



**DELRAY ESTUARY HOMEOWNERS ASSOCIATION, INC.**

c/o Associated Property Management of the Palm Beaches, Inc.  
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**BOARD OF DIRECTORS MEETING  
Thursday, December 16, 2019  
5:00pm**

**MINUTES**

**CALL TO ORDER**

President Gary Rex called the meeting to order at 5:00pm stating there was quorum.

Board members present:

Gary Rex, President  
Garwood Whaley, Vice President  
Dianne Letzelter, Treasurer  
LisaMarie Cohen, Secretary  
Stephen Alport, Director

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

There were approximately 14 members present.

**MINUTES**

Dianne Letzelter made a motion to approve the minutes of the November 18, 2019 Board meeting. LisaMarie Cohen seconded the motion. The motion passed unanimously.

**TREASURER'S REPORT**

Dianne Letzelter said that the Community was in good shape. Dianne Letzelter reported that we are under Budget by \$95,000 and is cautiously optimistic because there are bills that have not been received or paid.

**PRESIDENT'S REPORT**

Gary Rex stated that it is his last Board meeting and it is a happy and sad occasion. He thanked the Board and the homeowners for their involvement in the Estuary.

**MANAGER'S REPORT**

Meredith Rubin reported that the Annual Meeting will be held on January 22, 2020 at the Delray Beach library.

Delinquency report: *See attached. No one is delinquent!*

Landscape Maintenance: *BrightView Landscaping is doing very well. There have been issues with enhancement work for the HOA and for homeowners and the amount of time it takes to do an installation. We have spoken with Will about it on many occasions – and the situation has not gotten better. We are also having a hard time getting proposals when we request them. Homeowners may wish to meet with other landscapers before they decide who to use.*

Landscape inspections: There are several homes that have dead and dying plants. A second letter was sent in October. As BrightView enhancement team is not doing installations in a timely manner we would suggest that homeowner use whomever they wish, with the reminder that they will need to submit an ALC application.

Swale plantings: There are 2 areas where homeowners are running over the plantings on the swale, one of which has been run over 4 times by the homeowner pulling out of the driveway. Should the homeowner be violated and charged? The Board felt that the homeowners in question should be charged for the plantings that were run over.

Front entrance annuals: We have a proposal from Yellowstone to remove sod from the front entrance and install annuals for a cost of \$593.75. They will attempt to install either Wednesday or Thursday. Steve Alport made a motion to approve the proposal from Yellowstone to install annuals at the front entrance at a cost of \$593.75. LisaMarie Cohen seconded the motion. The motion passed unanimously.

Tree removal: Ashem proposal to remove dead royal palm at 1463 is \$560. The Board agreed that the tree had to be removed.

Inspections: There are a lot of homeowners who have been placing pots outside their homes, including members of the ALC and Board. The pot survey results are part of the Board package and attached. This was discussed with the ALC report.

Areca area: The ALC will review the proposals. Yellowstone suggested if the fence is moved in near the front, calusias can be planted on the other side. A proposal from Massie Fence is attached.

Iguanas: The iguana issue is on the agenda under new business.

Maintenance: Carlos is doing a great job.

Beach: Carlos and Santos (from BrightView) have done a great job cleaning the beach. The ALC will discuss the beach further. We are waiting for a proposal from BrightView to have the sand blown onto the beach. Will was meeting the proposed vendor at 2pm today.

Pick-up truck driveway: There is a homeowner that is parking his pick-up truck in his driveway overnight, in violation of the Documents. He has received two violation letters and should be fined if this continues.

Steve Alport made a motion to approve fining the homeowner who is parking his pick-up truck overnight \$100/day not to exceed \$1,000 if he continues to park his truck in the driveway. LisaMarie Cohen seconded the motion. The motion passed unanimously.

Traffic circles and cul de sacs: on hold

Seal coating: on hold

### **ALC COMMITTEE**

August Salvado gave the ALC report.

*Wall plantings:* Steve Alport made a motion to approve the proposal from Yellowstone to install 21 calusia trees at a cost not to exceed \$23,000. LisaMarie Cohen seconded the motion. The motion passed unanimously.

*Wall shrubs:* Steve Alport reported that the ALC is meeting with Yellowstone to determine which plants should be planted in front of and behind the calusia trees but would like the Board to approve the plan and will approve the plants once a decision is made. Steve Alport made a motion to installing plants in front and behind the calusia trees at a cost of \$3,000 plus the cost of sod. LisaMarie Cohen seconded the motion. The motion passed unanimously.

*Calusia (outside wall):* Steve Alport made a motion to approve the proposal from Yellowstone to install calusia shrubs along the fence on the outside wall where the arecas are thinning. LisaMarie Cohen seconded the motion. The motion passed unanimously.

*Front entrance accent lights:* Steve Alport reported that the electrician installed lights at the entrance and the ALC has asked for other options. The Board will be advised when other lights are installed.

*Beach:* August Salvado reported that the ALC has been working with Yellowstone and BrightView to obtain proposals to install 80 cubic yards of sand on the beach and the methods used to install sand without going on the pier. Steve Alport requested that the Board approve not to exceed \$10,000 for installing sand at the beach.

Steve Alport made a motion to approve installing sand at the beach for a cost not to exceed \$10,000. Dianne Letzelter seconded the motion. The motion passed unanimously.

*Rock on swale:* BrightView is going to install a new rock next week.

*Pot rules:* The ALC presented the results of the pot survey. Gar Whaley stated he felt the pot rules were too restrictive. Gary Rex suggested a forum once the results were discussed. The remaining members of the Board felt that the results were clear and should be implemented. This will be discussed again at the next Board meeting.

*Shed:* Steve Alport reported that he found sheds that would fit the right of the pool building and a crane could be used to install the shed. The areca stumps along the wall would have to be removed and a portion of the fence near the pool equipment would also have to be removed. The cost would be between \$9,000 and \$15,000. Gary Rex thought that the foundation should be poured concrete.

## **COMMUNICATIONS**

Bob Smith gave the report.

### EMAIL BULLETINS

A total of 15 bulletins were sent out since the last board meeting:

- 4 Notice of Social Event
- 3 Notice of Board of Directors meeting
- 3 Property Managers and General Notices
- 1 Coastal Star Notice

4 Notes from Neighbors

Notes from Neighbors – the new automated online posting form is working very well.

### SERVICES DIRECTORY

To date we have had 10 submissions for the directory. We will put another request out after January 1.

### SIGNAGE

Building address signs--Waiting for delivery of two new ceramic building plaques for installation

- 1550 for the pool cabana

- 1300 Palm Trail for the gatehouse  
Name plaque signs have been prepared for the 3 new security officers

#### **SURVEY**

The ALC Guidelines survey was prepared and questionnaire data has been collected.

50 residents participated in the survey.

Our email service company no longer provides survey services under our current contract. We used our website provider to prepare the online questionnaire forms.

#### **ARCHITECTURAL & LANDSCAPE GUIDELINES**

Waiting for final draft to be approved.

#### **WELCOMING COMMITTEE – NEW OWNER’S GUIDEBOOK**

As previously reported, except for the Architectural & Landscape Guidelines section, all pages to the book have been updated and printed. Assembly and distribution are pending updating of this document.

#### **SECURITY**

Gar Whaley reported that the new golf cart has been delivered.

The 2 new guards have been doing great.

Dulcie was terminated.

The bonuses were distributed.

#### **SOCIAL COMMITTEE**

Ingrid Hackenbruch reported that the December 13<sup>th</sup> was great and everyone is looking forward to events in 2020.

#### **WELCOME COMMITTEE**

No report

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

Iguanas: Gary Rex reported that there have been many complaints about the iguanas. Janet Elmore received a proposal from Blue Iguana Pest in the amount of \$600. Gar Whaley made a motion to approve a proposal from Blue Iguana Pest to remove the iguanas. Dianne Letzelter seconded the motion. The motion passed unanimously.

#### **NEXT MEETING:**

The next Board meeting will be: TBD

#### **ADJOURNMENT**

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

Meeting was adjourned at 6:54pm.

Respectfully submitted by,  
Meredith Rubin, LCAM