

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

Minutes of the Regular Board meeting of March 10, 2020.

Call to Order: The meeting was called to order by President Myers at 7:03 pm.

Roll Call: - President Lorin Myers, Vice President Renee Weber, Treasurer Dale Haaland, Secretary Liliane Benucci, Directors John Chant, and Cindy Capps were present. Director Jim Graesart was absent. Members Tisa Houck and Diane Hill were present.

Minutes: Motion by Chant and seconded by Capps to approve the February 11, 2020 Meeting Minutes. Passed unanimously.

Correspondence: Myers received an email from the Community Director of The Park at Messina, who was asking about the wooded lot next to McDonalds. He referred her to Jim Smith, the owner of the lot. She also inquired about their flying purple flags and another matter, which is addressed in the Grounds & Maintenance Report.

COMMITTEE REPORTS:

The Finance committee met on March 3rd. Haaland, Zirkle and Myers were in attendance for the meeting. 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, Lorin Myers reimburse computer drive and RAM, name badges, postage, keys, nuts & bolts, \$208.10, Diane Hill reimburse Yard Sale ads, \$91.69.

- Expenses forecasted and paid since the last report: None outside of the monthly bills.
- Expenses not forecasted and paid since the last report: Quality Quick Print 2,000 bulk rate #10 envelopes \$205.23.
- No closings are pending
- No closing was completed since the last meeting
- The finance committee will propose a draft for the 2020/2021 budget at the April meeting.
- The 2 year contract with the landscaper was reviewed. Myers will contact Weber and meet with the landscaper.
- Past due third quarter assessment letters will go out April 10, 2020.

ARB: Chant reported the following:

Pending Applications

- On or about 3/2/2020 he received an ARB app from Freemans Farm Road that due to an accident the garage door has to be replaced and the garage door frame repaired. As of 3/9/2020 no permit request filed with the county. No change in the color of the replacement garage door. Reviewed by Myers, approved by Chant.
- On February 21, 2020 delivered an ARB application from N. Saratoga Road. Inspected two trees she wants to remove – one in the back yard and one in the side yard. Removal of trees will not affect the visual integrity of the street. On 2/23/2020 received completed ARB application. Not removed as of 3/9/20.
- On February 17, 2020 received a call from Lexington Road about replacing their driveway. As of 3/9/2020 no permit applied for with county. Received the ARB application. Requestor was told we will need a copy of the permit, copy of the contractor's plans. No color consideration – plain concrete.
- On February 7, 2020 received an ARB application, drawings and color swatches from Lancaster Road for a fence to finish off fence on fourth side of back yard. A 6 ft. cypress or cedar painted taupe / gray to match the house. As of 3/9/2020 a permit has yet to be applied for with the county. Fence to come only to back of garage with gate large enough to pass a truck.
- On January 23, 2020 received an application form from Lancaster Road to paint the exterior of the house. The colors are walls chocolate brown with crème trim (color swatches included). Approved by Chant and reviewed by Graesart. The exterior walls are painted but the trim is still unpainted as of 3/8/2020.

Completed Applications

- On October 30, 2019 Chant received a request for an ARB application to rebuild a hurricane damaged fence on Princeton Place. It is a 6ft. high cedar wood stockade fence approximately 50 ft. in length. Permit applied for on 10/29/2019 and as of 3/9/2020 shows finalized. Application approved by Chant and reviewed by Graesart.
- On February 12, 2020 Chant received a request for a metal re-roof on Freemans Farm Road. Material description, ivory color swatch and permit was received. Reviewed by Graesart and approved by Chant

Beautification: Benucci reported that the monthly beautification award was given to Susan and John Simser at 841 Freemans Farm Road.

Grounds & Maintenance: Weber reported the following:

- Clean Cuts performed regular slow growth season maintenance including leaf blowing at the US 17 entrance. At Weber's request, Mike Graves and his crew pruned over a year's growth from the ligustrum hedge at the retention area on Burgoyne Rd. Mike has not informed the committee about a date for the mulching project. Myers and Weber will meet with Mike to discuss the Clean Cuts contract renewal.
- Weber contacted Duke Energy about one streetlight outage which required replacement of the wiring.
- To finalize the sewer main replacement project, St. Augustine sod was laid along the new concrete sections of the walking trail.
- Myers was contacted by the Community Director of The Park at Messina inquiring whether the HOA wanted additional landscaping boulders. The committee will consider the need and the expense of relocating them.

Storage Facility: Campanella's report indicated the following:

- 44 marked Lot Spaces
- All units inside the lot are current
- 1 item was removed.
- No new items were added
- A waiting list is no longer needed as there are open spaces.

Campanella spoke with Detective Gordon of VCSO. He is still assigned to the burglary case from December 31st. No new leads have been developed yet, and no other incidents have been reported.

Rules Compliance: Houck reported the following:

Unresolved from February

The owner of the two homes with tarps on the roofs has replaced the roof of the Charleston Place home, but the Concord Rd. roof still has the tarp.

New Violations

On 2/18 Houck sent a letter to the tenant and a copy to the owner of a property on N. Saratoga Road about a trailer that had been parked in the yard for an extended period of time. Trailer has been moved.

Welcoming Committee: Hill had nothing to report.

Communications: Myers reported the following:

- Updates were made to the website.
- One neighbor was notified that his pool pump was sucking air.

UNFINISHED BUSINESS:

Annual yard sale: The yard sale was a huge success. Several other communities had their yard sales the same day, which may have contributed to the high volume of traffic.

NEW BUSINESS:

Annual Meeting: Weber contacted the Marriott downtown regarding our proposed date and was informed that our date was not available due to the Stetson Homecoming. She also contacted the Sanborn Center, which was available. Benucci moved and Capps seconded to reserve the center for the November 5, 2020 Annual Meeting. Passed unanimously.

Adjournment: Moved by Benucci, seconded by Capps, to adjourn at 7:40 pm. Carried.

Next Regular Board Meeting – April 14, 2020 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary