

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

Minutes of the Regular Board meeting of January 8, 2019.

Call to Order: The meeting was called to order by President Myers at 7:00 pm.

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

Minutes: Motion by Weber and seconded by Haaland to approve the December 12, 2018 meeting minutes. Passed unanimously.

Correspondence: Myers received correspondence from a resident on Charleston Place regarding denial of a business license by the County. Myers received correspondence regarding a fence behind Burgoyne Road that backs on to Parkway Drive. This will be discussed under Grounds and Maintenance. Myers received correspondence from a member regarding the water level beneath the walking bridge. He was informed that opening the weir keeps the level of Pond One down and deters flooding.

COMMITTEE REPORTS:

Financial: Haaland reported the following:

- The Finance committee met at 1 pm on Jan. 4th, Haaland, Zirkle, Sorensen and Myers were present. 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, Florida Department of State annual corporation com. fee \$61.25, All Quality Products \$275.00 bridge footboards and delivery. Screws for the same \$30.00. Quality Quick Print January mailing \$650.00.
- **Expenses forecasted and paid since the last report:** D+O Crime bond \$2101.00
- **Expenses not forecasted and paid last since the last report:** None
- No closings are pending.
- One closing is completed and one property changed title due to an inheritance.
- Florida Credit Union signatures were updated Dec. 13th.
- The Park at Messina billing was mailed on Jan. 3rd.
- As of this date 32 properties are in arrears second quarter Jan. 1st assessments. Second quarter Reminder letters go out around Jan. 10th.

ARB: Chant reported the following:

Pending Applications:

- On Nov. 19, 2018 Chant received a request for a shed on Green Mountain Rd., permit pending.
- On Nov. 12, 2018 Chant received a request for a new roof on Freemans Farm, pending permit, material description pending.
- On Nov. 13, 2018 Chant received a request for tree removal and paint on Burgoyne Rd. The tree removal is done and the paint is pending. Approved by Chant and Myers.
- On Dec. 17, 2018 Myers received an application for painting house and trim on Lexington Rd. Colors have been approved.
- On Dec. 13, 2018 Chant received and approved removal of a dead tree on Lexington Rd.

Jane West had a question regarding painting her door and whether or not she needed to touch base with her neighbor regarding a similar color. West was instructed to fill out an ARB form and submit it. The door colors do not need to match her neighbor's. As a rule, permission is not needed to paint a door.

Completed Applications:

On Dec. 13, 2018 Chant received an application for a fence on Lancaster Rd. Approved and completed.

Beautification: Benucci reported that the monthly beautification award was given to Pete and Kathy Harris at 1032 Valley Forge Road.

Grounds & Maintenance: Weber reported the following:

- Clean Cuts completed the usual common area trimming and mowing. Mike Graves hauled away a very large pile of debris that had accumulated over more than a year in the unmowed common area near pond 3. He, also, cut many dead fronds off the palm tree at N. Saratoga Pl. Weber assessed all islands and medians and found most to be in satisfactory condition as far as weeding and health of plantings. Mike was given a list of about six areas that needed weeding or dead bushes removed.
- Two streetlight outages were returned to service by Duke Energy including one that needed a cable repair.
- Tisa Houck and Weber cleaned the Brandywine entrance sign at SR 15A.
- David Weber cleared vegetation clogging the weir at pond 3 several times.
- Skip Houck replaced more floor boards (making a total of 40) on the walking bridge.
- Myers discussed his encounter with a resident on Parkway Drive regarding an unsightly fence at the back of her property. After some investigation by Myers and Weber, it was determined that the fence is considered common area. There is only 2 out of 50 feet that could be considered private property. There was discussion among the Board members regarding the best way to address this, as recommendations ranged from tearing it down, doing nothing, or paying to replace it. It was decided that each Board member should view the property and be prepared to discuss this at the next meeting.

Jane West had a question regarding sprinklers in the W. Village Green Road cul de sac. Myers explained that as there is no electricity to any cul de sac these sprinklers are not operational. West expressed concern that the plants might not survive a drought.

Storage Facility: Campanella's report indicated the following:

- 45 Lot Spaces (Viewed in person)
- One showed expired as of today's writing (1-7-2019)
- Five lot spaces are confirmed as available
- Two lot spaces were vacated since last report
- Zero lot spaces were filled
- One vacant spot carries an unknown disposition. It is unknown at the time of this writing if the space has been permanently vacated. Correspondence will follow this month to verify the status.
- Contact was made with the owner with the expired registration.
- Extra patrols by VCSO have continued.

Rules Compliance: Houck's report indicated the following:

Resolved from December:

On December 7, 2018, Houck sent a letter to a member on Lancaster Road about violations related to home repair/maintenance, signs, creating a nuisance with on-going, unsightly mechanical work in driveway, weed removal, and general property clean-up. Significant improvement has been done in cleaning up the property. Only the pest control sign remains.

New Violations:

On 1/7 Houck called Volusia County Code Enforcement about a truck that has been parked in the side yard on Lexington Rd. for an extended period of time. Letter was sent to the owners about the possible violation, as well as the unsightly appearance of the parked truck, driveway, and yard. Owners will be notified if CE determines that the vehicle is in violation.

Welcoming Committee: Hill reported the following:

- She met with member Darlene Garrow and presented her the welcoming information.
- She mailed the welcoming information to new owner Jeff Sheak to his Michigan address.

Communications: Myers reported the following:

- He discussed the January mailing. One dog was reunited with their owner and one suspicious person at the 17 entrance was reported to VCSO during the last month.
- Updates were made to the website.

UNFINISHED BUSINESS:

Little Free Library – Previously tabled until February 2019

NEW BUSINESS:

- **Annual Meeting Date and Venue:** Tabled until February’s meeting.
- **Annual Garage Sale:** As previously discussed, the garage sale will be held on March 9, 2019, from 7:00 am until 2:00 pm. As the date gets closer, Hill will begin placing advertisements in the local papers and on social media.

Adjournment: Moved by Benucci, seconded by Chant, to adjourn at 7:46 pm. Carried.

Next Regular Board Meeting – February 12, 2019 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary