



Brennan Estates Maintenance Corporation Board Meeting
January 12, 2004 – Olive B. Loss Elementary School

Roll Call:

- Glenn Matthew
- Jerry Thomas
- Parnella Baul
- Charles Baul
- Jeffrey S. Witters
- Dan McVey
- Mike Hurd
- Jim Hansen
- Toni Wilheight

The meeting was called to order @ 7:12 by Glenn

Old Business:

Last Meeting Minutes

The minutes were approved with no corrections

Dan McVey motioned

Jerry Thomas seconded

The motion was unanimously carried

Replacement of representatives from Meadows:

- Glenn stated board can appoint new members from now until next election
- Phil Davis is interested in the position. He owns his own financial services business in Elkton, just got married in Sept and moved to Brennan Estates in November
- Jerry will speak to George to discuss his interest in the second open position

Dan McVey motioned to have Phil on board for the Meadows

Parnella Baul seconded

Motion carried

Update on Sheds

- Letter will go out to all homeowners from the lawyer to vote on the sheds. Dan suggested that the letter state: If we do not receive your vote, your vote will be counted as a “No Sheds”.

Snow Removal Contract

- Contract has not been signed because it still states that they are not responsible for personal property. The contract needs to be spelled out that they are responsible for damage to personal property.
- He did provide copy of his insurance
- Snow removal has already taken place even without signed contract

Records from previous board members

- Letter from lawyer to go to PNC and Commerce Bank that states the old board members are no longer in charge. We will have to pay for PNC records.
- These records are needed to file 2002 and 2003 taxes
- A letter was sent from lawyer to all previous board members requesting all records/documents be turned over. Lawrence is the only one we have currently received records from

Roof Problems

- A resident asked if the board’s lawyer is retained to help homeowners with this issue. Answer is no.
- The board tried to explain their position on supporting the community with this issue; however, their responsibility is to maintain the open space – not private property.

New Business

Treasury/Finance Committee Report – Jerry

As of 12/31/03:

Money Market account:	\$111,008.40
Checking Account:	\$2,306.95

Budget for 2004

- There are no adequate reserves in place. We have expensive equipment that could be very expensive if needs to be replaced.
- Legal fees need to be budgeted higher. We could have potential future issues
- Have not paid any legal fees in the past to know what to compare with.

Parnella motioned to table this issue until she, Michael and Jerry have a chance to get together and sort the budget out.

Dan seconded

Motion carried

Bylaw Changes – I did not receive a copy of the bi-law changes from Dan so have listed them by number below and will add or change to include them once I receive from Dan

1. Annual meeting 2nd Monday of each month. Dan motioned, Parnella seconded, motion carried
2. Dan motioned, Parnella seconded, motion carried
3. board member attendance - Dan motioned, Parnella seconded, motion carried
4. Remove officers - Dan motioned, Parnella seconded, motion carried
5. 2003 – 06 - Dan motioned, Toni seconded, motion carried
6. 2003-03 – Parnella suggests that table this issue until we talk to Eva to determine which document is the proper bi-laws and have a better basis to make a decision. New Castle County has precedence. In October, NCC stated that the bi-laws that Dan has been working with the make the changes were the correct bi-laws. However, Bleinheim has sent another copy of the bi-laws to NCC and stated that they filed them with the county years ago and the county made a mistake.

Dan motioned to table this issue until it is determined which bi-laws are correct
Parnella seconded
Motion carried

A representative for the county states that Eva informed him that the copy Bleinheim sent to the county and the copy that Parnella has is the current/correct copy of the bi-laws.

Parnella will make sure that everyone receives a copy of these bi-laws.

Dan motioned to repeal all bi-law changes from tonight
Parnella seconded
Motion carried

Voicemail

Jeff stated that the voicemail box is so full that it cannot even be accessed at this time. Kristy Anthony will call the representative from Kelly services to get a quote for checking voicemail and sending an email to all board members. The Kelly representative will contact Jeff.

Business Cards

Jerry made motion to get all board members business cards
Parnella seconded
Motion carried

Post rail fences

Two homes on Brittany Lane have post rail fencing. Glenn will talk to the attorney and ask him to send out a letter to have fences removed.

The meeting was adjourned at 8:45 pm

Parnella motioned to reopen meeting at 8:55

Jeff seconded

Motion carried

Toni made motion to have benches replaced in Meadows

Dan seconded

Motion carried

Meeting adjourned at 8:56



Brennan Estates Maintenance Corporation Board Meeting
February 9, 2004 – Olive B. Loss Elementary School

Roll Call:

- Parnella Baul
- Glenn Matthew
- Jerry Thomas
- Scott Reiter
- Jeffrey S. Witters
- Dan McVey
- Mike Hurd
- Toni Wilheight
- Phil Davis
- Eva Grier
- Patty Powell

Homeowner has an issue regarding parking on the street. It will be addressed in the March newsletter.

Patty Powell – Councilwoman for sixth district

- Redistricting was mandated by state legislature
- Handed out brochure about land use and discussed main points in brochure
- Council has authority to deny or approve zoning – make your voice heard
- Local fire station? She will look into and get back to board

The meeting was called to order @ 7:35 by Parnella

Old Business:

Bylaw Amendments – Dan will have info at next meeting

Telephone Monitoring – Kelly Services – The service fee from Kelly Services to have someone manage our voicemail is \$19.97 / hour. Kristy Anthony will check vm MWF and email the appropriate representative.

Dan motions to have Kelly Services manage vm

Jerry seconds

Motion carries

Bank Documents from PNC – Finance chair is trying to recreate past finances. PNC will not turn over documents. Jerry has contacted Mr. Shoeler who was supposed to go to bank with her to retrieve documents; however, he did not show up. PNC bank stated that they needed the election minute notes to release documents to new board members. Jerry contacted person who was doing the minutes but he has not faxed them yet.

McBride & Shoppa Report/return of records – Parnella suggested hiring company to help with the finances. Mike stated that at this time, if we get old records this wouldn't be necessary.

New Business:

Written Policies and Procedures – We need to be more consistent with our policies and procedures and have things more centralized.

Each chair should make notes regarding what is going on and give copies to Parnella, chairperson, and one for storage. Send email to all board members when something is being approved so all board members will know what is going on.

Toni will write policy and procedure on what she is doing.

Mike and Jerry will work together to write policy and procedure.

Monthly Reporting by Committees – Send email to everyone before meeting so we are all in the loop.

Board Meeting Minutes on the web – Do not post on website any longer.

Parnella proposed that homeowners could request minutes from the county. Mike proposed that a summary of meeting minutes be included in the quarterly newsletter.

Glenn asked if we could get restrictions on the website so only residents can review minutes. At this time, it is a cost and maintenance issue and not feasible to have a secure area on website.

Dan motions to have meeting minutes highlighted in quarterly newsletter

Jerry seconds motion

Motion carries

Newsletter – Parnella is drafting and will forward all information to the communications chair.

Parnella adjourned meeting at 8:05 to move on to Executive Session

Reopen in Executive Session

Old Business

Annual Budget – Budget needs to be realistic. Need to start putting money away and cutting back expenses. Use surplus now and possibly raise fees next year.

Need to budget for the maintenance of the ponds. A lot of complaints about ponds and mosquitoes from homeowners. Need more time to research how much it will cost to maintain. A permanent solution is pumps. Need to look into other alternatives and pricing. Parnella will have pricing for this by next meeting.

Deed Restriction Violations – fencing in the Terraces – The lawyer sent a letter to residents with fence violation. We need to consistently apply and enforce deed restrictions or we could run into legal problems. Need a policy and procedure in place to document deed restriction violations. Lawyer suggested that violations are prioritized from big to small issues. Parnella will check with management companies for pricing to manage deed restriction violations.

Sheds – voting – The voting for or against sheds cannot happen right now. We have not enforced the deed restrictions that we already have. Legally we cannot make a non-vote a no-vote.

Prior board approved all standing sheds. This was an error. We need to be careful about setting a precedence regarding taking a vote. If you let homeowners vote on sheds, you will have to take other issues to vote.

For now, get a handle on current deed restriction violations and put our foot down.

Jeff motions to overturn the prior motion to vote on sheds

Dan seconds the motion

Motion carries

New Business

Scheduled Meetings – Back in September we voted to not meet in Dec, Jan, June and Aug; however, we met in Dec and Jan. Has something changed? The reason we had meetings was b/c they were needed. According to the bi-laws, we can call a meeting at any time.

Assessments will go out in May this year. Current assessment fees are \$164 with an additional \$20 snow assessment. Approx. 20 homeowners are delinquent in the annual assessment and approx. 180 residents are delinquent in the snow assessment. Suggested that the two assessments be combined for a total of \$184 annual assessment.

Eva reminds board to file:

- Franchise taxes
- 112H form

Property Management Company (expertise) – Need someone to drive around the neighborhood once or twice per month to monitor deed violations. They then need to prompt the lawyer to send a letter regarding the violation. After 30 days, they need to prompt the lawyer to send follow up letter. We do not want the lawyer making decisions for us. If he sends the second letter after 30 days to one resident and not another, there could be legal and discrimination issues. Parnella will get pricing for a management company to oversee deed restriction violations by the next meeting.

Snow Removal – Paid approx \$3,000 so far this year. Some streets were still very icy; however, salting the entire community would be very expensive. We have an obligation to remove snow/ice ASAP; however, we are not liable.

Snow removal contract currently reads “sidewalk b/t 896 and Denny Rd for 4 inches should be plowed”. Possibly amends contract to read 4 inches cumulative. Charles will ask how much it costs to add all common sidewalks. Parnella will send pricing out in email and a vote can take place over email.

Delinquent fees – Eva is giving the board a copy of the delinquent list, certified letter and invoice that went to each delinquent resident and a copy of the return receipt. She suggested turning this information over to the attorney. The idea of putting a lien on the delinquent’s home was suggested. Eva replied that putting a lien takes time b/c someone on the board has to do this. Jerry stated that the lawyer should send final letter to all delinquent residents.

Meeting adjourned at 9:10

Roll Call:

-Glenn Matthew
-Jeffrey S. Witters
-Phil Davis
-Dan McVey
-Gerry Thomas
-Scott Reiter

Glenn called the meeting to order @ 7:10

Old Business:

Last Meeting Minutes

January minutes approved with no corrections

Phil Davis motioned.
Scott Reiter seconded.
Motion carried.

February minutes approved with no corrections

Jeffrey Witters motioned.
Phil Davis seconded.
Motion carried.

*Glenn asked Norman Spector-County Assistant Land Use Administrator-if putting board meeting minutes on a website for homeowner access would cause any legal problems. Norman replied "there would not be any". Glenn also asked about restricting viewing to homeowners only. Norman replied "this would be very costly, since each homeowner would need to be given a password".

*Gerry contacted Barry Snyder in reference to legal grounds for putting minutes on a website. Barry told her that any legal action that may be taken would be far reaching.

Fencing

*Barry Snyder-Brennan Estates Attorney-discussed deed restrictions to clarify to homeowners with concerns.

*Chris Craig -10 Brittney Lane & Steve Penozza-32 Brittney Lane wanted clarification as to why they received notice that the fencing on their properties was in violation of deed restrictions.

*Several board members & Barry Snyder stated that attached homes could only have Shadow Box Fencing and that the two homeowners had Posted Rail Fencing. This is reason why the homeowners were in violation.

*Mr. Grey & Mr. Penozza, still felt more clarification was needed and that neither homeowner would discuss any further details without legal representation.

*Glenn stated that section 1.06 in by laws explains exactly what type of fencing is allowed for all homes in question.

*Glenn stated that board is within their legal limits to have Mr. Snyder send any homeowner notice of violations which states that legal action will be taken if problem is not corrected within 30 days. Also, those homeowners need to understand that the board is only trying to do their job. If they do not, they are not getting the job done.

*Clarissa Fuller-51 Forsythia Lane wanted board to allow her to extend fencing on her property approximately six feet to keep persons on bike path and off her property. Ms. Fuller has experienced excessive trash on her property and broken windows twice.

*Several board members discussed the possibility of the County or Blenheim Homes putting up additional fencing or shrubs to help alleviate Ms. Fullers problem, since the property in question is common area. Also, discussed the possibility of cost sharing with Ms. Fuller.

*Ms. Fullers Email address is Kiss343Cs.com.

Position

*Has position been filled.

Bank Records

*Gerry reports that bank records can not be released until minutes of meeting with previous board members are given to bank.

Ponds

*Ponds issue on hold.

Newsletter

*Emma Stanton reports that newsletter release dependent on receipt of information to be in newsletter by 3/12/04. Information such as, spring reminders and financial records will be in newsletter. Ms. Stanton's Email address is Emlestan@AOL or 302-467-4600 ext. 29172.

Sheds

*Glenn stated that shed violations need to be resolved.

*Several board members discussed that the eight existing sheds in question may have been constructed due to homeowners being misled by previous board. The homeowners were not told that the sheds were to be attached. Several members discussed the possibility of assisting homeowners financially to have sheds taken down. This may be a solution to quick removal of the sheds.

*Another solution discussed was, using depreciation of shed over life of shed.

*Another solution discussed was, using assessments to assist homeowners come in compliance.

*Homeowners need to remove immediately in order to come into compliance with deed restrictions.

*Homeowners must be made aware that deed restrictions are being violated if prior approval is not obtained before constructing a shed.

Dan motioned to have a letter sent to all homeowners about not being able to sell property if sheds are not removed.

Scott seconded.

Motion carried.

Trash Cans

*Trashcans are needed for Basketball Court and Tennis Court.

*Six gallon wire baskets can be obtained at a price of approximately \$350.00 and IDS has agreed to remove trash at no cost to Brennan Estates.

*The cans will contain plastic sleeves to make trash removal easier and alleviate the problem of some one having to take the responsibility of changing plastic bags each time the bags become full or after EDS removes trash.

*Five cans needed. One at Basketball Court, One at Tennis Court and One for each Playground

Motion by Gerry to allow Dan to purchase five trashcans with a price cap of \$400.00 dollars.

Seconded by Scott.

Motion carried.

Snow Removal

Motion by Gerry to have Post Net send a stronger letter to 188 delinquent homeowners in reference to assessments for snow removal.

New Business

Treasurer/Finance Committee Report.

*Gerry clarified any financial questions on the report submitted by financial committee.

*Emma stated she would only put balances of accounts in the newsletter.

*Purchase price of assets.

Motion by Dan to have a letter sent to homeowners with delinquent assessments.

Seconded by Phil.

Motion carried.

*Gerry reports that a separate account should be started for replacement of assets immediately. If not money already in place for other expenditures will need to be used to support these costs.

Motion by Dan that \$5000.00 be used to establish an account for replacement of assets from current Money Market Account fund.

Seconded by Scott.

Motion carried.

Meeting Date

*Meeting date needs to be changed to accommodate all board members and allow more homeowners to attend meetings.

Motion by Scott to change meeting date from second Monday to second Tuesday.

Seconded by Gerry.

Motion carried.

Southwoods

*Mulch in playground area needs to be replaced immediately.

Motion by Dan to give authorization to replace mulch immediately.

Seconded by Jeff.

Motion carried

*Deldot needs to be contacted to have the Children at Play and the No Parking sign replaced at playground.

*An additional representative from Southwoods is needed. The person will be appointed to position until upcoming elections in July.

*Emma will place notice in the newsletter.

Meadows

*An additional representative from the Meadows is needed. The person will be appointed to position until upcoming elections July.

Resignation

*Parnella Baul resigned from board as of 3/8/04.

*Parnella gave thanks to the committee for their support of her while she was on the board.

Replacing of Board President

Motion by Dan to appoint Glenn Board President.

Seconded by Phil.

Motion carried.

Board Members Responsibilities

*Board member responsibilities are in the by laws.

Signature Cards

*Gerry will bring signature cards from bank for existing board members to sign.

Vandalism

*Increased vandalism was brought to the attention of Board Members and Homeowners present.

*The Civic Association should be contacted to help establish crime watch.

*Emma will put notice of increased vandalism in the newsletter.

Lights

Motion by Jeff for a \$3000.00 cap for replacing lights at front entrance to Brennan Estates.

Seconded by Dan.

Motion carried.

Irrigation System

*The Irrigation system needs to be replaced.

*Charles Baul will obtain an estimate of cost to replace the system and return same info to board for approval as soon as possible.

Architectural View Committee

Motion by Dan to form an Architectural View Committee.

Seconded by Jeff.

Motion carried.

Committees

*There is a need for members for the Architectural View, Deed Restriction, Finance, and By Laws committees.

*Glenn stated that if representatives from Brennan Estates did not volunteer to participate on these committees, a Management Company would have to be obtained to do the job.

*Emma will put notification of members needed on these committees in the newsletter.

New Castle County Updates

*Eva Grier-NCC personnel- reports that NCC will have a Maintenance Management Seminar on May 1, 2004.

*Charles Baul given a list of Forrestry Services available to Delaware resident by Eva Grier.

A motion made by Jeff to adjourn the meeting at 9:15,

Seconded by Phil.

Motion carried.

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Brennan Estates Maintenance Corporation Board Meeting
April 20, 2004 - Olive B. Loss Elementary School

RollCall:

- Glenn Matthew
- Jeffrey S. Witters
- Phil Davis
- Dan McVey
- Gerry Thomas
- Scott Reiter
- Mike Hurd
- Toni
- Eva Grier
- Pat Barber

Glenn called the meeting to order @ 7:12 pm

Last Meeting Minutes

Phil motions to approve March meeting minutes with 3 corrections to be made

Dan seconds motion

Motion carried

Homeowner issues:

- Signs posted in playground for residents only - non residents are ignoring. How do we enforce? Possible solutions discussed: 1. fence in parks and give each resident a key or a code; however, this would be very expensive and high maintenance. 2. Write a letter to the Maintenance Corp boards at Clear Creek, Amberwood and Claireborne informing them of the issue and asking them to address with their residents.
- What is the status of the shed issue? The shed issue is tabled because the old deed restrictions state sheds need to be attached to the house. The lawyer has composed a letter to the residents that do not have the sheds attached (approx 8 residents).
- Angelo Vemacchio - 7 Lotus Circle South - There is no way to attach a shed at the back of his home. How does the board suggest he add a shed when he has a deck and sunroom? Toni suggested that he submit his plan to the board. Mr. Vemacchio invited all board members to come look at his property.

- In order to change deed restrictions, you must have majority of homeowner's signature. The cheapest way to accomplish this is petition form with homeowner's signatures. Dan suggested that we do not have to change deed restrictions for this issue - we can just make it an architectural review committee issue.

Old Business:

Update on Replacement of representatives (Meadows) - no replacements

Records from previous bank - the bank's legal department approved the old meeting minutes with approval to release records from PNC. Jerri will follow up with the bank to get the records. The statements were still going to the ex-president.

Ponds (Storm water management) - tabled for new business

Trashcans for playgrounds, basketball court and tennis courts - Terraces and Woodlands and basketball courts currently have the trashcans. We are waiting for IDS for trashcans at the tennis courts.

Bylaw Changes - Dan McVey - Nothing to report

Replacement for Parnella Baul - Jim Hensen or Emma Stanton will be taking the position.

Replacement of lights at entrance - Grounds person not present at meeting. Approval has been given to replace broken lights with less breakable models.

Replacement of benches in Meadows - Charles Baul not present. No report on status of benches.

New Business:

Treasury/Finance Committee Report - Jerri will email information out to the board members

Snow removal reimbursement for 2003/2004 deadline (June 1, 2004) - Deadline is June 1, 2004. We need to submit for two days: one in December and one in January.

Color code for residents who want to repaint - Toni will call Bleinheim for the paint colors that Bleinheim used. Sherman Williams on Route 4 also has Brennan Estate information on file.,

Meeting with the lawyer - Jerri and Glenn met with Barry Snyder, the lawyer, in reference to the shed issue and basketball court. A letter was to be composed by the lawyer to be sent out to all homes with sheds in violation of the deed restrictions. The letter is requesting all documentation of approval from the previous board. The basketball courts must be taken back to the top of the driveway when not being played with. Homeowners will receive a letter from the lawyer. Late snow removal letters are going out to all delinquent homeowners with an 18% interest added to the fee. Next step will be sending delinquent homeowners to a collection agency and then putting a lien on their homes. 95% of homeowners paid assessment fees and 80% have paid the snow removal fee.

Budget for 2004 - Michael Hurd - tabled until executive session

Mulch for Playground in Southwood/Terraces - Mulch done in Southwood and Terraces playground.

Trees falling in the Woodlands - Trees from the wetlands have fallen into resident's yards in the Arbors. Pete from Bleinheim stated that if the tree falls into resident's space, it is the board's responsibility to take care of. Can we just take a chain saw and cut up the tree

and put back into the wetlands as long as we do not disturb the wetlands? Eva stated that is correct as long as the wetlands are not disturbed. Glenn will contact Altra to do this work.

Graffiti near basketball court - At the corner of Clear Creek and Brennan Blvd. there is graffiti that needs to be pressure washed. Pat will work with Dan to have someone clean this up. Also entrance into parking area at basketball courts.

Storm water management - Residents complaining about the ponds at Primrose. Eva stated that there are certain things that need to be done throughout the year for routine maintenance. According to the county engineer that came out to look at pond, it is functioning properly. Everything looks okay except the water level is low due to a sandy bottom. The red coloring indicates algae. Lawn fertilization can add to the algae problem. There was a message on voicemail on April 20, 2004 from Frank Piori regarding a grant for \$2,000 for Pond 2. Glenn will contact Frank and keep Eva informed.

Solicitation - Not much we can do about solicitation in the community.

Sidewalk near Wisteria Lane needs repairing - The sidewalk at 1 Wisteria needs repair. Is the resident responsible for his or her own sidewalks? The maintenance corporation is not responsible. Contact State Representative thru the Urban Fund is the whole neighborhood is in bad shape. Reminder to put in newsletter asking residents not to salt sidewalks.

Curbing Dogs – Since we have a number of inconsiderate neighbors that do not pick up after their dogs, we need to address this issue as a community. Possible solution is a product called Dog and Cat repellent. What is the expense? Can we use repellent for playgrounds only? Question was posed about calling the county if you see someone in violation. The problem with this is that when the county comes out, they have to cite where the violation occurs and this is sometimes in someone's yard that is the non-offender. You need to prove to the county whose dog it is and this is very difficult to prove sometimes. Pat will write a letter regarding the deed restrictions to pick up after your pet. Toni will go look at the playgrounds to determine if the pet repellent needs to be applied there.

Forsythia Drive – Residents are cutting thru a private property vs. using the open walk space intended for the community. Eva suggested that a few members of the board go to look at the area in question and bring back their recommendations to the board. Also suggested to contact Alta for ideas since it is very important that all residents can use the open space; however, it is not the homeowner's responsibility to maintain area.

Urban Forestry information was presented to Mr. Baul. Application deadline is coming up soon to receive the grant money. Find a time that the majority of the board can meet a Forsythia and vote can be made before the next meeting.

Pat motion to adjourn meeting

Phil seconds motion

Motion carried

Executive session called to order at 9:00 pm

Budget

- Estimated some numbers because we do not have actual numbers for a lot of the things from last year

- Legal issues- deed restrictions state that if assessments are not paid, the homeowner is responsible for all legal fees.
- General administrative – purchased copy machine, paper, etc.
- Trees on the main street are dying. Benefits of Urban Tree Program thru the state will save money. It is a matching program. For example, if the grant gives the board \$2,000, the board puts in \$2,000.
- Playground mulching needs to be consistent across the community.
- Should the board approve the budget or should the homeowners? Eva suggested that if the board approves the budget, then do a mailing with a signature approval.

Pat motion to approve this budget and do a mailing thru the county to homeowners for approval or disapproval

Scott seconds motion

Motion carried

Dan makes motion to include 2003's budget in the mailing to homeowners.

Scott seconds motion

Motion carried

Dan motions to call Bleinheim to have pool sign at front of neighborhood along Route 896 removed

Scott seconds motion

Motion carried

Deed violation – 17 Domain – There are renters living at this location and they have 5-6 cars for 2-3 people living here. Deed restrictions state that all homeowners must give the board a copy of rental lease.

Jerri needs a copy of picture identification for anyone who signed bankcard.

Pat motion that board sends letters to every homeowner regarding sheds to get approval or disapproval of detached sheds. Once vote comes back as a yes, set up a committee to approve structure of detached sheds. Letters need to be sent back to board by May 31, 2004.

Jerry seconds motion

Motion failed.

Dan motions to form Architectural Review Committee to construct guidelines for detached sheds. Once guidelines are in place, send a letter to every homeowner with the guidelines and ballot to approve or disapprove detached sheds.

Toni seconds motion

Motion carried

Jerri makes motion to have county send out flyer for volunteers for the Architectural Review Committee requesting two reps from each village to make up the A.R. Committee.

Pat seconds motion

Motion carried

Glenn announced and invitation to attend a seminar given by the county: Strengthen your Maintenance Organization on Thursday May 6th. Glenn and Dan will attend. Eva will let Glenn know if more seats are available.

Next meeting is set for the second Tuesday of May (May 11, 2004).

Pat motions to adjourn meeting at 9:50

Dan seconds motion

Motion carried



Brennan Estates Maintenance Corporation Board Meeting
May 11, 2004 – Olive B. Loss Elementary School

Roll Call:

- Glenn Matthew
- Gerri Thomas
- Scott Reiter
- Jeffrey S. Witters
- Dan McVey
- Mike Hurd
- Toni Wilheight
- Phil Davis
- Eva Grier
- Charles Baul

Glenn called the meeting to order at 7:10 pm

First 15 minutes open to residents for questions and concerns.

- Board members introduced themselves
- Woodlands have a rash of decks being built and they do not seem to be getting permits from the county. Four decks have gone up in the last two weeks and they are enormous.
- Deck plans must be presented to board for approval on deed restrictions
- County code states that resident must have permit. Deck needs to be within certain guidelines from the property line (both the back and side property line).
- Eva – a resident can violate the deed restrictions but may not be in violation of county code.
- Toni will check to see if these 4 properties are in violation of deck deed restrictions.
- Woodlands – someone has a black front door, which looks okay, but what is going to stop the next person from a purple door? How can we ensure that people are calling the board to get approval before they add fences, sheds or paint? It is the homeowner's responsibility to read and follow all deed restrictions. It is not the responsibility of the board members.

- Board must have addresses for deed restriction violations before they can act on them.
- Could a short letter go out to homeowners asking that they please remember before they do anything to get approval from the board?
- Shannon from the Arbors inquired about what she needs to do to request approval to put up a fence. A form is on the web site. Complete the form and submit plan to the board. Submit to board so that you have something in writing that states you have approval before you do the work.

Last meeting minutes

Phil motions to approve April meeting minutes with 2 corrections

Scott seconds motion

Motion carried

Altra Proposal:

- Jeff Reiter from Altra, Inc. was present to discuss a proposal for his company to help clean up the ponds.
- Every 4 weeks, they will come out and treat the ponds and use Algaecide every 3 weeks. They will rotate ponds. For example, the first three week they will treat ½ of the ponds and the second 3 weeks, they will treat the other ½ .
- Approximately \$3,000 every 3 weeks until approximately Sept/Oct depending on weather.
- We have not done anything with ponds since last year. Last year we had a lot of rain so not much was needed to maintain ponds.
- Altra is licensed to maintain the ponds with chemicals.
- Altra has been given authority to clean out ponds. Board must vote on proposal for maintenance.
- New Castle County put on a meeting last Thursday. Our ponds are storm water management ponds. It was learned at the meeting that they are there for storm water run off. If you see trash, dog poop, etc. it will end up in the ponds.
- A resident asked if we could aerate the ponds. This is very expensive. I would run approximately \$50,000 to install 2 fountains in one pond. This is an expensive option because you need electricity which we do not have running to the ponds.
- Glenn met with DENREC on Friday. They are going to give a proposal also.
- Discussion on whether the pond on school property is the responsibility of Brennan Estates. Eva stated that the school does not own any storm water management ponds. According to Brennan Estates record plan filed with the county, there are 7 storm water management ponds.
- Bleinheim is still using storm water management pond #6 (culd-a-sac of Jasmine) for sediment trap. Bleinheim is still maintaining this pond.
- This process would need to be done every April – October timeframe depending on weather.
- Table this issue to discuss as a board

Old Business:

- **Update on Replacement of representatives (Meadows) and (Southwoods):**
Linda Fuller is interested in the open Meadows position.

Gerri makes a motion to have Emma Stanton come on the board for Southwoods

Phil seconds motion

Motion carried

- **Replacement of lights at entrance** (Charles Baul) – this will be done this month. We are completely changing the model of the lights so that they will be less breakable.
- **Replacement of benches in Meadows** (Charles Baul) – Charles needs a check for \$4,000 for 4 benches in the Meadows playground. They will be metal benches instead of wood. Homeowner questioned the price of benches. Cost analysis to replace playground is approximately \$40,000 each. Bleinheim paid approximately \$800 for the wood ones that need replacement after 2 years.
- **Cancel additional trashcans** – because Dan picked up the trashcans and IDS is emptying them free of charge once a week, Charles needs to cancel order for additional trash cans.
- **Snow removal reimbursement 2003/2004** (Gerri Thomas) – Gerri sent paperwork to state for reimbursement for snow removal; however, we will not be reimbursed for Brennan Blvd b/c it has not been dedicated to the state yet. We should get this reimbursement check within the next six weeks.
- **Budget for 2004 approved by board** – Approved budget will go out to all residents for approval.
- **Trees falling in woodlands** – Jeff asked Alta representative to meet to discuss the fallen trees. Eva will give Glenn the contact name for DENREC to see if they are responsible for the fallen trees.
- **Graffiti near basketball courts** (sign and sidewalk) – The sign was taken care of with Easy Off Oven cleaner. Someone is coming out on May 12, 2004 to clean the sidewalk.
- **Decorative masonry in front yards** (Woodlands) – Suggested that the secretary send out letter to all residents in violation. Dan suggested that we wait to send any letters until the Architectural Review Committee has established guidelines. Deed restrictions stat that you cannot alter the front of your house. Dan read deed restriction 106.

New Business:

- **Treasury/Finance Committee Report – Gerri** – As of 4/30/03 – Money Market account = \$65,489.92
Checking account = \$19,233.69
Any homeowner who would like a copy of this information just needs to let Jerri know.
- **Meeting with Frank Piorko from DENREC \$2,000.00 check from State** – Glenn and Diane Watson (Meadows) met with Frank Piorko. He will put a proposal together and email it to Glenn.

- **Storm water management (ponds) Clean-up** – Touched base in old business on this. Altra will start to get ball rolling with the clean up. This information will also be put into newsletter.
- **Architectural Review Committee – Dan & Toni** – Letter was sent out to residents. Dan is still forming the committee. We have a representative from each section. They will need to bring the guidelines to the board for approval. We need volunteers for the following committees: Ponds, Trees, and Hospitality.
- **Ponds Committee Chair – Pat Barber** - Charles has playgrounds, grass cutting, etc. We need to form a separate committee for ponds. Pat Barber will chair this committee. Diane Watson will be a member of this committee.
- **Deed restrictions committee – Toni Wilhite** - Everything accepted or denied goes thru Toni and her committee. She needs a representative from Southwoods and Woodlands.
- **Website updates** – Glenn talked to Jim Hensen. Website has been updated.
- **Home in the Meadows – 2 Lotus Circle S** – Taken care of
- **Bleinheim said that they are going to build one more home on the corner by the pool.**
- **Mosquito Spraying** – We cannot spray any section of the development without the approval of homeowners because it is a chemical. We need to contact Mosquito Control thru the state at 323-4492. They can bypass certain sections. Board is sending out letter to residents along with the budget and annual meeting.
- **Annual meeting, election, voting on budget** – Notice needs to be sent out to residents at least 30 days in advance. Election was in July of 2002 and 2003. All officers are elected to a 2-year term. There needs to be contingency among board members. We can appoint someone to finish out an old board members term. We should pick out 5 people from the board who will serve 2-year term and the other 5 will carry out a 3-year term. Dan stated that all seats expire after 2-year term. Mike suggested putting 5 seats up this year and then we will be on a schedule. The following seats will be up for election this July: Dan, Jeff, Emma, Phil and open seat.
- **Email/Voicemail** – There has been some complaints that there is no response to email/voicemail from residents. Make a clear distinction in the newsletter that the proper way to get in touch with the board is thru BrennanEstatesAssociation.org and not Homesatbrennanestates.com

Dan makes a motion to delete the list serve

Scott seconds motion

Motion carries

Glenn will post on the list serve that it will be removed.

Emma motions that a message be added to voicemail that a board member will respond to resident within 72 hours.

Dan seconds motion

Motion carries

- Glenn spoke to Bryan Hall from Delaware Forest Services. He is going to meet with Charles and any other board member interested. There is grant money for our trees. Deadline for grant is July 2, 2004. Bleinheim will replace trees with blue ribbon. Charles had Jeff from Altra cut down all dead trees (approximately 25 trees). Eva cautioned that homeowners can complain that board is in violation fo record plan.

Emma motions to hold annual meeting on July 7, 2004 at 7 pm at a location TBD.

Dan seconds motion

Motion carried

Emma motions June meeting will be Thursday June 10, 2004 at 7 pm at Olive B. Loss Middle School.

Dan seconds motion

Motion carried

Emma motions to adjourn meeting at 9:14 pm

Dan seconds motion

Motion carried



Brennan Estates Maintenance Corporation Board Meeting
June 10, 2004 - Olive B. Loss Elementary School

Roll Call:

- Glenn Matthew
- Jeffrey S. Witters
- Phil Davis
- Dan McVey
- Gerry Thomas
- Scott Reiter
- Pat Barber
- Emma

Glenn called the meeting to order @ 7:10 pm

Homeowner issues:

- Sheds – Dan – Architectural Review Committee has come up with a set of guidelines to go out to homeowners for a vote. Sheds will be A-frame with double doors – 8 * 8 * 8. Guidelines will go out to homeowners by mail within the next week.
- Are skateboards and bikes allowed on the tennis courts? Can we put up a sign?

Emma motions that we erect sign at the tennis courts that skateboards, bikes and roller skates are not permitted

Pat seconds motion

Motion carries

- No fishing signs have been replaced for \$590
- Jerry will issue copies of the bylaws to each board member and have extra copies at the annual meeting for homeowners.

Last Meeting Minutes

Pat motions to approve May meeting minutes.

Dan seconds motion

Motion carried

Old Business:

- Replacement of lights at entrance (Charles Baul) -
- Replacement of benches in Meadows (Charles Baul) – Jerry wrote check for benches but is waiting for a delivery location. Charles has agreed to have them delivered to his home. Check will be sent tomorrow.
- Budget for 2004 approved by board – budget has been approved
- Trees falling in Woodlands – Big tree has been taken down by Jeff from Alta
- Check from DENRC \$2000.00 – Jerry did receive check from DENRC and it has been deposited. This is from the matching program from last year.
- Mosquito Spraying – Glenn will check the status with DENRC.
- Annual meeting, election, budget – Waiting for a call back from Troop 2 to confirm location. If location is available, the July 7th annual meeting will be at 7:00 pm at Troop 2.

New Business:

- Treasury/Finance Committee Report – Jerry –
 - Money Market account as of 5/31/04: \$63,353.55
 - Debit of \$5,000 to set up replacement account
 - Replacement account: \$5,000
 - Checking account: \$18,162.83
 - All debits are in folders with copies of every check
 - Any homeowner who wants copy just needs to get in touch with Jerry. Every board member receives a copy each month.
 - Jerry will check the status of Shannon Thompson's (homeowner) dues and what prorated amount is due. Also check status of her in-laws.
 - Sent list of people delinquent of dues to lawyer. Lawyer is charging \$50.00 per letter but has added that to what the homeowner owes.
 - Glenn has heard from 2 homeowners and Jerry has heard from 2 homeowners.
 - Delinquent snow removal. We voted to have lawyer send letter. He is charging \$15.00 per letter, which is also being passed on to homeowner.

Dan motions to have lawyer send out letter to delinquent snow removal residents.

Scott seconds motion

Motion carries

- There is a cougar loose in Brennan Estates. It has been spotted by many

residents.

Jerry makes a motion that board members contact Department of Fish and Wildlife to let them know there is a cougar in the neighborhood.

Pat seconds motion

Motion carries

- Article for Newsletter - Storm water management (ponds) – Glenn needs someone to write an article for newsletter regarding the Storm Water Management. Pat will write the article and get it to Emma ASAP. Emma will forward information to Eva.
- Architectural review committee – Dan & Toni – Dan passed out proposed Architectural Review Guidelines:
 - Fences were put back to the original deed restriction guidelines
 - Change the wording in sheds to delete “wood floor”.
 - Attached sheds need to be re-defined. It is physically impossible to put a shed in the space indicated.
 - Did committee discuss process for guideline violations? This would go back to deed restriction violations.

Emma motions to discuss Architectural Review Guidelines in closed session.

Dan seconds motion

Motion carries

- Ponds Committee Chair Pat Barber (treatment of pond in Woodlands) – Pat has letter from DENRC. We need to maintain 15-20 feet of un-mowed buffer around ponds. This will help with the conservation process. Pat will follow up to see if we can get grant money for other things.
- Deed restriction committee – Tone Wilhite – Toni not present.
- Letter to Chuck Boyce (PNC bank) – We are not able to get the statements from PNC. PNC is mailing the statements to Chuck Boyce who is in turn mailing them back to PNC. Glenn has spoken to Chuck and ask that he go to PNC to sign a signature card taking him off and putting new board members on. To date, he has not complied with this request.
- Letter from DENRC – turned over to Pat
- Money in CD's – Glenn spoke to the president of another maintenance corp. One suggestion was to put the money we have for the replacement fund and place into a CD to gain interest. Once we do this year assessment, we can roll that money into a one-year CD. We have \$5,000 allocated to replacement funds annually. Will we have reserve money if something would come up? Would we have money for emergency without paying the steep penalty of taking money out of the CD before it matures? Yes, there is other money to pull from for this.

Pat motions that we take our replacement money and put it into a one year CD. At the end of the year, with new assessments, we roll into another one year CD.

Jerry seconds motion

Motion carries

- Berm being cut in the Meadows – Glenn told Jeff from Altra to cut around the pond at Forsythia and the berm in the Meadows.
- Trees missing in Meadows – Glenn spoke to Alice who lives on Forsythia who

states that there were trees that should have been planted by Bleinheim and they have not been. Glenn will speak to Eva about the original plan filed with the county by Bleinheim. Glenn will also be meeting with the Division of Forestry and can discuss options with them.

- **Bleinheim will replace the 2 trees in the front of the development as well as a lot of the trees that were marked. They will also replace the ones in front of the signs at the Woodlands. This will happen in the fall.**
- Resident stated his concern for the 4-wheelers, dirt bikes and motorized scooters being ridden in the neighborhood. Since 4 wheelers are an illegal vehicle to drive in residential area, who is going to address this problem? Board stated that this is a police issue.
- Resident called to complain about their neighbor's cats. Board stated that there is a process through the county to handle this issue.
- Suggested that the pond committee look into the cost of some sort of racks or screens to cover the pipes going into the ponds to trap debris.
- Pat wrote letter to resident in Woodlands regarding picking up their pet waste. Resident wrote back with possible solution of dog disposal station throughout the community.
- Board voted two meetings ago to have the List serve pulled down. Glenn has spoken to Jim Henson in detail about the pro's and con's of pulling the list serve. It was originally formed because the board needed a way to communicate to the community. As a board, the list serve has not been used in the way it was designed. List serve: an email address with a list of addresses (approximately 125 names are on our list serve). When you send an email out, it goes to all members on the list. Ours was designed with the intention of keeping it within the community.
 - Website would only have passive information for the community if list serve was pulled.
 - Our list serve has approximately 125 users. In order for it to be a very effective tool, there should be approximately 600 users.
 - Downside to list serve is that you get people who throw things out there that are outside the scope of the board. However, it does give us the opportunity to push some information out to the community.
 - Is there a way to put something on every list serve message stating that the message will go to ever person on the list? Jim will work on this type of message if it is determine to keep it.
 - Can the list serve go one way? Can the board send information to residents and not allow the residents to email back? It would be difficult to set up this way.
 - Board needs to change the tone of the list serve to the way they want it to be. Take control of the list serve – not the 125 residents.

Pat motions to leave the list serve as is as long as we put some educational information in place and forward the rules of the list serve out to the participants on a quarterly basis.

Jerry seconds motion

Motion carries

Executive Session

- Landscape: Dan contacted the lawyer regarding the wording for the bulk enclosure. Cannot make a decision either way on the landscaping until the lawyer gets back to Dan. If we put something in the Architectural Review Guidelines and it is wrong, we don't look very good.
- Guidelines also lay out what a homeowner needs to do to make a change.
- New Castle County will mail copies to each homeowner once the board has approved the guidelines.
- Shed part of the guideline is the only part being voted on by the residents at this time.
- Committee felt that at least 2/3 (556 residents) homeowners need to vote a yes or no to make the change.
- Can homeowners vote at the annual meeting or by mail? Vote by mail only.
- Kristy will count the ballots.

Pat motions to pay Kristy directly the money that we have been paying Kelly Services.

Jerry seconds the motion

Glenn explains that if we do this, we will have to issue a 1099. Kristy will check with her husband and email Glenn.

Emma motions to table this issue for further discussion.

Jerry seconds motion.

Motion carries

Annual Meeting is July 7th at 7:00 pm. at the police barracks.

Pat motions that we accept the Architectural Review Guidelines as they are with the exception of the sheds, which will be voted on by the residents.

Phil seconds motion

Motion carries

Dan motions to adjourn the meeting

Emma seconds motion

Motion carries



Brennan Estates Maintenance Corporation Board Meeting
July 7, 2004 – State Police – Troop 2 Building

Roll Call:

- Glenn Matthew
- Jeffrey S. Witters
- Phil Davis
- Dan McVey
- Gerry Thomas
- Pat Barber
- Emma Stanton
- Eva Grier
- Jim Hensen

Glenn called the meeting to order @ 7:17 pm

1. Introduction of the Board Members:

- Glenn Matthews – President – Terrace Town homes – President because previous president resigned
- Jerry Thomas – Treasurer – Meadows – Being on the board has been very fulfilling. If we don't hear from you, we don't know what you want.
- Dan McVey – Architectural Review Committee Chair and Bi-law Committee Chair –
- Jeff Witters – Board of Directors – Arbors – I have enjoyed my time as a board member. I am available at any time.
- Phil Davis – Board of Directors – Meadows – I am very new to the community. I was not here for the rough times with the board. I am available – let us know what you need.
- Jim Hensen – Website coordinator – Southwoods -
- Pat Barber – Storm Water Management Committee Chair – Woodlands – Corresponding Secretary
- Emma Stanton – Newsletter Editor – Southwoods – Here because I was asked to do so. We do need to hear from the community.
- Eva Grier – New Castle County –

- Mike Hurd – Finance –
- Scott Reiter – Board of Directors –

2. Words from the President:

Things that we have accomplished this past year:

1. Removing B.C. Consultants – this has allowed us to take \$35,000 and put it back into the community.
2. Snow removal for last year was superior to previous years. We do know that we had some icy issues but we elected not to put down salt due to high damage in the future.
3. Landscape and lawn service – still issues with some open areas not being cut. Just let us know and we will correct this. We did not know that some residents were cutting the open space on their own. We are correcting this as we learn of the areas.
4. Storm Water Management – also known as ponds. Smaller pond on blvd. by Woodlands was used as an experiment to get the clean up started. All ponds in the community are now being treated.
5. We set up several committees:
 - a. Architectural Review Committee chaired by Dan McVey.
 - b. Finance Committee chaired by Mike Hurd
 - c. Grounds and Maintenance Committee chaired by Charles Baul
 - d. Storm Water Management Committee chaired by Pat Barber
 - e. Deed restriction Committee chaired by Dan McVey
6. We set up a replacement fund for repair and damage of playgrounds, tennis courts, etc. The expected life of each playground is 10 years with an approximate cost of \$60,000 to replace. We have \$5,000 saved which will be put into a one year CD.
7. We established a newsletter, which is put together by Emma Stanton. A representative from the Civic Association, Kelly, also is involved with the newsletter.

Challenges over the past year:

1. Graffiti – easy oven off works well. Just spray on and wipe off.
2. Damage to the lights out front. They were damaged and replaced twice and currently damaged again. They have not been fixed. Every time we had to replace them, it cost us money to fix. If you see this happening – stop it or call the police.
3. Getting all open areas that need to be cut. We will address with the lawn company and fix if you let us know that an area was missed.

4. Damage to the “No Fishing” signs. The ponds are not ponds. They are Storm Water Management – anything from the drains end up in the ponds. I know that Bleinheim promised they would stock the ponds; however, Bleinheim promised a lot. It cost \$600 for new signs. The sign at the pool was completely stolen. It is also important to note that the pool belongs to Bleinheim.
5. Acquiring bank records from the previous year from PNC bank. We have asked old board members, gone to the lawyer and talked to the bank. We need our previous board members to go and change the signature cards at the bank. We cannot file income tax for last year without the records.
6. Repairing the gazebos – graffiti, broken bottles, broken glass, the bricks around them are damaged, etc. They have not been fixed yet.
7. Trying to get the community involved. Not necessarily as board members but as committee members. We need your involvement. We are trying to set up a hospitality committee to welcome new residents and get them a copy of the deed restrictions. Also looking to expand the committees that we have now.
8. Sheds – we would like to put this to bed. We as a board decided that we need 2/3 of the community to vote yes or no which is 556 votes. We need to vote and change or put it to bed. We set up the Architectural Review Committee to come up with guidelines for sheds.

We want you to get involved. We have a great board and a great team of people who have worked very hard and long hours for this community. The board is here for you...here for the community in a positive light and I hope you get involved with us.

3. **Other Points:**

- Eva Grier has been here from the county for almost all of our meetings. She has been a huge and wonderful asset for our board.
 - Jim Hensen designed and created the website. He has been a great asset and the website is a wonderful tool. We also have a listserve that you can go on and talk to your neighbors. Keep in mind that everything you send out gets seen by all members of the listserve (approximately 125 members).
4. **Voting Board 2004-2005** – Because we notified community 10 days prior to this meeting, we do not need a quarry. We can use the proxy votes and those that are present to vote on the board. We can appoint someone for Southwoods later. The positions that are up for vote today are: Phil, Dan, Jeff and Emma.
 5. **Voting on Budget** – We tried to keep the annual assessments for 2004 the same as last year. We had zero records from last year. We had very little to go on without any of the records. These are budgeted numbers based on what we have spent so far this year. We took on an additional section of the Arbors this year.
 - Lawn Maintenance – the increase from \$32,375 to \$40,000 is due to adding the Arbors. Also, the \$40,000 includes Fertilization-general, Mulching – trees and shrubs, and Fertilization – trees and shrubs.

- Storm Water Management fund is very under budgeted. It is now costing approximately \$3,000 to \$4,000 per month to treat the ponds because we have done no maintenance in the past.
- Snow removal is not on the budget. It is under “other grounds and maintenance”. Senator Steve Amick was present at the meeting and talked about the new bill that is passing. In the past, there was question about whether maintenance associations could bill for snow removal. In the past, there was a separate assessment of \$20 for snow removal. Next year, you will see snow removal on the budget.
- Does the lawn mowing include tree replacement? No, there is \$4,500 budgeted for tree replacement.
- Who is treating the ponds? Trugreen Chemlawn – they are certified and contracted thru Altra. In 3 weeks we could see a difference in the ponds. At 5 weeks, the change was incredible.
- Does the pond treatment include mosquito control? Mosquito control is a treatment that has to be done over and over. It is done thru the state. We are doing treatments to get rid of algae and fragmites. Anything with standing water breeds mosquitoes. State will come out and give a recommendation for what kind of treatment needs to happen.
- What is the problem with having the cattails in the ponds? As water comes in, anything that comes thru gets stuck in the cattails. The cattails are wild and eventually will grow out of control so that you cannot even see the ponds. We made a decision to cut those back. We are experimenting with the pond at Primrose and may use wildflowers instead.
- Legal fees – what are they for? We have a lawyer, Barry Snyder, on retainer. With everything coming together, we are starting to look more closely at deed violations. We have a lot of violations. Mr. Snyder sends out letters stating the homeowner is in violation. The lawyer costs \$250 per hour. We bid this out. Unfortunately, lawyers involved with maintenance associations are limited. We are anticipating that these costs will increase as we continue to pursue deed violations.
- How soon will playground maintenance begin? We are missing bolts on swings - can we get these fixed? We will do regular maintenance on playgrounds. You just need to let us know what the problems are.
- How much is currently in the replacement fund? \$5,000 currently. Next year we will put an additional \$15,000 and will put the \$20,000 in a one-year CD.
- How much is in the cash reserve? This will be set up next year.
- Mike Hurd has worked hours and hours on this budget. This is our 3rd draft. He has logged all of the snow removal. Everything is now on Quicken. Everything goes thru Mike first.
- Will we have budgeted and actual numbers next year? Yes, we will do that as soon as we get the records from PNC. There is a 3-month gap of our records. There is not much money in the PNC account – but we need the records.
- Audit fee – we paid \$3,800 for an audit for the company to come back and tell us that they could not do an audit without the missing records. Everything is

in this notebook and every board member has a copy. If any resident would like to see the notebook or would like a copy of any of it, please see Jerry.

We will take a 10-minute break to vote on the budget.

6. Contact information for the Board:

- Voicemail phone number: 838-6510 – leave your section name on message
- Mailing address: Brennan Estates Homeowners Maintenance Corporation
26 Fox Hunt Dr.
#136
Bear, DE 19701
- Website: www.brennanestatesassociation.org - there is also a link that goes directly to each board member. Do not use the Listserve for the purpose of sending information to a board member. Not all board members are on the listserve.

7. Discussion on sheds – We have spent many hours discussion sheds. Deed restrictions say no sheds; however, it also states that we can set up an Architectural Review Committee giving strict guidelines for sheds.

- The Architectural Review Committee is made up of 10 people from the neighborhood that tried to come up with guidelines.
- Because the guidelines did not go out with the newsletter, we will extend the voting deadline until the end of July. We need 2/3 of the community to vote for or against sheds.
- We are not changing deed restrictions. Bleinhiem wrote a loophole for 5 things that the board can change. Sheds are one of these sections.
- The A.R. committee wanted no room for interpretation.
- Dan reads the proposed A.R. guidelines.
- The reason for approval by the A.R. committee is so that if someone has something wrong planned, they can change it before they spend the money. The goal of the A.R. committee is to ensure continuity in the community with sheds if the community votes for them.
- Obviously all county codes need to be followed when putting up a shed.
- These are guidelines – not law. For example, if you have a swale on the left side of the property, the A.R. committee might vote to make an exception for you.
- How much does a concrete slab cost? It depends on which company you go with.
- Do shrubs need to be on all sides of the shed? Shrubs need to be on 3 sides.
- Do you need a county permit for this size shed? Eva: only if the shed is larger than 200 square feet.
- The previous A.R. committee approved deed restriction violations. Can we get the violations from the past reversed? It would be very difficult to reverse these. If this passes, we as a board will ask the 10 residents to come into compliance with at least the location and landscape.

- Can we put a section on the website that lets residents know what the board has approved so that we know what is happening around us. We will look into this but it sounds like a good idea.
- Can the residents have an opportunity to comment or discuss something that was submitted for approval before it is approved? We can discuss this.
- Are these restrictions also for the townhouses? Yes
- What happens if you don't get 2/3 votes? If we do not get 2/3 vote, it reverts back to the original deed restrictions – no shed.
- Once you start to give an inch, they take a mile. We already are seeing it – flagpoles, sheds, boxes built in the back of the house, etc.
- We need to decide whether we are going to vote. If people do not care, you cannot force people to care. We will never get 556 votes for or against. If we do not get 556 votes, this issue is DEAD.
- Can the community send out another mailing that includes the proposed guidelines? Yes, we will send out another mailing and extend the deadline to vote to the end of July.
- This board has never approved a shed unless it is attached to the house.

8. **Open discussion:**

- **The budget for 2004-2005 has passed.** You will receive your assessments in the mail soon. There were only 5 votes against the budget.
- **Senator** – Stated that every time we invite him to our meetings, he will be there to hear what is going on. He is committed to help the community.
- **If you see violations in the community** – you have to tell the board. If you see county violations, file with the county. The board will follow up with every homeowner in violation that we know about.
- **Votes for Board** – 61 for and 2 against. Board has been approved.
- **When will Bleinhiem pave the rest of the development?** They started paving today.
- **Can we take down the “retarded” Southwoods sign?** Bleinheim was supposed to remove. Glenn will follow up with Bleinheim.
- **We still need board member for Meadows.**

Pat motions to adjourn meeting

Gerry seconds motion

Motion carried

Meeting adjourned at 9:07



Brennan Estates Maintenance Corporation Board Meeting
September 13, 2004 – Olive B. Loss Elementary School

Roll Call:

- Glenn Matthew
- Jeffrey S. Witters
- Dan McVey
- Jerry Thomas
- Eva Grier
- Mike Hurd

Proposed Happy Harry's across from entrance of Brennan Estates: Dave Ragone and Bill Doherty spoke to the board and residents as a courtesy regarding the property at the corner of 301 and 71 that they plan to develop in the next year. The project includes an 8,000 square foot funeral home, 12,000 square foot Happy Harry's, and 14,000 square feet of specialty retail shops. The specialty retail shops may include: coffee shop, dry cleaner, gift and card shop, hair salon, bank, video store, specialty sandwich shop small fitness center.

Glenn called the meeting to order @ 7:40 pm – not enough board members for a quorum, so there will be no votes this evening

Old Business:

- Records from previous banks – we got the records from PNC bank. With a letter from the lawyer, Glenn went to each of the 3 old board members homes and knocked on the door to have them sign the records release form. Jerri has the records from PNC. We can finally close the financial books for the last 3 years. The old PNC account will be closed.
- Ponds (Storm Water Management) – We have spent approximately \$40,000 on the ponds this year. It has cost us this much this year because the maintenance had not been done in the past. The ponds should be treated from May to September once per month. This summer they were treated once per week due to the amount of clean up that needed to happen.
- Replacement of lights at entrance (update)

- Replacement of benches in Meadows – The price of the benches have gone up. The company returned our check instead of informing us of the price increase. The benches have increased to more than \$1,000 per bench. We have decided to purchase a bench from Home Depot for \$50.00 - \$100.00 and treat the wood.
- Repairing of damage to fences & Suggestion – repair to the fences have been completed
- Repairing of Gazebo's – Gazebos are being repainted, floor sealed and the wasps taken care of
- Repairing of Playgrounds - We have found the name of the company that installed the playgrounds. A representative will come out and inspect each playground and have someone come out to repair anything that needs to be repaired. There are still residents from Clear Creek using the basketball court and playgrounds. Can we send letter to the homeowners of other neighborhoods that the playgrounds are for the use of Brennan Estates Residents only? There is also a soccer league using the field. Bill _____ ? is a resident of BE and he has been asked to provide a copy of insurance so that BE is not liable.
- Storage area for records
- Help with trees – We have been working with the state for a grant to update some of the trees. We received a letter from the Department of Forestry stating that BE was declined for the grant money. Our trees were infested with bagworms. Every tree in BE has been treated for the bagworms by a chemical spray for approximately \$1,500. Will Bleinheim plant trees on Sarah Circle? The residents own that land (berm), so we cannot put trees on their property. Glenn will get with Bleinheim to find out if they are going to plant on Sarah Circle.

New Business:

- Barry Sneider: We have 15 homeowners who still have not paid the 2003 assessments. We have a few options to take:
 - Sue the 15 homeowners that owe money plus \$205 court cost and approximately \$500 attorney fees. This creates a lien on the property. If you do not sue, you do not create the lien on house so that when the house sells, you cannot collect the money. Most people will pay immediately once they realize the board is serious and will sue.
 - Can we as a community register with the credit agencies?

How quickly will this process happen? Once it is voted on, within the next several weeks.

We will vote via email for Barry to go ahead and sue the 15 residents.

- Treasury/Finance Committee Report – Jerry
 - Cash reserve as of 8/31/04: \$ 5,005.01
 - Money market fund as of 8/31/04 \$59,593.96
 - Checking account as of 8/31/04 \$ 8,258.63
 - Any homeowner who wants a copy of our records, please get in touch with Jerri
- Election of Officers – Cannot vote
- Financial Statements – Mike Hurd:
 - As a corporation, we have to put out financial statements occasionally that show our assets, replacement funds, liabilities, what our operations are, expenses, cash flow and how it compares to the budget.
 - We plan on putting one out each quarter. We currently have one out thru June of this year. The board will get an approval of the current financial statement via email and then send to Eva so she can forward to each resident.
 - We can now file our 2002 and 2003 tax returns
 - 2003 snow removal assessments: we have 169 residents that have not paid. One option is to have the lawyer send out a letter at a rate of \$50 per letter. The board can send out a “friendly” letter first giving the resident 30 days to pay or they will then get the letter from the lawyer that includes 18% interest and the \$50 fee from the lawyer. There seems to be a lot of confusion with the people in the Arbors. Since the Arbors had not been turned over at that time, not all Arbor residents were billed for the snow removal. The board will vote via email on whether to wash the Arbors or rebill.
- Budget issues - We are \$59,000 in deficit if we have to pay out the same as last year and we do not raise dues. We have spent a great deal of money this year on the ponds. Please tell your neighbors that what goes into our streets and drains, ends up in the ponds.
- Grass cutting and pond possible amended contract – There are areas in the original contract that the previous lawn care company was cutting and did not charge us for. The new contract does not include these areas and we are currently being charged and hourly rate by Alta to cut these areas. We have asked him to amend the contract that will include: areas that they are currently charging us an hourly rate to mow, snow, trees, pond treatment for next year, etc. Can the new contract ask that the snow removal for Sarah Circle be plowed out of the circle and across Brennan Blvd.? Glenn will talk to Jeff from Alta.
- Architectural review committee 72 hour turn around – It is being requested that Dan and the A.R. Committee have a 72 hour turn around for all requests for change. Dan has agreed.
- Deed restriction violations – Toni is the committee chairperson. We have started to canvass the neighborhood in reference to deed restrictions. If a friendly letter

from the board does not bring the homeowner into compliance, the lawyers will handle it.

- Several fence violations in the Terraces. Deed restrictions state you may only have shadow box fences and 2 residents have put up post and rail fences. The residents are arguing the definition of attached home vs unattached home. Letter needs to be sent from lawyer. County has clear definition on attached vs unattached homes.
- 2 homes in Southwoods are pumping something out of the house on Brian Circle. It is causing the curb and street to turn orange. Requested that someone contact the EPA.
- Side walk ramp for handicapped person – At the corner of Doolin Bay and Chapman, there is no ramp access on the corner. This is a safety issue. Every other corner curb in the community has a ramp from sidewalk to the street. This could be violation of the Disability Act. Is it the board's responsibility or is it Bleinheims. Eva suggested contacting State Representative Steve Amick and it should be fixed thru the Suburban funds.
 - On the bike pat at the corner of Brennan Blvd and Chapman Ln, there is a 2-3 inch gap between the blacktop and the concrete. It is an uneven hazard that needs to be fixed. Jeff will contact Bleinheim.
- Repairing of playgrounds – The Meadows playground mulch is in bad shape. It was all replaced last fall; however, due to the 100's of kids that play in the playground that shouldn't be there, it may need to be re-mulched.
- Any additional new business:
 - We have sent out 2nd letter for sheds. Kristy will count all votes that are turned in by 9/15 and put the list of residents in alphabetical order.
 - We need volunteers: hospitality chairperson, lawn and maintenance committee chairperson, and residents to serve on these committees. Glenn will send out email thru list serve to ask for volunteers. It will also be included in the next newsletter. It was suggested that the position's responsibilities have not been clear in the past. Glenn will be clearer what is specifically needed from the volunteers.

Meeting adjourned at 9:04



Brennan Estates Maintenance Corporation Board Meeting
October 14, 2004 – Olive B. Loss Elementary School

Roll Call:

- Toni Wilhite
- Jeffrey S. Witters
- Dan McVey
- Scott Reiter
- Phil Davis

Toni called the meeting to order at 7:10 pm

Old Business:

- Records from previous banks -
- Replacement of lights at entrance (update) – the guy we hired stated that the work has not been done because his father passed away. Glenn gave him a deadline of this Sunday (October 17, 2004) to complete work. We have already given him \$1500 for supplies. If he cannot complete work by Sunday we will ask that he deliver supplies to us so that we can hire someone else to complete work.
- Replacement of benches in Meadows (Catalogs see Dan) – Dan does not have the catalogs from Glenn yet.
- Repairing of damage to fences – not done yet. At one point all the rails were up and repaired; however, they are now damaged again.
- Repairing of Gazebo's
- Repairing of Playgrounds little tykes Glenn met – The Terraces playground is by Little Tykes, the other 2 playgrounds are from another company. Dan is in contact with the second company representative to get a proposal for repair.
- Storage area for records – Toni will ask Gerri to call. A fireproof area would be best.
- Election of officers – done except we still need a secretary to replace Pat Barber
- Appointment o George to board – Elected George for the Meadows
- Grass cutting amended contract in process – Jeff from Alta is working on amending contract
- Signing on account – Gerri – we need to wait until we replace Pat Barber so that we don't have to do this twice.

- Stop signs – Scott talked to Steve Amick – we need to come up with a map of the community and decide where to put the stop signs. Steve will help us to write a letter to Deldot; however, he stated not to get too ambitious on how many we want. If they look at the map of the community and see that we have only elected to put up three, we may have a chance for this to happen. Discussion on asking for stop signs at the following three locations:
 - Corner of Belina and Brennan Blvd (by the school)
 - Corner of Chapman Ln and Jasmine (Meadows)
 - One towards the back by Arbours
 Jeff emails Eva when we want speed traps put up in the community. He has not emailed a request for several months. Glenn has a map from Jack Hillman...Toni will contact Jack to request a smaller map.
- Read and approve minutes from the last two meetings.
 - Dan motions to approve September 13, 2004 minutes
 - Scott Seconds motion
 - Motion carries

 - Dan motions to approve September 29, 2004 minutes
 - Scott Seconds motion
 - Motion carries
- Phil proposes bringing in a different consulting company to take care of some of the issues that the board faces. One problem is the cost. The last estimate we got was \$32,000. The question was raised, “what board member is responsible for what”. Who is actually taking care of what? We do not empower everyone on an individual basis. How comfortable is anyone to take care of all the benches, maintenance, etc. What happens when a board member leaves? Who takes over their duties?
 - Most of what we need done is maintenance issues. We need to have a repairman on contract so that if something comes up between meetings, someone on the board has the authority to call and have the problem resolved within 48 hours. For example, the signs in the big playground are out (by the tennis courts). The signs have huge concrete footers and they have been torn out of the ground completely. All the lights around the pool are broken and even though it is not our responsibility, it reflects on our community. Having a repairman on contract will work for maintenance issues, but what about deed restriction violations.
 - We shouldn't make Glenn do everything. A lot of what BC Consulting was doing for us is now what NC County does for free. They take care of the communication to the community for free.
 - Jeff stated that if he treated his employees like we do the board, we would not get anything done at work. The board is like the “mother may I”. If we empower our board members with something, then they should come back and report to the board on what actions have been taken in their area

over the last month. We need to decide on the budget things and monetary issues.

- It is obvious we cannot find a lot of volunteers in the community. Something needs to be done because we are spinning our wheels because we do not have the authority to make change or do anything differently. When Parnella came in, we went so far the other direction. There was so much corruption before that this was necessary, but now we need to move back to the center.
- Maybe we could utilize email more efficiently between meetings. You can email a decision to other board members. That way, you are still active. If you get 2-3 emails back from board members saying that your decision sounds good, then you go ahead with it. You are not waiting a month until the next meeting. We are treading water if we are emailing for approval. We need guidelines for the restrictions that the board members should base their decisions on.
- If we want to be a business, we need to run and act like a business. We need to: 1. Empower all board members - everyone needs to be an expert at something. 2. Everyone needs to team up with someone else. That way, if a board member is not available, their partner takes over.
- The only way we are going to stay away from a consulting firm is to get a maintenance company, empower our board members and continue to utilize New Castle County for administrative duties. We need to get this activated before the next meeting by either email communication or an emergency meeting.
- Is there anything that a consulting company could help with deed violation or to help Gerri? Toni is working on a form letter. Every violation of a deed restriction has a number. Once the form letter is complete, it would simply be a fill in the blank.
- We need to get more organized so we know who's responsible for what. How are we going to get more organized? We will discuss with Glenn.

New Business:

- Treasurers report – Gerri not present
 - Replacement of assets: \$5,006.45
 - Checking Account: \$30,582.64
 - Money Market: \$94,166.26
- Deed restriction Violations Update – Every section needs to get their section violations to Toni within 10 days. She needs the house # and the violation. We will not send the initial letter out one section at a time. We are going to wait to get all violations and send the initial round of letters out. Once the initial group of letters goes out, we as a board need to decide the next step. If we cannot enforce the basketball hoops, how are we going to enforce sheds? We do not have a class

A or F deed restriction. They are all violations. If we are proactive at least it looks like we are doing something. Toni needs a list of all violations from each section so we can see how big the problem is.

- Architectural Review committee report – Received one application for a roll out awning on house. If 2 people from the board sign these applications, no one else needs to sign. Dan will handle A.R. (actual structural changes) as well as deed restrictions (i.e. post and rail fence requests). Dan can say yes to deed restriction requests and email response back with the exact restriction.
- Sidewalk ramp for handicapped person update –Toni has been working with Jack Hillman and Pete. Pete is talking to the state or county to find out if there was one that should have been put in. Toni will coordinate to complete.
- What day of the week – Thursday – works for everyone present – Toni will talk to Glenn. Everyone will get an email.
- Any additional problems – none reported
- Budget push back (2 months) – We are going to try to send out 2005 assessments 2 months early. There will be information for homeowners in the newsletter.
- Newsletter 10-day deadline – get all information you want included in newsletter to Glenn within the next 10 days.
- Playgrounds spring toys are metal/liability – spring toys in the Woodlands playground are a liability. They are broken. Glenn’s recommendation is to get rid of them all together. They are about \$5,000 to replace the 3 broken ones.
 - Dan makes a motion to rip out spring toys and not replace.
 - Scott seconds motion
 - Motion carries

Toni will tell Glenn how very passionate we are about empowerment. We need to move back more to the center from where Parnella took us. Parnella’s style served a purpose and found the financials and got things back in line. We need to move forward and empower board members to make decisions and bring closure to problems and issues.

There is discussion on hiring Kristy full time.

- Dan makes motion to hire Kristy full time effective November 1, 2004
- Jeff seconds motion
- Motion carries

Meeting adjourned 8:30 pm



Brennan Estates Maintenance Corporation Board Meeting
November 11, 2004 – Olive B. Loss Elementary School

Roll Call:

- Glenn Matthews
- Toni Wilhite
- Gerri Thomas
- Jeffrey S. Witters
- Scott Reiter
- Phil Davis
- George
- Jim Hensen
- Eva Grier
- Emma

Glenn called the meeting to order at 7:09 pm

Presentation of Jeff Ritter from Altra: The only change in the maintenance contract is that the edging from last year stopped at Belina Blvd. This year it goes all the way to Fraser Rd. In the original contract, the noise burm was only scheduled to be cut 4 times per year. Homeowners were complaining so it was maintained each time we mowed this year. These two were on an hourly rate last year, they are now included in the contract amendment. Last year was approximately \$40,000 plus \$1300 for total edging times 7 plus \$300 per cut on the burm. The new proposal for next year is \$56,820. Fragmites will go down slowly each year. Algae will probably never go down. Approximate is \$34,000 for algae and \$17,000 for fragmites. Ponds: spent close to \$60,000 last year to clean up the ponds. Going forward it will cost approximately \$52,000 per year to maintain the fragmites and algae. We have a total of 7 ponds. What is the expense of putting fountains in? We have looked into this before and it will take us approx 10 years to cover the costs of fountains. You have to run electricity out to the ponds and the maintenance is expensive. The fountains also don't take care of the fragmites. Weather does determine the level of algae. It is easier to control if you get a handle on it from the start. We started fairly late this year. We had to divide the ponds in 1/2 or 1/3 to start treatment to ensure that

we didn't shock the whole pond. We can also do a contract on per treatment basis. This was to give you an idea for budgeting. Will we ever get to a point that the ponds will maintain? If you want them to be algae free, you need to treat them. If you let it go, it just gets worse. We started late this year. In the new proposal, we start in May; therefore, we would be doing more treatments this year. Can we afford this without raising our dues? Don't see the benefit of putting that much money into the ponds. No one fishes or plays or swims in them. Maybe we just need to maintain the ones on the main drive. Does the county have some code or standard for the Water management Ponds? Eva will provide this information to the board. Per Eva, the Routine Maintenance on the Ponds:

1. Cutting of the grass
2. Removal of debris
3. 10 Ft access path

Altra will give new proposal for the 3 main ponds on Brennan Blvd. Can you get it down to \$25,000 or \$30,000 for the 3 main ponds? Or possible discuss on an as needed basis. Give price on both with fragmite treatment and without fragmite treatment.

Read and approve minutes:

Scott motions to approve October meeting minutes with changes

Toni seconds motion

Motion carries

Altra Proposal:

- Gerri will email everyone how much we actually spent this year.
- We have a 2-year contract with Altra. We asked him to amend the contract to include the hourly services.
- \$56,820 for new contract billed in 8 monthly installments of \$7,102.50
- 2004-2005 contract was \$39,920 billed in 8 monthly installments of \$4990.00
- Gerri will get in touch with Mike Hurd to get information on what we have paid Altra this year.
- Table this discussion until we pull all invoices.

Old Business:

- Replacement of lights at entrance (update) / Repairing of damage to fences / Repairing of Gazebo's – Jeff - The gentleman that was scheduled to do this work has filed bankruptcy. We paid him \$1500. Work that he did complete includes: fence, primer/paint on 2 gazebos, 4 concrete pillars out front, light detectors at the gazebos. We need to find a new maintenance guy. Jeff is currently working on this. Jeff and Toni will continue to work on this.
 - Toni gave a recap on last meeting for those board members that were not present. Stated that once we find a maintenance person, tell him to do the work. The money has already been approved for these projects.

- Replacement of benches in Meadows (benches are ordered) – Benches are ordered for the Meadows. Phil will throw away the broken ones. To replace the benches in Southwoods, the representative from Little Tykes will replace benches.
- Repairing of playgrounds (part is ordered) – Spring is ordered. It was \$185 for a part or \$5,000 for a new toy. We opted to have the part replaced.
- Storage area for records (secured by Glenn) – Storage area has been secured. Storage area is in the Pencader Center for all records. Whatever records you have, we are going to try to collect all and get into some order to be put into storage.
- Deed restriction violation update – Toni – Toni received from Meadows, town homes and from Toni's area.
 - Landscaping – what are we going to do about the brick walls in front of houses? As long as it does not change the structure of the house there is very little we can do. We need to pick our battles. Toni will take a look at them and see what we can do.
- Sidewalk ramps update – Toni – Jack told Toni to talk to Pete... Toni will call Jack back and have him tell Pete it needs to be done.

New Business:

- Treasurers Report - Gerri
 - Replacement Fund: \$ 5,007.93
 - Money Market: \$76,550.61
 - Checking Account \$60,435.52
 Statements are in every board members folder.
- Architectural Review Committee report – Jeff in Dan's absence – No report from Dan. Deed violation books – can we get more printed? Dan needs a group of them to handout to new homeowners. Everyone on the board should have 2 or 3 copies. Toni will drop the original off to Gerri and Gerri will have 50 copies printed.
- Budget push back (2 months) – Pushing budget back to where it is supposed to be according to our deed restrictions, which is February. It will take 2 years to complete this. This year, it will be assessed in May and next year it will be assessed in March and then the following year it will be assessed in February.
- Newsletter 10 days – Emma – Mike Hurd will send out information for the quarterly report. Glenn will have items to send to Emma
- Suggestion from homeowner for Skateboard Park for older kids to play – Homeowner stated that their feeling on the graffiti is that the older kids don't have enough to do around here. The county park at the corner of 896 and Rt 40 will have a skateboard park. Issue is closed – let the kids use the county park when it opens. Too many potential problems and possible risks.
- Ponds – Would Phil or George be willing to get prices on grates for where the water runs into the ponds to help cut down on debris going into the ponds. Pat Barber was handling this. There is a girl in the Meadows that was on committee with Pat who could help with this. Contact Deldot because if it is the end by the street, you don't own that. No, this is the end that goes into the pond. Who will clean it out? Altra or our handyman.

- Contract from Kristy – we need a contract from Kristy stating her rate of pay. We need the contract to protect the board stating that she is an independent contractor. Kristy will get this to the board.
- Jeff and Toni as service manager – Service manager divides a few items that need to be addressed in the community:
 - Lawn / snow removal
 - Lights out, signs down, gazebos that need to be repainted, playground maintenance, etc
- Any additional items for discussion:
 - Mr. Tamm would like to volunteer his time to help the board. Who should he contact? We need to get playgrounds cleaned up. Have him give Glenn a call. Dan has a lot on his plate now also.
 - We need the toy in Woodlands playground removed and a new one ordered
 - Stop sign – Scott talked to Steve Amick. He stated that Deldot will not allow a lot of stop signs. He suggested proposing a few. We are going to propose to put in just 2 stop signs. Scott will put proposal together. If the state says no, we need to find out what we need to do. Can we get a petition? We need at least 2 stop signs on Brennan Blvd to slow down traffic.
 - Marigold Way (owner Mark Ginzberg) there is a drain overflow in the backyard. There is orange tape around it. Also there is a sinkhole between the curb and sidewalk on Primrose with 2 big orange barriers. This is a hazard to children and anyone else who walks by. Who is responsible for this? Phil gave Eva the information. They need to call New Castle County Conservation District at 834-3560.
 - There is a house on Bryan Circle with a French drain running to the front of the property. The red clay is staining the sidewalk and the curb. It pumps out clear water so must be the red clay that discolors. This does not appear to be a deed violation and is not a county violation. The property has open space behind the home that the owner could run the drain out back.
 - Ponds and grates – Eva is concerned about blocking the flow and then disrupting the function of the ponds. We need to check with the New Castle County engineers before we spend any money on grates. The ponds were supposed to be designed to catch extra debris. A pipe should come out and drop off. Just below the surface of the pond is a pit that is designed to catch trash, debris, etc. then only the water flows into the pond. However, only a few of the ponds were designed properly.
 - Lights around pool will be removed.
 - Ponds – need to get an estimate on how much fountains are.

Toni motion to adjourn at 9:06

Scott seconds motion

Motion carries