paid** HOA members.
 - HOA General Membership meetings are the main source of information for the park. If you want to know it, you will learn it here.
 - The Park Manager speaks at the beginning of each meeting to discuss ELS events, issues, etc. for the park.
 - The HOA Board of Directors covers HOA items that the residents need to know.
 - There is a question and answer period at the end of the HOA General Membership meeting. Any HOA member may pose a question/concern/issue to the FLE-HOA Board.
 - Free coffee and doughnuts served at every meeting.
 - HOA General Membership Meeting minutes are emailed to all members.
- 5) Monthly newsletters, including calendars of social events and activities, are delivered via email to all paid HOA members who provide us with an email address. Additionally, for a extra fee, hard copies of the newsletter can be delivered directly to your door.
- 6) Lawyer to represent the HOA when issues arise between the HOA and ELS.
- 8) Liability insurance for all HOA-sponsored activities. (This does not include your own individual liability insurance required for your homes).
- 9) Representation on rent increases.

The FLE HOA delivers much value to the residents of Forest Lake Estates. To join your FLE HOA please call 813-715-2900 or send an email to membershipflehoa@gmail.com and our membership chairperson will get in touch with you. You can join the FLE HOA any time of year. Membership in the FLE HOA is \$20 per home per year.

FLE HOA MEMBERSHIP CAMPAIGN

“YOUR VOICE IN THE PARK”

The purpose of the Forest Lake Estates Home Owners’ Association (FLE HOA) is to ensure our membership and our perspective members are aware of the goals of our Association.

Our mandate is to:

- Operate an Association encompassing the well-being of the business affairs of the Forest Lake Estates Home Owners’ Association.
- Promote FRIENDSHIP and HARMONY between FLE HOA and the Park Owners, ELS .
- Ensure rent increases are REASONABLE AND WORTHY; and,
- Ensure ELS is in compliance with 723 F.S., the Prospectus, and all exhibits thereto.

While it is important to maintain a harmonious relationship between FLE Residents and ELS, it is also important to know that the FLE HOA stands firm on these mandates. All Forest Lake Estates residents have an investment that must be protected. The FLE HOA is the ONLY entity recognized by the State of Florida to represent all of the residents in the Park. The HOA works with ELS to assure that the park is maintained appropriately and to protect the best interests of all residents. All residents are encouraged to join the HOA and support the HOA Board of Directors as they work to support you. Board Members are elected each year in January. You must be a paid member to be eligible to run for a seat on the board and to vote in the election. The fees are \$20 per household per year and are deposited into our general fund to be used for operating expenses, activities and legal support. Members who provide an email address will receive the monthly newsletter, minutes of membership meeting and any announcements via email. You may choose, for an additional fee, to have a hardcopy newsletter delivered to your home.

FLE HOA MEMBER(S) INFORMATION

Date: _____

Name (1): _____ Phone # _____

Name (2): _____ Phone # _____

Forest Lake Address: _____ Lot Number _____

Email Address (1): _____ Email Address (2): _____

Home State/Province _____

OPTIONAL: providing the following information authorizes the HOA to publish the dates in the newsletter.

Birthday (1) _____ Birthday (2) _____

Anniversary _____

AMENITIES

- Gated Entry
- Wide Lighted Streets
- Paved Sidewalks on both sides
- Fishing lake with docks
- Memorial Park
- Two heated pools plus heated spa
- ATM and Jukebox
- Water volleyball court
- Huge sundeck patio with grill, refrigerator and counterspace (contact Activity Director for use)
- Six horseshoe pits
- Large clubhouse with dance floor
- Outdoor Exercise Center
- Twelve covered and lighted shuffleboard courts
- Billiards Room, Game room—darts, ping pong
- Tennis Courts/Pickle Ball Courts
- Basketball Court
- Updated Miniature Golf course
- Dog Park
- Close to Gulf beaches
- Medical facilities & major shopping centers nearby
- Centrally located to theme parks
- Adjacent to a Wilderness Preserve with trail

SOCIAL ACTIVITIES

- Dinner Dances
Saturday Evening 5:30pm
Season November thru March
Tickets Required
- Fish Dinners
At least one Friday a month 5:00pm
Season November thru April
Tickets required
- Ice Cream Socials
One Sunday of the month 6:00pm
Season November thru March
Pay when you order
- Monday Night Sandwiches
Monday nights 4:30pm
Season November thru March
Pay when you order
- Bingo
Tuesday evenings
Card Sales 4:45—5:45pm
Bingo Starts at 6:00pm
Season October thru April

Social Activities are held in the Clubhouse.

Tickets for Social Activities are sold on Monday and Tuesday mornings, from 10:00am until Noon.

General Rules of Conduct for Residents

These rules are intended as a general guide only for Forest Lake Estates Residents.

Residents should consult their official ELS Forest Lake Estates Rules & Regulations for more detail.

- Clubhouse
 - The FLE HOA coordinates all activities in the clubhouse.
 - Shoes must be worn at all times.
 - Children must be accompanied by an adult.
 - Pets are not allowed in the clubhouse.
 - Smoking in only designated areas – near bike rack.
- Hours
 - Clubhouse and recreation area hours are from 8:00 am to 10:00 pm.
 - The pool and hot tub are open 9:00 am to 10:00pm.
 - Guests must enter at the front gate and may use the call box to be allowed in.
 - Look up by last name and press call.
 - The resident will press #9 on their phone to “buzz you in”.
 - Public docks are open 8:00 am to 10:00 pm.
- Noise
 - Conduct should not be a nuisance to other residents —quiet hours are from 10:00 pm to 8:00 am.
- Guests
 - Overnight guests using facilities must be registered with the office.
 - Guests staying longer than 15 consecutive days or 30 days per year days must be approved for residency.
 - Guests may use community facilities when conditions permit (capacity).
 - No children under sixteen are allowed in the adult pool.
- Pets
 - Maximum of two pets, maximum combined weight 40 lbs., must be approved by management.
 - Must be on leash or in the dog park (see dog park rules).
 - Should not be left unattended for long periods in the home or screen room or tied up outside.
 - When out walking pet, droppings must be picked up immediately.
 - Guests are not allowed pets.
- Vehicles
 - Operators of vehicles and golf carts must have a driver’s license and speed limit is 15 miles per hour.
 - Pedestrians, golf carts and bicycles have the right of way.
 - Golf carts and bicycles must observe all traffic rules.
 - Bicycles must have front lights and back reflectors at night.
 - Do not park on the sidewalk or lawn of a home at any time.
 - Vehicles are not allowed to park on the street overnight (12:00 am – 7:00 am).
 - Guests may use the grassed area on Presidential Circle & Paquette Way (no motorhomes, trailers or commercial vehicles).
 - Campers, motor homes, trailers, boats or delivery vehicles are allowed to park 24 hours for “loading/ unloading” only.
 - Mechanical work on vehicles is not permitted.
- Homes
 - Residents are responsible for keeping sidewalks clean and free of obstacles; management is responsible for repairs due to damage not caused by resident.
 - No “Beware of Dogs,” “No Trespassing” and “No Mowing” signs allowed.
 - Please reference section 7 & 8 of the Rules and Regulations packet you received from the office.

FOREST LAKE ESTATES

Resident Concern Form

Date: _____

Resident Name(s): _____

Address and Site Number: _____

Telephone Number: _____

Incident or Problem Detail

Date of Incident or problem: _____

Resident(s) or Person(s) Name(s): _____

Locations(s) of Incident or Problem: _____

Description of Incident(s) or Problem(s): _____

Resident Signature: _____ Date: _____

Resident Signature: _____ Date: _____

Date Received in Management Office _____

Received By: _____

Action Taken: _____

Community Manager's Signature _____

Forest Lake Estates Pool and Hot Tub Rules

Pool and hot tub hours 9:00am—10:00pm

- Pools and hot tub are for residents and guests of FLE only—No Trespassing.
- Warning: Use at your own risk. There is no lifeguard on duty.
- In case of emergency dial 911, give clubhouse address (6360 Spring Lake Circle).
- All children under 16 must be accompanied by an adult and are allowed only in the small pool.
- No suntan oil or lotion. Please shower before entering pools or hot tub.
- Absolutely no EATING, DRINKING, or SMOKING inside fenced area (plastic water bottles are allowed).
- No objects (chairs, loungers, etc) can be within 4 ft of the pool.
- No jumping, diving or running in pool area.
- No animals inside fenced area.

Forest Lake Estates Dog Park Rules

- Park users and dog owners assume all risks related to the use of this park.
- Animals other than dogs are not permitted.
- Dogs must be leashed when entering and exiting fenced off leash areas.
- No more than two (2) dogs per handler.
- Dog owner must remain in the fenced enclosures with their dog(s), carry a leash and keep within sight of the dog(s).
- Dogs, when off leash, should be under control of visual or oral commands at all times.
- All dogs must be legally licensed, have current vaccinations and wear a collar with visible license tag.
- Dogs must be removed at the first sign of aggression.
- Female dogs in heat are prohibited.
- Dogs under the age of 6 months are prohibited.
- Dog feces must be picked up immediately, using pet litter bags and disposed of properly in trash receptacles.
- Dog owner must immediately fill any holes their dog(s) digs.
- All food and treats, (both human and pet), are prohibited within the fenced off leash areas.
- Children 13 - 17 years must be accompanied by an adult.
- Children 12 years and under are not permitted due to health and safety concerns.



FOREST LAKE ESTATES

Forest Lake Estates Residents,

You may have noticed by now the new callbox at the visitor lane. The new callbox is a digital touch screen device that allows you to search by name or directory code.

There are a couple of ways on how a visitor can reach a resident.

The main screen displays two options “Phone Call” or “Entry Code (PIN)”. You want to let your visitors know to ALWAYS select the “Phone Call” option to be directed to the next screen. There will be three options to select from:

- 1- Find a Name
- 2- I have a Directory Code
- 3- Office

To dial using the find a name option, visitors can use the arrows on the left side of the screen until they see the name of the person they are looking for or they can select the “type here to search” button to start typing the last name. To generate a call, visitors must tap on the name.

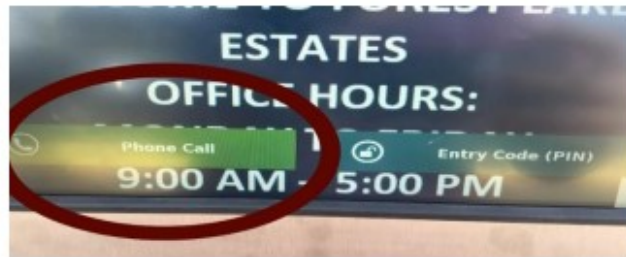
To dial using the directory code, visitors can simply enter the directory code on the callbox keypad and hit “call”. A call will not be generated until the word “CALL” is selected.

How do you let your visitors in? You must answer the phone that was registered in our office upon move-in and hit “9” on your phone keypad. There will be a beep or tone as an indicator that the gate received the command to open the gate.

Visitors can also choose to call the Management office during office hours Monday to Friday from 9:00 am to 5:00 pm and a member of our office will grant them access to our community.

How do I gain access to the community?

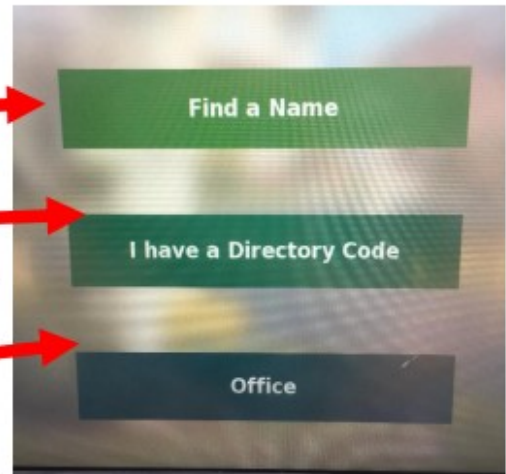
First, select “Phone Call”



Second, select “find a name” if you don't have a directory code and look for the person you are looking for.

Third, select “I have a directory code” to enter the 4-digit code assigned to your household.

Fourth, select “Office” to reach a member of the management office during business hours Monday through Friday from 9:00 A.M to 5:00 P.M.



How do I let my visitors in?

To accept access from an entrance request:

First, pick up the phone call from the gate

Second, press “9” on the registered phone

Third, you will hear a “beep” in confirmation of acceptance.

Information on Accessing Your Mailbox

If you did not receive keys to your mailbox from the previous owner, you will need to contact the US Post Office in Zephyrhills to request that your mailbox be rekeyed. The Post Office may charge you a fee for this service.

Guest Parking Policy

Effective March 1, 2021, there will be a new parking-pass system for your guests. If your guest(s) need to park their vehicle on the designated visitor parking areas, you, the resident, must pick up a parking permit from the management office during office hours prior to your guest's arrival. Please make sure to have the following information available to fill out the Guest Registration Form:

- Guest's arrival and departure date
- Guest's vehicle make and model, color, and tag#

The designated "visitor parking" areas are the grassy areas near the clubhouse and the grassy area on Paquette by the sewer plant. As a reminder, the clubhouse parking lot and the visitor parking areas are NOT to be used as overflow parking.

As per Forest Lake Estates Rules and Regulations, two cars are allowed per homesite and must fit in the driveway. Parking on the sidewalk is NEVER allowed, and parking on the street is only permitted after 7:00 a.m. and before midnight.

Any vehicles in violation of our vehicle and parking rules will be tagged with an adhesive sticker on the windshield and are subject to be towed at the owner's expense. See Rules and Regulations Section 10.4 for more information.

For questions or concerns, please contact the management office at (813)783-7979.

Thank you for cooperation.

Forest Lake Estates Management

Trash and Recycling

Household trash collection is a free service. From the first Monday in November through the end of April, trash is picked up Monday and Thursday for houses below Ritchie Lane. Above Ritchie (closer to clubhouse) pick up is Tuesday and Friday. Beginning the first Monday in May through the end of October, collection days for all homes are Monday and Thursday. Trash must be bagged and in covered cans and should be put out by 7:00am. If you set bags out at night, they may be "opened" by critters. All yard clippings need to be bagged or tied, no longer than 4 feet long. All cardboard boxes must be flattened and tied together. TVs and appliances will not be picked up.

Paper and Cardboard is collected for recycling at the bins near the post office. Collection times are 10:00 to 12:00 on Saturdays. The bins are locked at all other times. ONLY paper and cardboard are to be brought to the bins. Cardboard needs to be broken down. Absolutely no plastic bags, household trash, or styrofoam packing material etc should be taken there.

Clean Aluminum cans (soda, beer) with tabs – We collect these cans and receive money, which goes for a very good local charity that benefits kids in need **CANS FOR KIDS**. There are collection barrels at the clubhouse, and also wagon on Presidential across from the small pool.

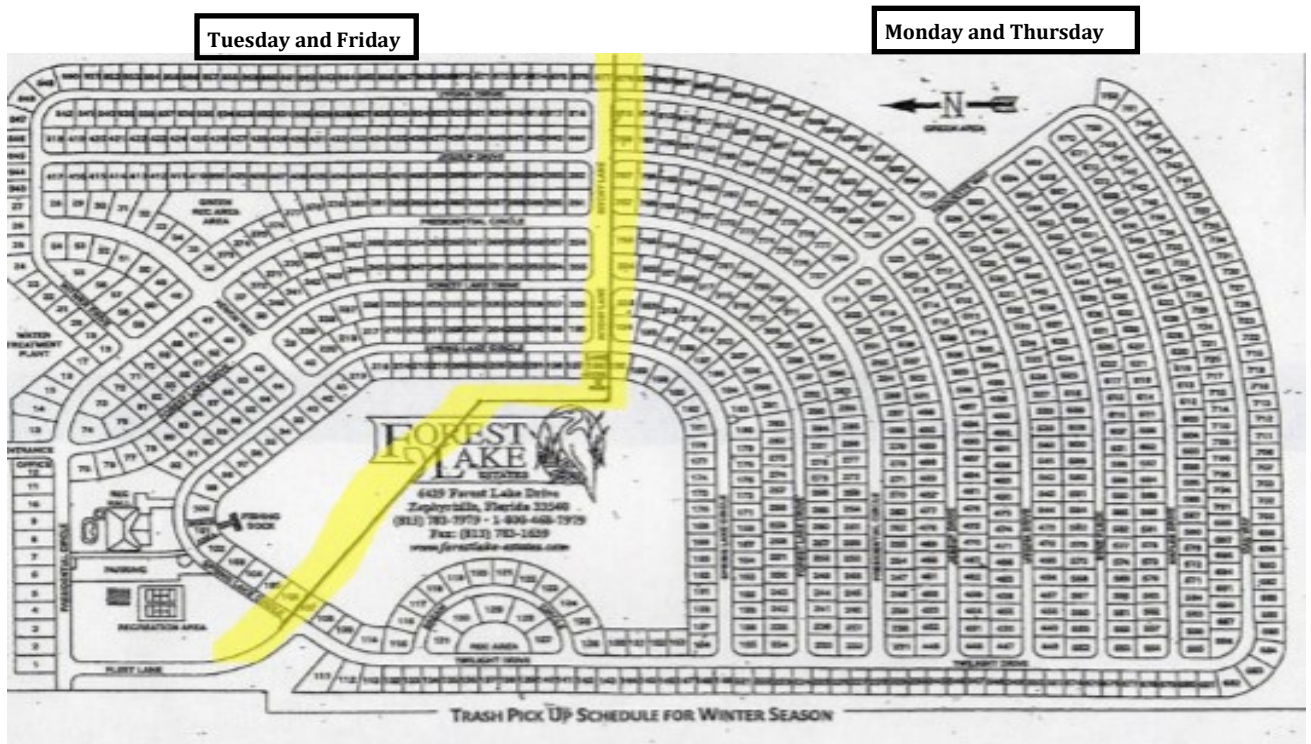
Plastic bags can be recycled at Publix, Winn Dixie, Walmart, or thrift stores in the area.

Plastics, Metals, Cardboard, Paper, and Fluorescent bulbs can be taken to the **Pasco County Solid Waste Facility**. It is a one source, free collection point (no need to separate). **NO PLASTIC BAGS!**

Directions: turn left out of the park, go 6.9 miles on County Route 54 (Eiland Blvd) and turn right on **Handcart Road (Rt 579N)** The transfer station is approximately 3.9 miles down this road, on the right (9626 Handcart Road). They also will accept TVs (\$5 for small, \$10 for large), appliances, metal and some furniture for free. For a full listing of services call **352-521-0500**.

<http://www.pascocountyfl.net/index.aspx?NID=187> .

If you have questions on recycling please contact the Recycling Chairperson.



Ready your home for its summer vacation

Closing Your Seasonal Home— Checklist

The following list is designed to assist you in preparing to close your home for the season. Not every task on the checklist will apply to you. The list should be used as a guide to help you close and secure your home while you are away.

Three Weeks before Leaving

___ Schedule an appointment to have your central air conditioning system serviced (this should be done once a year).

___ Call service and utility companies to temporarily suspend service during your absence.

___ Review Homeowner's insurance policy and update if necessary.

___ Update home inventory. Make copies and keep in a secure place.

___ Find a trusted friend or relative to routinely check on your home.

___ Arrange for landscaping maintenance.

___ Arrange to close shutters and to prepare home in the event of a hurricane threat.

Additional tasks

Two Weeks before Leaving

___ Purchase timers for lights and radios.

___ Arrange to forward mail.

___ Arrange for cancellation of newspapers and magazines.

Additional tasks

One Week before Leaving

___ Clean refrigerator and freezer.

___ Test the dehumidifier, if you choose to use one. Place in a central location with a continuous drain.

___ Vacuum upholstered furnishings to eliminate mold spores.

___ Remove interior and exterior plants in pots and containers.

___ Remove all food from the cabinets. (Do not keep ground spices and dried herbs. You may, however, keep all canned products and whole spices).

___ Move patio or lanai furniture into the garage or house.

___ Leave your contact information with neighbors and the ELS management office.

Additional Tasks

The Day You Leave

___ Empty food from refrigerator and freezer; wipe condensation dry from freezer; disconnect refrigerator/freezer; and leave door ajar.

___ Put a dozen ice cubes in 2—3 tablespoons of baking soda into the garbage disposal, and then run the disposal to clean blades.

___ Empty dishwasher.

___ Set timers on lights.

___ Turn off or disconnect water heater.

___ Cover drains with stopper or duct tape.

___ Cover and seal toilets.

___ Unplug appliances and electronics.

___ Check air conditioning for accurate settings.

___ Set off insect "bombs" or "foggers" if desired.

___ Set security system.

___ Lock doors and windows.

___ Leave interior doors open for air circulation.

Additional tasks

Contact Info for Local Agencies

Pasco County Sheriff	Emergency 911 Non Emergency 727-847-5878
Pasco County Fire Rescue	Emergency 911 Non Emergency 727-847-8102
Emergency Management	Dade City 352-521-5137
Highway Patrol	Lakeland 863-499-2300, Tampa 813-558-1800
Electric Company—WREC	352-588-5115
Water/Sewer Company— Labrador Utilities Inc.	866-842-8432
Red Cross	Tampa 813-348-4820
Poison Control	800-222-5115

Community Information

Community Name	Forest Lake Estates
Community Phone Number (Management Office)	813-783-7979
Community Address (Management Office)	6429 Forest Lake Drive, Zephyrhills FL 33540
Community Elevation	+70 ft
After Hours Emergency Number	352-424-9394—Leave detailed message including your name, phone number and the reason for the call.

Emergency Information

Local Disaster/Hurricane Shelters	Address
Raymond B Stewart Middle School	38505 Tenth Ave, Zephyrhills
Centennial Middle School	38505 Centennial Rd, Dade City
Lacoochee Elementary School	38815 Cummer Rd
Pasco Middle School	13925 14th St, Dade City
Veterans Elementary School	26940 Progress Parkway, Wesley Chapel
Seven Oaks Elementary School	27633 Mystic Oak Blvd, Wesley Chapel
Wiregrass Ranch High School	2909 Mansfield Blvd, Wesley Chapel
Emergency Radio Stations	
AM Emergency Radio Station	1610 Fixed Alert Info Station

Local Hospital Information

Advent Hospital Zephyrhills	7050 Gall Blvd, Zephyrhills
Bayfront Health	13100 Fort King Rd, Dade City
Advent Hospital Wesley Chapel	2600 Bruce B Downs Blvd, Wesley Chapel