



Board of Directors' Meeting  
Monday, June 22, 2020 at 6:00 p.m.

Virtual/Telephonic via Zoom

The Lansbrook Master Association Board of Directors meeting was called to order at 6:01 p.m. on June 22, 2020. Present from the Board were, Mr. James Donnelly, Ms. Diane Ball, Mr. Robert Anderson, Mr. Bruce Insana and Mr. David Pollack. Present from FirstService Residential, Community Manager, Susan Dowswell and Regional Director, Rachel Mayer. 42 Lansbrook residents joined the zoom meeting.

**Establish Quorum:** A quorum was established with five Board members present.

**Meeting Minutes:** Mr. Bruce Insana moved to waive the reading and approve January 27, 2020 Board Meeting Minutes as distributed. Second by: Mr. Robert Anderson; motion passed unanimously.

Mr. Bruce Insana moved to waive the reading and approve February 17, 2020 Closed Board Meeting Minutes as distributed. Second by: Ms. Dee Ball; motion passed unanimously.

**Presidents Report:** Mr. James Donnelly shared an update from the Pinellas County Sheriff's office. Crimes of opportunity are happening in and around Lansbrook. Please lock your cars, put valuables aside, if not using your garage, close the door, and keep your doors locked.

**Treasurers Report:** Ms. Diane Ball stated that the association is in good financial position and that there are 7 communities that are 30 days delinquent at this time.

**Managers Report:** Ms. Susan Dowswell updated the board on progress and timelines for the following projects: Commons Park, concrete repairs, Lakefront Park pavilion pavers, East Lake Entrance, Lakefront Park gate codes and park vandalism.

**Member Comments:** Ms. Susan Dowswell read 38 comments, questions and concerns from 14 Lansbrook residents. The board and/or management responded.

**Unfinished Business:** N/A

**New Business:**

**Ratify Appointment of New Board Member:** Mr. James Donnelly Move to ratify the Appointment of David Pollack from Devonshire Village to the Lansbrook Board of Directors filling the vacated seat and term held by Kevin Drielts. Second by: Mr. Bruce Insana Motion passed unanimously.

**Ratify Landscape Contract:** .Mr. James Donnelly moved to ratify the July 2020 Landscape contract with Red Tree Landscape Services for a period of one year. Second by: Ms. Dee Ball. Motion passed unanimously.

**Ratify Pest and Fertilization Addendum to Landscape Contract:** Mr. James Donnelly moved to ratify the one-year Pest and Fertilization Addendum to the Landscape contract. Service to begin July 1, 2020. Second by: Mr. Bruce Insana Motion passed unanimously.

**Ratify Interest Waiver Request:** Mr. James Donnelly moved to ratify the interest waiver posted to the Carlyle subdivision December 2019 for \$74.87. Second by: Mr. Bruce Insana. Motion passed unanimously.

**Approve Retainer Wall at Lakefront Park:** Mr. David Pollack moved to approve the renovation of Lakefront Parking Lot Retainer Wall with concrete gravity blocks for the total of \$21,300. GA Nichols is the selected contractor. Second by: Mr. Bruce Insana. Motion passed unanimously.

**Approve Automatic Locking System for Park Restrooms:** Mr. Bruce Insana moved to approve an automatic locking system for Commons and Lakefront Park Restrooms not to exceed \$12K. Second by: Mr. Rob Anderson. Motion passed unanimously.

**Approve Leaf Removal on LMA Common Grounds:** Ms. Dee Ball moved to approve RedTree Landscape to remove all surface and embedded leaves from the common area grass and landscape bed for \$7,000. Second by: Mr. Bruce Insana; Motion passed unanimously.

**Tabled - Duke Energy LED Light Conversion:** Mr. James Donnelly tabled the proposed contract with Duke Energy for LED streetlight conversion.

**NDRC Appointments:** Mr. Bruce Insana moved to appoint Mr. Pete Lucadano and Mr. David Pollack as chair, to the NDRC. Second by: Mr. Bruce Insana. Motion passed unanimously.

**Meeting Adjourn:**

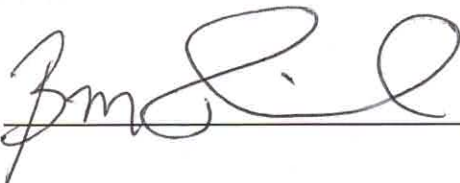
Mr. Bruce Insana moved to adjourn the meeting at 7:15 p.m. Second by: Mr. Rob Anderson. Motion passed unanimously.

**Respectfully submitted,**

Susan Dowsell LCAM, CMCA

On the behalf of the Lansbrook Master Association Secretary

Approved:

By: 

Date: 8/25/20

**EMAILED REQUESTS TO PARTICIPATE AT THE JUNE 22, 2020 BOARD OF DIRECTORS MEETING:**

1. Dennis from The Preserve

What about questions regarding Landscaping and the progress on the main entrance sign refurbish and lighting.

2 Scott from Devonshire

The new question is can we please have the foliage removed which is mostly Brazilian pepper trees around the gazebos out on lakefront park we went out there to have dinner one night and everyone of the gazebos is completely overgrown and you can barely see the lake. I was half tempted to do it myself but I didn't want to ruffle any feathers?

Second one is everybody is talking about the access to the parks there is a modern solution to this that I

It's basically a virtual security gate. All the new communities are using it even club houses. It would be wonderful at the Commons Park to keep all the people out of there they don't belong there on the weekends playing sports. You show your drivers license to the camera there's a person in the background 24-7. Who monitors it. No more passcodes no more ID cards. They can let fire and rescue in immediately including what I do at work at Duke Energy. I pull up and they see my truck they let me in it's a wonderful system they have a great website I know we have power in all the parks we will just need Internet. Just food for thought. No response needed I will be listening on Monday

3 Lori from Aylesford

Comment:

In my opinion, the COVID 19 outbreak has highlighted the need for better communication between the Master Association and the Membership. Lansbrook residents would benefit from a website or portal that would allow two-way communication or at least quarterly updates from the LMA Board Members/FirstService.

Questions:

Why the 5 month delay in conducting Virtual Board Meetings when other HOAs within Lansbrook have been able to do so?

Has the LMA Board convened without notification (such as Emergency-type meetings) or voted on matters concerning the Master Association since the last BOD meeting January 2020? If so, what items were covered and will these items be ratified at the June 22nd meeting?

Since member voices will be muted at the upcoming June 22nd meeting, how will questions or concerns be addressed that come up *during* the meeting? (i.e. Treasurer's Report, Special Project votes, etc.)

Understandably, the main purpose of this BOD meeting is for the members to conduct business. Are there any plans in the near future to provide a virtual Owner Forum for questions/concerns the residents may wish to pose to the LMA Board?

4 Jayne from Ellinwood

I would like to bring some concerns I have to the attention of the board at the meeting and that is:

Clarification on shut downs protocol

Chain of commands: complaints from residents and the LMA board's goals for resident complaints

Clarification on timely communication with board members and residents

LMA website: revision and update

Landscaping/pests: Addressing the stinging nettles and red ant over population at and around the

5 Amy from Northfield

I would like the trees to be addressed they look terrible. The big palm tree entering Northfield looks like it's dying. As homeowners, we are required to cut trees every year. The same should be done throughout lansbrook. Thanks.

6. Scott from Carlyle

Regarding the agenda, there are a couple of things that I'd like to see addressed:

1. I seem to recall that at the last meeting there was still some open issues with the Main Entrance landscaping project that needed call backs from either the plant installers, the electrician, or the irrigation people (or all three.) It would be nice to know if there are any continuing issues or if everything has been completed.

2. The Main Entrance project was labeled as Phase 1 because we knew there was an obligation to update landscaping throughout the community. It would be nice to know what work is being done by whom to design whatever Phase 2 will address.

3. The BOD had seven positions for as long as I can remember. Through resignation there are now only five. At the last meeting there was no mention of filling the other seats or what the process would be if someone was interested. This should be addressed.

4. Someone brings up the Sunset neighborhood at every meeting. People regularly comment on the half started work on the property -mostly that it is an eyesore. The Board should provide a summary of what is being done by the Master Association to monitor the project and provide an update as to what is being planned by the developer.

7. Michele

My question is this: will this be considered a possible way to hold meetings, even after pandemic measures are lifted? I am not able to attend meetings on Monday evenings due to my work/home schedule- many more with younger children are in a similar situation. I feel I have no voice in this community as I am unable to attend in person meetings but I would be very grateful to listen in and/or listen to the Zoom recording after the meeting. How can we add more modern and flexible meeting options to the LMA meeting schedule?

---

8. Sharon from Ellinwood

**RATIFY OF LANDSCAPE CONTRACT**

I would like to ask about the Landscape Contract under New Business (8b). Is irrigation services part of this contract?

Can each sub-division HOA President be provided with a schedule of the day(s) of the week our common areas will be watered and a time "range" the irrigation will occur? For example; Tue & Thu sometime between 7am-11am.

9 Brian from Lynnwood

Residents have recently been very active in the Facebook group "Lansbrook Residents". If you haven't done so already, I encourage you to join this group. In the last month, there have been 5 polls on Facebook. Following are the results from each of those polls.

On May 15th, Jayne Van Dorsten asked "Should the LMA open Lansbrook Commons gates and apply sports nets?" 80% voted yes, 12% voted to open only the gates to the parking lot, and 7% voted no. As of today, 2 of the basketball rims that are most utilized still have not been re-installed, and the kiddie soccer field is still unusable.

On May 21st, Brian Thiel asked "Should the LMA Board allow food trucks one Friday or Saturday night at Lansbrook Commons?" 98% voted for some form of "yes", including:

128 votes for "Yes"

15 votes for "Yes, can I BYOB"

5 votes for "Yes, but at the key-access Lakefront Park, not the Commons"

3 votes for "No"

On May 25th, Brian Thiel noted "Lansbrook Commons has really fallen into disrepair. Which area should be addressed first."

There were 63 votes for "The kiddie play area. The leaves in the sand are 3 inches deep"

22 votes for "The soccer fields. It once had beautiful bent grass but is now pot holes and crab grass"

7 votes for "The kiddie soccer field. It's more dirt and leaves than grass. The landscaping is dead too"

5 votes for "The walkway next to the kiddie soccer field. The grass is dead and the leaves are piling up"

5 votes for "Removing the dead trees near the basketball court"

4 votes for "The walking trails have dead plants and branches throughout Lansbrook"

4 votes for "The side of the maintenance shack. It's slimy green. Grab a power washer and a paint brush"

On June 5th, Brian Thiel asked "What do you think of the new landscaping at the entrance to Lansbrook." 92% of people thought it was a "waste of money" or "hadn't really noticed or thought about it." 7 people voted for "Love it. Best money ever spent."

Finally, On June 14th, Brian Thiel asked "Should the LMA Board offer free gate cards to residents to access Lakefront Park, with MODEST restrictions to prevent people from abusing the system." 87% of people voted for some form of "yes", including:

85 votes for "Yes"

8 votes for "First card free, but replacement for lost cards costs money"

5 votes for "Yes, and add a monthly changing gate code too"

1 vote for "One per adult owner"

18 votes for "No"

I encourage the LMA Board Members to be more engaged with the residents and to act in a manner that is consistent with the majority's wishes. The Facebook group "Lansbrook Residents" is an easy way to do that.

10. Lori from Aylesford

Treasurer Report: I recall the 2020 Budget was increased by approximately \$100,000 and a large portion of these funds were allocated for new landscaping.

Which areas of the budget were increased to pay for the new landscaping at the front entrance?

Which GL was used to pay Duval for the landscaping project to the main entrance? In which year and month was the project paid in full?

Considering the issues with Phase I of the project, will the LMA Board continue with future phases down Lansbrook Parkway?

If not, could these funds be re-allocated to the Berm Renovation project that was approved when Eric Honold was President?

Appointment of Board Member: Were residents given an opportunity to submit their names for consideration to fill the vacancy on the LMA Board?

Leaf Removal on Common Grounds: Was the neglect of maintenance of the Commons Park due to the reduction of 2 staff members?

Are there plans to increase the on-site grounds keeping staff?

NDRC Board? (Committee) Appointments:

The LMA President mentioned he may reach out to non-residents of our community to serve on this committee.

Were residents given an opportunity to submit their names for consideration to serve on the NDRC?

Recommendation- Meeting minutes be taken and recorded at future NDRC meetings. Some past minutes are missing or were not recorded.

Preceding comments were read at the meeting with acknowledgment by the board and or management.