



DELRAY ESTUARY HOMEOWNERS ASSOCIATION, INC.

c/o Associated Property Management of the Palm Beaches, Inc.
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**BOARD OF DIRECTORS MEETING
Monday, October 29, 2018 (following Budget meeting)
at Community Pool Cabana**

MINUTES

CALL TO ORDER

President Gary Rex called the meeting to order at 5:29pm stating there was quorum.

Board members present:

Gary Rex, President
Garwood Whaley, Vice President
Robert Smith, Secretary
Patricia Vanderkwast, Director

Absent:

Ellyn Miller, Treasurer

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

There were approximately 32 members present.

MINUTES

Gar Whaley made a motion to approve the minutes of the September 23, 2018 Board meeting. Bob Smith seconded the motion. The motion passed unanimously.

PRESIDENTS REPORT

The Board accomplished a lot this year.

Items to be discussed tonight are:

- Approve new landscape maintenance contract
- Mailbox replacement
- Paver replacement

TREASURER'S REPORT

Meredith Rubin gave the Treasurer's report.

Meredith Rubin discussed the delinquencies.

MANAGER'S REPORT

Meredith Rubin gave the Manager's report.

Mailboxes: *ALC new mailbox sample from Beautiful Mailbox*

Roof cleaning: *Completed*

Painting: *Completed – except touch-ups*

Several people have reported that shutters were not replaced. Most of those shutters were rotten and must be replaced.

I have a spreadsheet which breaks down the individual prices.

Awnings: *Gatehouse awnings waiting to be installed*

Sand installation for beach:

Regional – waiting for price

Landscape Maintenance: The Board has bid out landscaping contract. Two Board members and the ALC has interviewed two vendors and the ALC is going to recommend a new vendor starting November 1st. The contract includes pest control and irrigation. I recommend those start January 1st.

Tree trimming: *To start December/January.*

Delinquency report: *See attached*

Fountain: The bearings failed on the inside of the motor (which is 2-3 years old). Being replaced for \$400.

Traffic circles and cul-de-sacs: We received proposals from 2 vendors to decrease the size of the cul-de-sacs and the island at the Estuary Way gate. This project, with the replacement of the grey pavers should wait until the mailboxes are done and have everything done at one time – OR before the road sealing.

Seal coating: We have proposals from 2 vendors who inspected the property. Project on hold

ALC COMMITTEE

August Salvado gave the ALC report.

Air Conditioners: August Salvado reported that there must be a better process to approve installing air conditioners. The application should be left at the gate, who will contact the ALC chair. If the required documentation is submitted the ALC chair will contact the Executive Committee to approve (either President or Vice President). If the required documentation is not submitted, then ALC chair will contact the homeowner. The Executive Committee will not approve until the ALC chair has approved.

The air conditioners should be no more than 7” above the containment area (which is approximately 50”).

Gary Rex made a motion to approve the air conditioning approval process presented by the ALC. The application should be left at the gate, who will contact the ALC chair. If the required documentation is submitted the ALC chair will contact the Executive Committee to approve (either President or “Vice President). If the required documentation is not submitted, then ALC chair will contact the homeowner. The Executive Committee will not approve until the ALC chair has approved. The air conditioners should be no more than 7” above the containment area (which is approximately 50”).”

Bob Smith seconded the motion. The motion passed unanimously.

Landscape Maintenance Contract:

August Salvado reported that the ALC Committee met with the owners of Regional Landscape Asset Manager (“Regional”) and US Lawns and reviewed their proposals. After meeting with Regional on two occasions and comparing what he could offer versus Majestic and US Lawns, the Committee felt that Regional would be the right choice for Delray Estuary. They offered a three-year contract with no increase for the first two years. The Committee also recommended Regional for irrigation and pest control, with those contracts starting in January 2019.

Gar Whaley made a motion to approve the contract with Regional for landscape maintenance effective November 1, 2018. Bob Smith seconded the motion. The motion passed unanimously.

Mailboxes:

The ALC Committee recommended accepting the proposal from Beautiful Mailboxes – with no scroll and the white numbers on the front of the mailbox.

Patty Vanderkwast made a motion to approve the proposal from Beautiful Mailboxes to replace the mailboxes in the Community for a cost of \$28,975.10, to be paid for by the homeowners at a cost of approximately \$279 per homeowner. Bob Smith seconded the motion. The motion passed unanimously.

Applications:

- ❖ 1391 – new roof
- ❖ 1431 – new roof

Patty Vanderkwast made a motion to approve the ALC applications from 1391 and 1431 to install new roofs by All Phase Roofing. Gar Whaley seconded the motion. The motion passed unanimously. The roofer should be advised that (1) no equipment may be stored overnight in the Estuary (2) all debris must be removed daily.

- ❖ 1427 – new AC

This application was not approved. The ac was installed without the correct documentation or a signed ALC.

COMMUNICATIONS COMMITTEE

Bob Smith reported the following:

Database Consolidation:

Brian McEntee is finalizing the database and the 4th quarter directory should be online within the week.

Residents Currently in Email System:

(no changes since last meeting)

- Currently there are 166 residents who are listed in our system and receive emails on a regular basis.
- There are four (4) non-residents that also receive copies of our emails.

Email Bulletins:

- The Communications Committee sent out nineteen (10) email bulletins since our last Board meeting on August 7th.

Signage:

- As requested by the Board we moved the small “No Trucks” sign from the area left of the northwest exit gate and removed the large temporary folding sign placed near the fountain, directing all trucks to exit at the gatehouse. After several days the guards observed several trucks attempting to exit by going around the fountain to the left and exiting the auto gate. The signs were then placed back at their original location to avoid confusion.
- We have approximately 500 copies of a handout to all truck remaining.
- RECOMMENDATION:
 - Prepare permanent “No Trucks” sign and mount on standard pedestal matching other signage in location next to gate.
 - Remove large folding sign at fountain,
 - Discontinue use of handouts when existing inventory has been depleted.

DOCUMENT TASK FORCE

The Amendments were revised based upon the comments at the Documents Review homeowner forum. The outstanding issue was a ban on 18-wheeler trucks.

Gary Rex made a motion to prohibit articulated trucks into the Community (either in Document amendment or post orders – TBD) except cranes. Gar Whaley seconded the motion. The motion passed unanimously.

SECURITY COMMITTEE

Meredith Rubin gave the report on Patty Vanderkwast's behalf (no voice). She reported that the Security Committee met with one security vendor and is going to meet with a second. The Committee will make a recommendation at the next meeting.

ADT: 37 homeowners have had alarm systems upgraded and 5 more are scheduled.

SOCIAL COMMITTEE

Ingrid Hackenbruch reported that there will be a party on the pier on November 2nd.

WELCOME COMMITTEE

No report.

HOLIDAY DECORATING COMMITTEE

No report.

NEXT MEETING:

The next Board meetings will be:

Budget/Board meeting: Wednesday, November 28th at 5pm

ADJOURNMENT

There being no further business, Gar Whaley motioned to adjourn the meeting. Seconded Bob Smith. All in favor.

Meeting was adjourned at 6:56pm.

Respectfully submitted by,
Meredith Rubin, LCAM