

**Revised DRAFT Minutes of the LMA Board meeting, March 30, 2015,**  
**at E. Lake Fire House.**

The meeting was called to order by President Eric Honnold at 7:01 PM.

Directors present: Jerry Hannon, Eric Honnold, Patty Hayes, Bruce Insana, and Ed VanScoy.

Directors absent: Mike Blakeslee, Ron Schultz.

Others present: ~~three~~ Lara Connolly of First Services and two staff members, and  
eight residents.

**Motion:** To approve the Minutes of the January 12, 2015 LMA Board meeting.  
Moved by Ed VanScoy; Seconded by Bruce Insana; Approved: 5-0.

**Residents Remarks:** Eric Honnold invited comments by residents. One resident, from Presidents Landing, expressed disappointment at the non-use of commercial newspapers by LMA, and also felt that communications need to be improved. The resident also asked if the lighting issue regarding Bryan Lane had been resolved. Eric advised the resident that research has indicated a previous LMA Board had agreed to pay for the cost of electricity if the lights are installed by the county or others. Questions about communications were deferred to later in the meeting. Another resident, from Aylesford, had questions about the removal of trees that had fallen over on the berm running between Aylesford and East Lake Rd. Community Manager Lara Connolly advised that one of the bids to be considered tonight by the Board related to trees on that berm.

**President's Report:** Eric Honnold advised that LMA has hired Ed Anderson as the LMA landscaping and maintenance superintendent, and further advised that his skill sets are perfect for following up on issues such as the trees in our community.

**Treasurer's Report:** Patty Hayes, Treasurer, advised that at February 28, 2015 LMA has a's net working capital ratio of was sufficient to cover approximately 3:1, and normally has three.7 months of cash coverage for average monthly spending for 2015 which is greater than the approximately 2.8 - 3.0 months of expenses. Operating accounts of LMA have cash of \$335,000 and the reserve accounts of LMA have cash of \$ \_\_\_\_\_, targets to keep on hand. The reason for the increased coverage is due to the fact that LMA collects its maintenance fees from the HOA's evenly over the 12 months each year, but expenses are traditionally light in the early months of any year. This coverage is expected to decrease to more normal levels as expenditures increase in future months. Operating accounts of LMA have cash of approximately \$334,000 and the reserve accounts of LMA have cash of approximately \$ 335,000

Patty further noted that over the last few years LMA has spent about \$15,000 repairing the gate at Lakefront Park; and requested that the First Services monitor repairs to determine if it is more cost effective to replace the gates than continue to repair them. Director Ed VanScoy noted that most of the expense at the gate is due to lightning damage. The Treasurer further noted that LMA has \$38,000 in reserves for pump maintenance. The President interjected that two of LMA's turbines are "on their last legs" and that the cost to replace them could be as much as \$35,000 each.

**Communications Advisory Committee:** Jerry Hannon, Secretary, gave a report of the first meeting of this committee, consisting of Directors Hannon, Honnold, and Schultz, plus resident Nina Moorehouse of Ivy Ridge. Both Mr. Schultz and Ms. Moorehouse have professional experience in information technology and this is expected to be a great help in developing an entirely new website, outside our LCAM, First Service Residential, and maintained either by the committee or by an outside professional service. With regard to the earlier comment by a resident regarding the non-use of a commercial newspaper, the Secretary advised that it was a conscious decision to avoid placing potentially sensitive information in the publication of a commercial venture which would not assure LMA that such information would be disseminated only within the Lansbrook community. Jerry further noted that he is aware that some of Lansbrook's HOA's have consciously elected to avoid using that same publication for similar reasons, but that other HOA's obviously continue to do so, as is their right. However, LMA believes that prompt and complete communication with its residents is essential and that is one of the purposes of the Communications Advisory Committee. In addition to the creation of the new and more accessible website, which is a "pull" communications tool, LMA is seeking to develop a "push" communications tool such as an e-mail distribution network so that information can be promptly delivered. At the present time such delivery to residents relies upon the cooperation of the individual HOA Presidents all of whom (to the extent each advises LMA of any identity changes) receive advisories via the LMA Secretary. Not all HOA's pass these along, at present, to their residents.

**Architectural Review Committee:** Eric Honnold noted that the ARC had been temporarily staffed via a Special Meeting of the Board due to a time-sensitive request by the Ellinwood HOA, and tonight the permanent members of the ARC will be appointed.

**Motion:** To appoint Bruce Insana (Highpoint), Dave Pollock (Devonshire), and Jon Walek (Juniper Bay), as the members of the ARC.

Moved by Eric Honnold; Seconded by Patty Hayes; Approved 5-0.

**Human Resources:** Patty Hayes felt that LMA does not need its own human resources committee since our employees are technically employees of our LCAM, First Residential Services. Jerry Hannon noted that First Service takes its essential instructions and guidance regarding such employees from the LMA Board, and, as long as we continue to be in close communication and collaboration with First

Service, then he agreed that we do not need to have a formal human resources committee.

**Pinellas County and Lansbrook Sidewalks:** Jerry Hannon gave an update regarding the Pinellas County process for sidewalk repairs, based upon his conversation with the cognizant County official for North Pinellas County following his letter, on behalf of the Board, to Pinellas County Commissioners Dave Eggers and Janet Long. The process is that, as road repairs are scheduled in normal order, the County simultaneously examines the sidewalks alongside the roads being repaired and/or re-graded. However, when a serious sidewalk problem is brought to the attention of the County - and their standard is that a rise or fall of more than ½ inch between sections of sidewalk constitutes a serious hazard - that they will examine and repair those hazards agreed as serious. There was a general expression among the Directors that the Pinellas County process and response is not satisfactory. One measure strongly recommended by Mr. Hannon is that LMA staff should create a register of all of the sidewalk hazards, at or close to the "serious" standards accepted by the County, and that such list be communicated to both cognizant Pinellas County supervisory employees, as well as elected County officials, to provide what amounts to an on-going "Punch-list" of un-remedied hazards. Interim supervisor Bob Taylor advised that a team of four County employees came out to Lansbrook, subsequent to the letter to Mr. Eggers and Ms. Long, to review the entire property, and documented and mapped it. Lara Connolly indicated that LMA staff will create a list of all emergency repair problems.

**Fenced Area Along Bryan Road:** Patty Hayes asked whether LMA should post "No Trespassing" signs along the fenced area of LMA property along Bryan Lane. Ms. Hayes Connolly reported that four signs, mounted on poles, would cost a total of about \$300. Jerry Hannon asked whether we could also nail simple "No Trespassing" signs to LMA trees along Bryan Lane but outside of the fenced area.

**Vendor for Landscaping Services:** Eric Honnold indicated that our contract with Valley Crest is scheduled to renew on July 1<sup>st</sup>, and further noted that we have had some issues with Valley Crest and we have not been able to determine if we are actually getting the level of service for which we have contracted. Patty Hayes recommended that LMA issue an RFP so that we could select the best vendor for these services. Ed VanScoy noted that in his experience in past years on the LMA Board that either Valley Crest or Luke brothers had been the principal options for LMA. Lara Connolly noted that the previous LMA Board had issued their RFP for the vendor to "detail once per month". Mr. VanScoy responded that in past years Luke Brothers had a crew here every day, while Valley Crest is not even getting the weeds out. Ms. Hayes asked if Luke Brothers is affiliated with First Services and Ms. Connolly replied that they are a separate, company but in the same group as First Service. Eric noted that we would need a month-to-month contract with Valley Crest since we would not be able to finish the RFP process, and make a decision, prior to the scheduled renewal date.

**New Development Review Committee:** Eric and Jerry gave a brief update by noting that the committee is waiting for the County to advise the applicant, Dr. Kasem Garden setbacks, regarding the setbacks which would be necessary for each of the houses, so that it is not currently possible for the applicant to refine his proposal until that information is determined.

**Counsel to LMA Board and NDRC:** Eric noted that our current Counsel has not been as responsive as he should be, and, on occasion has not provided the accuracy which LMA needs. There was general discussion about LMA perhaps requiring a firm with much greater breadth so that we could obtain expertise not only in real estate development matters but also in documentary matters. Director Bruce Insana mentioned that Becker & Poliakoff would certainly meet that test and his views were seconded by both Jerry Hannon and Lara Connolly. Mr. Insana also noted there are clearly some other firms which could provide the services which LMA needs.

**Managers Report:** Lara Connolly began with the need for tree trimming along the Aylesford berm, as discussed earlier, and she has received a proposal to do that for \$1,850, as well as a proposal for an application of weed control chemicals on Lansbrook grass areas for \$540.

**Motion: To approve a tree trimming contract for \$1,850.00 to do necessary trimming along the Aylesford berm along Eastlake Road.**

Moved by Ed VanScoy; seconded by Jerry Hannon; Approved 5-0.

**Motion: To approve a weed control application contract for \$540.00.**

Moved by Jerry Hannon; Seconded by Ed VanScoy; Approved 5-0.

Lara Connolly mentioned that a letter, regarding damage to Lakefront Park caused by the fence work of 1850 Florian Terrace, has been sent to the resident. Eric Honnold advised that LMA could obtain a lien against that home if repairs are not done.

Lara and new superintendent Ed Anderson reported that three of the Sabal palms at Lakefront Park are diseased and that the proposal, approved at the last meeting to spend up to \$6,000 to pull out the juniper, remove the diseased Sabal palms, and replace this with sod (St. Augustine) would be sufficient. Lara indicated that she expected to award this contract to Davey, though Ed VanScoy indicated that he likes Williamson far better than Davey.

Lara noted that she and LMA staff are disappointed in Valley Crest's work on the median between Lynnwood and Kylemont.

With regard to staff salaries, both Ed Anderson and Bob Taylor were asked to leave at this point in the discussion.

**Staff Salaries:** Patty Hayes noted that a 3% staff salary increase was budgeted for

2015, and that if a pay increase decision is made it could be backdated to January 1<sup>st</sup>, particularly since we went without the cost of a Superintendent for longer than had been budgeted. The current salary level for Al was indicated as \$12.50 per hour and that a new pay level of \$13 per hour would be appropriate. In the case of Bradley his current pay is \$15 per hour and he should similarly receive a \$.50 per hour pay raise to \$15.50. Patty felt that Bob Taylor is now fairly compensated and would not be scheduled to receive an additional raise at this time. Lara indicated that she would get Ed Anderson's input on all three employees over the next few months and decide if further raises might be justified.

**Motion: To approve a \$.50 per hour pay raise for Al and for Bradley.**

Moved by Patty Hayes; Seconded by Jerry Hannon; Approved 5-0

**Motion: To adjourn at 8:21 PM.**

Moved by Patty Hayes; Seconded by Ed VanScoy; Approved 5-0.