

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

Minutes of the Regular Board meeting of June 11, 2013

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

**Roll Call:** - Directors Jonas, Alonzo, Hill, Fletcher, Weber, and Benucci were present. Director Myers was absent.

Members Lilliann Alonzo and Nancy Jonas attended the meeting.

**Minutes:** Motion by Alonzo, seconded by Fletcher to accept April minutes as presented. Carried.

**Correspondence:** None.

**COMMITTEE REPORTS:**

**Financial/Membership:**

**Financial:** Fletcher reported the following:

- ✓ The liquid assets summary indicates that we have more than sufficient funds on hand to finish the year. Since the May 31<sup>st</sup> numbers were prepared we have moved \$5,000 from the money market account to the main checking account. Those funds, combined with fourth quarter dues, will carry us through the end of our fiscal year.
- ✓ We continue to monitor the water bills. The billing continues a downward trend; the most recent bill of \$129 was down from the previous month's of \$141.
- ✓ The 2013 – 2014 proposed budget will be discussed under Old Business.

**Collections:** Fletcher reports that we now have seven liens, plus the government-owned house. One of the eight liens from last month was paid as the result of a sale in May.

**Grounds & Maintenance:**

- ✓ Jonas reported two streetlights to Duke Energy for the second time, as they did not work after their first attempt. Both are working now.
- ✓ Jonas replaced about a half-dozen sprinkler heads at the Route 17 entrance in an attempt to conserve water by reducing overspray.
- ✓ Schrader, Fletcher and Jonas are currently addressing some erosion issues and one rotted-off post on the walking trail bridge. Repairs should be accomplished soon.
- ✓ Jonas and Fletcher met with representatives of the condo association and are working with them and the Mallards to address concerns of flooding threats to the condos due to runoff from the Mallards.
- ✓ Jonas contacted FDOT and they have cleaned out and modified the grade around their recently installed trash collection system in retention area #1. Jonas is currently awaiting a reply from them concerning further erosion problems that he is hoping they will address.

- ✓ Jonas was also contacted by a resident of the condos concerning a dead tree trunk leaning into two other trees along Brandywine Road just in from Village Green Road. Jonas measured the road right of way and reported it to County Road & Bridge, as it seems to be on the edge of the right of way. Jonas is still awaiting a response from them.
- ✓ Due to the abundance of rain, the fountains are back on. Jonas will keep an eye on them to ensure the water level stays where it needs to be.
- ✓ Jonas spoke with Joe Spiller, County Engineer, regarding Brandywine Shopping Center's failure to respond regarding storm water issues. Spiller is drafting a letter which instructs the shopping center to either make the necessary repairs or appear before Code Enforcement.

**Lawn Care & Beautification:**

- ✓ Jonas reported that Clean Cuts has been busy mulching the cul-de-sacs as they can along with the regular moving and trimming. They only have about four more to go and they will all be done. He has also requested that some new flowers be planted at the Route 17 entrance for the summer months.
- ✓ As the PVC posts Jonas installed last month on a couple cul de sacs seem to be effective in keeping traffic off of them, he has installed them on Lexington Road as well. More locations may be added as necessary.
- ✓ The Beautification Award has been presented to Catherine Delouise of 301 Lafayette for the month of June.

**Storage Lot:** Schrader reported that as of this date there were 15 units in the storage facility.

Activity is as follows:

- ✓ The pontoon boat trailer now has the tire repaired and the license is current.
- ✓ A boat trailer and boat have expired tags. The owner, who is currently away for the summer, sent to Schrader, by surface mail, a letter and copies of his registration forms showing that he now has current tags, and he will attach them when he returns in the fall.

There are no other violations at this time.

**ARB:** Alonzo reported that he received three requests this month: one for a storage shed installation, one for a dead tree removal, and the third for installation of a new roof and removal of a tree. All requests were approved.

**Rules Enforcement:** Hill had nothing new to report. We continue to experience issues with improperly parked vehicles, but no new issues to report.

**Web Site:** In Myers' absence there was no report.

**Neighborhood Watch:** Benucci had nothing new to report. A blurb regarding National Night Out will appear in the July Newsletter.

**Welcoming Committee:** Weber informed the board that she delivered a welcome packet to the new tenants on Freeman's Farm Road and Burgoyne Place.

**Planning Committee:** Fletcher reported the following:

- ✓ There has been very little progress on the home under reconstruction on Valley Forge Road. Volusia County staff told us that the owner intended to start significant work last week. We were encouraged when some work was done early in the week and a utility trailer arrived and stayed on site. Unfortunately, not much has actually been done.
- ✓ We recently received paperwork from the court, stating that the foreclosure action against the property by the 1<sup>st</sup> mortgage holder had been dismissed. There remain other liens from the government and from utilities.
- ✓ Jonas and Fletcher met with the HOA's attorney, Michael Kelton, on June 6 to determine what actions may be available to us.

**OLD BUSINESS:**

- ✓ **1002 Valley Forge Road:** discussed under planning.
- ✓ **2013-2014 Budget Review:** discussion will continue until the budget is approved in August.
- ✓ **July Newsletter:** Jonas informed the Board that the newsletter is being prepared for distribution in July and asked that any submissions be turned in as soon as possible.
- ✓ **Return Envelope in August Mailing:** the Board previously discussed putting one return envelope in the August mailing for residents to use for sending in dues payments. Weber moved and Alonzo seconded and the motion to include one envelope was unanimously passed.
- ✓ **Affidavit of Good Moral Character:** Benucci presented a draft of the affidavit, which every board member will be required to sign. In keeping with the original purpose of the affidavit, it was decided to change the title to "Affidavit of No Felony Convictions Per Florida Statute 720.306 (9)."
- ✓ **Retention Area Project/Reserve Fund Payment:** it was brought to the Board's attention that the verbiage in the March meeting minutes did not specifically state that the funds for the retention area project were taken from the reserve funds. Benucci will amend the minutes to ensure it is clear where the funds came from.

**NEW BUSINESS:**

- ✓ **ARB Roofing Materials Guidelines:** An ARB request for a metal roof was recently received. The request was approved because the guidelines do not specifically prohibit this type of roof – they state "other acceptable materials as approved by the ARB." The Board, however, did discuss amending the guidelines regarding villas (multiple dwelling units). Alonzo moved and Benucci seconded to add the following statement to the guidelines "**the same material must be used on both roof halves of multiple dwelling units.**" The motion was unanimously passed.
- ✓ **Annual Meeting Date and Location:** In keeping with the Bylaws, the meeting will be held the first Thursday in November, which is the 7<sup>th</sup>. Location still to be determined.

**Adjournment:** Moved by Fletcher, seconded by Weber to adjourn at 8:25pm. Carried. The next meeting will be held on July 9, 2013.

**Respectfully Submitted:** Liliane Benucci – Recording Secretary  
amended 7/9/13 Lorin Myers