

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

Minutes of the Regular Board meeting of September 8, 2015

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

Roll Call: - Directors Weber, Hill, Myers, Marshall, Houck, Robertson, and Benucci were present. Treasurer Mark Zirkle and guest Kirk Bauer were present.

A motion was made by Myers and seconded by Hill to approve the August 11, 2015 Meeting Minutes as presented. Carried unanimously.

Correspondence: Weber reported that she was contacted by Shirley Abeles and Dick Fletcher regarding flooding issues. She also received correspondence from Clayton & McCullough regarding Ham Radio Antennas **proposed legislation**.

COMMITTEE REPORTS:

Financial/Membership:

Financial: Myers reported the following:

- ✓ The Finance committee met on September 3rd. Sorensen was absent; President Weber was present.
- ✓ Discussion of the Profit and Loss report, Check detail report, Balance Sheet and AR Aging report.
- ✓ **Forecasted Expenses:** Clean Cuts contract, Lorin Myers contract, City of DeLand, Duke Energy, Tinker Graphics, BV Condo Assn., The Lake Doctors, Travelers Ins. Upgrade to property values \$2,599.99.
- ✓ Not forecasted but paid: Lake Doctors, \$170.40, 10ea Grass Carp; Freedom Electric, \$1,581.00, entrance signs lights and electric work; Mainstreet Bank, \$96.30 , print 250 checks, account #918; Quality Quick Print, \$371.04 August mailing.
- ✓ The Reserve Fund Disclaimer 720.303 will be made available/published in the October mailing.

Membership: Myers reported the following:

- ✓ One property closed and two are scheduled to close
- ✓ The payment plan policy has been postponed until legal representation is finalized.
- ✓ The Finance Committee is recommending changes to our banking institution to facilitate the purchase of CD(s) after the Federal Reserve meets on September 16 and 17. Myers moved and Benucci seconded to close **the HOA Reserve Fund** Money Market Account at Mainstreet Bank and open an account at Florida Credit Union, which is offering a significantly higher interest rate **for CDs**. Passed unanimously.

ARB: Marshall reported the following:

- ✓ Request for small tree removal to make room for a pool on Freemans Farm Rd. Reviewed and approved by Schrader and Marshall.
- ✓ Request for an exterior paint job at a residence on Freemans Farm Rd. Reviewed and approved by Schrader and Marshall.
- ✓ Request for a pool installation at a residence on Freemans Farm. Rd. Reviewed and approved by Schrader and Marshall permit on file.
- ✓ Request for a tree removal struck by lightning at a residence on Valley Forge Rd. Reviewed and approved by Fletcher and Schrader.
- ✓ Request for oversized water oaks removal at a residence on Shenandoah Rd. Reviewed and approved by Schrader and Fletcher.
- ✓ Marshall checked on the progress of a siding project at a residence on Kings Mountain Road.

Lawn Care & Beautification: Benucci reported that the monthly beautification award was given to David and Carol Newkirk of 329 Lafayette Place. In October we will begin awarding a \$25.00 Lowe's gift card to the recipient each month.

Grounds & Maintenance: Weber reported the following:

- ✓ Because of the increased rainfall from recent storms, Jim Schrader and Dick Fletcher removed some of the boards on the weir to control the water level in pond 3.
- ✓ Weber and Fletcher were in communication with Shirley Abeles and other COA members concerning flash flooding in their portion of the neighborhood. Weber advised that the grates on the drains on both sides of Village Green Rd. be kept clear of debris. There is nothing proven that the HOA can do within the current pond system to alleviate flash flooding. Abeles and Weber agreed the COA and the HOA need to coordinate efforts to address storm water management.
- ✓ Ten triploid grass carp (each 10 inches-12inches) at \$16 each have been ordered from The Lake Doctors. Delivery was projected to be in September, but with the rising water levels of ponds 2 and 3, the delivery may be delayed.
- ✓ Before the rains, the ponds were overcome with floating vegetation. Weber sent photos to The Lake Doctors. A new bio-technician has been assigned to Brandywine and he will service the ponds twice a month until the ponds meet the company's standards.
- ✓ Weber contacted Mike Graves about weeding and trimming bushes in the Freemans Farm island and about some common area mowing. Mike responded in a timely manner and the areas were serviced by the crew on the next regularly scheduled day.
- ✓ Members need to remember that the Clean Cuts crew mows and trims the entrances and other large common areas on a rotating basis. In the fast growing season when there is a lot of rain, each entrance is serviced on alternating weeks.
- ✓ The HOA needs to continue to work with Mike to monitor the health and shaping of the existing plants in the common areas.

Storage Lot: Jerry Hill's report indicated that there are 16 units in the storage area at this time, one new and one removed. All have up-to-date tags and the lot was recently mowed.

Rules Enforcement: Hill reported that no non-compliance letters were sent out this month. Several yards were of concern, but have since been mowed.

Planning Committee: Weber reported the following:

- ✓ Weber attended the August 19, 2015 Volusia County Code Enforcement Board meeting. On the advice of staff and counsel, the CE Board unanimously voted to reduce the \$596,000 code enforcement lien on the property to a zero balance since this was a provision of the mediation agreement between Mr. Moyer and the County of Volusia. Assistant Volusia County attorney Mary Jolley stated how long and hard the staff had worked on this case and that the Brandywine owners were pleased the land was returned to a "grassy knoll". After the vote, Weber addressed the Board reiterating that the Brandywine HOA was pleased that the unsightly and unsafe structure was gone. However, since the original owner has retained possession of this property, Weber stated the HOA would like to be assured that if code violations occur on this property in the future all communications and requests would receive full attention by the Code Enforcement Board.
- ✓ Weber contacted Ryan Bauman regarding the newly purchased lot next to the Brandywine Tennis Club which needed mowing and trimming. Ryan replied that they were interviewing lawn maintenance companies to service the property on a regular basis. The property was mowed within a couple weeks.

Welcoming Committee: Weber reported that no new members were welcomed this month.

Communications: Myers reported the following:

- ✓ Monthly updates were made to the website. No leads or lost items have been reported in the storage lot burglary of June 19th. On August 20th a burglary was interrupted on Kings Mountain Road early in the morning. The Sheriff's office responded but was unable to find the suspect.
- ✓ The August mailing with the newsletter, payment coupon cards, etc., went out on August 21st.
- ✓ The items for the October Annual Meeting Notice mailing were discussed.

Entrance Signs: Marshall reported that on August 25th Freedom Electric installed the lighting for our new signs at both the Hwy 17 and Hwy 15-A entrances. The job was completed in a timely and professional manner and Freedom Electric was paid in full the sum of \$1581.00. One morning last week Marshall noticed that one light was out at the Hwy17 entrance and they came out immediately and found that due to the heavy rains a groundfault was tripped. Jeff said if it happens again he will remove the groundfault.

The Board recommends that the two poles located at the front entrance (HWY 17) be leveled once the old, **center island, Brandywine** sign is taken down.

It was agreed the irrigation system needs to be extended to reach future plantings around the Brandywine sign at the 15A entrance. Once this project is completed, the plantings can be purchased and set in place.

UNFINISHED BUSINESS:

- ✓ **Annual Member Meeting** – Preparations continue. Director Robertson was appointed chair and will continue to work with Myers to ensure all necessary arrangements are made.
- ✓ **Liability Issues:**
 - In light of the recent review of our insurance coverage, it was brought to the Board’s attention that currently no coverage exists for volunteers. While this has not been a problem in the past, it was recommended that it would be wise to obtain coverage in the event of injury while volunteering for HOA-related projects. The Board will continue to research this.
 - It was brought up that the wooden bridge is slippery and needs to be pressure-washed. Houck also recommended that signs (2) be placed on each side of the bridge, indicating “slippery when wet.” Houck will research this.
 - **The need for warning signs at pond 1 was revisited but it was decided these were not necessary.**
 - The Board will look into an inquiry from a member concerning private property damage.”
- ✓ **Legal Representation** – The Board is currently researching the feasibility of acquiring additional counsel, specifically one that specializes in HOA-related matters.
- ✓ **Nominating Committee** – Dee Robertson, Tisa Houck, George Marshall, Eddie Cress, and Diane Hill have agreed to serve on the nominating committee. Hill will be the committee chair.
- ✓ **Lighting on Brandywine Rd. from the US17 Entrance** – Weber is pursuing this.

NEW BUSINESS:

- ✓ **Ponds, Storm Water System** – Weber stated our systems works well until there is a lot of rain. Flooding from the Mallards and Brandywine Plaza was allegedly fixed, but there still seem to be issues. The Board will look into this.

Adjournment: Moved by Benucci seconded by Marshall to adjourn at 8:29pm. Carried. The next Board meeting will be held on October 13, 2015 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary