



**DELRAY ESTUARY HOMEOWNERS ASSOCIATION, INC.**

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

**Thursday, June 24, 2021**

**5:30pm**

**VIA ZOOM**

**MINUTES**

**CALL TO ORDER**

President Chris Salamone called the meeting to order at 5:30pm 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 13 members present.

**MINUTES**

Don Uselmann made a motion to approve the minutes of the May 27, 2021 Board meeting. Steve Alport seconded the motion. The motion passed unanimously.

**TREASURER'S REPORT**

Dianne Letzelter reported that APM has a new accounting system/website. She is meeting with Brian McEntee to and the new bookkeepers and will provide the May financials after the meeting.

**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 the Board is working on having in person meetings.

**MANAGER'S REPORT**

Landscape maintenance report – homeowners of responsibility reminder from email that was sent BrightView Connect – Meredith Rubin reminded homeowners to start putting work orders into BrightView Connect. She stated that she knows that the response time is not as fast as homeowners would like. It was also discussed that BrightView should not close work order without notifying homeowners that the work has been completed.

Meredith Rubin reminded homeowners that the Association had changed banks and lockbox address. She will send a reminder to the community.

She also reported that she is working on roof proposals for the guardhouse and pool and seal coating. Steve Alport advocated waiting until September to pressure clean. The sidewalks and driveways may be paid by HOA. The back patio option will be paid by individual owners who wish to clean the back patio. The Board decided to leave the street pavers as is. Chris Salamone asked if the minutes could be sent within 5 days.

### **ALC COMMITTEE**

Julie Hagnauer gave the ALC report.

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

- 1523 replace AC - approved
- 801 replace AC - approved
- 1595 remove grill and cabinet- approved
- 1435 gutters – approved
- 1523/1519 landscape front – approved
- 1329 replace roof – approved\*
- 1345 replace roof – approved\*
- 1341 replace roof – approved\*

\* waiting for crane insurance, contract with tile specs and solar vent info

Don Uselmann made a motion to retro-actively approve the ALC applications that the ALC approved during the past month. Steve Alport seconded the motion. The motion passed unanimously.

Chris Salamone asked that the ALC applications be sent to the Board prior to the meeting.

Irrigation system upgrade proposals – Julie Hagnauer reported that the ALC had received two proposals for the irrigation system prior to the last meeting and the updated BrightView was provided to the Board this past week. BrightView and, Gryphon both submitted a proposal to upgrade the system. Cynthia Brown reported that the Board was provided with the updated proposal from BrightView and the ALC was in favor of the Board approving. BrightView added the stipulation that every area of the property would be inspected after installation and that the irrigation supervisor must be on-site during the installation.

Steve Alport made a motion to approve the irrigation enhancement proposal from BrightView in the amount of \$25,710.26. Don Uselmann seconded the motion. The motion passed unanimously.

Sod installation proposal on hold until the irrigation is functioning correctly.

Third floor AC installation: The Board revisited the request from a homeowner to install an air conditioner compressor on her third-floor balcony. She advised the Board that her roofer stated that installing a new AC compressor in the parapet (and cutting a new hole in the roof) would void her 10-year roof warranty. The Board discussed that the guidelines would have to be updated at a meeting (with 14 days' notice to homeowners). The guidelines would have to be specific re: noise, view from the street, AC's could only be on third-floor balconies, casing must be painted to match house color, strapping etc. After a discussion, the Board agreed to approve the homeowner's request. Steve Alport made a motion to approve an application from 1431 to install a compressor for the third-floor AC on her balcony. Don Uselmann seconded the motion. The motion passed unanimously.

Parapet caps: Many homeowners have added a cap to their parapets without an application – and the ALC application states that parapets may not be altered. Most appear to be a band covering the grooves, but some appear to have increased the parapet height. The Board will discuss this further at the next meeting.

Landscape architect: We are meeting with the landscape architect on June 29<sup>th</sup>.

### **COMMUNICATIONS**

Bob Smith gave the report.

The third quarter directory will be posted on July 1<sup>st</sup>.

Bob Smith asked Committee chairs to make sure the contact information for their committee members was correct on the website.

### **SECURITY**

Bob Smith gave the security report.

The hurricane notice was posted on the website.

Parking signs should be ready for installation mid-August.

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

### **WELCOME COMMITTEE**

No report

### **OLD BUSINESS**

None

### **NEW BUSINESS**

None

### **NEXT MEETING:**

The next Board meeting will be July 22, 2021 5:30pm via Zoom

### **ADJOURNMENT**

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

Meeting was adjourned at 6:55pm.

Respectfully submitted by,  
Meredith Rubin, LCAM