

**Minutes DRAFT VERSION**  
**Lansbrook Master Association, Inc. Special Board of Directors Meeting**  
**April 18, 2019**

**East Lake Community Library**  
**4125 E. Lake Road S., Palm Harbor, FL 34685**

The Lansbrook Master Association, Inc. Board of Directors Meeting was called to order by President Jim Donnelly at 6:01 p.m. on April 18, 2019. Also attending from the Board were: Mr. Bruce Insana, Mr. Ron Schultz, Mr. Scott Tillesen, Mr. Tom Denham and Mr. Rob Anderson. Other attendees included Ms. Susan Dowswell and Mr. Ed Anderson of First Services, and Lois Eannel from East Lake Community Library. Several homeowners also attended.

**Proof of Notice:** Meeting was properly noticed in accordance with Florida State Statute 720.

**Establish a Quorum:** With six members in attendance, a quorum was established.

**Residents in attendance:** about 30, including Board members and guests.

**New Business:**

LMA Landscape Project Phase I

Presenters:

Justin Norris from Cepra Landscape

Micah Mohanna from Duval Landscape Maintenance

**Officer Input:**

**President:**

Mr. Donnelly recapped the breadth and scope of work by the CIC and others to narrow down the options to these two finalists that presented this evening. RFP's were sent to 26 companies, seven were returned, three were then disqualified. The remaining proposals were scored by the CIC:

1. Duval Landscape Maintenance (377- points) Highest Score \$150,000-\$215,000 estimate range  
However it did not include lighting
2. Cepra Landscape (367- points) \$136,000-\$140,000 estimate range  
However it did not include sides and stopped early
3. BrightView Landscape Services, Inc. ( 235- points) \$275,000-\$325,000 estimate range
4. Red Tree Landscape Systems (207- points) \$714,000 estimate

**Treasurer:**

A review has been made of the Association's operating fund cash balance, reserve fund cash balance, 2019 budget, 2019 projected expenses, and 2019 expected income, in order to determine what amount might be available to fund Phase 1 of our landscaping renovation project.

The 2019 budget had been increased by \$100,000 specifically to provide additional budget toward landscape renovation. In addition, there is another \$50,000 budgeted in the landscape maintenance category that could be ear-marked for the Phase 1 project. We regularly do at least \$25,000 of tree trimming and mulching late in the year that could be deferred a month or two until the year 2020.

In summary, the Association has the resources to accommodate an expenditure up to \$175,000 for the Phase 1 project in 2019.

Mr. Denham made a motion to move forward with the proposal from Cepra for an amount not to exceed \$175,000 for Phase 1 of the landscaping improvements. Mr. Schultz seconded the motion. The motion passed unanimously.

**Meeting Adjourn:** Mr. Insana made a motion to adjourn the meeting. Mr. Schultz seconded the motion. The motion passed unanimously, and the meeting was adjourned at 7:29 p.m.

*Respectfully submitted by:*  
*Tom Denham III*  
*Secretary*  
*Lansbrook Master Association, Inc.*