



**DELRAY ESTUARY HOMEOWNERS ASSOCIATION, INC.**

c/o Associated Property Management of the Palm Beaches, Inc.  
8135 Lake Worth Road, Suite B, Lake Worth, FL 33467  
(561) 588-7210 Fax: (561) 588-2411 EstuaryMGR@apm247.net  
Website: TheEstuaryOnline.com

**BOARD OF DIRECTORS MEETING**

**Wednesday, February 17, 2021**

**2:30pm**

**VIA ZOOM**

**MINUTES**

**CALL TO ORDER**

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

Board members present:

Chris Salamone, President  
Dianne Letzelter, Treasurer  
Don Uselmann, Secretary  
Cynthia Brown, Director  
Jeanne Cohen, Director

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

There were approximately 19 members present.

**PRESENTATION**

Will Braxton presented BrightView Connect (work order program) to the Board and homeowners present at the meeting.

**MINUTES**

Dianne Letzelter made a motion to approve the minutes of the January 21, 2021 Board meeting. Don Uselmann seconded the motion. The motion passed unanimously.

**TREASURER'S REPORT**

Dianne Letzelter said that the Community was in good shape. Dianne Letzelter reported that the Association is \$11,000 under budget. Meredith Rubin will contact the homeowners who are in arrears.

**PRESIDENT'S REPORT**

**Thanks**

To the Board members for electing me president.

**New Board Member**

Dianne Letzelter made a motion to appoint Jeanne Cohen to the Board to fill Gar Whaley's position. Cynthia Brown seconded the motion. The motion passed unanimously.

**MANAGER'S REPORT**

Homeowner responsibility: Homeowner's are responsible for replacing any dead or dying plants. Please be reminded that ALC applications are required for all work done to the outside of your home except if you use BrightView or Mike Littman and plant in the existing beds.

Non-compliant homeowner: Meredith Rubin reported that the homeowner at 1439 removed a Simpson Stopper (hardwood tree) on the left side of their home without ALC approval.

Dianne Letzelter made a motion to fine the homeowner \$1,000 for removing a tree without ALC approval. Cynthia Brown seconded the motion. The motion passed unanimously.

Meredith Rubin reported that the Association will be changing banks on April 1<sup>st</sup>. New coupons will be sent out.

Meredith Rubin will obtain proposals for pressure washing after the seal coating. Steve Alport suggested sealing the pavers and will work with Meredith Rubin to obtain proposals.

### **ALC COMMITTEE**

Cynthia Brown gave the ALC report.

Dianne Letzelter made a motion to retro actively approve the ALC roof replacement applications that the ALC approved during the past month. Don Uselmann seconded the motion. The motion passed unanimously.

- 1409 hurricane shutters: Cynthia Brown presented the three (3) options for hurricane shutters that the homeowner requested. The ALC suggested approving option 2 or 3.  
Don Uselmann made a motion to approve the ALC application for 1409 hurricane shutters (option 2 or 3) . Dianne Letzelter seconded the motion. The motion passed unanimously.
- 1401 hedge had white fly. The ALC met with BrightView and the hedge was hard cut and fertilized. BrightView believes the hedge will look better in a month.
- 835 bamboo: The homeowner would like the Board to replace the bamboo with a taller plant or taller bamboo behind the pool. The Board discussed the matter and felt that it was common area and no further action would be taken.

Landscape replacement: Cynthia Brown presented the proposal in the amount of \$23,913.40 from Gryphon Landscaping (Mike Littman's new company) to remove the last section of areas and replace. Cynthia Brown made a motion to approve the proposal in the amount of 423,913,40 to replace the last section of arecas on common property. Dianne Letzelter seconded the motion. The motion passed unanimously.

Areca replacement policy: Cynthia Brown presented the suggested areca replacement policy:

- Homeowners with diseased Areca(s) must submit a landscape application to the ALC including the details of replacement landscaping for which they have individually contracted.
  - When approved the HOA will contract for the removal of **all** Arecas on the property (both diseased and healthy) and absorb the cost for the removal.
  - The homeowner is responsible for initiating a contract and payment of the contractor for the replacement landscape.
  - The HOA will credit the homeowner up to \$1000 (\$1500 on select properties) upon verification of completion of the project. A check will be issued within 10 days of this verification.

Cynthia Brown made a motion to approve the areca replacement policy. Don Uselmann seconded the motion. The motion passed unanimously.

ALC chair and new ALC member: Cynthia Brown made a motion to appoint Julie Hagnauer ALC chair and appoint Julie Roberts to the ALC Committee.

### **SECURITY**

Bob Smith gave the security report.

New Security Committee

Patty Vanderkwast has resigned from the Committee.  
Steven Alport has agreed to co-chair the Committee.  
Isabel Salvado has agreed to serve on the Committee.  
Brooke Brady has agreed to be the kayak coordinator  
The remainder of the Committee is continuing to serve on the Committee

Bob Smith asked Meredith Rubin to have the water heater in the guard house repaired.

#### **COMMUNICATIONS**

Bob Smith gave the report.

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

Guidelines were finalized.

Committee Chairs – please remember to provide Bob Smith with the names of your Committee members.  
Meet your Neighbors: It was suggested that this years meet your neighbors should spotlight new homeowners.

#### **WELCOME COMMITTEE**

No report

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

BrightView: Dianne Letzelter made a motion to approve the BrightView contract addendum. Cynthia Brown seconded the motion. The motion passed unanimously.

#### **NEXT MEETING:**

The next Board meeting will be: TBD

#### **ADJOURNMENT**

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

Meeting was adjourned at 4:42pm.

Respectfully submitted by,  
Meredith Rubin, LCAM