

## Brandywine Estates Homeowners' Association

September 10<sup>th</sup>, 2024, Minutes

**Call to Order: 7:01** Justin called meeting to order

### **Current Board Members:**

Justin Roney - President

Angela Taylor - Treasurer

Jodie Hicks - Vice President

Jennifer Mecchella - Secretary

### **Directors:**

Gloria Pazel, Ron Reeves, Joe Marsala

**Immediate Past President:** Buz Underhill

The following homeowners were also in attendance:

Mike Williams, Keith and Toni Ball, Mark & Lynn Kootz / Zoom: Brandi Schultz, Darryl DeFiore

### **Review of Minutes:**

- The May minutes were reviewed. Angela made a motion to approve with noted adjustments, and Gloria seconded. The minutes were approved.

### **Treasurer's Report:**

- Angela reported a review of past dues and stated that we are running at a surplus this year due to keeping expenses low.

### **Committee Reports:**

#### **Recreation:**

- Will be discussed at the end of the meeting to review tennis court proposals.

#### **Landscaping:**

- Three oak trees have died due to a fungus, and their roots curled because they are close to the road. A multi-treatment plan for the remaining trees is recommended at a cost of \$1,400.
- Buz made a motion to approve the tree treatment, and Jodie seconded.
- \$3,850.00 to remove the dead oak trees. Ron made a motion, and Joe seconded. The motion was approved.

#### **Architectural:**

- No issues to report.

#### **Equity Preservation Committee:**

- The committee drove around the neighborhood and noted:

- Political signs.
- Fences need to be pressure washed.
- Kayak storage in driveways. If it's long-term storage, they should move them to a storage area.
- Jodie created an Excel sheet based on Article 5 and made a checklist.
- Justin will email the attorney regarding fine assessment options and how new state laws impact those options.
- Jennifer will send a letter to a neighbor about a yard complaint.
- The checklist will be finalized and distributed.

#### Safety:

- New statute signs are up.

#### Old Business:

#### Spectrum Contract:

- The Spectrum contract went into effect late. Spectrum is reviewing all accounts for overpayments and will adjust. Angela will work with individuals to credit their HOA accounts as needed.
- Everyone received the letter from Spectrum outlining what is included in the updated contract.

#### Asset Replacement Plan:

- Angela circulated the asset replacement plan to begin planning for future expenses. Discussion was held to adjust totals for items like roads and signs, and dates were updated.
- Estimated replacement costs are based on current market value with adjustments for future cost increases
- **Tennis courts** wind screens: Replace 2030, \$10,000 for windscreen replacement
- **Tennis courts and fence:** Replace 2050, \$112,500
- **Lighting:** Maintenance and repairs.
- **Racquetball court:** Replace/repurpose 2029, \$15,000.
- **Wash rack:** Replace/repurpose 2029, \$10,000.
- **Small storage shed:** To be included with wash rack
- **Neighborhood sign:** Replace 2039, \$15,000
- **Laptop and printer:** Operating budget .
- **Stable road scraping:** Repair 2030, \$15,000 11-years
- **Gazebo:** Existing since 1986; lattice needs updating.
- **New projects:** Bocce ball court recommended by Mitch MacDonald: long wood frame, clay surface, easy to add, under \$3,000.
- Angela will finalize this list for the budget.
- Joe is working on getting holes patched at the neighborhood entrance.

#### New Business:

- **Facebook Page:** Concerns were raised that the page is not run by the HOA. Jennifer will add a note to the description.
- **Management Services to Enforce Covenants and Violations:** \$500/month. The board will keep this as a board obligation for now and may review next year. The committee is developing a process for the HOA to enforce through the Equity Preservation Committee.
- **Camera Installation:** To be added to the next survey.
- **HOA Member Education Course:** Timeline discussion. Justin will email Jim to confirm who needs to complete it and by when.
- **Dickenson Letter:** Discussed the location of files and noted that keeping files for more than seven years is not required. Response to be sent to Mrs. Dickinson.
- **Survey for 2025:** Requests for questions to be sent to neighbors. The goal is to limit the number of questions.
- **Events:** Christmas decorating contest—gift card prizes: \$100 for first place, \$50 for second, etc. Jennifer will make a list and share it at the next meeting.

### Tennis Courts:

- Syed summarized multiple quotes. The board raised questions about the base, foundation, cost, and timelines. Syed will gather answers, and the board will review and finalize recommendations at the October meeting to present at the Annual meeting. The board believes the best option is to update the courts and replace 1 tennis court with 2 pickleball courts at a cost of \$89,400 as quoted by Cross Court.

### Next Meeting:

- The next meeting will be held at Jennifer's home on October 15th at 4820 Durango Pl. at 7:00 PM.