

Minutes
Lansbrook Master Association, Inc. Board of Directors Meeting
September 23, 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 6:00 p.m. on September 23, 2019. Also attending from the Board were: Mr. Bruce Insana, Mr. Scott Tillesen, Mr. Rob Anderson, Mr. Kevin Drielts, and Mr. Tom Denham. Other attendees included Ms. Susan Dowswell, Ms. Rachel Mayer and Mr. Ed Anderson of First Services. 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 25, including Board members.

Meeting Minutes:

Mr. Donnelly made a motion to accept the minutes from the Board of Directors meetings held on July 22nd, as well as, the Board of Directors Budget meeting and Closed Meeting re: Employee Compensations meetings held on September 9, 2019. Mr. Insana seconded the motion. The motion passed unanimously. 6-0.

Officer Reports:

President:

Mr. Donnelly announced that Board of Director member, Ron Schutlz, resigned for personal reasons effective today. "The entire board wishes to thank him for his time and dedication to the Lansbrook community; he was an asset to our team and we will miss him. We wish him well."

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.

LANSBROOK
MASTER ASSOCIATION, INC.



Secretary:

Nothing to report

CIC:

Nothing to report

ARC:

Mr. Insana stated the ARC held a recent meeting regarding a proposal for Juniper Bay to replace their community's sign. The committee determined the proposed sign's design is inconsistent with the authority and criteria set out in Section 8.4 of the Declaration of Covenants, Conditions, Restrictions, and Easements for Lansbrook Master Association., Inc. The request was therefore denied.

Maintenance/Management:

Mr. Anderson indicated that the day to day tasks for he and his team (outside of the ongoing Major Landscape Entrance project) was recently mostly irrigation issues with various other neighborhood's vendors breaking pipes. In addition, a couple of valves in major areas, that were 30 years old, are creating issues. One valve, located in the Ellinwood subdivision, was already replaced today. Pine Straw was recently installed and we purchased a new mower for the soccer field.

Unfinished Business:**LMA Landscape Project Phase I Update**

Mr. Anderson explained that we reached out to Micah Mohanna, Duval Landscape Architect, to request a meeting next week to discuss shortfalls with the entryway project. Meeting is expected to be conducted at the end of the week, Friday Oct. 4th, after 2pm. Mr. Anderson estimates the project to be roughly 85-90% completed. He declared the project has uncovered the electrical boxes that provide power to the center island (to the sign control box and breaker box) was rotted and rusted. That was replaced and upgraded to repair the damage and ensure the safety of anyone who may happen upon the electrical boxes for whatever reason. As the power is fully restored, the more the landscape lighting will be restored.

Reclaim Water Pipe Project

Mr. Donnelly stated that inspectors from Pinellas County came out to examine our completed transition off of reclaimed water. They inspect the connections and for cross contamination. According to the inspectors, everything on our end has checked out satisfactorily. The inspectors must now complete and submit their report. Once those are received and processed the large reclaim pipe at the intersection of Lansbrook Parkway and Tarpon Lake Blvd. will be removed. We are hopeful this process will be completed within approximately 60 days.

Paving Project

Mr. Anderson declared the Commons Park Parking lot is completed and looks good. However, the walking path at Lake Front Park was not completed adequately. We have received lots of complaints about the quality of the work. We are meeting tomorrow afternoon with vendor and they will start to make repairs.

New Business:

2020 LMA Budget

Mr. Tillesen affirmed there would be no increase in Master Association fees in 2020. We created new expense categories and looked closely at how we code to improve tracking going forward. Mr. Tillesen made a motion to accept and adopt the 2020 budget as submitted. The motion was seconded by Mr. Denham. The motion passed unanimously. 6-0.

\$100K funds moved from Operating account to Reserve account

Mr. Tillesen explained there is a significant amount of money we've accumulated over the history of the association and that there is currently more money in the operating account than we need and suggested the board move that excess to our reserves account.

Mr. Tillesen made a motion to approve a transfer of \$100,000 from the Sterling National Operating Account to the CIT Bank Reserve Account without a future repayment. Mr. Insana seconded the motion. The motion passed unanimously 6-0.

Pump S-1

Mr. Anderson explained the S-1 Pump at Lake Front Park has a PM Pump which maintains the pressure of the system. It is a 5 hp pump that has failed and needs to be replaced. He has asked vendor for a bid. Spoke to them but has not yet received an estimate.

Mr. Tillesen made a motion to pre-approve to replace and repair the failed S-1 pump at Lake Front Park at a cost not to exceed \$10,000. Mr. Anderson seconded. The motion passed unanimously 6-0.

NDRC

Mr. Denham explained that with Mr. Schultz resigning from the board, he was the lone board member on the NRDC. Mr. Denham made a motion to appoint Mr. Donnelly and Mr. Insana to the NDRC committee. Mr. Tillesen seconded. The motion passed unanimously 6-0. Mr. Denham will assemble the committee to set up a meeting the developer has requested.

Insurance

Mr. Donnelly explained the LMA is going out for bid to agents. We have the bid from our current carrier and we are seeking bids from two others. The meeting with the first of these two companies went well; the second company is set to meet with us this Friday. In 2019 we faced an 11.3% increase in our premiums. Mr. Donnelly expected an increase in the 3-7% range. Mr. Donnelly stated the LMA's auto insurance is a separate policy and that the auto and property will continue to be separate but carried by the same insurer. We currently have seven different carriers. We are only pursuing commercial line carriers specializing in HOAs. It is unknown what our 2020 costs may be. The board agreed to hold a Special Insurance Meeting if our quote exceeds the 2020 approved budget amount.

Board Comments

None.

Member Comment

Nine residents representing seven communities made comments to board almost exclusively regarding the boards' insurance discussion, if not to volunteer to serve on the board.

Meeting Adjourn: Mr. Insana made a motion to adjourn the meeting. Mr. Drielts seconded the motion. The motion passed unanimously, and the meeting was adjourned at 7:06 p.m.

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

Janell Donnelly
President

JD