



**Bay Pines Homeowners Association (HOA)**  
**Board of Directors**  
**Administrative Resolution to employ**  
**Perfection Lawn Services, Front Entrance Services 2017/2018 term**

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**WHEREAS**, Article VII (Powers and Duties of the Board of Directors Including Fiscal Matters), Section 1 (Powers)(e) of the Bylaws of Bay Pines of Santa Rosa County Homeowners Association, Inc. authorizes the Board of Directors to employ a manager, an independent contractor or such other employees as they deem necessary, and to prescribe their duties; and

**WHEREAS**, Article IV (Board of Directors), Section V (Action Taken Without a Meeting) of the Bylaws of Bay Pines of Santa Rosa County Homeowners Association, Inc. authorizes the Board of Directors to take any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all of the Directors as indicated by the response from each Director below;

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors for the Bay Pines of Santa Rosa County Homeowners Association, Inc. employs **Perfection Lawn Care, Inc. (Donnie Novinc)**, to maintain the entrance which includes the exit side, entrance side, center island, and upper right corner, all included constitutes the (common area). The seasonal service contract is for 2017/2018 term. Costs to be incurred are as follows:

1. Mowing, weed eating, edging, trimming up shrubs/bushes in the very front and blowing off **\$30.00 every other week \$60.00/Monthly (recurring cost)**
2. Trimming up palm trees and hauling away debris **\$25.00/per tree**
3. Trimming up Oleanders and hauling away debris **\$75.00**
4. Putting down mulch in all front flower beds. Includes mulch, labor, and delivery **\$6.25/bag**. Estimated amount to cover the front is approx. 100 bags, **MAX allocated funding shall not exceed \$700.00 for this line item.**

Responses received via email from each Director of the Board:

Shane Lobzun, President	<input checked="" type="checkbox"/> Approved via attached email on <u>May 22, 2017.</u>
Bill Sharon, Vice President	<input checked="" type="checkbox"/> Approved via attached email on <u>May 22, 2017.</u>
Sam Jones, Director	<input checked="" type="checkbox"/> Approved via attached email on <u>May 22, 2017.</u>
Nancy Wyse, Treasurer	<input checked="" type="checkbox"/> Approved via attached email on <u>May 21, 2017.</u>
Ralph D. Linton, Secretary	<input checked="" type="checkbox"/> Approved via attached email on <u>May 21, 2017.</u>

By: Ralph D. Linton  
Ralph D. Linton, Secretary, Bay Pines HOA

Date: 24 May 2017

Responses (5)

**Perfection Lawn Care, Inc.**

**1992 Bay Pine Circle**

**Gulf Breeze, FL 32563**

**Donnie Novinc**

**850-525-5975**

[perfectionlawncareinc@yahoo.com](mailto:perfectionlawncareinc@yahoo.com)

**Bay Pine HOA lawn care prices:**

Taking care of front entrance includes mowing, weed eating, edging, trimming up shrubs/bushes in the very front on both sides, and blowing off. **\$30.00 per cut every other week.**

Trimming up palm trees and hauling away debris. **\$25.00 per palm tree**

Trimming up the oleanders and hauling away the debris. **\$75.00**

Putting down new mulch in all front flower beds. Includes mulch, labor and delivery. **\$6.25 per bag**