



# **RESIDENT INFORMATION HANDBOOK**

**Breakers West Association, Inc.**

937 Dickens Place, West Palm Beach, FL 33411

Office: 561.790.0016 Fax: 561.790.0570

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Website: [breakerswesthoa.com](http://breakerswesthoa.com)

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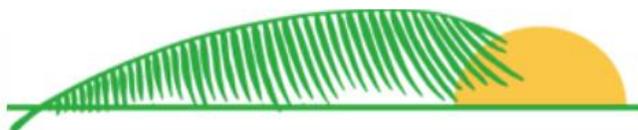
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*Information is subject to change without notice and deemed reliable but not guaranteed.*



Breakers West Association • 937 Dickens Place • West Palm Beach, FL 33411  
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## WELCOME TO BREAKERS WEST ASSOCIATION, INC.

Dear Homeowner:

Breakers West Association (BWA) and its Board of Directors would like to extend our warmest greetings in welcoming you to the community. The following information will help you get better acquainted with Breakers West Association, and if you are a new resident or lessee, assist with any move-in questions.

BWA consists of 670 acres that includes 14 Sub-Associations and a Master Association along with two private golf courses, each with a Clubhouse.

The Resident Handbook is merely a source of information pertaining to Breakers West Association, Inc. and in no way replaces or supersedes the Breakers West Association, Inc. and Sub-Association "Declaration of Covenants and Restrictions," "Articles of Incorporation" and "By-Laws," which each owner received as part of their closing documents.

Included in your Resident Handbook is each Sub-Association's Board contact list along with the names of the Master Association Board of Directors.

The Property Manager assigned to Breakers West is **Orlando Ortiz**. Orlando is on property Monday through Friday from 9AM – 5PM at: **937 Dickens Place, in The Colony Sub-Association**. He can be reached by phone at **(561) 790-0016**, fax **(561) 790-0570**, or by email: **[Breakerswest@langmanagement.com](mailto:Breakerswest@langmanagement.com)**. It is best to contact the office prior to stopping by to verify he is available. If you are a new resident, please schedule an appointment with his assistant to arrange access to the community.

For further information about Breakers West and Breakers West Association, please feel free to visit our website: **[breakerswesthoa.com](http://breakerswesthoa.com)**. This website will give you the resources to explore community newsletters, retrieve information regarding neighborhood boards, and most importantly, information about "what's happening" around the community. A copy of this handbook is also available on the website and any future changes or updates to this handbook will be made to the website version.

## **SECTION 1 – BREAKERS WEST SECURITY PROGRAM**

- **Introduction**
- **Resident Access**
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# BREAKERS WEST SECURITY PROGRAM

## INTRODUCTION

Breakers West is a gated, access-controlled and patrolled community. Currently, BWA contracts with Allied/Elite Protection Services to provide the Breakers West security services.

Access to Breakers West is controlled through two gatehouses, one on Okeechobee Boulevard and one on Belvedere Road. Each gatehouse has access control gates, is manned by Security Officers and is equipped with an emergency power generator.

The Okeechobee Boulevard gatehouse is the central operation center for Breakers West security. This gatehouse is open 24 hours a day and houses the dispatch officer, the alarm monitoring equipment and the communication center. You will also find the **Charles Bennett** the Director of Security at this location. You can reach the Okeechobee Gatehouse at 561.791.4703.

The Belvedere Road gatehouse is the primary access for large commercial, construction and service vehicles. This gatehouse is open from 6AM until 11PM, 7 days per week. You can reach the Belvedere Gatehouse at 561.791.4704.

The Security Officers patrol Breakers West 24/7 in high profile patrol vehicles that are equipped with GPS and portable communication radios, floodlights, snake removal sticks, radar devices, car battery chargers and fire extinguishers. One of the patrol vehicles is the First Responder vehicle, which is a designated Emergency Medical Vehicle equipped with basic medical supplies, including an Automatic External Defibrillator (AED) and is manned with an Emergency Medical Technician (EMT). In addition, the Security Officers use a golf cart to patrol the perimeter fencing, golf courses, and when needed, the back side of residences.

The Breakers West Security Staff consists of four types of Security Officers:

1. ACCESS CONTROL OFFICERS – Licensed and trained for daily operation of the gatehouses, screening all guests, monitoring the alarm receiver and dispatching the Patrol Officers.
2. FIRST RESPONDERS – Licensed and trained Emergency Medical Technicians (EMT) providing basic medical care to include CPR, FIRST AID, and DEFIBRILLATION. When called, the EMT can provide first aid, life sustaining cardiopulmonary resuscitation (CPR), control of accessible bleeding using pressure, and electronic defibrillation through AED's. The EMT will comfort the patient and wait for the arrival of paramedics. This service is the interim in the line of defense to sustain life until a paramedic arrives on the scene.
3. PATROL OFFICERS – Licensed and trained to handle all emergencies. This officer's primary role is the observation of all community activities via use of patrol vehicle or golf cart. At all times, a supervisory officer, whether it be the director, assistant director, or shift commander, will be on duty to supervise the operation.
4. DIRECTOR OF SECURITY – Licensed and trained for daily operations, customer service and administration. The Director of Security educates staff and oversees all security operations to ensure all expectations of Breakers West are met.

## RESIDENT ACCESS

Residents are able to enter Breakers West through the automatic “residents” lane at each gatehouse by the use of access barcodes. Access barcode decals can be purchased for \$10 for each vehicle at the Okeechobee Gatehouse. The gate officer will properly install this on your vehicle. The gatehouses cannot accept cash or charge cards, only checks. The check should be written to: Breakers West Association.

Once your barcode is installed and activated, the gate in the resident lane will open automatically as you approach it.

**PLEASE REMEMBER THAT THE GATE ARM CLOSES AFTER EACH VEHICLE. IF YOU ARE FOLLOWING TOO CLOSE TO THE CAR IN FRONT OF YOU (PIGGY BACKING) AND THE GATE ARM CLOSES ON YOUR VEHICLE, ANY DAMAGE INCURRED TO THE VEHICLE OR GATE MECHANISM WILL BE AT YOUR EXPENSE.**

If the gate arm does not open automatically, the gate officer will ask you for photo identification prior to access.

If you are driving a car that does not have an access barcode (e.g., a rental or loaner car from a repair shop), you will have to enter through the guest lane at either gatehouse. The gate officers cannot remember the names and faces of all of our residents and therefore will ask the resident to provide photo identification before granting access. This is a standard procedure, essential to BWA security operation, and we ask that residents be patient and cooperate with the officers in these instances.

Breakers West Association (BWA) will remotely disable all issued barcodes which have not been used for a period exceeding six (6) months. This process aids in the prevention of unauthorized entry into the community and assures that the access control database is up to date. BWA understands that barcode equipped vehicles might be sold, service personnel may be released from service and that residency status may change. If such an event occurs or even through simple oversight goes unreported to BWA, it creates the potential for an unauthorized person to be in possession of an active Breakers West barcode. If you, or a member of your household, are subjected to a barcode deactivation in error, simply telephone the BWA Property Manager at 561-790-0016. Legitimately possessed barcodes will not be subject to any reactivation fees as a result of this action.

If you have a barcode installed on your vehicle that is inactive, but you would like to activate it at a future time, please do not remove the barcode from the vehicle. Inactive barcodes can be activated remotely. Once a barcode has been removed from a vehicle, a new barcode will have to be purchased.

## GUEST AND VENDOR ACCESS

The control of access to Breakers West is a central element in our security system. For the system to be effective, all non-residents entering the property must be verified. The strict enforcement of these procedures is essential to the effectiveness of the Breakers West's security operations.

Each resident **MUST** call or use the ABDI gate access program or call the automated system prior to the planned arrival of any guest, service personnel or sub-contractors to authorize their access. If you choose to call the automated phone system **561.791.2465**, to determine the authenticity of the caller, you will be asked for your security code. Your message will be inputted into the system automatically, and the information will be relayed to both gates immediately. **Please be sure you follow all prompts and listen completely to the confirmation of your message before hanging up. It is much more efficient and accurate to use the ABDI gate access program.**

The use of the automated access computer system and the ABDI program allows the gate officers to be more effective in monitoring the access to the community and more efficient in processing visitors. **For this reason, calls made directly to the gatehouses (instead of the automated system) to authorize the access of guests and vendors are discouraged.**

In instances when a guest, vendor(s) or service personnel arrives at the gatehouse without pre-authorization, the gate officer will call the individual resident to obtain authorization for access. If you have forgotten your security code (**Your security code was issued to you when you first moved into Breakers West**) if you have forgotten your or have any other questions about it, please contact **the Okeechobee Gatehouse at 561.791.4703**. If you would like to change your code, you must appear in person and present a photo identification to the Okeechobee Gatehouse.

If the gate officer is **unable to make contact with a resident**, the guest or vendor **will not be permitted** to enter Breakers West. In addition, all guests and/or service personnel will be required to present photo identification to the officer on duty at the gatehouse. If a guest or service provider **cannot or will not present photo identification**, they will **not be granted access** to Breakers West. **There can be no exceptions made to this important element of our security procedures, so please plan accordingly.**

## HOME ALARM SYSTEMS

The monitoring and response to home alarm systems is a second essential element of Breakers West's security system. Therefore, under the Homeowner Association Documents, each residence within Breakers West is required to be equipped with a home security alarm system, and residents are encouraged to keep their systems up-to-date and in good working order. **The Monitoring Center** will test the alarm monthly to verify the signal is being received from each home that has had their alarm set up for monitoring.

As a gated and patrolled community, Breakers West has been certified by the Palm Beach County Sheriff's Office (PBSO) as a Personal Security Alarm System community (PSAS). Operating as a PSAS community provides Breakers West and its residents with several advantages. BWA patrol officers will be the first responders to alarms from your home and can determine the circumstances that may require calling in PBSO, the Palm Beach County Fire Department (PBCFR), or emergency medical help. If your alarm is activated the signal will be sent to the gatehouse by The Monitoring Center, and within minutes of receiving the signal the patrol will be at your home. **(The procedures for responding to alarms are described in a following section "ALARM RESPONSE PROCEDURES" starting on page 5.)**

In order to function as a PSAS, all alarm systems in Breakers West homes must be monitored by a single off-site licensed alarm monitoring company as well as by the community's central security center (the Okeechobee Gatehouse). To meet this need, BWA has obtained a bulk contract with The Monitoring Center (TMC), a licensed alarm monitoring company, to monitor the alarm of any residence in Breakers West. The nominal fee for this service is included in your quarterly assessment. The Monitoring Center contact information is on the following page.

Our ability to operate as a PSAS depends on certain other requirements:

1. Each house must have an alarm system that can be "dual monitored." An activated alarm signal will be sent to TMC and then dispatched to the Okeechobee Gatehouse.
2. The Monitoring Center is BWA's designated off-site alarm monitoring service (as stated above, the monitoring fee is already part of your homeowner's dues.)
3. Your alarm cannot have an outside audible alarm (it has to be disconnected – an easy thing to do).
4. No other alarm monitoring company may be used within Breakers West. If you have a contract with another monitoring company, the Sheriff's Department will not issue an alarm permit. Therefore, if your alarm is activated and the Sheriff's Department is contacted, you and the alarm monitoring company will be fined by the Sheriff's Department.

**More details about these requirements, alarm systems in general, and the overall function of the PSAS program are in the section "ALARM SYSTEMS – QUESTIONS AND ANSWERS". THIS SECTION ALSO INCLUDES IMPORTANT INFORMATION FOR CURRENT RESIDENTS, WHO MAY HAVE SYSTEMS THAT ARE NOT CURRENTLY IN THE PSAS PROGRAM AND NEED TO BE BROUGHT INTO THE PROGRAM. WE URGE YOU TO REVIEW THAT SECTION.**

IF YOU HAVE ANY SERVICE DONE TO YOUR PHONE LINE(S) OR SWITCH PHONE CARRIERS, CONTACT THE MONITORING CENTER BOTH **PRIOR TO THE SERVICE CALL AND BEFORE THE SERVICE PROVIDER LEAVES** TO VERIFY YOUR ALARM IS CURRENTLY WORKING. IF YOU ARE USING OUTSIDE SERVICES SUCH AS AT&T, MAGIC JACK, ETC., YOUR ALARM WILL NOT SEND A SIGNAL TO THE MONITORING CENTER OR THE OKEECHOBEE GATEHOUSE WITHOUT AN ADAPTER.

# ALARM RESPONSE PROCEDURES

## THE MONITORING CENTER (TMC) CONTACT INFORMATION:

### 1-866-247-4999

Press 1 ... for emergency to speak to a live operator in Central Station 24/7

The TMC phone Queue is as follows ...

Press 2 ... to confirm your appointment (24/7)

Press 3 ... Existing Customer

Sub-menu

Press 1 ... to update your contact list (24/7)

Press 2 ... for technical support (service) (Weekdays 8:00am—9:00pm and Saturdays 8:00am-5:00pm)

Press 3 ... for accounting (Weekdays 8:00am-9:00pm)

Press 4 ... for customer service (24/7)

Press 5 ... for any other inquiry (24/7)

BW residents can always contact the TMC Sales Manager directly for assistance and will assist in facilitating any issues moving forward.

Mirella

Sales Manager, The Monitoring Center

(866) 247-4999 Ext.2235

[mirella@themonitoringcenter.com](mailto:mirella@themonitoringcenter.com)

### **We recommend that you program these numbers into your cell phone for easy reference and use in emergencies**

1. When your alarm system is triggered by a fire, burglar, or any other cause, a signal is sent to The Monitoring Center. The Monitoring Center (TMC) will call your home number to verify the alarm. The TMC operator will ask you for your passcode. If there is no answer at your home, a Breakers West Security officer will be dispatched to your residence. The TMC operator will also proceed with contacting your callout list. (Your callout list is the list of the numbers to call, and in what order, when they receive an alarm from your house.) It is imperative that you know and regularly update your contact information with TMC.
2. If contact is made, and a false alarm is indicated and the correct security code is given, no dispatch or further action is required or taken.
3. **It is important to select a 2<sup>nd</sup> DURESS password in case your alarm is activated while you are home and there is an intruder in your home. In this hostage or “duress” situation tell the TMC operator that “Everything is alright”, BUT GIVE THE DURESS PASSWORD, not your alarm password. This will alert the TMC operator that you are home AND an INTRUDER is present, and both PBSO and the Okeechobee Gatehouse will be immediately advised of this situation. If you have not selected a DURESS PASSWORD please contact TMC at (866) 247-4999 Ext. 34 and you will be instructed as to how this password can be added to your file.**

**Please note TMC contact information for any dispatch changes which must be submitted in writing are as follows:**

**Email address for any changes to dispatch instruction: [admin@themonitoringcenter.com](mailto:admin@themonitoringcenter.com)**

**FAX number for any changes to dispatch instructions: (866) 566-8881**

4. If your home has sent a break-in alarm or an “unspecified” alarm and there is no answer to the phone call to your house, a Breakers West Security officer will be dispatched to your house to determine what further action is needed. The patrol officer will knock at the front door, and then make an external inspection of the house to determine if there are signs of a break-in, fire, etc. Based on that inspection, any additional resources (e.g., PBSO or the PBCFR) will be summoned. If no sign of intrusion, fire, etc., is found, then no further action will be taken.
5. If your alarm sends a panic, medical emergency or fire signal, TMC will dispatch the appropriate agency (i.e. fire rescue, law enforcement), along with a patrol officer. The Breakers West Security officer will first look for signs of a fire, a medical emergency (a disabled or unconscious person), a break-in or a hostage situation and will relay his findings to the dispatch officer who can then advise the appropriate authorities. The Breakers West Security officer will then render appropriate assistance (i.e., EMT medical assistance, evacuation of the house in case of fire) or monitor the situation until fire, emergency medical or law enforcement arrives.
6. If your alarm falsely goes off while you are out but enough time has elapsed that the system has reset itself, your panel may flash or indicate a code for which zone was set off. It is your responsibility to call TMC to determine what happened and if service is needed to repair a faulty system.

## HOME ALARM SYSTEMS – QUESTIONS and ANSWERS

**Q: What if I want to have an alarm system but I do not want to participate in the PSAS program?**

A: Since you live in Breakers West, the PBSO will not issue you an individual residence alarm permit. Therefore, most licensed alarm companies will not agree to monitor your alarm system. In addition, your alarm will not be connected to the Okeechobee Gatehouse, and the Breakers West Security officers are not automatically contacted as your first responders. If your alarm goes off and PBSO responds to a false alarm, you and your monitoring company will be fined by the PBSO.

As discussed previously, we believe that being part of the PSAS program has many advantages, and the alarm monitoring through The Monitoring Center is already part of the homeowner's assessment.

**Q: Do I have to have The Monitoring Center install, upgrade or service my system or can I use another company?**

A: You do not have to use TMC. You can use any licensed alarm company you choose to install, upgrade or service your system. However, TMC will need to program the system to send the alarm to the monitoring station and to the Okeechobee Gatehouse. TMC will not give out their numbers or codes to other monitoring companies. In addition, TMC will also inspect your system to see that it is PSAS compliant.

Please note: A service fee **will be** applied from TMC after the initial alarm activation.

**Q: What is dual monitoring?**

A: Dual monitoring means that your alarm system sends its alarm signals to two separate monitoring locations: TMC's monitoring station and Okeechobee Gatehouse.

**Q: How do I test my alarm system?**

A: The Monitoring Center has programmed your alarm system to contact our Central Station once per month in order to ensure your alarm system is communicating with TMC Central Station. If your monthly test signal does not reach TMC's Central Station, a TMC operator will contact you in order to test the system and trouble shoot any issues.

The Monitoring Center will receive "Low Battery" signals and will contact you (between the hours of 9:00am and 9:00pm) to advise you of your low battery situation and schedule an appointment for replacement. TMC will replace the control panel battery at no charge.

**It is suggested by The Monitoring Center that you test your alarm system often.**

If you want to test your home alarm, have your TMC account number and personal password ready and call TMC (866) 247-4999 Ext 34. Tell them that you are going to test your alarm (they will put your alarm on "test" at the Central Station) and provide a time frame. You will be asked a few personal questions then you are ready for testing, as long as, you are an authorized user on the account.

To test, arm your alarm system, trigger an armed zone, wait at least 30 seconds, disarm your system, and call back the central station to verify that the signals sent were received and advise that you are done testing.

**Q: Where do I find my account number?**

A: Your account number is on the top right hand corner of the paperwork (C/S#) that was signed at time of install.

**Q: How do I replace the battery in your alarm system?**

- A. Call TMC for questions regarding these procedures. Many alarm panels require special attention when replacing the battery.

**Q: What do I do if I want to obtain an Alarm Certificate to get a reduction in my homeowner's insurance?**

The Monitoring Center will be able to provide you with an Alarm Certificate at the time of conversion. If you should require another copy of the Alarm Certificate moving forward, contact TMC and they will test your system. If your test shows all zones signaling correctly, you will be provided with a certificate by mail, FAX or email. If your alarm is not signaling properly, a certificate cannot be issued until a service call is scheduled to repair the alarm system.

**Q: Does TMC offer service contracts and other services?**

- A. TMC doesn't offer a service contract but they can provide itemized pricing. As part of the contract with BWA, they will replace your battery at no charge if during the monthly test it was identified as being a problem. When reviewing contracts with other companies BWA found the rates to be very reasonable in comparison to other companies.

## SECURITY SUGGESTIONS

1. Always activate your alarm when no one is home and upon retiring for the evening.
2. Have the chirp (beeping) sound activated even when you are home, so if a door or window is opened, you will be alerted.
3. Make sure your alarm system is in the PSAS System. Read the sections in this booklet on the Breakers West Security Program and contact The Monitoring Center for more information.
4. Make sure your alarm system is up to date and functioning properly. Test your system regularly. Consider adding inside motion or noise detectors to the system.
5. Secure your sliding doors with pins through the frames so the door cannot be shimmed open.
6. Install motion detector lights on the exterior of your home (these are allowed under the PSAS program).
7. Close your garage door when unloading your car.
8. Keep your car in the garage.
9. Update your permanent guest list often.
10. If you sell your vehicle or if you have granted permission for a barcode to an outside party and you no longer permit them on property, notify the office so the barcode can be deactivated.

# LEAVING HOME FOR A TRIP OR FOR THE SUMMER

## SUGGESTED CHECKLIST

If you are planning a lengthy departure, you should notify Security by filling out a Vacant House Notice form prior to your departure. This form supplies Security with a list of emergency telephone numbers, authorized visitor information, and much more. Security will also make periodic visits to your residence while you are away. For your convenience, forms are available at either gatehouse.

**Remember it is always in your best interest to contract with a house sitting service.**

- Visit the BWA office to verify your contact information and the names on your permanent guest list.
- Fill out a "VACANT HOUSE NOTICE" and submit to security. This form is also available on BWA website.
- Contact your alarm company to verify they have the correct emergency contact information.
- Contact your newspaper circulation department to put your subscription on hold.
- Complete a post office change of address form.
- Turn main water valve off, unless your sprinkler system is connected to it. If so, turn off all water shutoff valves to sinks, toilets, hot water tank, washer, dishwasher, etc.
- Add 2 cups water to toilet tank and bowl. Add 1-cup bleach to bowl only. Cover seat with plastic wrap to prevent evaporation. Place "do not use" sign on toilet.
- Set air conditioning to the "away setting" if using a humidistat, or set to 80 degrees if not using a humidistat. If you have questions regarding this, contact your service provider.
- Leave ceiling fans on low to promote air circulation.
- Leave refrigerator on and turn temperature slightly higher.
- Store herbs, spices, canned soda, beer, dry goods in refrigerator.
- Turn off water to the refrigerator icemaker and dispose of ice from freezer – icemaker should be off.
- Add one cup of water plus one tablespoon of vegetable oil to the bottom of dishwasher to help keep parts lubricated.
- Unplug washer, dryer, toaster, coffee maker, etc.
- Run a few cups of ice through the garbage disposal and spray WD-40.
- Leave interior doors and drawers slightly open for airflow.
- Thoroughly clean home before leaving.
- Remove all furniture from patio and any exterior items that may be a threat during hurricane season.
- Arrange to have all exterior items secured and have your hurricane shutters closed, etc. if a hurricane is predicted. (As an alternative, if you have hurricane shutters that match the color of your house, you may close or install them before you leave for the summer and leave them on until you return in the fall or until the end of hurricane season, whichever comes first.)
- Trim overgrown trees that could cause damage.
- Lock all windows & exterior doors.
- Pull the cord on the garage door opener to make it necessary to manually open your garage door.
- Even if you have a house sitting service, let a trusted neighbor know when you are leaving and give them a number where you will be able to be reached.
- Secure your home by setting your home alarm.



**BREAKERS WEST ASSOCIATION, INC.**  
Website: [breakerswesthoa.com](http://breakerswesthoa.com)

## **HEARING PROCESS AND PROCEDURE**

A notice of violation will be recorded the day of the occurrence and you will be mailed a copy at the end of the month. You may elect to voluntarily meet with the Hearing Committee on the date specified in the letter which is normally scheduled on the **3rd Wednesday of each month**. If so, you must contact the Property Manager to schedule a time for your appearance. Note: An appearance before the Hearing Committee will be required for any of the following: (i) a fourth moving violation, or a fifth non-moving or common violation, within a 12 month period, (ii) when the cumulative points within 12 month period total 10 points per individual or 15 points per residence, or (iii) for a citation for which an Incident Report was filed.

The function of the Hearing Committee is to afford residents and others who receive violation notices, the opportunity to present evidence or reasons as to why they believe the violation was improperly issued or should not be enforced. This is an informal process where three (3) resident members of the committee meet with the recipient of the violation notice, listen to the case, ask questions, and then decide whether a violation did occur, and/or if there were unusual or extreme circumstances that warrant either voiding the violation notice or modifying the fine or other penalty.

The committee operates based on the rules of the community and the Florida Homeowners Association Act and the fines and penalties adopted by the BWA Board of Directors. While the process is informal, the committee does ask residents and others who come to meet with it to remember to address the facts concerning the violation. The committee does not make, change, or selectively enforce, the rules of the community, nor does it decide what methods BWA, Sub-Associations, Environment Control Board (ECB) or our Security Officers should use, or how much time they should spend on the enforcement of these rules.

The Board of Directors of BWA along with the ECB, Security Committee, and Sub-Association Presidents, appreciate your support and urge you to comply with the BWA homeowner documents and updated amendments.

Please review the attached violations with a positive spirit and understand that our mission is to preserve the quality of our community and the security of residents, guests, and properties within Breakers West.

## VIOLATIONS & POINT SYSTEM

Please review the Violations & Points System with a positive spirit and collaborate with our mission to preserve the quality of our community and the security and safety of our residents, guests and properties.

Your support is appreciated . . . please be safe!!!

### TRAFFIC VIOLATIONS - (MOVING)

(3 Points for Each Offense)

VIOLATION OFFENSE	1st OFFENSE	2nd OFFENSE	3rd OFFENSE	*4th
Exceeding Posted Speed Limit:	Warning	\$50.00	\$100.00	\$100.00 +
Hearing Appearance				
Failure To Stop At Stop Sign:	Warning	\$50.00	\$100.00	
\$100.00 + Hearing Appearance				
Unauthorized Vehicle Operation:	Warning	\$50.00	\$100.00	
\$100.00 + Hearing Appearance				

*Minors must have a learner's permit or driver's license to operate a golf cart.*

### (NON-MOVING)

(2 Points for Each Offense)

VIOLATION OFFENSE	1st & 2nd OFFENSE	3rd OFFENSE	4th OFFENSE	*5th
Improper Parking	Warning	\$50.00	\$100.00	\$100.00 +
Hearing Appearance				

Blocking of sidewalks - Parking on the grass - Parking on the wrong side of the street  
 Parking on the street after approved hours - Unapproved vehicles not parked in the garage after approved hours, (i.e. trucks, any vehicle with a flatbed, whether covered or not is deemed a truck).

### ALTERNATE SIDE OF THE STREET PARKING REGULATIONS:

**Monday, Wednesday and Friday - odd address parking side.**

**Tuesday, Thursday and Saturday - even address parking side.**

### OTHER EXAMPLES OF COMMON VIOLATIONS

(1 Point for Each Offense)

VIOLATION OFFENSE	1st & 2nd OFFENSE	3rd OFFENSE	4th OFFENSE	*5th
(1) (2) (3) (4) (5) (6) (7)	Warning	\$50.00	\$100.00	
\$100.00 + Hearing Appearance				

#### ***Violations include, but not limited to:***

- (1) Nuisance alarms (2) Pets not on a leash (3) Failure to pick up after pets
- (4) Garbage & recycle put out prior to 6:00 a.m. or not removed from curb by 9:00 p.m.
- (5) Yard debris placed out prior to 6:00 a.m. (6) Littering (7) Other.

**An appearance before the hearing Committee will be required for any of the following: (i) for any offense noted with an \*, (ii) when the cumulative points within a 12 month period total 10 points per individual or 15 points per residence, or (iii) for a citation for which an Incident Report was filed. There are no Fines or Points attached to Warnings. Non-payment of a fine may result in the deactivation of all barcodes assigned to the residence, and a reactivation fee per barcode. In addition, there will be a suspension of the privilege of calling in guest, meaning that all guests will be required to be escorted into the community.**



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Dear Breakers West Resident:

At its September 15, 2020 meeting the Board of Directors of the Breakers West Association (BWA) voted to adopt a set of regulations governing the registration and operation of golf carts within the common areas of Breakers West.

At the same time, the Board decided that a set of regulations covering the operation of Low-Speed Vehicles (“LSVs”) and All-Terrain Vehicles (“ATVs”) should be developed since **LSVs and ATVs each differ from golf carts, and from each other, both in their speed and also in the manner in which the State of Florida regulates them.**

As a result, at its September 15, 2020 meeting the Board voted to adopt the Regulations for Low-Speed Vehicles and All-Terrain Vehicles.

### **Low-Speed Vehicles**

LSVs are designed and manufactured to operate at a top speed of between 20 MPH and 25 MPH, faster than golf carts which operate at a top speed below 20 MPH. While many LSVs resemble golf carts, there are differences. Below are pictures of common types of LSV:



Additionally, the Florida statutes that apply to LSVs are also very different than those that apply to golf carts or ATVs. For LSVs, Florida requires that:

- an LSV be **registered with the Department of Highway Safety and Motor Vehicles**
- the owner(s) of an LSV **must obtain personal injury protection (“PIP”) and property damage liability (“PDL”) insurance** covering the operation of the LSV
- LSVs can only be driven by persons who **possess a valid driver’s license**.

## **All-Terrain Vehicles**

ATVs are designed to be used off-road, have either three wheels or four wheels. There is no top speed limit in the Florida rules for ATVs, but they must be less than 55 inches wide and weight less than 1,500 pounds.

Pictured below is a common type of ATV:



In Florida ATVs cannot be driven on paved roads or streets. In Palm Beach County, the operation of ATVs is also governed by Palm Beach County Ordinance Number 2007-003 (Palm Beach County Ordinances Section 19-4 which:

- prohibits operating ATVs on unpaved public roads or streets
- allows the operation of ATVs in certain Wildlife Management areas
- allows the operation of ATV on private property only with the permission of the owner of the property
- requires that ATV drivers under the age of 16 wear a helmet, be supervised by a licensed driver, and have completed a state approved ATV safety course.

## **BWA Rules**

As was explained in the letter that accompanied the Golf Cart Regulations, under Florida law, the BWA has a fiduciary duty to act in the best interests of all the residents. Someone injured in an accident, whether it be one involving an LSV or an ATV, or some other type of accident, could sue the BWA both for a breach of its fiduciary duty and for negligence if the BWA failed to take reasonable steps to establish and enforce rules that could have prevented, reduced the likelihood of or mitigated the accident.

In establishing the rules for LSVs and ATVs, the Board decided that the rules within Breakers West should be no less protective of walkers, bicycle riders, drivers of other vehicles and anyone else, nor more permissive, than those that apply outside Breakers West. Therefore the Board patterned the rules for Breakers West along the lines of the Florida and Palm Beach County rules.

The rules for LSVs are different from the rules for ATVs, and therefore you need to determine whether your vehicle is an LSV or an ATV (or a golf cart).

If you are unsure as to whether your vehicle is a golf cart, an LSV or an ATV, we recommend that you contact either the dealer or the manufacturer and ask whether your vehicle is a golf cart, an LSV or an ATV under the definitions in the Florida statutes (Florida Statutes Section 320.01(22) for golf carts, Section 320.01(41) for LSVs, and Section 317.0003(1) for ATVs).

Additionally, there are some ATVs that can also satisfy the definition of an LSV because they have four wheels and operate at a top speed between 20 miles per hour and 25 miles per hour. Since the rules for LSVs are less restrictive than the rules for ATVs, the owners of ATVs that can qualify as LSVs have the option to classify and register their vehicle as an LSV, provided they meet the state registration and insurance and BWA registration requirements for LSVs.

### Rules for LSVs

With respect to LSVs, the Board voted to adopt rules that require:

- LSVs to be operated in Breakers West must be **registered with the Florida Department of Highway Safety and Motor Vehicles.**
- the owner(s) of LSVs should be required to obtain and maintain the PIP and PDL **insurance required by the state of Florida.**
- LSVs can only be driven by persons who possess a **valid driver's license.**
- LSVs should be registered with BWA and BWA be **provided with the information on the compliance with the Florida registration and insurance requirements.**
- LSVs should be driven only on the streets, and **not on the sidewalks, except that sidewalks can be used** when car(s) or truck(s) parked in the street and oncoming traffic make it unsafe for the LSV to pass the parked vehicle(s) using the oncoming lane; and
- **Citations** can be issued for unsafe driving, driving on sidewalks, or if an LSV cart is being driven by someone who does not have a driver's license.

### Rules for ATVs

With respect to ATVs the Board voted to follow Palm Beach County Ordinances Section 19-4 and therefore the BWA rules:

- Prohibit the operation of ATVs on any paved roads and streets within Breakers West.
- Do not require the registration of ATVs, since there are no unpaved areas in the common areas of Breakers West where an ATV could be operated
- Indicate that ATVs can be operated on private property (including the Mayacoo and Flagler parcels) only with the permission of the owner of the property.

A copy of those regulations for LSVs and ATVs is enclosed, as well as the form that will be used to register LSVs.

Please read these regulations carefully, and make sure that anyone who uses your LSV or ATV knows what is in the regulations concerning where LSVs and ATVs can be driven and who can drive them.

The registration requirement for LSVs is for a one-time registration, except that residents will need to update their LSV registration with BWA if the Florida registration number changes, or the information about the name of the insurance company(s) or policy number(s) changes.

Please contact the BWA office if you have any questions.

Sincerely,

Mary Healy  
President  
Breakers West Association, Inc.

Enclosures: Breakers West Golf Regulations for Low-Speed Vehicles and All-Terrain Vehicles  
Breakers West Low-Speed Vehicle Registration Form



Breakers West Association • 937 Dickens Place • West Palm Beach, FL 33411  
Office: 561.790.0016 • Fax: 561.790.0570 • Email: [breakerswest@langmanagement.com](mailto:breakerswest@langmanagement.com)  
Website: [www.breakerswesthoa.com](http://www.breakerswesthoa.com)

9.15.2020

**Breakers West Association, Inc.**  
**Regulations for Low-Speed Vehicles and All-Terrain Vehicles**

These regulations (the “Regulations for Low-Speed Vehicles and All-Terrain Vehicles”) governing the registration and operation of Low-Speed Vehicles, as defined in Section 3(e), and All-Terrain Vehicles, as defined in Section 3(f), are adopted by the Board of Directors of the Breakers West Association, Inc. (“BWA”) pursuant to its authority under Sections 6.6 and 6.7 of the Restated Breakers West Declaration of Covenants and Restrictions.

**1. Applicability**

These Regulations for Low-Speed Vehicles and All-Terrain Vehicles shall apply to the operation of any Low-Speed Vehicle or All-Terrain Vehicle, as each is defined in Section 3, within any of the Common Property of Breakers West or any of its sub-associations, provided however that these Regulations for Low-Speed Vehicles and All-Terrain Vehicles shall not apply to Low-Speed Vehicles and All-Terrain Vehicles while they are being operated on the Flagler Parcel or the Mayacoo Parcel and shall not apply to Low-Speed Vehicles and All-Terrain Vehicles owned and operated by the owners of the Flagler Parcel, the owners of the Mayacoo Parcel, or the BWA.

**2. Effective Date**

(a) These Regulations for Low-Speed Vehicles and All-Terrain Vehicles shall become effective November 1, 2020.

(b) Registration of Low-Speed Vehicles. Any Resident (as defined in Section 3) of Breakers West who owns a Low-Speed Vehicle to be operated within the Common Property (as defined in Section 3) shall be required to comply with Section 5 below, and shall be required to register the Low-Speed Vehicle with BWA on or before:

- (i) Low-Speed Vehicles that are owned as of November 1, 2020, or which are acquired between November 1, 2020 and December 31, 2020, shall comply with Section 5 and shall be registered with BWA (Section 6) by the later of December 31, 2020 or thirty (30) days after it is acquired.
- (ii) A Low-Speed Vehicle which is acquired on or after December 31, 2020 shall comply with Section 5 and shall be registered with BWA (Section 6) within thirty (30) days of its acquisition.

(c) Registration of All-Terrain Vehicles. The Owners of ATVs shall not be required to register ATVs with BWA unless they elect to classify and register their ATV as an LSV as provided for in Section 4(c) below, in which case the vehicle must be registered by the dates set forth in Section 2(b) above and in compliance with Section 6 below.

### **3. Definitions**

(a) Breakers West shall have the same meaning as contained in the Restated Breakers West Declaration of Covenants and Restrictions.

(b) Common Property shall have the same meaning as contained in the Restated Breakers West Declaration of Covenants and Restrictions.

(c) Flagler Parcel shall have the same meaning as contained in the Restated Breakers West Declaration of Covenants and Restrictions.

(d) Mayacoo Parcel shall have the same meaning as contained in the Restated Breakers West Declaration of Covenants and Restrictions.

(e) Low-Speed Vehicle ("LSV") shall have the meaning contained in Section 320.1(41) of the Florida Statutes, which defines an LSV as any four-wheeled vehicle whose top speed is greater than 20 miles per hour but not greater than 25 miles per hour including, but not limited to, neighborhood electric vehicles. Vehicles which were originally designed and manufactured to meet the Florida statutory definition of a golf cart (operate at speeds not exceeding 20 miles per hour) but which have been modified to operate at speeds greater than 20 miles per hour are classified as golf carts and are subject to the Breakers West Golf Cart Regulations and not to these regulations.

(f) All-Terrain Vehicle ("ATV") shall have the meaning contained in Section 317.0003(1) of the Florida Statutes, which defines an ATV as any motorized off-highway or all-terrain vehicle 55 inches or less in width which has a dry weight of 1,500 pounds or less, is designed to travel on three or more nonhighway tires, and is manufactured for recreational use by one or more persons.

(g) Owner shall mean the owner(s) of an LSV or an ATV to be operated within Breakers West.

(h) Resident shall mean the person or persons occupying a Residential Property in Breakers West.

(i) Residential Property shall have the same meaning as contained in the Restated Breakers West Declaration of Covenants and Restrictions.

(j) Sub-Associations shall have the same meaning as contained in the Restated Breakers West Declaration of Covenants and Restrictions.

(k) Traffic Regulations shall have the same meaning as contained in the Restated Breakers West Declaration of Covenants and Restrictions.

#### **4. Permitted Areas of Operation.**

##### **(a) Permitted Areas of Operation for Low Speed Vehicles.**

- (i) LSVs may be operated on any of the roads and streets within the Common Property of BWA or any of the Sub-Associations, subject to these Regulations for Low-Speed Vehicles and All-Terrain Vehicles and any restrictions contained in the Declaration of Covenants and Restrictions.
- (ii) LSVs may not be operated on the sidewalks within the Common Property of BWA, except that:
  - (A) LSVs may cross or be operated on sidewalks as is necessary get to or from a residence, to get to or from parts of the Flagler Parcel or the Mayacoo Parcel, to get from one part of the Flagler Parcel or Mayacoo Parcel to another part of such parcel, or to get to or from one street to another. When crossing a sidewalk an LSV shall yield the right of way to pedestrians and bicycles.
  - (B) If a vehicle or vehicles that are parked on the street, and the presence of oncoming traffic, make it unsafe for an LSV to pass the parked vehicle(s) using the oncoming lane, the LSV may use the sidewalk for the segment immediately before and after the parked vehicle(s), but when doing so must yield the right of way to pedestrians and bicycles.

##### **(b) Permitted Areas of Operation for All-Terrain Vehicles.**

- (i) Consistent with Palm Beach County Ordinance Number 2007-002 (Palm Beach County Ordinances Section 19-4(b)), ATVs may not be operated on any of the paved roads or streets within the Common Property.
- (ii) ATVs may be operated on private property within Breakers West, including but not limited to the Mayacoo Parcel and the Flagler Parcel, only with the permission of the owner of such property, and subject to such terms and conditions (e.g., hours of operation, age of drivers, supervision of a non-licensed driver by a licensed driver) as the owner of such property may specify.

**(c) Option to Classify and Register an All-Terrain Vehicle as a Low-Speed Vehicle.** The owner of an ATV which would also meet the definition of an LSV (i.e., operates at a top speed of between 20 miles per hour and 25 miles per hour, and has four wheels) may elect to classify and register such vehicle as an LSV provided they:

- (i) Comply with the State of Florida registration and insurance requirements for LSVs as set forth in Section 5 below.

- (ii) Register such vehicle with BWA as an LSV as set forth in Section 6 below.
- (iii) Operate the LSV in accordance with the requirements in Section 7 below, including but not limited to the requirement that LSVs be operated only by persons who possess a valid driver's license as required by Florida Statutes Section 316.2122(4).

**5. Compliance with Florida Statutes' Requirements for the Registration and Insurance of Low-Speed Vehicles**

(a) As is required by the Florida Statutes for LSVs operated on public roads, BWA requires that LSVs operated on its roads or anywhere within the Common Property of Breakers West:

- (i) shall be registered with the Florida Department of Highway Safety and Motor Vehicles as required by Sections 320.02 and 316.2122(3) of the Florida Statutes.
- (ii) shall be covered by personal injury protection ("PIP") insurance covering the operation of the LSV as required by Sections 320.02(5)(a), 627.733 and 627.736 of the Florida Statutes.
- (iii) shall be covered by property damage liability ("PDL") insurance covering the operation of the LSV as required by Sections 320.02(5)(a), and 324.022 of the Florida Statutes.

6. **Registration of Low-Speed Vehicles with Breakers West Association.** Owners of LSVs to be operated within the Common Property of Breakers West shall register their LSV on or before the dates set forth in Section 2(b) above.

(a) At the time of registration, the Owner of the LSV shall complete and sign a form which:

- (i) Indicates the make, model and color of the LSV
- (ii) Affirms that the LSV has been registered with the Florida Department of Highway Safety and Motor Vehicles and indicates the registration number.
- (iii) Affirms that the owner of the LSV has obtained and will maintain PIP and PDL insurance as required by the Florida Statutes (see Section 5(a)(ii) and Section 5(a)(iii) above) and shall provide the name of the insurance company and policy number(s).
- (iv) Acknowledges that the Owner of the LSV has received and read a copy of these Regulations for Low-Speed Vehicles, and that the Owner of the LSV is responsible for informing anyone he or she authorizes to operate their LSV of the existence and contents of these Regulations for Low-Speed Vehicles and All-Terrain Vehicles.

(b) In lieu of stating on the BWA registration form the information required by Section 6(a)(ii) and Section 6(a)(iii) above, the Owner of an LSV may attach to the BWA registration form copies of (a) the Florida vehicle registration certificate, and (b) the Florida proof of insurance.

(c) Upon the completion of the registration of an LSV, the Owner shall be provided with a sticker or decal to affix to the LSV evidencing its registration.

(d) The Owner of an LSV to be operated within the Common Property of Breakers West shall update the registration of the LSV with BWA at such time(s), if any, as the information required by Section 6(a)(ii) and Section 6(a)(iii) above changes.

## **7. Operation of LSVs**

(a) LSVs are to be operated in a safe manner and in accordance with all Traffic Regulations. All passengers are to be safely seated within the LSV while the LSV is in motion.

(b) When operated during the hours between sundown and sun up, LSVs shall use their headlights and tail lights.

(c) LSVs shall be operated only by persons who possess a valid driver's license as required by Florida Statutes Section 316.2122(4).

## **8. Issuance of Citations.**

(a) In addition to citations for the violation of any Traffic Regulations, citations may be issued for the following:

- (i) Operation of an unregistered LSV.
- (ii) Operation of an LSV between sundown and sunup without the use of headlights and tail lights.
- (iii) Operation of an LSV or an ATV in an area not permitted under Section 4.
- (iv) Operation of an LSV by persons not meeting the requirements of paragraph 7(c) above.
- (v) Operation of an LSV in a manner which in the opinion of Breakers West Security is unsafe to either the passengers or other persons and vehicles.

(b) Persons receiving citations issued for the violation of Traffic Regulations or any other violation shall have the same rights to request a hearing before the Hearing Committee as apply to any other citations.

## **9. Amendments.**

These Regulations for Low-Speed Vehicles and All-Terrain Vehicles may be amended, revised, or supplemented from time to time by the Board of Directors.



Breakers West Association • 937 Dickens Place • West Palm Beach, FL 33411  
Office: 561.790.0016 • Fax: 561.790.0570 • Email: breakerswest@langmanagement.com  
Website: [www.breakerswesthoa.com](http://www.breakerswesthoa.com)

**Low-Speed Vehicle Registration**

Name of Owner \_\_\_\_\_  
Phone No. \_\_\_\_\_  
Address \_\_\_\_\_  
Email \_\_\_\_\_

LSV Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

Office Use Only Reviewed by _____  Date _____  Sticker no. _____
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**Owner's Compliance with State of Florida requirements:** The Owner hereby certifies that the following requirements of the State of Florida have been satisfied (**Owner to check** ✓ **ALL boxes**):

- LSV is registered with the Florida Department of Highway Safety and Motor Vehicles  
Florida registration number \_\_\_\_\_ \* Registration Expires: \_\_\_\_\_ \*
- Owner has obtained and is maintaining the personal injury protection (PIP) insurance required by the State of Florida  
Insurance Company \_\_\_\_\_ \* Policy Number \_\_\_\_\_ \*
- Owner has obtained and is maintaining the property damage liability (PDL) insurance required by the State of Florida  
Insurance Company \_\_\_\_\_ \* Policy Number \_\_\_\_\_ \*

\* Owner may check boxes and provide copies of Florida registration and proof of insurance in lieu of completing information on registration number or insurance policy company or numbers

=====

**Acknowledgements:** Owner hereby acknowledges (**Owner to check** ✓ **ALL boxes**)

- Owner has received and read a copy of the BWA Regulations for Low-Speed Vehicles, and Owner is responsible for informing anyone he or she authorizes to operate their LSV of the existence and contents of these Regulations
- Owner understands that an LSV may only be operated within the Common Property of Breakers West by persons who possess a valid driver's license.

**Name and Signature**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (printed) \_\_\_\_\_



Breakers West Association • 937 Dickens Place • West Palm Beach, FL 33411  
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 Website: [www.breakerswesthoa.com](http://www.breakerswesthoa.com)

<b>Office Use Only</b> Reviewed by _____  Date _____  Sticker no. _____
--

**Golf Cart Registration**

Name of Owner \_\_\_\_\_ Phone \_\_\_\_\_  
 No. \_\_\_\_\_  
 Address \_\_\_\_\_ Email \_\_\_\_\_  
 \_\_\_\_\_

Golf Cart Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ Year \_\_\_\_\_  
 Insurance Company (if any) \_\_\_\_\_ Policy No. \_\_\_\_\_

**Acknowledgements:** Owner hereby acknowledges (**Owner to check  ALL boxes**)

- Owner has received and read a copy of the BWA Golf Cart Regulations, and Owner is responsible for informing anyone he or she authorizes to operate their Golf Cart of the existence and contents of the Golf Cart Regulations
- Owner understands that a Golf Cart may only be operated within the Common Property of Breakers West by persons at least 16 years old and who possess a valid driver's license.
- Owner has been advised that the Florida Statutes require the following equipment, in good working order, for the operation of a golf cart on roads and Owner accepts any risk associated with the lack of any listed equipment
  - reliable steering      - efficient brakes      - safe tires
  - a rear view mirror      - a red reflector on the back of the cart
- Owner has been advised that the Florida Statutes require the following equipment, in good working order, for the operation of a golf cart on roads between the hours of sundown and sun up and Owner accepts any risk associated with the lack of any listed equipment
  - headlights              - tail lights              - brake lights              - a windshield

**Name and Signature**

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Name (printed) \_\_\_\_\_



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 Website: [www.breakerswesthoa.com](http://www.breakerswesthoa.com)

**Low-Speed Vehicle Registration**

Name of Owner \_\_\_\_\_  
 Phone No. \_\_\_\_\_  
 Address \_\_\_\_\_  
 Email \_\_\_\_\_

LSV Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

Office Use Only
Reviewed by _____
Date _____
Sticker no. _____

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**Owner's Compliance with State of Florida requirements:** The Owner hereby certifies that the following requirements of the State of Florida have been satisfied (**Owner to check** ✓ **ALL boxes**):

- LSV is registered with the Florida Department of Highway Safety and Motor Vehicles  
 Florida registration number \_\_\_\_\_ \* Registration Expires: \_\_\_\_\_ \*
- Owner has obtained and is maintaining the personal injury protection (PIP) insurance required by the State of Florida  
 Insurance Company \_\_\_\_\_ \* Policy Number \_\_\_\_\_ \*
- Owner has obtained and is maintaining the property damage liability (PDL) insurance required by the State of Florida  
 Insurance Company \_\_\_\_\_ \* Policy Number \_\_\_\_\_ \*

\* Owner may check boxes and provide copies of Florida registration and proof of insurance in lieu of completing information on registration number or insurance policy company or numbers

=====

**Acknowledgements:** Owner hereby acknowledges (**Owner to check** ✓ **ALL boxes**)

- Owner has received and read a copy of the BWA Regulations for Low-Speed Vehicles, and Owner is responsible for informing anyone he or she authorizes to operate their LSV of the existence and contents of these Regulations
- Owner understands that an LSV may only be operated within the Common Property of Breakers West by persons who possess a valid driver's license.

**Name and Signature**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (printed) \_\_\_\_\_

## **SECTION 2 – UTILITY COMPANY & VENDOR INFORMATION**

- **Utility Companies**
- **Garbage Pick Up**
- **Household Hazardous Waste (HHW) Information**

# UTILITY COMPANIES

**Call the utility companies listed below to arrange for services to be placed in your name prior to the closing on your home.**

## **Florida Power & Light (FPL)**

General Mail Facility  
Miami, FL 33188-0001  
Phone: 561.697.8000 or 800.226.3545  
Website: [www.fpl.com](http://www.fpl.com).

If the house has power, a twenty-four (24) hour notice is necessary for hook-up, excluding Sunday. If the power has been shut off or it is new construction, a forty-eight (48) hour notice is required prior to hook up, and a deposit invoice will be mailed to you. (Deposit to be returned after 23 months of prompt payments)

## **Palm Beach County Water Utilities Department (PBCWUD)**

Mailing Address: P.O. Box 24740, West Palm Beach, FL 33416  
Customer Service Center: 9045 Jog Road, Boynton Beach, FL 33472  
Phone: 561.740.4600  
Website: [www.pbcwater.com](http://www.pbcwater.com)  
Office Hours: Monday – Friday, 8:00 a.m. to 5 p.m.

A three (3) day notice maybe necessary for hook-up. You may need to go in person to the Customer Service Center at 9045 Jog Road, Boynton Beach. Make sure you have the correct property address along with a US Government photo ID and proof of residency (closing deed, settlement statement, or lease signed by property owner) with you. Most new residential accounts require a \$110 deposit and \$35 account activation fee which must be paid in advance. Your deposit will be credited to your account after 24 months, if you have maintained continuous service, you have not received more than one past due bill notice, and you have not paid with a check that was refused by your bank during the 24-month period. If not credited after 24 months, your deposit is credited to your account at the time of your final billing after deduction of outstanding charges.

For more information, residents may visit the water department website, click on the “Customer Service” tab, then select “Policies & Procedures” for more information.

## **AT&T**

Phone: 888.757.6500 or 866.620.6000  
Repair: 561.780.7611  
Office hours: Monday – Friday, 8:00 a.m. to 7:00 p.m. and Saturday 8:00 a.m. to 5:00 p.m.

## **Comcast**

Customer Service Center: 1401 Northpoint Parkway, West Palm Beach, FL 33407  
For Service or Billing: (800) 266.2278  
Website: [www.comcast.com](http://www.comcast.com)

Basic cable is included in your HOA quarterly assessment fees. As part of the Service Agreement for Breakers West, you are able to receive Comcast’s Digital Starter programming. You are provided one standard digital receiver and two adaptors. Additional receivers can be purchased from Comcast. The digital receiver provides features such as Comcast’s Video on Demand library, an on-screen programming guide and over 45 channels of commercial free, CD quality music stations.

# GARBAGE PICK-UP

## SOLID WASTE AUTHORITY

**PLACE ALL MATERIAL CURBSIDE BY 8:00 AM ON YOUR SCHEDULED DAY.**

**PLEASE NOTE THAT ALL GARBAGE, TRASH AND YARD DEBRIS MAY NOT BE PLACED CURBSIDE ON YOUR SCHEDULED DAY PRIOR TO 6:00 A.M. IF CANS ARE NOT REMOVED FROM CURBSIDE BY 9:00 PM, A NOTICE OF VIOLATION WILL BE ISSUED.**

### **Garbage Service (2 times per week, Wednesday and Saturday)**

- Garbage must be containerized in the supplied garbage carts from SWA.
- All garbage must be placed in front of your own home and within 6 feet of the edge of the roadway.
- Garbage must not be stacked over water or gas meters, under low hanging branches or utility wires or within 4 feet of mail boxes or fire hydrants.

### **Trash/Bulk Items (1 time per week, on Saturday)**

Discarded furniture and appliances as well as other household items including toilets, bathtubs, water softeners, and other similar household goods that will not fit into a standard garbage can is collected twice per week and may be placed curbside with the regular household garbage. The maximum number of items placed outside the garbage cart is (3) three.

For safety reasons:

- Please remove or seal doors on all appliances such as refrigerators, freezers, washers and dryers before placing outside for collection so that children cannot crawl inside and become trapped.
- All mirrors, glass doors, glass table tops, pane glass windows, etc. must be broken up and containerized in the cart.

**PLACE ALL MATERIAL CURBSIDE BY 8:00 AM ON YOUR SCHEDULED DAY.**

### **Yard Waste - Saturdays (\*6 cubic yard limit per week)**

- Yard waste includes debris from routine residential yard maintenance only. It **does not** include debris generated from **land clearing or tree removal**. All vegetation must be kept separate from other debris and be dirt and sand free.
- Yard waste is collected manually by a different truck than the garbage and is **limited to 6 cubic yards per week** (the equivalent of 3 standard refrigerators). **\*Residents with more than 6 cubic yards can contact hauler to have the excess removed. Contact SWA for an estimate.**

### **DO NOT MIX YARD WASTE (VEGETATION) WITH GARBAGE OR ANY OTHER DEBRIS**

Your waste hauler is not required to collect any debris that does not meet the above guidelines. If your debris is considered non-conforming and is not collected you may do one of the following:

1. Correct the debris to meet required collection guidelines. Once corrected it will be picked up on your next scheduled service day or:
2. Transport the material directly to an SWA disposal site or permitted facility. Contact SWA Customer Information Services at (561) 697-2700 for the nearest location. **PLEASE BE AWARE THAT YOU WILL BE CHARGED A DISPOSAL FEE IF YOU TRANSPORT IT TO A DISPOSAL SITE YOURSELF AND CASH IS REQUIRED.**

**PLACE ALL MATERIAL CURBSIDE BY 8AM ON YOUR SCHEDULED DAY.**

**Recycling (Wednesday, 1 time per week)**

**Place into your blue bin:**

- Plastic Containers #1, 2, 3, 4, 5 & 7.
- Steel Cans
- Aluminum Cans
- Drink boxes
- Milk and Juice Cartons
- Glass Bottles and Jars

**Place into your yellow bin:**

- Newspapers
- Magazines/Catalogs
- Unwanted Mail
- School/Office Papers
- Phone Books
- Paper Bags
- ALL Cardboard Boxes (includes beverage carton, tissue boxes, dry food boxes, corrugated cardboard. (Boxes must be flattened and cut to 3'x3' maximum.)
- Please place shredded paper in a brown paper bag, fold the top down to secure and place in your yellow bin. **No plastic bags please!**

Because contamination affects the marketability of the materials we collect, please be careful not to place the following in your bin:

**Plastic Bags, Styrofoam and Food Waste**

For any questions or concerns with the collection of your recycling contact SWA at 866-792-4636.

To order new replacement recycling bins contact SWA at 866-639-2467.

**When is there no collection?**

- The following holidays are observed, and there will not be trash or recycle collection on these days:  
Thanksgiving and Christmas Day
- If your collection day falls on one of these holidays, it will be skipped and all refuse will be picked up on the next regular day for your area.

**How will I be billed for services?**

- Waste Pro will bill you annually for garbage and trash services through your taxes.
- Please note garbage services are mandatory in Palm Beach County, as per Ordinance #84-10. Failure to pay your bill will result in Waste Pro placing a lien on your property.

**If you have any problems or questions, please contact:**

**SOLID WASTE AUTHORITY (SWA)  
561-697-2700 or 866-792-4636 or visit WWW.SWA.ORG**

# HOUSEHOLD HAZARDOUS WASTE (HHW) PROGRAM

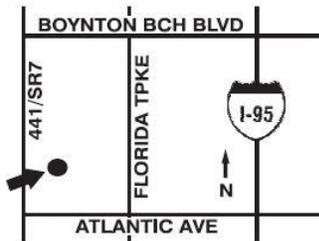
## Home Chemical Disposal

Almost every home has some type of chemical product that can be hazardous if not used, stored, or disposed of properly. Pesticides, cleaning products, solvents, pool chemicals, paint, used oil, and propane cylinders are just a few examples. When they are no longer needed or usable, we refer to them as "Household Hazardous Waste", or HHW.

If not properly disposed of, HHW can present a threat to the public, solid waste workers, and the environment along any point of the standard disposal route. Residents are encouraged to separate HHW from their household garbage and dispose of it at an appropriate facility.

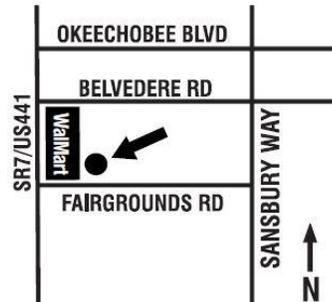
Household hazardous wastes are accepted at the SWA's main HHW facility and at all SWA transfer station drop-off sites. The main facility is staffed while the transfer stations sites are self-service only. There may be limitations on quantities accepted at the unattended transfer station drop-off sites.

### HHW Drop-Off Sites



**Southwest County Transfer Station**  
Main HHW Facility

13400 South State Rd  
Delray Beach, FL 33446  
Monday – Friday: 7:00 AM – 5:00 PM  
Saturday: 7:00 AM – 3:00 PM



**West Central Transfer Station**  
HHW Facility nearest to Breakers West

79743 Process Drive (previously Fairgrounds Road)  
Royal Palm Beach 33441  
Monday – Friday: 7:00 AM – 5:00 PM  
Saturday: 7:00 AM – 3:00 PM

HOUSEHOLD HAZARDOUS WASTE FACILITY GUIDE	
What to Bring	What NOT to Bring
<ul style="list-style-type: none"> <li>• Aerosol Cans (If NOT empty)</li> <li>• Household Cleaners</li> <li>• Automotive Products</li> <li>• Hobby Chemicals</li> <li>• Mercury &amp; Lighting Products</li> <li>• Boat Products</li> <li>• Cooking Oil</li> <li>• Paint &amp; Paint Products</li> <li>• Electronics</li> <li>• Pesticides &amp; Garden Products</li> <li>• Flares, Ammunition &amp; Fireworks</li> <li>• Pool Products</li> <li>• Fuels</li> <li>• Propane Cylinders</li> </ul>	<ul style="list-style-type: none"> <li>• Aerosol Cans (Empty) – May be disposed in trash</li> <li>• Empty Containers – May be disposed in trash</li> <li>• Empty Paint Cans &amp; Brushes - May be disposed in trash</li> <li>• Medical Waste – Call 561.697.1100</li> <li>• Smoke Detectors &amp; Radioactive Wastes - Call 561.697.1100</li> <li>• Tires - Call 561.697.2700</li> <li>• Explosives – Call the Bomb Squad, 911</li> </ul>

