



Lansbrook Master Association, Inc.
Board of Directors Meeting
Held in virtual / telephonic format via internet based Zoom tool
April 26, 2021

The Lansbrook Master Association, Inc. ("LMA") Board of Directors meeting was called to order by President Brian Thiel at 7:00 PM. Also attending were Board members Ken Kunsman, Tom Lango, Ron Schultz, Todd Christofferson, and Scott Tillesen. A quorum was present. Attending from FirstService Residential was Joe Dobson. Ed Anderson from the Lansbrook staff attended as did up to thirty homeowners during various portions of the meeting.

Brian Thiel advised that Proof of Notice of the meeting was properly provided.

MOTION: A motion was made by Scott Tillesen and seconded by Tom Lango to accept the minutes as presented for the March 22, 2021, meeting of the Board. The motion passed unanimously.

Treasurer Tom Lango reminded that there is a \$158,461 carryover of funds and projects from 2020 that will support an expected \$93,940 overrun of the 2021 repairs and maintenance expense budget categories. Mr. Lango reported that the March 31, 2021, combined operating and reserve cash balance is \$749,536. Operating cash was \$494,902 and was a \$65,401 increase over the prior month. Reserve cash was \$254,634. In April banking transfers have been authorized to move \$140,000 from Bank United to Sterling Bank - both Operating Fund accounts and to move \$200,000 from CIT to Valley National - both Reserve Fund accounts. The transfers were made to arbitrage interest rates and to maintain balances below the FDIC limits. For the month of March, income of \$86,777 was \$168 below budget. For the first three months, income of \$275,686 is \$14,851 above budget, largely due to the un-budgeted sale of a pick-up truck. March operational expense of \$60,608 was favorable to budget by \$18,805. For the first three months expenses of \$244,728 is unfavorable to budget by \$6,489 due to the shift of projects from 2020. **MOTION:** A motion was made by Ken Kunsman and seconded by Todd Christofferson to accept the Treasurer's Report. The motion passed unanimously.

Property Manager Joe Dobson advised that he was picking up the role from Jim McEleney who resigned. Among the tasks he is looking to complete was improving access to the FirstService information portal.

Director of Campus Services Ed Anderson reported that he has been busy getting bids for landscaping and paving projects. He advised that the littoral shelf on Pond #9 near Robinwood had been replanted. Sod replacement at the Commons Park was well underway and a portion of the soccer fields would be re-opened soon.

President Brian Thiel reported that the Social Committee had requested an additional movie night in May, which he approved. He advised that he and Scott Tillesen had begun work on developing a Request For Proposal to evaluate potential property management firms. President Thiel invited Tom Lango to also participate in that process. An investigation is underway to upgrade video camera systems for the parks, especially important as there has been several recent acts of vandalism at the parks. The Pinellas County Sheriff's Office is investigating one of those incidents which led the LMA to issue a Trespass Order to a youth suspected in having taken part.

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Several residents offered comments, including: Aaron Smeckal from Highgate who complimented the Board on improvements being made, especially consideration being given to upgrading playground equipment. Kylie Diaz from Highgate echoed support for upgrading the playground equipment. Christina Stolar from Fallbrook supports playground upgrading, in particular getting rid of the sand. Rob Davidson from Juniper Bay inquired about getting LMA support in that neighborhood's effort to get County approval for a new sign without the need to move it from the center island. Lisa Richman from Robinwood offered thanks for recent improvements and indicated support for upgraded playgrounds. She suggested consideration be given to providing equipments the was inclusive of children with special needs. Carla D'Imperio from Northfield thanked the Board for having Crepe Myrtle trees cut. She also encouraged consideration of adaptive swings for the parks to address children with disabilities. Lori Suellau from Aylesford questioned recent utility flagging that seemed to lead to the new Sunset neighborhood.

MOTION: A motion was made by Brian Thiel and seconded by Ken Kunsman to appoint Quail Lake resident Kendra Karagozian to the Architectural Review Committee and to the New Development Review Committee. Ms. Karagozian will replace Jennifer Martinez who resigned. The motion passed unanimously.

MOTION: A motion was made by Brian Thiel and seconded by Ron Schultz to appoint Aylesford resident Tom Denham III to the Architectural Review Committee. Mr. Denham will replace Rob Anderson. The motion passed unanimously.

MOTION: A motion was made by Brian Thiel and seconded by Scott Tillesen to authorize the expenditure of up to \$2,500 to evaluate options for the main entrance sign. Following discussion, Brian Thiel withdrew the motion.

MOTION: A motion was made by Brian Thiel and seconded by Ron Schultz to contract with Brightview in an amount not to exceed \$40,000 for various plantings. Included are plantings in Lansbrook Commons, including five Oak Trees (to be charged to account #70139 Plants/Sod/Misc), plantings along Lansbrook Parkway, plantings along the Aylesford and Berisford berms at East Lake Road, and other plantings in the community. The motion passed unanimously.

MOTION: A motion was made by Todd Christofferson and seconded by Tom Lango to contract with Southern Recreation to install new playground equipment and playground surface at Lakefront Park in an amount not to exceed \$115,000. Expenditures to come from Reserve Funds. The motion passed unanimously.

MOTION: A motion was made by Tom Lango and seconded by Ron Schultz to move a total of \$96,826 from Operating Funds to Reserve Funds. The amount originates from the sale of two pick-up trucks for \$16,840 and \$14,986, the proceeds from which were initially recorded in Operating Funds. In addition, \$65,000 of excess accumulated Operating Funds carried over from prior years will be moved to support planned Reserve Fund expenditures. The motion passed unanimously.

MOTION: A motion was made by Brian Thiel and seconded by Ron Schultz to contract with Rose Paving in an amount not to exceed \$70,000 to repave the Lakefront Park parking lot and the Fallbrook walking/bike path leading to the Northfield neighborhood. Expenditures to come from Reserve Funds. The motion passed unanimously.

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MOTION: A motion was made by Brian Thiel and seconded by Ron Schultz to amend a motion approved on March 22, 2021, regarding the hiring of Red Tree to trim palm trees. The amendment would authorize Campus Services Director Ed Anderson to choose the vendor, provided the total dollars remained at previously approved level. The motion passed unanimously.

MOTION: A motion was made by Brian Thiel and seconded by Ron Schultz to switch vendors for previously approved sod installation. The new vendor is Tom's Sod who will be paid up to \$27,000 for the remaining work. The motion passed unanimously.

MOTION: A motion was made by Todd Christofferson and approved by Ken Kunsman to approve the purchase of two soccer goals for an amount not to exceed \$6,000. Expenditure to come from Reserve Funds. The motion passed unanimously.

MOTION: A motion was made by Ken Kunsman and seconded by Ron Schultz to adjourn the meeting at 9:00 PM. The motion passed unanimously.

Respectfully submitted,
Scott Tillesen
Secretary
Lansbrook Master Association, Inc.

Approved:

By: 
Brian Thiel, President

Date: 5/25/2021