



**Bay Pines Homeowners Association (HOA)**  
**Board of Directors**  
**Administrative Resolution to employ**  
**Tony Nelson, Sprinkler Services**

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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 **Tony Nelson, Sprinkler Services** to service the sprinkler system at the entrance to the subdivision (common area), which includes a seasonal service contract for 2017 to cover service calls to make any necessary adjustments and the labor costs to replace sprinkler heads for a one-time service fee of **\$70** (seventy dollars) aside from the cost of parts and supplies, if necessary; as adopted by the Board on **20 March 2017**.

Responses received via email from each Director of the Board:

Shane Lobzun, President	<input checked="" type="checkbox"/> Approved via attached email on <u>03/20/2017</u> .
Bill Sharon, Vice President	<input checked="" type="checkbox"/> Approved via attached email on <u>03/20/2017</u> .
Sam Jones, Director	<input checked="" type="checkbox"/> Approved via attached email on <u>03/20/2017</u> .
Nancy Wyse, Treasurer	<input checked="" type="checkbox"/> Approved via attached email on <u>03/20/2017</u> .
Ralph D. Linton, Secretary	<input checked="" type="checkbox"/> Approved via attached email on <u>03/20/2017</u> .

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

Date: 20 March 2017

Attachments (5)

Linton, Danny

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**From:** Secretary BayPinesHOA <secretary.baypineshoa@gmail.com>  
**Sent:** Monday, March 20, 2017 10:11 AM  
**To:** Linton, Danny  
**Subject:** Fwd: Administrative Resolution to employ Tony Nelson, Sprinkler Services

Sent from my iPad

Begin forwarded message:

**From:** President BayPinesHOA <president.baypineshoa@gmail.com>  
**Date:** March 20, 2017 at 9:59:47 AM CDT  
**To:** Secretary BayPinesHOA <secretary.baypineshoa@gmail.com>  
**Subject:** Re: Administrative Resolution to employ Tony Nelson, Sprinkler Services

Approved- Shane Lobzun, President

Sent from my iPhone

On Mar 20, 2017, at 9:54 AM, Secretary BayPinesHOA <secretary.baypineshoa@gmail.com> wrote:

**Hello Board Members,**

Please review the attached Administrative Resolution and then respond to this email with your approval or disapproval for us to secure a service contract for our sprinkler system at the entrance. Tony Nelson plans to be here today (03/20) so I would like to have everything ready to submit to Jay for payment as soon as possible.

**IMPORTANT!**

Because we are voting on this admin resolution via email, the vote must be unanimous OR the vote/discussion for this admin resolution would need to wait for our next Board of Directors Meeting which is scheduled for Tuesday, April 18, 2017.

Thank you!

Kind Regards,  
Ralph D. Linton, Secretary  
Bay Pines HOA

<Administrative Resolution-Employ Tony Nelson, Sprinkler Services-Bay Pines HOA, Board of Directors, 20 March 2017.docx>

Linton, Danny

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**Subject:** FW: Administrative Resolution to employ Tony Nelson, Sprinkler Services

**From:** [billyandjudy2@aol.com](mailto:billyandjudy2@aol.com)

**Date:** March 20, 2017 at 10:00:27 AM CDT

**To:** [secretary.baypineshoa@gmail.com](mailto:secretary.baypineshoa@gmail.com)

**Subject: Re: Administrative Resolution to employ Tony Nelson, Sprinkler Services**

approved

-----Original Message-----

From: Secretary BayPinesHOA <[secretary.baypineshoa@gmail.com](mailto:secretary.baypineshoa@gmail.com)>

To: President BayPinesHOA <[president.baypineshoa@gmail.com](mailto:president.baypineshoa@gmail.com)>; treasurer.baypineshoa <[treasurer.baypineshoa@gmail.com](mailto:treasurer.baypineshoa@gmail.com)>; ngwyse <[ngwyse@bellsouth.net](mailto:ngwyse@bellsouth.net)>; billyandjudy2 <[billyandjudy2@aol.com](mailto:billyandjudy2@aol.com)>; James Jones <[jimsjonesjr@yahoo.com](mailto:jimsjonesjr@yahoo.com)>

Sent: Mon, Mar 20, 2017 9:54 am

Subject: Administrative Resolution to employ Tony Nelson, Sprinkler Services

**Hello Board Members,**

Please review the attached Administrative Resolution and then respond to this email with your approval or disapproval for us to secure a service contract for our sprinkler system at the entrance. Tony Nelson plans to be here today (03/20) so I would like to have everything ready to submit to Jay for payment as soon as possible.

**IMPORTANT!**

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Thank you!

Kind Regards,  
Ralph D. Linton, Secretary  
Bay Pines HOA

Linton, Danny

---

**Subject:** FW: Administrative Resolution to employ Tony Nelson, Sprinkler Services

**From:** James Jones <jimsjonesjr@yahoo.com>

**Date:** March 20, 2017 at 2:40:23 PM CDT

**To:** Secretary BayPinesHOA <secretary.baypineshoa@gmail.com>

**Subject: Re: Administrative Resolution to employ Tony Nelson, Sprinkler Services**

**Reply-To:** James Jones <jimsjonesjr@yahoo.com>

I, Sam Jones, Director Bay Pines HOA do approve of the Administrative Resolution to employ Tony Nelson, Sprinkler Services.

...Sam

J. Samuel Jones

Cell: 563-343-8166

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

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**From:** Secretary BayPinesHOA <secretary.baypineshoa@gmail.com>

**To:** President BayPinesHOA <president.baypineshoa@gmail.com>; treasurer.baypineshoa@gmail.com; ngwyse <ngwyse@bellsouth.net>; billyandjudy2@aol.com; James Jones <jimsjonesjr@yahoo.com>

**Sent:** Monday, March 20, 2017 9:54 AM

**Subject:** Administrative Resolution to employ Tony Nelson, Sprinkler Services

**Hello Board Members,**

Please review the attached Administrative Resolution and then respond to this email with your approval or disapproval for us to secure a service contract for our sprinkler system at the entrance. Tony Nelson plans to be here today (03/20) so I would like to have everything ready to submit to Jay for payment as soon as possible.

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Thank you!

Kind Regards,

Ralph D. Linton, Secretary  
Bay Pines HOA



Linton, Danny

---

**Subject:** FW: Administrative Resolution to employ Tony Nelson, Sprinkler Services

**From:** "Nancy Wyse" <[ngwyse@bellsouth.net](mailto:ngwyse@bellsouth.net)>

**Date:** March 20, 2017 at 10:18:35 AM CDT

**To:** "Secretary BayPinesHOA" <[secretary.baypineshoa@gmail.com](mailto:secretary.baypineshoa@gmail.com)>

**Subject:** Re: Administrative Resolution to employ Tony Nelson, Sprinkler Services

Yes that is fine

**From:** Secretary BayPinesHOA

**Sent:** Monday, March 20, 2017 9:54 AM

**To:** President BayPinesHOA ; [treasurer.baypineshoa@gmail.com](mailto:treasurer.baypineshoa@gmail.com) ; [ngwyse](mailto:ngwyse) ; [billyandjudy2@aol.com](mailto:billyandjudy2@aol.com) ; James Jones

**Subject:** Administrative Resolution to employ Tony Nelson, Sprinkler Services

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Thank you!

Kind Regards,  
Ralph D. Linton, Secretary  
Bay Pines HOA

Linton, Danny

---

**Subject:** FW: Administrative Resolution to employ Tony Nelson, Sprinkler Services

**From:** Secretary BayPinesHOA <[secretary.baypineshoa@gmail.com](mailto:secretary.baypineshoa@gmail.com)>  
**Date:** March 20, 2017 at 10:17:28 AM CDT  
**To:** Secretary BayPinesHOA <[secretary.baypineshoa@gmail.com](mailto:secretary.baypineshoa@gmail.com)>  
**Subject:** Re: Administrative Resolution to employ Tony Nelson, Sprinkler Services

Approved - Secretary, Bay Pines HOA

Begin forwarded message:

**From:** Secretary BayPinesHOA <[secretary.baypineshoa@gmail.com](mailto:secretary.baypineshoa@gmail.com)>  
**Date:** March 20, 2017 at 9:54:45 AM CDT  
**To:** President BayPinesHOA <[president.baypineshoa@gmail.com](mailto:president.baypineshoa@gmail.com)>, [treasurer.baypineshoa@gmail.com](mailto:treasurer.baypineshoa@gmail.com), ngwyse <[ngwyse@bellsouth.net](mailto:ngwyse@bellsouth.net)>, [billyandjudy2@aol.com](mailto:billyandjudy2@aol.com), James Jones <[jimsjonesjr@yahoo.com](mailto:jimsjonesjr@yahoo.com)>  
**Subject:** Administrative Resolution to employ Tony Nelson, Sprinkler Services

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Thank you!

Kind Regards,  
Ralph D. Linton, Secretary  
Bay Pines HOA

<Administrative Resolution-Employ Tony Nelson, Sprinkler Services-Bay Pines HOA, Board of Directors, 20 March 2017.docx>

072659

SOLD TO <b>Bay pimps HOA</b>		SHIPPED TO <b>Tony Nelson Sprinter/3</b>		VIA
ADDRESS		ADDRESS <b>5434 Jenny Cir</b>		
CITY, STATE, ZIP <b>Nash. FL.</b>		CITY, STATE, ZIP <b>Pacif, FL. 32571</b>		
CUSTOMER ORDER NO.	SOLD BY	TERMS	F.O.B.	DATE <b>3-20-17</b>

	Mant. program	70. <sup>00</sup>
	rotary head	18. <sup>00</sup>
	spray heads      6. <sup>00</sup> x 2	12. <sup>00</sup>
	Total	100. <sup>00</sup>