

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

Minutes of the Regular Board meeting of April 9, 2019.

Call to Order: The meeting was called to order by President Myers at 6:58 pm.

Roll Call: - President Lorin Myers, Secretary Liliane Benucci, Vice President Renee Weber, Treasurer Dale Haaland, Directors John Chant, and Cindy Capps were present. Director Mike Campanella was absent. Members Diane Hill and Jane West were also present.

Minutes: Motion by Chant and seconded by Haaland to approve the March 12, 2019 meeting minutes. Passed unanimously.

Correspondence: Correspondence was received from the Condo Association regarding duck removal and the possibility of erecting a sign prohibiting feeding of the ducks. See New Business.

COMMITTEE REPORTS:

Financial: Haaland reported the following:

The Finance committee met at 1 pm on April 2nd. Haaland, Zirkle and Myers were present. Chris Sorensen was absent. The bank statements were reviewed, the Profit and Loss, Check detail, Balance Sheet and Accounts Receivables Aging reports were discussed. Highlights of the discussions are found within this 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, First Community Insurance Co. \$4,024, Property & Liability, one year.
- **Expenses forecasted and paid since the last report:** Mainstreet checks \$112.70, EA Zebell, PL \$325.30 title search, ITF letter.
- **Expenses not forecasted and paid last since the last report:** Lorin Myers reimburse \$75.25, rope, postage, miscellaneous supplies..
- No closings are pending.
- No closings were completed during the last month.
- The 45 day Demand (ITF) letter runs out 5/10.
- As of today, there are 26 properties in arrears for third quarter assessment. Fifteen-day notices for third quarter assessments will go out around April 10th.

ARB: Chant reported the following:

Pending Applications

- On Dec. 17, 2018 Myers received an application for painting house and trim on Lexington Road. Colors have been approved.
- On 3/20/19 Chant received a request for a roof and exterior paint on Kings Mountain Road. Approved by Chant, roof permit pending.
- On 3/21/19 Chant received a request for fence replacement; wood, same style on Valley Forge Road. Approved by Chant.
- On 3/23/19 Chant received a request to repaint exterior on N. Saratoga Road. Color is approved by Chant.
- On 3/24/19 Myers received a request for a fence replacement on Valley Forge Road. Approved by Chant, permit pending.
- On 3/26/19 Fletcher received a request for removal of three trees endangering the house on Valley Forge Road. Approved by Chant.
- On 4/2/19 Myers received a request for a tree removal that was hit by lightning and dying on Yorktown Place. Approved by Myers and Chant.
- On 4/3/19 Chant received a request for a roof on Lexington Road. Chant approved the shingles and is waiting for the permit.

Completed Applications

On 3/20/19 Myers received a request for a tree removal on Valley Forge Road. Approved by Chant

Beautification: Benucci reported that the monthly beautification award was given to Kathy and Steve De Land at 2720 Concord Road.

Grounds & Maintenance: Weber reported the following:

- Gary Filip and Myers consulted with Mike Graves concerning the irrigation system and, at Myers's request, reduced the watering at the 15A entrance to once a week. Weber is concerned about the condition of the coonties and lorapetalum at this entrance and believes they need more irrigation, nutrients and mulch. Myers and Graves are not concerned and think the plants will improve. In fact, Myers is turning the water system off after it rains and turning it back on after a few days to conserve water. Filip pointed out to Mike Graves the crape myrtles in the neighborhood that need trimming and islands that need weeding. Clean Cuts performed common area trimming and mowing.
- Weber contacted Volusia County Road and Bridge about grinding tree stumps at the Kings Mountain/Valley Forge Rd. entrance which they then did. Also, Weber asked that the health of the oak tree in the island at N. Concord Rd. be assessed after learning of a member's concern. Road and Bridge cut two large limbs off the tree.
- Myers trimmed tree limbs and cut down a dead tree near pond 2. Myers and Chant removed the debris.
- Myers, Laura Remington and Marty Abernathy trimmed the tree in the island at Kings Mountain/Valley Forge Rd. that was blocking the streetlight.

- A member pointed out a small but potentially harmful broken tree branch hanging over Brandywine Rd. The owner was contacted and they got in touch with VC Road and Bridge. The branch was removed.
- The fountain in pond 3 was secured using new rope and the bare fastening rebar was capped for safety. Ric Ortkiese, Bill Matherly and Myers completed this repair.
- Last month's banana tree planting and tree debris dumping in common area issues were resolved.
- Two members expressed interest in beautifying the island on Lancaster Road. One member weeded the area and it will be mulched as part of the Clean Cuts upcoming project. Weber inquired from DeLand Utilities whether the above ground water pipe replacement in this island was a temporary or permanent repair since it had been in the current condition for a year. A few days later, the water box was seated in the ground and the pipe was no longer exposed.

Storage Facility: Campanella's report indicated the following:

- 45 Lot Spaces (Viewed in person)
- 2 showed expired as of today's writing
- 4 Lot spaces are confirmed as available
- 1 Lot space was filled
- 1 lot space was vacated
- 4/9/19 request for Clean Cuts to mow, trim the lot
- Extra patrols by VCSO have continued.

Rules Compliance: Houck's report indicated the following:

Unresolved from March

On 3/12 Houck sent a follow-up letter to a member on Freemans Farm Rd. about a commercial sign that was still in the front yard. Sign was removed on 3/14.

New Violations

- On 3/19 Houck sent a letter to members on Trenton Place about a damaged backyard fence in need of repair. Clean-up and repair is in process.
- On 3/18 Houck sent a letter to members on Concord road about a trailer that had been parked in the yard. Trailer has been removed.
- On 4/1 Houck called Volusia Co. Code Enforcement about what appears to be an inoperable vehicle parked in the front yard at a member's home on Lancaster Rd.
- On 4/5 Myers sent first class and certified second letters to a member on Lancaster Rd. about the on-going problem with trash, leaves, debris, a sign, and miscellaneous items that have not been addressed since the first letter was sent last December.

Welcoming Committee: Hill reported the following:

Three new members welcomed via phone & letters, etc. this month.

- Princeton Place.~ Mona Quinn, Spoke with via phoneSent Welcome letter & info.
- Lancaster Road.~James Graesart /Kathie Lee. Spoke with him via phone and sent Welcome letter & info.
- Shenandoah Road.~David & Stacy Alecca. Spoke with him via phoneSent Welcome letter with more Brandywine info.

Communications: Myers reported the following:

- Updates were made to the website.
- Solicitation brochures were distributed by TruGreen
- A duck was struck by a vehicle

UNFINISHED BUSINESS:

- **Annual Meeting Date and Venue:** Weber provided two possible options for the annual meeting, both within reasonable driving distance to Brandywine.
- Due to the original date of the meeting being the same day as the Veteran's Day parade and Stetson Homecoming it was recommended and approved to change the meeting date to November 2, 2019.

NEW BUSINESS:

Signage regarding not feeding the ducks: There was discussion regarding an overabundance of signage and it was decided to research using just one sign (ducks, fishing, swimming). Benucci moved and Capps seconded to allocate up to \$100 for such a sign. Passed unanimously. Myers will research.

2019/2020 Budget Proposal: No questions from the Board. The budget proposal review will continue up until the budget is approved in August.

Asphalt Walking Path: Weber is researching the cost of repairing/replacing the asphalt walking path to the bridge. As of this writing, she has received two quotes.

Adjournment: Moved by Benucci, seconded by Haaland, to adjourn at 7:58 pm. Carried.

Next Regular Board Meeting – May 14, 2019 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary