



BOARD OF DIRECTORS MEETING

7:00 pm. Thursday, April 2, 2015
At Community Pool Cabana

MINUTES

CALL TO ORDER

Jeff Steiner called the meeting to order at 7:07 pm. A quorum was established. Board members present: Jeff Steiner, President; Julie Hagnauer VP; Cara Destefano-Greif, Treasurer, and Director Bob Smith. Don Uselmann, Secretary was absent. Representing Capital Realty Advisors, Inc. (CRA) was Steve Polino, LCAM, and Community Association Manager.

APPROVAL OF PREVIOUS MEETING MINUTES

After review, a motion was made, seconded and unanimously approved to accept the Annual Membership Meeting and the Board's Annual Organizational Meeting minutes, both held on March 5, 2015 as written.

OFFICERS & COMMITTEE REPORTS

- FINANCIAL REPORT – In the absence of Treasurer Cara Greif, Jeff Steiner reviewed and commented on the January Financial reports discussed the way the construction expenditures were shown on the reports, stating that the bottom line negative monthly were very confusing and misleading. Steve asked Jeff to discuss a remedy with Wayne Stansel, the DE Accounting Mgr and Lisa Moore, CRA Controller and VP to insure no misunderstandings. It was noted that no homes were in foreclosure and the one homeowner delinquent had paid.
- COMMUNICATION COMMITTEE REPORT – Bob Smith, Committee chairman reported there are presently 147 residents who receive emails on a regular basis. Since the last Board meeting 3 emails bulletins have been sent out. Bob reported the update of the Community Directory was complete on February 27th and was online at the Association's web site.
- Bob Smith asked that the board recognize the efforts of three residents who initiated and coordinated a Pier Party that was held on Sunday March 29. The social event was attend by approximately 50 Estuary residents. Residents brought their own beverages and appetizers to share. The organizers for the event were Susan Mitchell, Sharon Anderson and Patti Winn.
- SECURITY COMMITTEE – James Donley and Joe Huturk reported on the committee's recent activities, reviewed 2014 gatehouse attendants activities statistical totals and the Security improvement to date. Quotes taken to upgrade and provide additional Camera were reviewed and discussed which included upgrading of the rear gate cameras and adding cameras to the main entrance, including camera on the interior of the gatehouse with audio microphone. After discussion, a motion was made, seconded, and unanimously approved to accept the contract from Victory

Access Control, LLC, for the ungraded equipment at a total cost of \$4,985.00.

- SEAWALL COMMITTEE – Jeff Steiner, Board President reported on the completion of the Seawall replacement project, Phase I – bldg. no. 2, and discussed the start date of Phase II, the replacement to take place at bldgs. no 6 (center bldg. on the intracostal) and no. 11 (north bldg.). Homeowner have been advise to have all personal item, including any permanent structures, i.e., Spas, Grill, etc. removed by April 12th, for a start date on or about April 19th.
- ALC COMMITTEE – Julie Hagnauer, Board VP and Chairman of the ALC Committee presented the committee recommendation to the Board on applications from the following homeowners which were unanimously approved by the Board of Directors: 821, 1379, 1395, 1399, and 1455 – Landscape improvements, 1329 – Landscape and Spa on the rear patio, 1399 a new garage door. The Board denied application to have additional address number on the wall at unit 1443 and 1455.

MANAGEMENT REPORT

Steve Polino provided a written report on assigned projects, key issues and various events during February since the last meeting. There were a brief discussion on selected items from the below report.

LANDSCAPING

- Majestic Landscape mowed three times and will do the same in April as scheduled. The monthly trimming was completed and will be done towards the end of April as scheduled.
- Spring mulching will be completed during the last week of March.
- Majestic owner and I will be touring the property to review specific plants for the Annual ‘Heavy Cut-Back’ of plants that have become leggy due to age. Not as many plants will require this cut back as Majestic has been doing a better job of keeping plant trimmed during the winter.
- We have started taking bids for the Annual Tree Trimming for consideration at the May 7th Board Meeting for late May start date is targeted and the second palm tree trimming scheduled for after Thanksgiving during the first week of December.
- The April Planting is scheduled to be done early in the month. The June Association Planting will be schedule in late June/early July.

GROUND PEST CONTROL

- Please note there is NO BLANKET SPRAYING of pesticides in the Delray Estuary. The property is totally inspected monthly during the summer months on the contractors IPM Program which is recommended by the University of Florida to kill bad insects and keep the good insects alive. Inspections are done every other month in the winter month.
- **WHEN SPRAYING IS DONE – signs put up can be removed after 3 hours.**
- **AFTER THE CHEMICAL SPRAYED IS DRY – approximately 30 minutes depending on weather conditions, once dry it is NO LONGER harmful to HUMANS OR PETS.**
- There have been service calls to inspect specific locations brought to their attention by homeowners calling in to CRA reporting and areas seen by Majestic Landscape employees advising of a suspected problem for treatment. Pest Control Spraying or treatment is done on an as needed basis.
- **Homeowner are urged to contact Jason at 624.5888 to request a Work Order for any plant that appears to have damaging insects or is starting to look like it is dying.** Calling in to Jason for a work order will expedite service as I’m often out of the office. When I do get the message I have to forward it to Jason.

IRRIGATION

- The ‘monthly wet-checks’ to inspect all equipment (each sprinkler head is looked at while it is running to adjust to the correct spray) are being done on schedule. As sprinkler heads age, they will lose the ability to hold setting and they do get accidentally bumped from time to time.
- Watering Plants and Turf twice a week have resulted in healthier Plants and Turf that are more drought resistant as roots will be forced to grow deeper, which is a key aspect to strong healthy grass.
- Note that the ‘Carpet Grass’ weed has been slow to show sign of browning due to the mild winter this year but there are spots where browning has occurred. This browning is not due to lack of irrigation water. It is normal as this weed is

affected during the winter months, unfortunately it not dead and will come back at the beginning of the growing season with rains.

LAKES

- Lake Masters Treated the lake water weeds and will be doing another treatment on them this month, the algae in the lake is minimal and have been put on notice that the quarterly fertilization was just completed, which due to the warm days and combined with the fertilization cause algae bloom to begin.
- Aquatic Midge treatments being done are expected to keep them under control as they did last year, the Board will be considering fish stocking of the lakes again if it is found to be needed. None were recommended by Lake Masters last year.
- The Preserve where aquatic midges are allowed to grow unchecked without any treatments being allowed will increase the chances for the lake side patios to be affected with this insect.

PRESERVE

- Spot weeding in the Buffer Zone (along the wood fence) will done the last week month and will be done again midway between the 2nd and 3rd quarterly contracted maintenance.
- Some of the native plants have been approved by South Florida Water Management for trimming when they reach a certain height.
- Another State inspection done in February found the Preserve Areas to be in “excellent” condition.

GATEHOUSE RENOVATION

- The new Golf Cart parking area is complete and the Landscaping will be installed during the 1st Association Planting during the 1st half of April.

OLD BUSINESS

The Dr. Strap quote for replacement slings for the pool loungers was reviewed and discussed. Paul Golub (Dr. Strap) found the matching fabric. After discussion, **a motion was made, seconded and approved unanimously to replace up to 20 loungers slings at a total cost of \$2,544.**

The Board determined that ALC Applications for all landscape installation on the Seawall units are required.

Steve presented the 2014 CPA Annual Financial Audit draft and having been given to the Directors at the last Board meeting and advised the Board at that time if there were questions on the substance of the report the Directors should contact the Ken, the CPA, direct for an explanation. It was mentioned that the Association is required to notify the membership in writing that once the final copy of the Audit was received from the CPA, copies of the Annual Audit will be available upon receipt of a written request at no cost to the owners. Jeff stated he had spoken to Ken about his concerns. **A motion was made, seconded and approved unanimously to accept the 2014 CPA Annual Audit as written.** It was noted that the Audit will be available on the Association’s web site for downloading.

Bob Smith presented the proposed Amendment package that will be distributed to homeowners via email. The package included a cover letter from the board, a proposed copy of an addition to Rules at a Glance, the proposed Amended Documents (6.1, 6.2 and 5.11), Existing Documents (6.1, 6.2 and 5.11) and the Proxy Ballot. After review, the board approved these documents for email distribution, with one change; Bob felt that the inclusion of the existing documents was unnecessary. The board agreed. The mailing will be scheduled no later than April 20th.

NEW BUSINESS

The following quotes were reviewed, discussed and **unanimously approved by motion and vote of the Board of Directors:**

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| a) The first (of 3) annual plantings of misc plants at 21 units | by: Majestic | Cost: \$1,743.00 |
| b) Removal of all Landscape at bldg 6 for Seawall work | by: Majestic | Cost: \$9,325.00 |
| c) Removal of Fencing & Gates at bldg. 6 for Seawall work | by: Majestic | Cost: \$1,265.00 |
| d) Removal of all Landscape at bldg 11 for Seawall work | by: Majestic | Cost: \$8,830.00 |
| e) Removal of Fencing & Gates at bldg. 11 for Seawall work | by: Majestic | Cost: \$1,415.00 |
| f) Removal of Patio Pavers at bldg. 6 for Seawall work | by: JP Pavers | Cost: \$1,630.00 |

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| g) Reinstallation of Pavers at bldg. 6 upon completion | by: JP Pavers | Cost: \$5,016.00* |
| h) Install new Pavers where Spa (2) removed bldg. 6 (if required) | by: JP Pavers | Cost: \$2,400.00 |
| i) Removal of Patio Pavers at bldg. 11 for Seawall work | by: JP Pavers | Cost: \$1,412.00 |
| j) Reinstallation of Pavers at bldg. 11 upon completion | by: JP Pavers | Cost: \$4,344.00* |
| k) Install new Pavers where Spa (1) removed bldg. 11(if required) | by: JP Pavers | Cost: \$1,600.00 |
| l) Bldg 2 north end – expose drain, grade, mulch & Sod | by: Majestic | Cost: \$1,504.00** |

*Based on the present Patio footprint being re-installed exactly the same- note there were minor changes at bldg. 2.

**Common Area Drain covered by Murphy during grading and Landscape damages due to Seawall Construction equipment.

The 'Affordable Complete Repair' quote to complete back yard/patio maintenance was reviewed and discussed. It was noted that the owner had been sent Certified and Regular Mail Notices to complete the maintenance, advising if not done the Association would complete the work and bill the owner as specified in the Delray Estuary Declaration. The Notices were ignored. After discussion, **a motion was made, seconded and approved unanimously to have 'Affordable' complete the work for the Association totaling \$726.00 and the homeowner would be billed this cost plus 10% administrative fee as outline in the documents.**

The condition of the Estuary Way street fountain was reviewed and discussed. The electrical equipment for the fountain located next to the fountain has finally deteriorated to a point where the fountain equipment, pump, lights, etc. have stopped working due to a loss of power. After discussion, **a motion was made, seconded and unanimously approved to have Altima Lighting, Inc. replace all of the electrical equipment and stands to meet code at a total cost of \$890.00, with an estimated approx. cost of \$50 which may be required for unseen issues.**

Bob Smith presented several designs for the DE community sign located at the corner of Palm Trail and George Bush for replacement of the sign. The Board agreed upon a selected design and Bob would confer with the City of Delray Beach building department for completion of the same size sign.

Possible refinishing of the community pool was discussed. Steve was asked to get quotes for this project. It was noted that the original surfaced was starting to discolor and become unsightly.

RESIDENTS FORUM

Jeff opened the floor for homeowners to speak, ask questions and make comments on any issues, on the agenda or not on the meeting agenda. The Board answered questions, discussed various issues and considered comments from the membership present.

If you are unable to attend the Board Meeting(s), homeowners wanting to raise issues or make comments on any subject are asked and encouraged to direct correspondence to the Association's Website or send to CRA addressed to the Delray Estuary Board of Directors. Each Board member will receive copies if sent to CRA and the issue(s) raised in all correspondence received will be reviewed and discussed by the Board members at the next Meeting.

All Board of Directors meetings are open and all homeowners and residents are invited to attend.

ADJOURNMENT

The next Board of Directors Meeting is scheduled on June 4, 2015. No other Association business being on the agenda, **a motion was made, seconded and approved unanimously to adjourn.** The meeting was adjourned at 8:26.