

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

Minutes of the Regular Board meeting of May 14, 2019.

Call to Order: The meeting was called to order by President Myers at 6:59 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 Tisa Houck, Diane Hill, John Seymour and Jane West were also present.

Minutes: Motion by Weber and seconded by Chant to approve the April 9, 2019 meeting minutes as amended. Passed unanimously.

Correspondence: Another tree service was soliciting in the neighborhood. Myers reported that the pond signs were relabeled as directed last month.

COMMITTEE REPORTS:

Financial: Haaland reported the following:

The Finance committee met at 1 pm on May 2nd Mark Zirkle, Dale Haaland and Lorin 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, HPW (pressure washing) \$1,000.
- Expenses forecasted and paid since the last report: Lorin Myers \$281.24 Lowe's C.A. Improvements receipts, dump fees. First Community Insurance Company \$4,024 annual Property and Liability. CC Lawn Care \$645 mulch. Quality Quick Print \$79.88 relabel 2 signs at the ponds.
- Expenses not forecasted and paid last since the last report: CC Lawn Care \$55.00 15A sprinkler repair. Sula Sod \$372.75, 2 pallets of sod at the asphalt path.
- One closings is pending on Burgoyne Road.
- One closing was completed during the last month.
- The 45 Demand (ITF) letter runs out 5/10.
- Twenty one, 15-day reminder letters were mailed on April 10th. As of today there are no properties in arrears third quarter assessments other than 2 long term.
- The committee reviewed the budget proposal with the YTD figures from the Profit and Loss report.

ARB: Chant reported the following:

Pending Applications

- On 12/17/18 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. The roof is done and the exterior paint is pending.

Completed Applications

- On 3/23/19 Chant received a request to repaint exterior on N. Saratoga Road. Color is approved by Chant. Reviewed by Myers.
- On 4/3/19 Chant received a request for a roof on Lexington Road. Chant approved the shingles permit has been received. Reviewed by Myers.
- On 4/12/19 Myers received a request for a roof on N. Saratoga Road. The materials were approved and copy of the permit have been received. Approved by Myers. Reviewed by Chant.
- On 4/25/19 Myers received a request for a fence replacement on Old Church Place. Replacing board on board with wood privacy fence. Approved by Myers, reviewed by Chant, permit pending.

Beautification: Benucci reported that the monthly beautification award was given to Tonya and Selvin Fuentes at 1051 Valley Forge Road.

Grounds & Maintenance: Weber reported the following:

- Grounds and Maintenance Committee members Tisa Houck, Gary Filip, Lorin Myers and Renée Weber met to discuss current issues and future projects. One topic was the condition of the asphalt section of the walking path. A variety of professional and volunteer assessments were shared, however, no clear committee recommendation was reached about whether to have any asphalt maintenance done at this time.
- Dale Haaland, Skip Houck, Ric and Maggie Ortkiese and Lorin Myers put down sod along both sides of the asphalt section of the walking path in order to resolve the erosion and safety concerns. Neighbor Carol Newkirk is supplying the water.
- Clean Cuts performed common area trimming and mowing including the storage lot. They mulched the Brandywine Rd. entrance at 15A, the island on West Village Green Rd. and the island on Lancaster Rd. as requested. Mike Graves repaired a broken coupling and broken sprinkler heads in the irrigation system at 15A. This could have been the cause of the increased water usage in this area in past months.

- Weber contacted the Lake Doctors about inconsistent service and lack of April report. The report was emailed and adherence to a monthly schedule was promised.
- Myers and Lynn Matherly cut tree limbs near the ponds to clear the view from Brandywine Rd. Myers notified Volusia County Road and Bridge about low hanging branches on Valley Forge Rd. which were removed. A large section of tree from a member's property fell into the right of way on Brandywine Rd. The member was contacted and Volusia County Road and Bridge cleared this hazard.
- Two streetlight outages were reported to Duke Energy. For the second time, tree branches knocked the photocell off the light on Lancaster Rd. The technician stated that the property owners are responsible for trimming the branches to keep this from recurring not Duke Energy.
- Member Robert Hogan began leveling and resetting the blocks on the walking path near Saratoga Rd. He will work on this project a section at a time as his schedule allows.
- Myers investigated black sludge coming from the drain under the walking bridge. This was the result of a private company cleaning out the storm water drains at the Park at Messina apartments. Volusia County staff determined there was no environmental risk from this process.
- The plans to repair/replace the asphalt path have been tabled for now. There were several suggestions regarding temporary fixes, to include patching cracks.

Storage Facility: Campanella's report indicated the following:

- 45 Lot Spaces (Viewed in person)
- 4 Lot spaces are confirmed as available
- No Changes during this last month.
- Extra patrols by VCSO have continued.

Rules Compliance: Houck's report indicated the following:

Unresolved from April

- On 4/1 Houck called Volusia County Code Enforcement about what appeared to be an inoperable vehicle parked in the front yard at a member's home on Lancaster Road. When the officer went by on 4/8, the vehicle was gone.
- On 4/5 Houck and Myers sent first class and certified second letters to a member on Lancaster Road about the on-going problem with trash, leaves, debris, a sign, and miscellaneous items that had not been addressed since the first letter was sent last December. The yard has been cleaned up and the sign removed.

New Violations

- On 4/10 Weber sent a letter to a member on Lancaster Road about a utility trailer that had been parked in the driveway for an extended period of time. Trailer has been removed.
- On 4/10 Myers contacted a member on Green Mountain Road about a commercial sign that was left in the yard after work was completed. Sign was removed on 4/12.

- On 4/15 Houck sent a letter to a member on Lexington Road about discarded items that were piled next to the fence and driveway. Items were removed a few days later.
- On 4/24 Weber removed a roofing sign from Brandywine Road. and called the company to inform them of our sign rule.
- On 4/29 Houck sent a letter to a member on Concord Road about some discarded lumber that had been in the driveway for an extended period of time. Lumber has been removed
- On 4/29 Houck sent a letter to a member on Concord Road as a reminder to cover the commercial logo on a truck that is parked in the driveway. On 5/2 Houck and Capps had phone calls from the member who did not think the violation was worthy of a letter. Sign has been covered consistently since then.
- On 4/29 Houck sent a letter to a member who owns property on Burgoyne Road about the unmowed/unkept yard and neglected appearance of the property. Yard work has been done.
- On 5/11 Houck sent a letter to a member on Concord Road about a vehicle parked in the yard and a storage item that had in the driveway for an extended period of time.
- On 5/11 Houck sent a letter to members on Lafayette Place about miscellaneous items scattered on the driveway and in the yard for an extended period of time.

Benucci moved and Capps seconded to allot \$50 for the Rules Committee to purchase “thank you” postcards to send to members. Passed unanimously.

Welcoming Committee: One new member on Concord Place was welcomed.

Communications: Myers reported the following:

- Updates were made to the website.
- Crimemapping.com reported a stolen identity fraud in the 2800 block of Concord Rd.
- Crimemapping.com reported a larceny of a firearm, ammunition and an Ipad at a residence on Lexington Road by a guest.
- He received three complaints about feral cats being fed in the community. An email was sent out with information from Volusia County Animal Services.
- He received an ARB app for an irrigation Well on Concord Road. and replied that we didn’t regulate Wells.
- He received a call about a neighbor at the ponds feeding the duck probable table scraps on a regular basis. The notifier stated they only fed the ducks a ‘little bit’ of food. A letter was drafted stating the problems and dangers of feeding the ducks any amount. That letter was sent to both the notifier and the accused.

UNFINISHED BUSINESS:

- **Annual Meeting Date and Venue:** A contract was signed with the Courtyard Marriott in Downtown DeLand for the meeting on November 2, 2019 at 2:00 pm.
- **2019/2020 Annual Budget:** Nothing new to report.

NEW BUSINESS:

Parking Rules: The Rules Committee will draft a proposal addressing cars being parked in side yards for significant amounts of time.

Adjournment: Moved by Chant, seconded by Weber, to adjourn at 8:00 pm. Carried.

Next Regular Board Meeting – June 11, 2019 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary