

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

Minutes of the Regular Board meeting of April 12, 2011

**Call to Order:** The meeting was called to order by President Stone at 7:06 pm.

**Roll Call:** - Directors Stone, Jonas, Hill, Alonzo, Myers, Gindl, and Benucci were present

Members Nancy Jonas and Lilliann Alonzo attended.

**Minutes:** Motion by Myers, seconded by Jonas to accept minutes as presented.

**Correspondence:** None to report.

**COMMITTEE REPORTS:**

**Financial:** We currently have 27 properties in arrears for third quarter dues, which were due on 4/1/11. We have liens on the same 4 properties. Additionally, we have the same 4 properties delinquent for multiple quarters – we are waiting for title transfers, and there is one property left in arrears after the attorney’s reminder letter.

**Grounds & Maintenance:** Jonas reported that he, Schrader and Stone finished the project on the cul-de-sac at the north end of Valley Forge Road.

They also had to replace a 10’ section of the top rail on the foot bridge, as one of the new 20’ sections warped and split and had to be cut out and replaced.

Jonas obtained permission from the head of maintenance at the Mallards to install another sprinkler from their water line to irrigate the plants at the Brandywine sign on the north side of the Route 15 entrance. Jonas and Schrader extended the line and installed the sprinkler for a total cost of \$18.67. While doing this project they also discovered and repaired another broken sprinkler head in the center boulevard at the Route 15 entrance.

The “Pet Poop” signs came in and nine of them were installed at various locations around the subdivision. We have one left if we get a request for a sign in a specific location.

Ralph Novak, 2765 Saratoga Place, has donated two park benches to the HOA. They need a little repair and then they will be installed in the common area along Brandywine near Valley Forge.

During the recent storms we encountered a washout along Village Green Rd. in the Condos. The large pipe running from the catch basin to Pond #2 has rusted through and needs to be replaced. Jonas has obtained a quote to have the work done and it will be brought up under “New Business.”

**Lawn Care & Beautification:** After installing irrigation at the sign near the Mallards, Jonas removed two of the bushes there that looked pretty bad and planted two liriope grasses there. The Mallards also planted annual flowers and it looks nice. Thanks to the Mallards for their contribution!

The planting of grasses at the W. Village Green Rd. cul-de-sac that Valerie started last year is completed. Thanks to Liliane for arranging watering until they get established.

Clean Cuts still has some work to do on a few cul-de-sacs, but most of the area is looking pretty good. They were also busy this last week cleaning up all the debris from the recent storms.

**Storage Lot:** No new units were added. There are still two units with expired tags. Two new "Posted – No Trespassing" signs have been added to the storage lot gates.

**ARB:** Stone reported that there were three requests for ARB forms in March. Two of the requests were from 908 Lexington Rd. to install a fence. The first was for a black chain-link fence which was denied, the second for a black metal picket-style fence which was approved.

The only other request was for tree removal at 922 Lexington Rd., which was approved.

We had to have Affordable Tree Service take down two trees in the common area behind 3020 W. Village Green Ct. Affordable Tree also removed a tree that came down in Pond 1 by the Villas Clubhouse. The bill for all three trees being removed was \$700.00

The stump from the tree that fell into Pond 1 is still there and can be ground down for an additional cost of \$225. It was decided at this time to not have the stump ground down.

**Rules Enforcement:** Hill reported that the disabled truck in the driveway at Village Green Ct. has been removed.

Several other letters have gone out regarding the following:

- Expired tag and violation of pick-up truck parked in yard
- Auto and debris in back yard
- Boat/trailer parked in driveway for an extended amount of time (two instances)
- Disabled vehicles in back yard for an extended period
- House for Sale sign on corner
- Truck with commercial sign parked at residence
- Weedy/trashy yard
- Grocery card in yard
- General disorder with beach tent in back yard in view
- Piled yard debris within view

**Web Site & E-Mail:** Nothing to report.

**Neighborhood Watch:** Nothing to report.

## OLD BUSINESS:

Insurance: Stone contacted Traveler's, who referred him to the local agent. They suggested we make a list of everything with their values indicated, and bring it into them. We will also let Brown & Brown take a look at it.

## NEW BUSINESS:

As mentioned earlier under "Grounds and Maintenance", Jonas obtained a quote from Marty Nichols of Nichols Bros., 501 Glenwood Rd. to replace the pipe from the catch basin along Village Green Rd., to Pond #2. The work quoted is as follows:

1. Remove existing 18" galvanized steel pipe for the entire distance from the catch basin to Pond #2 and replace it with new 18" plastic pipe.
2. Perform necessary masonry work to properly connect the pipe to the catch basin.
3. The new pipe will be extended out into the pond several feet further than the old pipe was and additional fill dirt will be trucked in as necessary to properly shape the bank and cover existing conduit, which is currently exposed.
4. The new pipe will be installed as far south of the old pipe as feasible in an attempt to minimize damage to the root system of the existing cypress tree, however some pruning may be necessary to facilitate this project.
5. The area affected by the project will be covered with a new layer of sod.
6. The work will be scheduled approximately two weeks after acceptance of the bid.

The total cost for this undertaking is \$6,400. After a short discussion it was moved by Jonas and seconded by Gindl to approve the expenditure using monies from the Reserve Fund. Motion passed.

The Board continues to discuss the subject of paying a treasurer to handle the financial matters of the HOA. Alonzo indicated there is a software package, Quickbooks, that is HOA-friendly. It was also decided to contact Barbara Brennan, who is the property manager for Brandywine Villas, to see if she might be interested. Shirley Abeles also sent information to Stone regarding her bookkeeping history.

**2011 Annual Meeting** – the annual meeting has been tentatively set for Thursday, November 3, 2011

**2011 – 2012 Budget** – Myers presented a preliminary overview of the 2011-2012 budget. Minimal discussion ensued, as there are still three items that do not have a specific dollar amount indicated. The budget will continue to be reviewed during the monthly board meetings until all items are presented and approved.

Adjournment: Moved by Gindl, seconded by Jonas to adjourn at 9:09pm. Carried. The next meeting will be held on May 10, 2011, at 7:00 pm.

**Respectfully Submitted:** Liliane Benucci – Recording Secretary