



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

**February 22, 2021**

The Lansbrook Master Association, Inc. ("LMA") Board of Directors meeting was called to order by Brian Thiel at 7:00 PM. Also attending were Board members Ken Kunsman, Tom Lango, Jennifer Martinez, Todd Christofferson, and Scott Tillesen. Ron Schultz was absent. A quorum was present. Attending from FirstService Residential were Jim McEleney and Ryan Howard. Ed Anderson from the Lansbrook staff attended as did about ten homeowners.

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

**MOTION:** A motion was made by Tom Lango and seconded by Todd Christofferson to accept the minutes as presented for the January 25, 2021, regular meeting of the Board. The motion passed unanimously.

**MOTION:** A motion was made by Tom Lango and seconded by Jennifer Martinez to accept the minutes as presented for the January 25, 2021, executive session of the Board. The motion passed unanimously.

Treasurer Tom Lango reminded the attendees that the LMA closed out the year 2020 with a favorable budget variance of \$163,101, largely due to underspending of expenses. He indicated that some of this underspending in landscaping categories is going to carry over to 2021 and would appear as an overrun. The January 31, 2021, operating cash balance was \$413,423. This represented a decline of \$25,085 from the prior month, primarily due to expenditures for tree trimming. The reserve cash balance was \$246,210, a decrease of \$8,329 from the prior month. The reserve balance is above the targets set out in the current reserve study. Tom indicated intention to redistribute money between existing accounts to reduce the balances under the FDIC insurance limit amounts. For the month of January, income of \$86,931 was \$14 off budget. Total operating expenses for the month were \$129,222 against a budget of \$86,947. Contributing to that variance was \$54,420 incurred for extraordinary tree trimming, repair costs \$8,200, and irrigation \$4,600. **MOTION:** A motion was made by Ken Kunsman and seconded by Jennifer Martinez to accept the Treasurer's report submitted by Tom Lango. The motion passed unanimously.

Property Manager Jim McEleney reported on his activities and those of FirstService Residential, in particular he mentioned efforts regarding setting up easier sign-up access for residents on the FirstService portal, credit card set-up for Ed Anderson for LMA purchases, there are no neighborhood fee delinquencies, and he is working with Tom on the bank account FDIC rebalancing.

Director of Campus Services Ed Anderson reported that he has been getting estimates for Lakefront Park paving, he discussed the condition of Crepe Myrtle trees throughout the campus, mentioned the idea of littoral shelf replanting of ponds, and interview progress for a additional staff member.

Lansbrook Master Association, Inc.  
Board of Directors Meeting  
February 22, 2021

President Brian Thiel reported that the annual calendar of Board of Directors meetings as well as the Social Committee's annual calendar are now posted on the LMA's official website: [www.lansbrooktampabay.com](http://www.lansbrooktampabay.com). He also mentioned that he's noticed that the Aylesford berm, which falls under LMA oversight, requires further attention.

Ed Anderson advised that he has had difficulty in getting a second bid for an approved pressure washing project at Lakefront Park. The successful bidder who provided similar services for Commons Park so significantly underbid other contractors that they were unwilling to take the time to bid on Lakefront Park. **MOTION:** A motion was made by Scott Tillesen and seconded by Tom Lango to amend the motion approved on December 28, 2020, regarding the pressure washing of the Pavillon at Lakefront Park, to remove the requirement for competitive bidding. The motion passed unanimously.

**MOTION:** A motion was made by Brian Thiel and seconded by Scott Tillesen to approve trimming of Crepe Myrtle trees in an amount not to exceed \$5,000. The motion passed unanimously.

**MOTION:** A motion was made by Tom Lango and seconded by Todd Christofferson to adjourn the meeting at 8:46PM. The motion passed unanimously.

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

Approved:

By:   
Brian Thiel, President

Date: 3/25/2021