



## DELRAY ESTUARY HOMEOWNERS ASSOCIATION, INC.

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# BOARD OF DIRECTORS MEETING

7:00 pm. Monday, November 2, 2015  
At Community Pool Cabana

## MINUTES

### CALL TO ORDER

Jeff Steiner called the meeting to order at 6:58 pm stating there was quorum. Board members present: Jeff Steiner, President; Julie Hagnauer VP; Don Uselmann, Secretary and Director Bob Smith. Destefano-Greif, Treasurer 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 minutes from the BOD Meeting on October 5, 2015 as amended.

### OFFICERS & COMMITTEE REPORTS

- **FINANCIAL REPORT** – In Treasurer Cara Greif absence Jeff briefly reviewed the September Financial reports commenting on the one account presently at the attorney for collections. Steve reported that the owner had paid the two quarterly assessments delinquent but was again late with the 4<sup>th</sup> quarter assessment payment which will be sent to the attorney again for Lien processing if not received at CRA by November 15<sup>th</sup>, per the Association collection Policy. It was noted that there is still delinquencies due to Fines and work completed by the Association and billed to this homeowner, due to the owner's failure to respond to Notice of Violation letter sent by Certified and Regular mail.
- **COMMUNICATION COMMITTEE REPORT** – Bob Smith, chairman reported on the number of emails bulletins that were sent out since the last meeting. Also a brief up-date report on the status of the shutter program commenting that Josafa's prices were only good until December and that owners interested or that have signed up and not been contacted by Josafa yet should give him a call as soon as possible. Bob also reported he was reviewing and updating the Association Forms that are commonly used by homeowners and are available on the Web Site for down-loading.
- **SECURITY COMMITTEE** – Joe Huturk, Acting Committee chairman, reported on the meeting with Command Security to address certain issues with of the staff. He reviewed gatehouse attendant's activities, statistical report totals and request a sign be put up concerning tail-gating at the rear entrance.

- **SEAWALL COMMITTEE** – Jeff Steiner, Board President, filling in for committee chairman Cynthia Brown, reported that Phase II of the Seawall construction at buildings. no. 6 and 11 was basically completed and the final walk-through would be done in the near future, before Murphy's final invoice would be paid. Jeff commented that there may be 'Reserve' funds left over, which possibly may be applied to the 2016 operating funds to further reduce the quarterly assessments. Jeff answered questions on owners concerns about finishing the patios, stating that fences and the main irrigation lines were in and irrigation sprinkler heads would be added once the landscaping was done. The installation of Pavers are now underway and after totally installed the landscape would be done.
- **ALC COMMITTEE** – Julie Hagnauer, Board VP and Chairman of the ALC Committee presented the one pending committee recommendations to the Board on a Landscape improvement at 807 which was unanimously **approved** by the Board of Directors.:

## **MANAGEMENT REPORT**

Steve Polino provided a written report on assigned projects, key issues and various events during August and September and invited directors to ask questions and to contact him if there were questions later.

## **LANDSCAPING**

- Majestic Landscape is on their summer schedule mowing weekly schedule on Thursdays and will mow 3 times in November and twice during December, which will change the Thursday schedule. The monthly trimming was scheduled and completed the last week of the month.
- The 3<sup>rd</sup> and final 2015 planting is schedule early for early November. Note that very few calls have come in from homeowners to date about plant problems.. **Owners with plants that need to be considered for replacement by the Association should contact Steve Polino at 561.624.5888, to make an appointment prior to the 1<sup>st</sup> 2016 Association Planting scheduled for the end of March or the first week of April at this time.**
- The second trimming of the Palm Trees is schedule to be done the second week in December. Only Trees came in with the best price already approved by the Board of Directors.
- Work is progressing on the Seawall Patios as planned.

## **GROUNDS PEST CONTROL**

- The following home were treated for pest problems, the plant by the front door at 1543, 1320 and 815. Several area were also treated for chinch bug and a couple brown areas were treated with a fungicide and insecticide. A small infestation of white fly was treated across from 1409.
- Safe Planet does four turf and ornamental fertilizations per year, which includes a special Palm fertilizer. There were service calls to inspect specific locations brought our attention by homeowners calling in reporting a suspected problem for treatment.

## **IRRIGATION**

- A number of irrigation repairs were required after about a month of absolutely no rainfall with some area requiring additional water. After average rainfall this summer our annual dry season seems to have started early.

- **Owners are still asked to report any very bad brown area around their home that they happen to so a work order can be written and the area check. The areas reported as "dying" or "turning brown" are being checked to insure the irrigation coverage is correct, misalignment of sprinklers heads is often and is usually the cause of turf stress.**

### LAKES

- A careful balance between weed and algae treatments have to be maintained to keep the fish population healthy and doing their job of keeping the midge population as low as possible.

### PRESERVE

- The wood fence next to the north lake was cleaned a wood sealer applied. It has been several years since it was last done. This close to the intracoastal and salt water it is recommended to be an annual application to help prevent wood rot.
- Spot weeding of 'not allow species' is done on as needed basis in-between the quarterly service. The native plants are getting large enough to crowd out the weed areas and are filling in these areas.
- The Preserve where Aquatic Midges are allowed to grow unchecked without any treatments being allowed will increase and have caused several lake side patios to be affected with this insect. The stocking of fish in the lake two years ago has help greatly. Lake Master has advised that re-stocking is not needed as yet.

### SECURITY

- **IT IS RECOMMENDED** that all homeowners consider leaving their outside garage lights on all night. This will greatly increase their safety and improve overall security for owner's personal property. The extra monthly charge, estimated to be around \$2.00, that your electric bill may increase, will be well worth this small additional cost.
- It's best to put your car in the garage but if you leave your car in the driveway, be sure no valuables are in the car. Even locking the car doesn't insure they won't get in, especially if something of value is left out and visible, but if your garage lights are on, your vehicle is less likely to be bothered.

### GATEHOUSE LANDSCAPE RENOVATION

- The Plans for the installation of new Plants around the new golf cart parking area and gatehouse were approved and the renovation scheduled for completion soon.

### OLD BUSINESS

The quote to have a custom gate made to hide the trash can on the north side of the Security Gatehouse was reviewed and discussed. The gate would match the fence material used throughout the community and the original cost was \$1,050. Another version, made of the same material, was \$750. Jeff asked that a quote(s) be taken for a gate made of wood or possibly PVC, stating that he felt both prices were costly just for a gate to hide a trash can. The issue was tabled for further investigation.

Bob Smith, Chairman of the Holiday Decorations Committee, reported wreaths and various material had been purchased, and on the committee's activities to date stating the committee's goal was to have the planned decorations up by November 28<sup>th</sup>.

## **NEW BUSINESS**

**A motion was made, seconded and unanimously to appoint Ingrid Hackenbruch as Chairman of the Social Committee and the following homeowners as members of the committee: Sharon Anderson, Frank Biscotti, Cynthia Brown, Hope Caldwell, Pramila Charpentier, Barbara Conahan, Barbara Hurtuk, Kim Maca, Robert Smith, Debbie Uselmann and Patti Winn.**

The bid prices for the semi-annual Palm Tree trimming to be done after Thanksgiving and before Dec 15<sup>th</sup> was reviewed and discussed. **After discussion, a motion was made, seconded and unanimously approved to award Only Trees the contract at a cost of \$5,170.00.**

The 2016 Proposed Budget was reviewed and discussed. Jeff asked Steve to get several pieces of information for the final proposed budget to be prepared for emailing to the membership by November 23<sup>rd</sup> as required. It was noted that Annual Budget & assessments would be approved at the BOD Meeting on December 7<sup>th</sup>.

The quote was reviewed and discussed to pressure clean and apply a wood stain and preservative sealer to the Preserve Wood Fence next to the north lake. It is recommended that this process be done annually to ward off the onset of 'wood rot'. After discussion, **a motion was made, seconded and unanimously approved to award this contract to Paint Rite, Inc. at a total cost of \$660.00.**

## **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 December 7, 2015. No other Association business being on the agenda, **a motion was made, seconded and approved unanimously to adjourn.** The meeting was adjourned at 9:18 pm.

