

Rules Adopted by the Board of Directors of the Seasons HOA

1. **Contractor and Vendor Work Hours:**

Contractor and vendor work hours are Monday through Friday from 7:30 am until 6:00 pm and Saturday from 8:00 am until 4:00 pm. No work is allowed after hours, on Sundays or on the following national holidays: Thanksgiving, Christmas, December 25, Independence Day, July 4, Memorial Day, Labor Day, New Year's, January 1, Martin Luther King Day and President's Day unless it is an emergency.

2. **Use of Facilities for Commercial Activities:**

It shall be the policy of the Seasons Homeowners Association to not permit commercial use of the facilities including the clubhouse, without the prior consent of the HOA. The Seasons Board of Directors may on a case-by-case basis make exceptions to this rule in the event the Board determines that such commercial use would be in support of enhancing the community and/or homes. An example of this would be a home improvement fair that encourages improvements to our homes. This rule shall not apply to the permitted use of the tennis facilities by the tennis director or other authorized tennis instructors.

3. **Rental Procedure for Clubhouse:**

The clubhouse can be rented by a homeowner for their private use. Homeowners must be present at the clubhouse through the entire set up for a party and the entire party. Homeowners must provide the Association with a certificate of insurance showing that they have homeowner's insurance coverage protecting the Association for the particular event and sign a hold harmless agreement in form and substance acceptable to the HOA. Outside vendors being used at the facilities for any party or other event must provide a certificate of insurance listing the homeowner and the Association as additionally insured in an amount acceptable to the HOA.

The main room of the clubhouse shall require a \$200 fee to be reserved on an exclusive basis plus a deposit of \$1,000 to cover potential cleaning costs and potential damage to the facilities. If the areas used are not cleaned and left in useable condition for other residents the Property Manager shall retain professional cleaners to clean the areas and deduct the cost from the cleaning deposit before returning the remainder to the resident.

No smoking, vaping or use of illegal drugs is permitted in the clubhouse

4. **Street Parking:**

All residents must park in the garage or driveway, excluding times when maintenance to the house is being done or when children are playing in the driveway. When parking in the driveway, the vehicles must not block the sidewalk. Guests may park in the street if there is no available parking in the garage or driveway. Overnight guests parking in the street must obtain a parking pass from security and place it on their dashboard. Guests may not park directly across from another parked car in the street. When parking on the street, all cars must be parked in the direction of authorized traffic movement. Grace periods for parking in the street will be established for the following times: December 23rd through January 2nd, the Wednesday before Thanksgiving through the Sunday after Thanksgiving, Mother's Day, Father's Day, 4th of July, Memorial Day, Labor Day and when a homeowner is having a party. If a resident has an overflow of cars at their residence, residents will be allowed to use the clubhouse parking lot on a temporary basis. Vehicles in violation of this rule will have a sticker applied to the driver's

side window as a warning. Repeated violations of this rule will result in the Association levying a fine against the applicable homeowner and/or tenant. Resident vehicles with commercial license plates shall be parked inside a garage except during hours when contractors are allowed on the property.

5. **Off-Highway/ATV's, Motorized Scooters, Golf Carts, and Low Speed Vehicles:**

In accordance with the Community's Declaration, homeowners and guests are prohibited from using motorized vehicles, such as go-carts, golf carts and ATV's, anywhere in the community unless such vehicle is a low speed vehicle (LSV). Motorized scooters and electric bicycles may be driven on the streets and roadways of the community and must follow the safety laws of bicycles.

Low Speed Vehicles (LSVs)

LSVs are any four-wheeled motorized vehicle whose top speed is greater than 20 miles per hour, but not greater than 25 miles per hour. An LSV may be driven on the streets and roadways of the community if it meets all the Florida Highway Safety and Motor Vehicles requirements, such as being equipped with headlamps, stop lamps, turn signal lamps, taillamps, reflex reflectors, parking brakes, rearview mirrors, windshields, seat belts, and vehicle identification numbers (see attached FHSMV Guide). The owner must provide the Association with all insurance, license, and registration information for such LSV.

6. **Tree Trimming:**

Objective: To create a canopy that covers the community's streets and sidewalks. Our vision is that the entire street is covered in all areas. Our tree canopy will be a differentiating feature of our neighborhood vs. the newer nearby competing communities. We are enacting these rules now because of the importance of this to the value of our neighborhood. And, because we love trees and are heartbroken when we see them hurt.

Scope of Rule: Association's intent is that these rules shall only apply to the Swale trees.

The Association Pruning Standards are summarized below:

- Substantial branches shall never have the ends cut off.
- No curving of the top or sides of the tree. The tree should never be shaped to look like a lollipop.
- Interior minor limbs and twig-like branches are to be removed to enhance and open up the inside of the tree, if desired.
- The bottom branches should be removed so that the top of a moving truck can pass underneath.

The Association Pruning Standards coincide with the "City of Boca Raton Guidelines for Tree Pruning" which contain a more detailed description of generally recognized pruning standards. All members will be responsible for requiring their vendors to follow the "City of Boca Raton Guidelines for Tree Pruning." Additional copies of the guidelines are available on the Seasons HOA Portal, at the Management office, and at the Gatehouse.

Fining: Fining is severe since trees trimmed incorrectly, are not curable and affect the look and feel of the entire neighborhood. Poorly trimmed trees minimize the possibility of achieving our vision that will enhance the feel and value of our community. In addition to fining residents for

BAW 3.8.23

violation for these rules, tree trimmers that trim incorrectly shall be permanently banned from doing work in Season. They will be blocked via Security from entering again.

Failure to follow these guidelines will result in the following fines:

- Fine \$100/Day, for a maximum of \$1000 on the Lot owner. This fine shall also be levied as an additional fine on the Vendor.
- Any Tree Trimming Vendor who violates this rule will be permanently banned from doing business in the community. Vendor may appeal but paying the fine is a prerequisite for their appeal to be heard. Vendor will appeal to Fining Committee.

7. **Traffic Rules:**

In addition to the HOA,, Security and Management, the HOA may engage the Boca Raton Police Department or any other recognized technology, including automated systems (eg Traffic hawk), to monitor and record Traffic Violations. The violations are subject to the following fines and suspensions:

A. Exceeding the posted Association Speed Limit of 25 mph

1. For Speeding violations between 26mph to 34mph:

- First violation = warning
- Second violation= \$100 fine
- Third violation= \$100 fine plus 1-week suspension of resident gate privileges
- Fourth violation = \$100 fine plus 1-week suspension of resident gate privileges for all household vehicles
- Fifth+ violations= \$100 fine plus 4 weeks suspension of resident gate access for all household vehicles

2. For Speeding violations more than 35mph:

- \$100 fine plus 30-day suspension of resident gate access for all vehicles in the household.

B. Failure to completely stop at a stop sign

- First violation = warning
- Second violation= \$100 fine
- Third violation= \$100 fine plus 1-week suspension of resident gate privileges
- Fourth violation = \$100 fine plus 1-week suspension of resident gate privileges for all household vehicles
- Fifth+ violations= \$100 fine plus 4 weeks suspension of resident gate access for all household vehicles

C. Passing a vehicle in motion without permission

- Any violations - \$100 fine plus 30-day suspension of resident gate access for all vehicles in the household.

*****ANNUAL RESET: ALL TRAFFIC VIOLATIONS SHALL BE RESET EACH NEW CALENDAR YEAR.*****

8. **Exit Gate Lockdown:**

BAW 3.8.23

The exit gate will be locked from 1:00 am – 5:00 am to enhance the overnight safety of our community. All drivers of exiting vehicles will be required to show their driver's license to the security guard for recording, and then the guard will open the gate.

9. Tennis Rules:

The following rules apply to the use of the tennis courts and facilities:

- Courts are open 700am to 10pm. Use the tennis courts and facility at your own risk – the HOA is not responsible for any damage to property or injury sustained while using the courts or the facility
- Reservations for courts are made at the Seasons board approved reservation system (currently yourcourts.com) and may only be made by residents; reservations during prime time (Saturdays and Sundays from 8-11a) are forfeited 15 minutes after the reservation time if no player shows up. Lessons only to be given to residents during prime time.
- Reservations are for 30 minute increments up to 2-hours total. If the courts are open, you may play longer. A resident is entitled to reserve only one court at a time and may only make one reservation each day. Residents may use open courts without a reservation provided that reserved court usage takes precedence over non-reserved usage
- If outside guests are using a court at least one resident must be at the court and playing with them (using player rotation is fine); if relatives or other house guests are playing the resident need not be playing with them
- Residents are not allowed to teach outsiders (if being paid) or bring in a non-Seasons Tennis coach or instructor to provide lessons except if such person first makes an arrangement with the Seasons Tennis Director, including provision of liability insurance in such amounts as other pros teaching at Seasons provide and payment to the Director in advance of an agreed-upon instructor fee.
- Persons under age 10 must be supervised by or playing with a person over age 14
- No pets permitted in the tennis facility area unless they are on a leash
- Tennis courts shall only be used to play tennis- no play is permitted on wet courts as they get damaged
- No smoking or vaping on courts or within the facility,
- No bicycles, roller blades, scooters, or skateboards may be ridden on pathways or courts, except that such items may be stored courtside (but not on the pathway)
- Proper tennis attire and footwear are required. Shirts, shorts, skirts or pants shall be worn at all times. No swimsuits or shoes that can damage clay courts (such as running shoes) are permitted; only tennis shoes suitable for clay courts shall be worn.
- Please take all belongings when finished. The HOA is not responsible for belongings that are lost, stolen or damaged.
- All tennis balls shall be removed from the court when play is complete; if the ball machine is used it shall be put away in its storage place unless other arrangements have been made. Clean up all trash and litter after court usage.
- No profane or foul language shall be used; shouting, yelling, screaming and other similar language which bothers others using the courts shall be avoided.
- Proper tennis etiquette shall be followed- please do not walk on the court behind any playing area while a point is being played— this does not include the walkways outside the courts
- Individuals playing after dark are responsible for turning lights on and off

BAW 3.8.23

- Wall on court 8 shall not be used during prime time hours (Sat and Sun am) or during league play

10. **Pool Rules** : The following rules apply to the use of the pool facilities:

- lane reservations for lap swimming shall be made on “yourcourts.com”; no one can reserve a lap lane for more than 1 hour at a time; if no reservation is made use is first come- first served, provided the one-hour limit still applies. Each resident can make only one reservation per day for one lane.
- The pool area is closed as of sundown and shall not be used for any reason, including utilizing patio furniture, swimming or using the jacuzzi, except the pool deck and seating can be used during HOA sponsored or approved events.
- Use of floats, inflatables and other pool games and accessories in the pool and spa shall be limited to not interfere with use and enjoyment of the pool and spa by others. In addition, lap swimmers have priority regarding use of the lap lanes; general swimmers must use other parts of the pool if someone wants to use the lap lanes for lap swimming. No use of inflatable slides is permitted without HOA approval
- No animals in pool or on pool deck, except registered emotional support animals or if permitted during HOA sponsored event; food and beverages need to be kept at tables on pool deck and cleaned up after usage; no smoking or vaping is allowed
- no running, skating, scooters, roller blades or bicycles permitted on pool deck
- no pushing people in pool - no horse play or diving allowed – no water polo practices which may interfere with others enjoyment of the pool or surrounding areas
- persons who are incontinent or not toilet trained shall wear aquatic diapers or other proper swimwear when using the pool or spa including the kiddie pool
- use of the pool is at your own risk -- no lifeguard is present
- persons age 12 or younger are not allowed to use the pool or spa unless supervised by a person 18 years or older who is a competent swimmer or a trained lifeguard or swim instructor.
- Please shower before using pool or spa
- The pool area (tables under the arbor) may be reserved by residents upon payment of \$200 nonrefundable fee for usage of the facility and a \$500 security deposit which is refundable if the facility is left in the same condition prior to the reservation—if the area needs to be cleaned the Property Manager shall retain professional cleaners to clean the area and deduct the cost from the security deposit. A pool area reservation does not provide the resident with exclusive use of the pool or spa itself and if the reservation is for a party those attending must accommodate and not interfere with use of the pool by others, including the use of the lap lanes by lap swimmers. Reservations must include a signed hold harmless agreement in form and

BAW 3.8.23

substance acceptable to the HOA and a certificate of insurance showing the resident has homeowner's or other insurance coverage protecting the Association for the particular event in an amount acceptable to the HOA. The HOA strongly recommends that a lifeguard be hired for parties attended by more than five children less than 10 years old.

11. **House Rentals:** All home rentals must comply with the applicable provisions of Seasons Declaration of Covenants Restrictions and Easements (page 30, as Amended on 12/29/2017) as summarized in the attachment below:
12. **Basketball Courts:** Use of the basketball courts is on a first come first serve basis, unless reserved in advance through the property manager. There is a one hour time limit if others are waiting.
13. **No Smoking or Vaping:** No smoking or vaping shall be permitted in any of the common facility areas, including but not limited to the clubhouse, patios, playground, pool area, tennis facility, and gym.
14. **Gym:** The gym is open 24/7. Use of the gym is at your own risk. Obey posted rules. No food allowed. Persons age 14 or younger must be supervised by a responsible adult 18 years of age or older. Users shall be respectful of others and put back and wipe off surfaces of equipment used. Users shall wear closed toe shoes or sneakers for their safety. No children under the age of 7 are allowed in the gym. No horseplay in the gym is permitted. Non- resident personal trainers are not permitted to be in the gym unless accompanied by a resident; nor can they use the gym for their own personal work-outs.
15. **Fireworks:** The City of Boca Raton prohibits the use of any fireworks on property located within the City limits; Seasons community is within the City limits. Exceptions are available for the use of fireworks **with a permit** on January 1, July 4 and December 31. Residents are discouraged from using fireworks even on such days in order to respect the quiet enjoyment of other residents and their pets.
16. **Dumpsters:** Dumpsters used for renovations or other purposes and which are located in front of a residence must be emptied when full and may not be left at the residence for more than five consecutive days without being used.

SUMMARY OF USE RESTRICTIONS (ARTICLE IX OF SEASONS COVENANTS)

Section 1. General. All Lots are intended for residential use only. No business or commercial buildings may be erected on any Lot, and no business or profession, or commercial enterprise may be conducted upon any part of the Common Properties or a Lot.

Section 3. Garages and Storage Areas. Vehicle repair shall be permitted only inside the garage. No unenclosed storage area, auxiliary building, garage, or structure of any kind shall be erected which is separate from the main residence building.

Section 4. Garbage Containers. Oil and Gas Tanks. Air Conditioners. All garbage and refuse containers, air-conditioning units, oil tanks, bottled gas tanks, sprinkler system pumps, and permanently affixed swimming pool equipment, pumps and housings shall be placed in walled-in or landscaped areas substantially concealed or obscured from eye level. No wall or window air conditioning units shall be permitted. No reflective foil or other reflective substance shall be placed on any glass surface of any residence except as approved by the Architectural Control Committee for energy conservation purposes. No portion of the Project shall be used or maintained as a dumping ground for rubbish, and all equipment for the storage or disposal of rubbish shall be kept clean and in a sanitary condition.

Section 5. Automobiles, Commercial and Recreation Vehicles etc.

- a. Unlicensed and inoperable vehicles must be kept fully enclosed inside a garage.
- b. No commercial vehicles of any kind shall be permitted to be parked for a period of more than overnight, unless it is temporarily present and necessary in the actual construction or repair of a Lot during permitted hours or in case of an emergency.
- c. No commercial vehicle of any kind shall be parked overnight, and no boat, boat trailers, buses or trailers of any kind, campers, recreational vehicles, or mobile homes shall be permitted to park within the project at any time unless kept fully enclosed inside a garage which garage contains a full garage door and such garage door is kept closed.
- d. No repair work to any type of motor vehicle, boat or boat trailer shall be conducted on any Lot other than very minor repairs.
- e. No truck, commercial vehicle, boat, camper, or mobile home shall be used as a residence.
- f. No motorized vehicle (including without limitation all-terrain vehicles or cycles, "dirtbikes", or other off road recreational vehicles) shall be operated anywhere within the Project except on streets or roadways and then only if appropriately licensed. This prohibition shall not apply to authorized vehicles of Declarant, Association, contractors or any governmental entity.

Section 6. Outside Storage of Personal Property. All personal property shall be stored inside the residence and shall not be left outside overnight, except for the permitted motor vehicles, a barbecue, and patio furniture and accessories.

Section 7. Nuisances, Animals and Pets. No person, including an Owner, lessee, invitee, permittee, or occupant of any residence building or a Lot shall do or permit any act or omission

BAW 3.8.23

which may be, become or cause an annoyance or nuisance to the Project, and without limiting the generality of the foregoing:

- a. No obnoxious, unpleasant, or offensive activities shall be carried on, nor shall anything be done which could be construed to constitute a nuisance, public or private in nature; and
- b. No animals, livestock or poultry of any kind shall be kept, except that dogs, cats, and other household pets (collectively "Pets") may be kept upon Lots provided that:
 - 1) they are not kept, bred, or maintained for any commercial purpose.
 - 2) no person keeping a Pet shall permit it to go or stray upon any other Lot without the permission of the Owner thereof; all Pets shall be kept on a leash at all times while such pet is outdoors and not within a fenced portion of the Owner's Lot and all waste deposited by a Pet on any portion of the Property other than the Lot owned by the Pet's owner shall be immediately removed by the Pet's owner; and
 - 3) such Pets shall not constitute a nuisance to other residents within the Project.

Section 8. Boats. No boats or other watercraft of any type or nature shall be permitted upon any lake, canal, or waterway within the Project except non-motorized canoes, kayaks and rowboats and except those used in performing maintenance or as may be permitted by the Association.

Section 10. Clothes Lines. No clothes lines or similar type structure shall be visible from any portion of the Project.

Section 11. Irrigation. No Owner shall be permitted to draw water from any lake, canal, or waterway within the project for any purpose, including irrigation.

Section 12. Signs. No signs of any type (including "for sale" and "for rent" signs) shall be erected or displayed on any Lot or structure or on any community property unless the placement, character, form, size, color and time of placement of such sign shall be first approved in writing by the Architectural Control Committee.

Section 13. Trees. Owners shall not remove trees on their lots nor trim trees excessively unless such trees are diseased. Any tree removed must be replaced with a tree of similar variety and quality which will, when mature, be of similar size to the tree which was removed. Any tree removal is subject to any required prior approval of all applicable governmental authorities.

Section 14. Use of Lakes and Ponds No person shall be permitted to use lakes, ponds, or other bodies of water within the Project for playing, swimming, wading, boating (except as provided in Section 8). THE ASSOCIATION SHALL NOT BE RESPONSIBLE FOR ANY LOSS, DAMAGE OR INJURY TO ANY PERSON OR PROPERTY ARISING OUT OF THE AUTHORIZED OR UNAUTHORIZED USE OF LAKES, PONDS, OR OTHER BODIES OF WATER WITHIN THE PROJECT BY ANY OWNER OR OCCUPANT OR THEIR GUESTS, INVITEES OR LICENSEES.

Section 15. Fences. The Architectural Control Committee shall not approve the construction of any fences which hinder access to or impair the view of any lake within the Project.

Section 16. Pools. No above ground pools shall be erected, constructed, or installed on any Lot.

Section 17. No Subdividing. Lots shall not be divided or sold, except as a whole, without the prior written approval of the Association

Section 19. No Wells. No Owner shall install a well in any portion of the Project or draw any ground water for any purpose whatsoever.

**SUMMARY OF RENTAL RESTRICTIONS (ARTICLE XII OF SEASONS
DECLARATION)**

The following is a summary of the restrictions applicable to rental so houses in the community:

- All leases are subject to the approval of the HOA
- Applications (including a fee of \$100) shall be submitted at least 30 days before the lease rental is to commence, including lease agreement and all information regarding the proposed lessee reasonably requested to enable HOA to conduct credit and background checks (costs to be borne by homeowner)
- HOA decision within 30 days after completed application is submitted
- Lease terms may not be for less than 6 months or for more than one year; no more than one lease in any 12-month period
- No leasing of individual rooms
- Lessee to be provided with copies of Declaration, Bylaws and Rules and Regulations and must abide by the same. Homeowner responsible for any noncompliance
- Security deposit of one month's rent required to be posted to HOA
- Guests (other than immediate family members) who occupy a residence rent-free for a period of more than 30 days in any 12 month period shall be considered tenants and must be approved by the HOA
- No Homeowner shall be entitled to lease a residence until the homeowner has owned the residence for at least 12 months, except a person who acquires title through foreclosure, inheritance, divorce or estate planning shall be entitled to lease the residence if the prior owner met the 12-month ownership period.

**SUMMARY OF MAINTENANCE AND REPAIR OBLIGATIONS (ARTICLE VIII OF
SEASONS DECLARATION)**

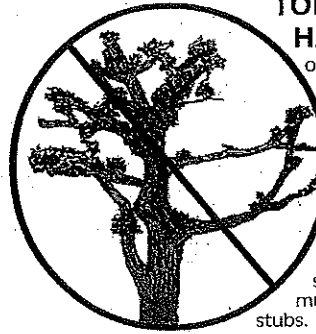
- Homeowners are required to maintain residences (including roof, walls, windows, patio areas, screening, awnings, outdoor lighting, walks, driveways, and irrigation landscaping) in good, clean and attractive and functional condition and repair pursuant to community standards embodied in the ACC rules, including repair and painting of all external areas and structures, seeding, watering and mowing of all lawns, and pruning and trimming of all trees, hedges and shrubbery both to maintain the appearance of the property and to avoid the same posing a hazard to motorist, bicyclists and pedestrians.

Presorted Standard
U.S. Postage
Paid
Boca Raton, FL
Permit No. 46

TREE AND PALM PRUNING GUIDELINES

The Boca Raton Beautification Committee
Boca Raton City Hall
201 West Palmetto Park Road
Boca Raton, Florida 33432

TOPPING & HAT RACKING



of trees is the indiscriminate cutting back of branches leaving stubs. The most common reason given for topping and hat racking is to reduce the tree's size and make it safer; however, removal of branches and leaves disfigures the tree and cuts off the tree's ability to manufacture nutrients. This starvation activates the roots to send rapid new growth of multiple shoots to grow below the stubs. Stubs cannot heal properly and are vulnerable to insect infestation, decay and, removing the tree's canopy makes the trunk susceptible to sunburn. This misguided practice makes the tree more hazardous because the new rapid thick growth acts as a wind sail, which could blow over in heavy winds. Never top a tree or allow anyone to top your trees.

EXCESSIVE LIFTING & OVER THINNING

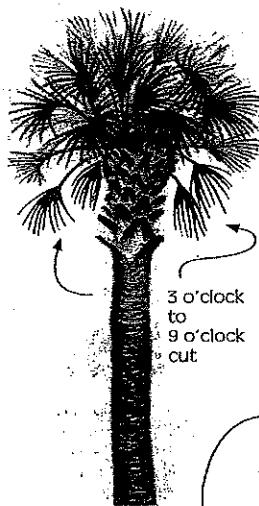
are common but poor pruning practices. This type of pruning where the lower branches of the tree are removed to provide clearance for cars, structure and people causes trees to be top heavy, reduces trunk taper and increases chances of branch breakage. It also disfigures the natural form of the tree.



Illustrations - Broward County Dept. of Planning & Environmental Protection

PALM PRUNING

Most palms shed their fronds naturally. Try to avoid pruning palms when possible. When not possible, only remove dead fronds or fronds that hang below the right angle to the trunk, or at 3 o'clock to 9 o'clock positions. Palm fronds cycle nutrients to the heart of the palm, and frond removal deprives the palm of needed nutrients and weakens its defenses. Blooming stalks, seeds and fruit are a food source for birds and native animals, and nice if left for them. They can be removed without removing fronds.

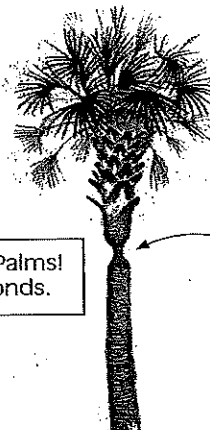


3 o'clock
to
9 o'clock
cut

Incorrect
Pruning

Hurricane Pruning/
Candle cuts, the removal of most of the fronds and shaving the bud into a point, is extremely harmful to palms

Never Hurricane Prune Palms!
Never pull or rip off fronds.



Hurricane Pruning/
Candle cuts causes the trunk to narrow, creating a weak area that could snap.



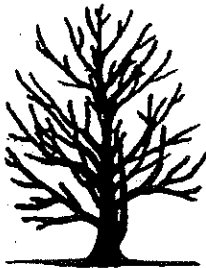
Palms, such as the Royal Palm, have a "crown shaft" which is the green column below the fronds. It should be allowed to self prune.

Original Artwork
by Susan Pelish

The Boca Raton Beautification Committee encourages all residents to plant trees and care for them properly. The City of Boca Raton has received the prestigious "Tree City USA" award each year since 1980 thanks to their efforts in planting and maintaining our landscape. Residential planting adds to the beauty of our City, purifies the air we breathe, shields us from noise and provides shade for our homes. (Properly cared for trees can increase the value of our homes up to 20%!) Do not reduce your tree canopy unless absolutely necessary.

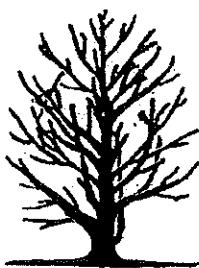
This brochure is sponsored by the Boca Raton Beautification Committee and the City of Boca Raton
© 2001 Boca Raton Beautification Committee

PROPER PRUNING TECHNIQUES



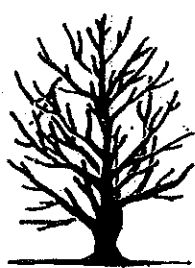
SAMPLE TREE

NOTE: These trees are purposely shown without leaves to accentuate the branch structure and the proper pruning cuts. Do not remove the leaves.



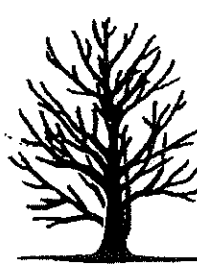
CROWN CLEANING

Is the removal of dead, dying, diseased, crowded, weakly attached and low vigor branches from the crown of a tree.



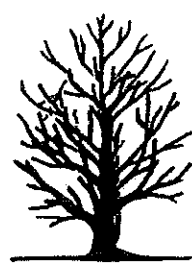
CROWN THINNING

Is the selective removal of branches to increase light penetration and air movement through the crown. Thinning opens the foliage of a tree, reduces weight on heavy limbs, and helps retain the tree's natural shape.



CROWN RAISING

removes the lower branches from a tree in order to provide clearance for buildings, vehicles, pedestrians and vistas.

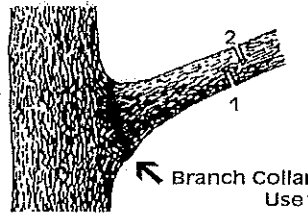
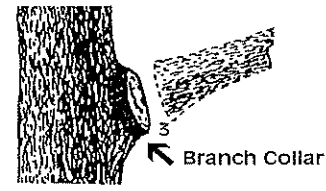


CROWN REDUCTION

reduces the size of a tree, often for clearance for utility lines. Reducing the height or spread of a tree is best accomplished by pruning back the branch to another branch that is large enough to be the leader. Do not remove more than 1/4 of the tree at one time.

MAKING THE PROPER PRUNING CUTS

Pruning Cuts should be made just outside the branch collar. The branch collar contains trunk tissue that will eventually cover the cut and should not be damaged or removed. If a large limb is to be removed, its weight should first be reduced. This is done by first making an undercut 12-18 inches from the limb's point of attachment. A second cut is made from the top directly above or a few inches further out on the limb. This removes the limb leaving the 12-18 inch stub. Lastly, the stub is removed by cutting back to the branch collar. This technique reduces the possibility of tearing the bark. A Certified Arborist will follow this process. Never remove a branch flush with the trunk as this removes the branch collar.



Use the 3-cut method to remove a large limb.

The Boca Raton Beautification committee recommends hiring a Certified Arborist to take care of your trees. Always ask for the following:

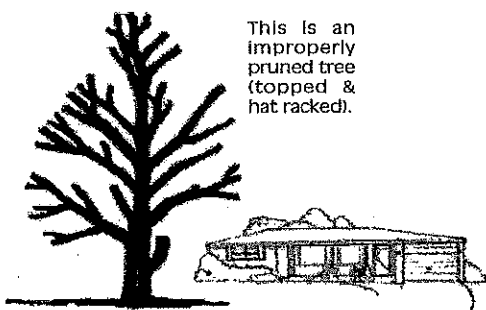
Certified Arborist Card
Occupational License
Hazard Insurance
Sample Contract
References

What is a Certified Arborist and Why Hire One?

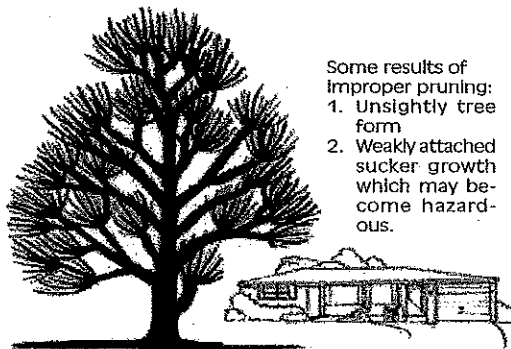
The International Society of Arboriculture administers an internal, self-regulating certification program that is a non-governmental voluntary process by which individuals can document their base of knowledge and competence required to provide proper tree care. Certified Arborists are individuals who have achieved a level of knowledge in the art and science of tree care through at least three years of experience, have passed a comprehensive examination developed by many of the nations' leading experts and continue their education to maintain their certification to maintain their certification. A Certified Arborist can provide a variety of services to help maintain your valuable investment. Ask to see an identification card and check the expiration date. For more information visit ISA website: www.isa-arbor.com

IMPROPER PRUNING DAMAGES TREES!

Topping, Hat Racking or Lopping a tree, which distorts a tree's natural form is not recommended for any reason. By suddenly removing the tree's canopy, which acts like an umbrella, sun can scald remaining exposed tissue and send the tree into shock. This practice removes leaves, which manufacture the tree's food through photosynthesis, upsets a tree's crown to root ratio and temporarily causes starvation. Topping to control height and spread of a tree has just the opposite effect, as it causes rapid new growth that is far more dense than normal growth; therefore, the tree returns to its original height in a very short time and with a far denser crown.



This is an improperly pruned tree (topped & hat racked).



Some results of Improper pruning:
1. Unsightly tree form
2. Weakly attached sucker growth which may become hazardous.

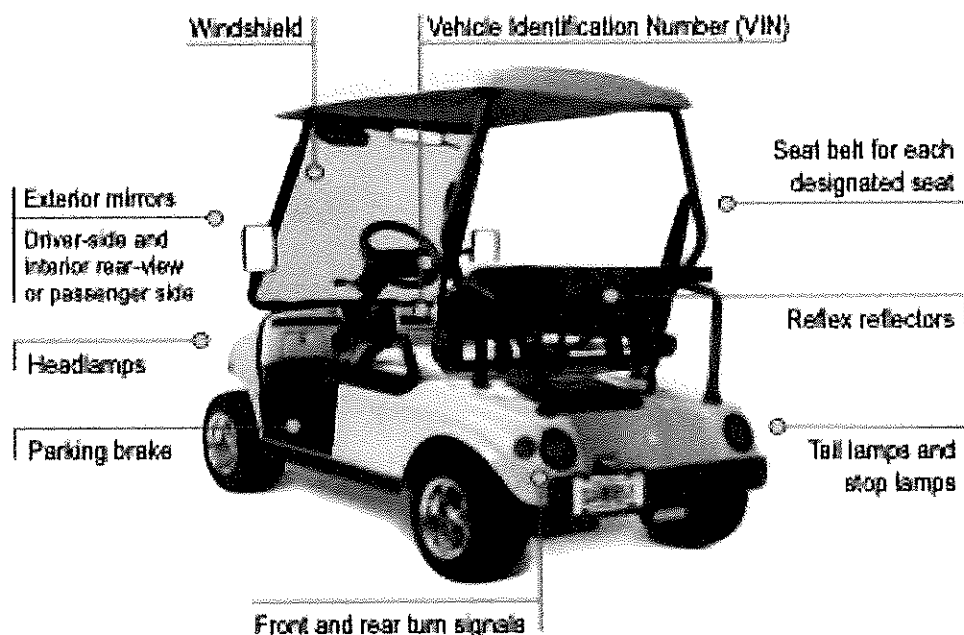
The true costs of improper pruning are hidden. These costs include a disfigured tree which can reduce property value, the expense of removal and replacement when the tree dies, the loss of other trees and shrubs when they die due to sunburn, the risk of liability from weakly attached branches and increased future maintenance.

Florida Department of Highway Safety and Motor Vehicles

Guide to Owning LOW SPEED VEHICLES

A low speed vehicle (LSV) is a vehicle with a top speed greater than 20 MPH, but not greater than 25 MPH. **LSVs must be registered, titled and insured** with personal injury protection (PIP) and property damage liability (PDL) insurance. **Any person operating an LSV must have a valid driver license. LSVs may only be operated on streets where the posted speed limit is 35 MPH or less.**

LSVs must be equipped with the following safety equipment:



To title and register an LSV, bring the following documents to an FLHSMV or tax collector office, flhsmv.gov/locations:

- Manufacturer's Certificate of Origin;
- Form HSMV 82040 (Application for Title) flhsmv.gov/forms;
- Proof of Florida insurance, minimum \$10,000 PDL and \$10,000 PIP;
- Identification - driver license, ID card or passport; and
- Payment for applicable fees, flhsmv.gov/fees;
 - Title fee
 - Initial registration fee, if applicable
 - Plate fee
 - Registration fee (varies by weight of vehicle)

For more information, visit flhsmv.gov/low-speed-vehicles.

FLHSMV



Golf Carts

Golf carts are defined in section 320.01(22), Florida Statutes, as “a motor vehicle that is designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of 20 MPH.” **Golf carts may be operated on roadways that are designated for golf carts with a posted speed limit of 30 MPH or less.**

Golf carts are not titled or registered and are not required to be insured with PIP and PDL coverage. **A person must be 14 years or older to operate a golf cart.**

Converted Golf Carts

Prior to titling and registering a converted golf cart, the vehicle must be inspected and assigned a VIN at a Motorist Services Regional Office. **The converted golf cart must be street-legal before applying for title and registration.** flhsmv.gov/locations

Trailer the converted golf cart to a Motorist Services Regional Office and present the following documents and fees for an inspection, VIN assignment, title and registration:

- Manufacturer’s Certificate of Origin or a bill of sale for the golf cart form HSMV 84490 (Statement of Builder) completed by customer and compliance examiner/inspector;
- Form HSMV 86064 (Affidavit for Golf Cart Modified to a Low Speed Vehicle);
- Original bill(s) of sale or receipt(s) for all parts used to convert the golf cart;
- Certified weight slip for the converted golf cart.
- Form HSMV 82040 (Application for Title);
- Proof of Florida insurance (minimum \$10,000 PDL and \$10,000 PIP);
- Sales tax or sales tax exemption information for all parts;
- Identification - driver license, ID card or passport; and
- Applicable fees, flhsmv.gov/fees
 - Inspection fee
 - Title fee
 - Plate fee
 - Initial registration fee, if applicable
 - Registration fee (varies by weight of vehicle)

All-Terrain Vehicles

Florida law, states that **all-terrain vehicles (ATV) may only be operated on unpaved roadways where the posted speed limit is less than 35 MPH and only during daylight hours.** Anyone under the age of 16 operating an ATV on public land must be under the supervision of an adult and must have proof of completion of a Department of Agriculture and Consumer Services (DACS) approved safety course. ATV operators and riders under the age of 16 must wear a USDOT approved safety helmet and eye protection. **ATVs are titled, but not registered,** and are not required to be insured with PIP and PDL coverage. (Sections 261.20, 316.2074 and 316.2123, Florida Statutes)

flhsmv.gov/low-speed-vehicles