

# Sun Lawn Care & Design llc.

820 N. County Hwy 393 Suite J Santa Rosa Beach Fl,

O.850-267-3777 C.850-685-5209

[kellyasun@yahoo.com](mailto:kellyasun@yahoo.com) [WWW.sunlawncaredesign.com](http://WWW.sunlawncaredesign.com)

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## MAINTENANCE PROPOSAL AND CONTRACT

Sun Lawn Care & Design agrees to provide the following services listed below promptly and in a workmanlike manner, using quality materials as specified herein, for the period from 1/1/23 to 12/31/25 at the following location:

Location: **Cypress Breeze Plantation HOA**

HOA Contact Name: **Shelley Richards, Virtuous Management Group**

Billing address: **600 Grand Blvd. Suite 208 Miramar Beach, FL 32550**

Phone: **(850) 738-5949** Email: **Shelley@virtuousmg.com**

### Core Services

#### **A. Lawn Maintenance**

1. **Mowing.** During the growing season, from March 15 to October 31, all lawns shall be mowed and trimmed weekly to maintain a proper height. All hard surface areas, sidewalks, patios and curbs shall be cleared of all clippings after each visit. This will allow 44 visits per year.
2. **Edging.** At sidewalks and other hard-surface areas every visit. All lawn edges shall be edged at least once every other visit during the growing season, more if lawn requires it.
3. **Fertilizing.** All lawn areas shall be fertilized/Insecticide & weed control (3) times annually per scope of work with liquid and dry products.

#### **B. Horticultural**

1. **Pruning.** Palm Trees will be pruned (1) time annually per scope of work Shrubs, and groundcovers shall be pruned as needed. **NOTE: *Pruning of Palm Trees bordering the Pool Fence that surrounds the deck can only be accomplished with support, communication & scheduling leadership from the listed HOA Contact.***
  - a. Clear all roads, driveways, and walks to achieve optimum efficiency and safety for foot and wheeled vehicle traffic. (This will be trimmed in the fall/winter)



4. **Mulching.** All shrub beds, groundcover beds, perennial beds, and "in lawn" trees shall be re-mulched with a high quality pine straw (2) times annually per scope of work by adding two inches of straw at each application. **NOTE: *The front entrance way Left & Right side all the way through the gate will have Pine Bark mulch instead of Pine Straw, this will enhance the look of the property when you approach the gates from 393***
5. **Fertilizing.** All shrubs and groundcovers shall be fertilized with a well-balanced slow release plant food once in the spring & Fall (2) times annually per scope of work and (1) time annually per scope of work for Palms
6. **Pest and Disease Control.** All ornamental trees and shrubs up to and including a height of twenty feet and all groundcovers will be sprayed for control of leaf feeding insects, mites, and scale as requested (Charge)
7. **Irrigation.** Irrigation systems will be routinely checked and monitored on each visit. Minor problems will be repaired as needed and billed. Major problems will require approval before proceeding.

#### C. HARD SURFACE AREAS

1. Roadways, sidewalks, parking lots, and plazas will be maintained as follows:
  - a. General debris, sand, silt, and trash will be removed each visit.

#### D. ANNUAL FLOWER PLANTING

1. **Bed/Pot Preparation.** All flower bed areas or pots will be manually turned to loosen soil to obtain the best growing conditions for the flowers to be installed.
2. **Planting.** Annuals will be furnished and installed in designated flower beds or pots (3) times annually per scope of work during the year to provide for optimum color. Fertilizer, soil additives, and mulch are included with planting.
3. **Maintenance.** Plants will be pruned as necessary to maintain a neat appearance. Bed areas and pots will be kept free from weed growth during the growing season.

#### Additional Services

The services below are not included in the Core Services described above. Please check all that you wish to include in this contract.

- ☐ Palm Leaves & Dropping Seed Pods - 2nd pruning of all palms in July/August – \$4,950 annually ( increase of \$412.50 monthly)
- ☐ Neighborhood Look/Presentation – Monthly mowing of easement areas along all vacant lots (15 current undeveloped) – \$3,000 annually (increase of \$250.00 monthly)
- ☐ Pool Deck Cleanliness – Weekly weed whacking, hosing down deck, and blowing off debris during the Growing Season – \$2,560 annually (increase of \$213.34 monthly)
- ☐ Neighborhood Look/Presentation – Overseed entrance to stop signs with Rye (\$200 annually (increase of \$16.67 monthly)

These services may also be negotiated separately as the need arises.

#### PAYMENT TERMS

Customer agrees to pay Sun Lawn Care & Design the sum of **\$2,250.00** per month for Core Services Customer agrees to pay Sun Lawn Care & Design the sum of \$            per month for Additional Services. The

customer will receive an invoice on or about the first day of each month and payment shall be due no later than 10 days from date of each invoice. This Contract can be cancelled with a 15 day written notice or call.

### ACCEPTANCE OF CONTRACT

We hereby agree and accept the above specifications, conditions, and prices as outlined, and hereby authorize work to be performed as specified. Payments will be made as outlined above.

CUSTOMER SIGNATURE *Jon Rogem / BOD President* *Signing for CBP HOA BOD* DATE *October 7, 2022*  
SUN LAWN CARE & DESIGN \_\_\_\_\_ DATE \_\_\_\_\_

As I mentioned previously, I operate the company and live locally. My office is on the North end on 393 only five minutes down the road from Cypress Breeze, this is great in case of any unexpected issues between visits. Sun Lawn Care & Design provides lawn service and landscape to many Cypress Breeze home owners, my customers are more than just a number on a spreadsheet at a large corporate facility, we take pride in offering value and complete customer service to all our clients.

Should you have any questions regarding this proposal, please feel free to call me anytime to discuss  
I thank you again for your valuable time

Sincerely,

Kelly Arceneaux  
Sun Lawn Care & Design LLC  
[www.sunlawncaredesign.com](http://www.sunlawncaredesign.com)  
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C-850-685-5209