

Holley by the Sea
Special Meeting of the Board of Directors
April 28, 2007
3:00 PM

Minutes

Roll Call

Mr. Harrington, Ms Reilly, Mr. Rogers and Ms Gardner were present.

Confirmation of Notice

The notice was properly posted.

Landscape Maintenance Agreement

The Board Considered two proposed contracts for continuing maintenance of the landscaping that had been installed since January of 2007. See Attached.

The Board approved the contract offered by Gulf Coast Arbor Care of Navarre. The vote was 3-1 Rogers opposed.

Adjournment

The meeting was adjourned.

Sincerely

Neal A. Rogers, Jr.

Neal A. Rogers, Jr
Board Secretary
Holley by the Sea

Gulf Coast Arbor Care

P.O. Box 5713

Navarre, FL 32566

Holley by the Sea Board of Directors

April 27, 2007

Dear Sir or Madam:

Upon request I have reviewed the entrances at Coral Street, Sunrise Drive, Edgewood Drive and the Recreation facility on Hwy 98. The areas for work to be performed will be the center medians at Coral St, the center median and 2 large planter beds on the east and west sides of the Sunrise Dr entrance, the bed that contains the HBTS sign at Edgewood Dr as well as the center medians and 2 large planter beds at the entrance to the recreation facility. Other areas of work to be performed will be ALL trees (Live Oak, Crepe Myrtle, Bradford Pear, Chinese Taleo and New trees planted under the tree grant project) **NO Pine trees will be included in this proposal**, at the recreation facility. All Palm trees located on property will be included. All newly planted shrubs around the pool and tennis courts as well as all beds and shrubs immediately surrounding the main building of the recreation facility, **this does not include Red Tip Hedge between building and Hwy 98**. This proposal is primarily to provide maintenance for any and all landscaping that has be adding to the common areas since 1 January 2007 to also include all trees as mentioned above as well as the beds and shrubs along the outside and immediately attached to the main recreation building, also to include all tree grant trees.

Scope of work for contract

All Trees (as mentioned above) to be pruned one (1) time per year.

All Palm trees on property to be pruned one (1) time per year.

All shrubs (as mentioned above) to be pruned two (2) times per year.

All Trees, Palm trees and shrubs (as mentioned above) to be fertilized one (1) time per year.

All beds and medians (as mentioned above) will have new pine straw or red decorative mulch Installed one (1) time per year. (No rocks will be replaced under this contract)

Irrigation will be inspected on a regular basis.(Monthly) (Repairs are extra)

Weed and insect control will be provided in all areas mentioned above and parking lot, on as needed bases, but will be performed no less than two (2) time per month. (Biweekly)

Total investment for all work to be performed over a contract term of three (3) years will be\$89,100.00

A deposit of 6% (\$5,346.00) will be due upon acceptance and the balance (\$83,754.00) will be divided into 36 equal monthly payments of\$2,326.50

Signature *Timothy R. Hayden*
Signature PRESIDENT

Date 4/28/07
Date _____

Attachment "A"

"Schedule of work"

All trees will be pruned between May 1st and December 1st.

All Palm trees will be pruned between January 1st and May 1st.

All shrubs will be pruned in the fall between September 1st and November 1st and again in the spring between March 1st and May 1st.

All fertilization will be performed in the spring between March 1st and May 1st.

All mulch and pine straw will be replaced in the spring between March 1st and May 1st.

Irrigation will be inspected in the spring at the beginning of its use and again at the end of the season. (Periodic inspections and adjustments will be made to insure proper watering of plant material as needed.)

Weed and insect control will be performed as needed but no less than two (2) times per month.

A weekly visit will be performed to determine if control will be required more often as well as to keep the areas specified for work to be performed free of large unsightly debris or trash.

***Note: All monthly payments are required on the 1st of every month and no later than the 10th of every month.**

****All work will be performed by ISA Certified Arborist and pruning and fertilization will be performed to meet or exceed ANSI A-300 specifications.**

*****All safety requirements will be met in conjunction with ANSI Z-133 and OSHA guidelines.**

Timothy R. Napier 4/28/07
PRESIDENT