



**DELRAY ESTUARY HOMEOWNERS ASSOCIATION, INC.**

c/o Associated Property Management of the Palm Beaches, Inc.  
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**BOARD OF DIRECTORS MEETING**

**Thursday, July 22, 2021**

**5:30pm**

**VIA ZOOM**

**MINUTES**

**CALL TO ORDER**

President Chris Salamone called the meeting to order at 5:31pm stating there was a quorum.

Board members present:

Chris Salamone, President  
Dianne Letzelter, Treasurer  
Don Uselmann, Secretary  
Cynthia Brown, Director  
Steve Alport, Director

Representing Associated Property Management of the Palm Beaches, Inc. (APM) was Meredith Rubin Community Association Manager.

There were approximately 11 members present.

**MINUTES**

Don Uselmann made a motion to approve the minutes of the June 24, 2021 Board meeting. Steve Alport seconded the motion. The motion passed unanimously.

**TREASURER'S REPORT**

Dianne Letzelter presented the June 2021 financial statement and reported that the Community was \$17,000 under budget and there was \$390,000 in the reserve fund.

**PRESIDENT'S REPORT**

Chris Salamone made opening remarks. He stated that he would like to keep the meetings shorter than they have been.

Chris Salamone reported that Will from BrightView's last day was July 23, 2021.

**MANAGER'S REPORT**

Meredith Rubin reported that Will Braxton from BrightView had resigned and his last day was June 23, 2021. She also reported that she was meeting with the District Manager on July 23, 2021 to discuss the items that were not being done per the Contract.

Meredith Rubin presented three (3) proposals to replace the pool house and guardhouse roofs.

All Phase Roofing	\$22,268
Florida State Restoration:	\$13,225

SK Roofing: \$24,470

She reported that she is waiting for one additional proposal. The Board will make the decision at the August Board meeting.

### **ALC COMMITTEE**

Julie Hagnauer gave the ALC report.

Julie Hagnauer reported that the following applications were approved by the ALC:

- 1568 stump removal - \$458.43
- 820 areca removal - \$770.00
- 822 - cut back arecas (they are on a bulkhead so cannot be removed safely) - \$393.83
- 1325 – roof replacement
- 1547-1543 - front landscape
- 1341 - AC
- 831 - window replacement
- 817 - areca removal (reimbursement)
- 1369 - electrical (pool) equipment on common wall – deny
- 1527 - white rock - deny

Don Uselmann made a motion to approve the ALC application for 820 and 822. Steve Alport seconded the motion. The motion passed unanimously.

Don Uselmann made a motion to approve the ALC application for 1568 to remove arecas (at homeowners' expense). Dianne Letzelter seconded the motion. The motion passed unanimously.

Don Uselmann made a motion to approve the ALC application for 1325. Steve Alport seconded the motion. The motion passed unanimously.

Don Uselmann made a motion to approve the ALC application for 1547-1543. Steve Alport seconded the motion. The motion passed unanimously.

Cynthia Brown made a motion to approve the ALC application for 1341. Steve Alport seconded the motion. The motion passed unanimously.

Cynthia Brown made a motion to approve the ALC application for 831 with the stipulation that the permit must be submitted before the work may commence. Don Uselmann seconded the motion. The motion passed unanimously.

Don Uselmann made a motion that to approve the ALC application for 817, who replaced Arecas prior to the establishment of the Areca policy and did so without submitting an application. Both policies will apply retroactively. They will receive a reimbursement of \$1,400 per the areca policy for replacement costs but we the Board will impose a fine of \$500 for failing to submit an application. Cynthia Brown seconded the motion. The motion passed unanimously.

Don Uselmann made a motion to approve the addendum to the 1369 ALC application to add electrical (pool) equipment on common wall allowing attachment of equipment for the common wall as long as the homeowners indemnifies the community. The Board will fine the homeowner \$500 for previous failure to submit a complete and accurate application. He still must submit applications to move the AC unit and install the generator which work was completed without an application or he is subject to additional fines. Dianne Letzelter seconded the motion. The motion passed with four yes votes (CS, DL, CB & DU). SA abstained.

Julie Hagnauer reported that the Landscape architect suggested that rock (ground cover in landscape beds) follow the same color scheme for the rock as for the pavers, so that white rock application for 1527 should be denied.

Steve Alport made a motion to deny the ALC application for 1527. Cynthia Brown seconded the motion. The motion passed unanimously.

The ALC is working on updating the guidelines to include a color palette for landscape rocks to match paver colors, AC installation on the 3<sup>rd</sup> floor balconies, the parapet policy and no ALC deposit may be

returned until the permit is submitted. The draft policy must be sent out by August 10<sup>th</sup> for an August 24<sup>th</sup> Board meeting. The policies should be sent to the Board first for review.

Hardwood trimming: Julie Hagnauer reported that the ALC not happy with the hardwood trimming, and it appears that the Clausius were not trimmed. The Committee met with Robert, the arborist who promised to return to complete the trimming, which was not done. This will be discussed further with the new arborist and District Manager. Cynthia Brown reported that the new DM has a military background and will get things done. If the trimming is not done, we won't pay. Per Will BrightView will remove \$18,000 for tree trimming. Meredith Rubin has asked for it in writing which she has not received anything yet.

Cynthia Brown reported that the Estuary has approved a proposal with Brightview to upgrade the irrigation system. Meredith Rubin asked the warranty and advised BrightView that no work can commence until the Board reviews the warranty and ok's the project starting. In addition, she Bryan from Xtreme what the typical warranty was. He submitted a proposal that was approximately \$2,000 less than Brightview a lot less than Gryphon with a one-year warranty. The Board would like to have the landscape vendor do the installation so they would like to discuss whether or not they will replace BrightView.

### **COMMUNICATIONS**

Bob Smith gave the Communications report.

The third quarter directory is online. There are several changes with homeowners who have changed their email addresses or phone numbers. He reported that occasionally we have calls from owners who have problems signing onto the websites. Most often, they've lost their passwords which we do not have access to.

### **SECURITY**

Bob Smith gave the security report.

The gate house a/c unit has been out of order close to two weeks. Unit still not working despite Island Air attempting to make the repairs. Island Air installed a temporary portable unit until the unit is repaired. This is not a warranty item.

Concrete curb stops for the security guard parking will be installed by All County.

### **WELCOME COMMITTEE**

No report

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Cynthia Brown reported that the positivity rate in Palm Beach County was going up and wanted to know if it was time to reinstate the mask policy. The Board discussed and they do not want to reinstate the policy at this time. They will continue to monitor the positivity rates and could reinstate the requirement for vendors prior to the next meeting.

### **NEXT MEETING:**

After a discussion on Board members availability and holidays, the next Board meeting will be August 26, 2021 5:30pm via Zoom

### **ADJOURNMENT**

**There being no further business, Dianne Letzelter motioned to adjourn the meeting. Steve Alport Seconded. All in favor.**

Meeting was adjourned at 6:40pm.

Respectfully submitted by,  
Meredith Rubin, LCAM