



**DELRAY ESTUARY HOMEOWNERS ASSOCIATION, INC.**

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

**Thursday, November 18, 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 16 members present.

**MINUTES**

Steve Alport made a motion to approve the minutes of the October 28, 2021 Board meeting. Dianne Letzelter seconded the motion. The motion passed unanimously.

**TREASURER'S REPORT**

Dianne Letzelter presented the October 2021 financial statement. There are outstanding items that have not been billed and are not reflected in the financials. The excess funds will be placed in the reserve account.

**PRESIDENT'S REPORT**

Chris Salamone made opening remarks.

**MANAGER'S REPORT**

Meredith Rubin asked the Board what portion of the open BrightView bills did they want to pay. The Board is going to meet BrightView on November 30, 2021.

Xtreme onboarding and the first few weeks have shown an improvement to the property. Work orders and private work requests should be sent to [estuary@xtremelandscaping.com](mailto:estuary@xtremelandscaping.com).

Mulch installation will be done Thanksgiving week.

We are working with Beautiful Mailboxes to have the mailboxes repaired as a warranty item.

### **ALC COMMITTEE**

Julie Hagnauer gave the ALC report.

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

- 1599 pool/spa installation -ALC feels the spa should be on west side of property not east. In addition, the Committee would like the pool/spa moved further west off the sea wall.
- 1464 pool installation – waiting for staking of pavers, equipment pad, fence and property line
- 1501 spa removal – waiting for landscape plan
- 807 waiting for proposal to remove bird of paradise
- 1345 waiting for proposal to remove tree

Tree trimming: ALC would like board to approve Xtreme tree trimming proposal \$12,162.43 The proposal addresses the crown reduction that was incomplete as well as palms that were skipped. Steve Alport made a motion to approve the proposal from Xtreme to trim the palm trees, Root pruning – who is responsible for ensuring pruning done and who is responsible for cost? The Association attorney provided an opinion stating that the homeowners were responsible for pruning roots on their properties and the HOA is responsible for the common property roots. Xtreme would like any resident who has their own landscaper/ pest control vendor who services their property to advise Xtreme if they treat the turf or fertilize. They don't want to double treat the areas.

### **COMMUNICATIONS**

Bob Smith gave the Communications report.

### **SECURITY**

Bob Smith gave the security report.

Bob Smith reported the Security Committee is still looking for a replacement guard for the overnight shift.

Bob Smith reported that the DwellingLive computer must be replaced. Bob Smith will purchase a computer as Victory Access provided a proposal for \$2,000.

Back Gate call box: Steve (guard) found that the guard at the front gate can hear people at the back call box and may provide access from the front gate. The Security Committee is investigating purchasing a new call box.

Holiday Appreciation Fund update: An email will be sent to the Community reminding homeowners that the guards may not be tipped individually. The gratuities may be left at the gate or mailed to APM.

No parking sign update: A revised photo rendering of the proposed no parking sign location adjacent to the city sewage lift station right of way was presented. The location was west of the location shown at the October Board meeting. The Board approved the location as submitted on the photo with the recommendation that a double arrow replace the single arrow and that the sign be posted on a temporary stake until the permanent post is installed.

**HOLIDAY DECORATING COMMITTEE**

The Holiday Decorating Committee will be decorating the Community the Saturday after Thanksgiving. The holiday lights will also be turned on that weekend.

**WELCOME COMMITTEE**

No report

**OLD BUSINESS**

None

**NEXT MEETING:**

The next Board meeting will be as follows:

Board meeting: December 16, 2021 5:30pm via Zoom. The meeting date was changed to December 15, 2021.

**ADJOURNMENT**

**There being no further business, Steve Alport motioned to adjourn the meeting. Cynthia Brown seconded. All in favor.**

Meeting was adjourned at 6:32pm.

Respectfully submitted by,  
Meredith Rubin, LCAM