

**Brandywine Homeowners Association, Inc.**  
**P.O. Box 37, DeLeon Springs, Florida 32130**

Minutes of the Regular Board meeting of April 11, 2017

**Call to Order:** The meeting was called to order by President Myers at 6:59 pm.

**Roll Call:** - President Lorin Myers, Vice President Tisa Houck, Secretary Liliane Benucci, Directors, Renee Weber, Diane Hill, and Treasurer Steve De Land were present. Director Mike Campanella was absent.

**Minutes:** Motion by Houck and seconded by Weber to accept the March 14, 2017 meeting minutes as amended. Passed unanimously.

**Correspondence:** Myers distributed a newsletter from Clayton & McCullough, highlighting a proposed amendment to Florida Statutes regarding Estoppel rules.

**COMMITTEE REPORTS:**

**Financial:** De Land reported the following:

- The Finance committee met on April 4th, Dick Fletcher, Chris Sorensen and Lorin Myers were present. Steve De Land was absent. The bank statements were reviewed, the Profit and Loss, Check detail, Balance Sheet and Accounts Receivables Aging reports were discussed. Myers met with De Land on April 8<sup>th</sup>. Highlights of the discussions are found within this report. Updates for the attorney actions were discussed under the AR Aging report.
- **Forecasted expenses:** Clean Cuts contract, Lorin Myers contract, Liliane Benucci contract, Lake Doctors Contract, Lowe's gift certificate, City of DeLand water, Tinker Graphics web hosting, Condo Association meeting rental, Duke Energy utility bill, Mike Orr Signs Holiday Decoration sign, Mainstreet Bank checks printed, Travelers Insurance Company Property & Liability renewal, Nishad Khan, P.L. three lien amendments and three Intent to Foreclose notices.
- **Expenses forecasted and paid:** Lopez Landscaping \$1,280, clean up storage lot. Affordable Tree Service, three items \$225.
- **Expenses not forecasted and paid:** \$126.00 reimburse member/seller overpayment from title company. \$46.00 Nishad Khan, P.L. legal filings \$23.00 Nishad Khan, P.L. legal filings. Tisa Houck, reimburse wood for bridge repairs, \$102.26.
- No properties are scheduled to close;
- One property has closed since last meeting; 1026 Burgoyne Rd.
- The committee reviewed the 2017-18 Annual budget, to be discussed under Unfinished Business.
- The committee reviewed the Property & Liability policy for the next year.
- Sixteen reminder letters were mailed for third quarter assessments. As of today 20 members are with late third quarter assessments.
- Myers signed the agreement with our new law firm Nishad Khan P.I.

**ARB:** In Campanella's absence, Myers reported the following:

### **Pending**

- On October 11, 2016 he received an application from a resident on Burgoyne Road to remove a large rotten tree from the back yard. Approval given on 11-4-2016 by Campanella. Info sent to Fletcher for review and authorization. Tree has not been removed as of report date.
- On October 24, 2016 he received an application from a resident on Green Mountain Rd. for a replacement roof due to storm damage. Roof will be similar color in architectural shingles. Approval given on 11-4-2016 by Campanella. Info sent to Fletcher for review and authorization. Unknown if project is completed. Attempted contact with home owner several times with negative results. ARB is not in possession of permit.
- On December 12, 2016 he received an application from a resident on Concord Rd. to replace fence, pool screening, and roof due to storm damage. The project is still pending insurance approval.
- On January 10, 2017 he received an application from a resident on Valley Forge Rd. to paint and trim the residence. Colors approved by Campanella and Fletcher. Project is not fully completed as of 04-11-2017

### **Completed**

- On February 28, 2017 he received an application from a resident on Bennington Pl. to install a hurricane shutter bracket above front window. Approved by Campanella.
- On February 28, 2017 an application was received from a resident on Saratoga Pl. to remove three trees in the front yard that are touching the house and dying. Approved by Myers and Campanella.
- On March 6, 2017 he received an application from a resident on Saratoga Pl. to remove several large trees that were crowding the house, causing mold, and threatening the house. Approved by Myers and Campanella.
- On March 27, 2017 he received an application from a resident on Lancaster Rd. to replace exterior firewall wood, stucco, front door and gutters. Approved by Fletcher, Knowles, and Campanella.

**Beautification:** Benucci reported that the monthly beautification award given to Martha and Richard Donegan at 851 Freeman's Farm Road. Houck has not heard from Mike Orr regarding the Holiday Decoration Sign.

**Grounds & Maintenance:** Weber reported the following:

- Affordable Tree Service trimmed one tree and a low branch on the walking trail plus evened out the ragged cut on a large oak tree.
- Skip Houck cut and hauled away a broken tree along Brandywine Rd. near the 15A entrance.

- Lopez Landscaping performed a major clean-up of the storage facility. A bush hog was used to cut down the vegetation inside the lot and along the outside perimeter of the fence. Palmetto plants and a dead tree were removed.
- Clean Cuts performed seasonal maintenance in the common areas including leaf blowing and picking up branches at both entrances.
- Skip and Tisa Houck replaced 12 worn out floorboards on the walking bridge.

**Storage Facility – Jerry Hill:** Hill’s report indicated the following:

- There are 24 units parked in the storage lot.
- Two units now have expired tags: Both parties were notified last month of the need to update tags; neither have done so as of today.
- Storage lot is much improved with the recent cleanup!

**Rules Compliance:** Houck reported the following:

- Fishing in the ponds – Houck spoke with the person on duty in the office of the director of the Northeast regional office of the FWC and learned that since there is no Florida statute to cover our type of fishing problem (fishing in a privately-owned pond); they cannot fine people or enforce our no fishing sign. She added that if the persons who are fishing are trespassing on any of the surrounding properties that can be enforced by individual property owners notifying the local police when the violation occurs.
- Request for no parking sign – Houck spoke with William Long, the person responsible for signs with Volusia Road and Bridge. He said that they can put a sign in front of the resident's property but not one that applies to the whole cul-de-sac or street. He explained that one person cannot speak for everyone, but only for his/her own property. They will have to come out and look at where the resident wants the sign and speak with her. I asked the resident if she wanted to do that, and she declined that offer since she said that her property is only 2 feet on either side of her mailbox, so that wouldn't solve the problem of people parking in the street all around the cul-de-sac.
- Commercial vehicle in driveway – A commercial vehicle was parked several times in the driveway of a home on Concord Rd. Houck reported the infraction to Myers and the Rules Committee, and Myers offered to contact the residents. In an email exchange, the resident said her husband had forgotten to cover the commercial lettering on the van, and they would be more conscientious in the future.
- Rules Violation Letters – First notification letters were sent to residents on Burgoyne Rd. and W. Village Green Rd., notifying one that discarded items and broken yard statuary lying in her yard and driveway need to be removed and either placed by the roadside for trash pickup or stored out of sight, and notifying the other that dead limbs and leaves need to be removed from the yard. A second notification letter was sent to a resident on Burgoyne Rd. notifying her that the yard at her property needs to be cleaned up, mowed, and shrubbery trimmed. The first letter was sent on June 1, 2016. All three letters stressed that cleaning up and mowing should be done regularly.

**Welcoming Committee:** Hill reported that she welcomed Chris Caldwell, 1026 Burgoyne Rd. He was given the necessary information letters/papers and she answered some of his pertinent questions.

**Communications:** Myers reported the following:

- Updates were made to the website.
- A realtor requested to post open house signs. Permission was granted.
- A neighbor notified us of their garage sale.
- A couple of Facebook memberships were denied after vetting the requests.
- One neighbor thanked the board for their hard work and asked us to leave the flamingos.

**UNFINISHED BUSINESS:**

- 2017/2018 Budget Proposal: There was no discussion at this time.

**NEW BUSINESS:**

- Revise the Fee Schedule: There was no discussion at this time.

**Adjournment:** After some discussion regarding schedules for next month Benucci moved and De Land seconded to move the meeting date one week later in May. Carried unanimously.

Moved by Benucci, seconded by Hill to adjourn at 8:02pm. Carried unanimously.

Next Regular Board Meeting – May 16, 2017 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary