



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

Thursday, May 27, 2021

5:30pm

VIA ZOOM

MINUTES

CALL TO ORDER

President Chris Salamone called the meeting to order at 5:35pm stating there was 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 17 members present.

MINUTES

Dianne Letzelter made a motion to approve the minutes of the April 22, 2021 Board meeting. Chris Salamone 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 \$13,000 under budget. There is \$370,000 in reserves. She also reported that the Board had a zoom call with the reserve analyst. They did a great job, and the Association is at the required level of reserves. The reserve study is updated every 3-5 years.

PRESIDENT'S REPORT

Welcome to the new homeowners.

Chris Salamone made opening remarks and asked that everyone mute themselves except when the Board takes questions which will be after every motion and second and during the open forum.

Chris Salamone reported that the seal coating looks fantastic.

He also reported that many homeowners have expressed confusion with the ALC rules. During COVID the Board made the decision not to cause homeowners additional stress and did not send violation letters. The Board explained that before you do any work done to the outside of your home you must submit an ALC application. The ALC attempts to approve applications as soon as they are complete.

Chris Salamone also reported that Jeanne Cohen resigned her position on the Board.

Dianne Letzelter made a motion to appoint Steve Alport to the Board to fill the position vacated by Jeanne Cohen and before that by Gar Whaley. Cynthia Brown seconded the motion. The motion passed unanimously. Chris Salamone welcomed Steve Alport to the Board.

MANAGER'S REPORT

Meredith Rubin reported that the seal coating was completed, and the roads look great.

Landscape maintenance report – homeowners of responsibility reminder from email that was sent
Recommend fines for residents who had work done on their properties without ALC without ALC application and approval: fence installation and screen installation.

BrightView Connect – Meredith Rubin reminded homeowners to start putting work orders into BrightView Connect.

Vent: There is a broken vent on the outside wall of the pool house. Two proposals were received to either repair or replace. The Board recommended accepted the proposal from Juan to replace the vent for \$600. Steve Alport asked if he could see the vent before it is installed.

There was a cracked pipe (from roots) to the fountain which was replaced by BrightView for \$396.25.

Meredith Rubin reported that the Association will be changing banks on May 1st. New coupons will be sent out.

COMMUNICATIONS

Bob Smith gave the report.

- Bob Smith explained that a survey was sent to all homeowners and presented the results.

SECURITY

Bob Smith gave the security report.

Hurricane Preparedness Plan

- Plan as approved at last board meeting to be put into action on June 1.
- At Bob's recommendation, the board approved the appointment of Steve Alport as "Watch Captain."
- Updated Annual Hurricane Notice has been posted on website.
- Post Orders updated and reviewed by Sandy Butler, Frontline
- Contract from Brightview has been received and reviewed by Meredith Rubin and Gary Rex.
- Signs for posting at entrance and exit gates will be ready this week.
- Security Staff will be briefed prior to June 1.

Parking Signs Status

- Specs given to Meredith for all signs and stops.
- Cost for signs, posts, frames, and installation to be \$7,500.
- Delivery and installation 10 weeks (Mid-August)

The Board reviewed the proposals and approved the proposals from South Florida Mailbox and Stellar Signs.

Steve Alport made a motion to approve the proposals from South Florida Mailbox and Stellar Signs to manufacture the signposts and signs. Dianne Letzelter seconded the motion. The motion passed unanimously.

Retention Bonus Program

- Second Quarter 2021 retention bonus checks will be distributed in early July. APM to issue checks.

Gatehouse Maintenance

- Hose reel installed.
- New Water filter delivered, awaiting installation.
- New call box installed, need to ratify proposal from Victory Access for \$1,1496.96.
- Consideration should be given to replacing roof tiles on gatehouse.

Internet at the Pool

Steve Alport reported that a modem would have to be installed – cost \$90 per month. Don Uselmann will post the question on Facebook regarding whether or not homeowners need internet at the pool.

ALC COMMITTEE

Julie Hagnauer gave the ALC report.

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

- 820 areca removal - approved
- 824 areca removal – approved
- 811 replace AC - approved
- 1415 replace AC - approved
- 1501 replace AC – approved
- 1555 replace AC – approved
- 1539 screens – approved
- 1409/1415 planter boxes - approved
- 1435 gutters – approved
- 1332 landscape front – approved
- 1527 screen with inside mounting – approved
- 1539 screen approved
- 825 screen with inside mounting – approved
- 1479 screen with inside mounting – approved

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

Julie Hagnauer reported that the ALC denied the following application:

- 1527 white rocks – denied

She also recommended informing all residents who installed white rock without approval to apply, which would not be approved. A discussion with the homeowner at 1527 ensued. The Board agreed to put the denial on hold and to speak with a landscape architect/consultant for suggestions on color palates that the ALC should require for rocks, pavers etc. The other areas to discuss would be the fountain, the playground area and outside the wall where the calophyllum were installed then removed.

Playground survey – Julie Hagnauer thanked Bob Smith for the work he did for the survey and reporting the results. The ALC will continue to work on options for the playground.

Irrigation system upgrade proposals – Cynthia Brown reported that the ALC had received two proposals for the irrigation system. BrightView and, Gryphon both submitted a proposal to upgrade the system.

❖ BrightView proposal: \$18,130.26

❖ Gryphon proposal: \$20,425.50

The ALC felt that as long as the BrightView's proposal included a stipulation that every area of the property would be inspected after installation and that the irrigation supervisor must be on-site during the installation, the ALC would recommend accepting the BrightView proposal. The Board asked for more time to review the proposals and tabled the discussion until the next Board meeting.

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

Third floor AC installation: Approximately six (6) homeowners have installed AC units on the third-floor balcony. The ALC also received an application from another homeowner to install a third floor AC unit. The ALC would like to know how the Board would like them to handle these installations. The Board discussed that the AC's would have to be clamped down, there were noise concerns, and the panel must be painted to blend in with the building. The Board will discuss the matter again at the next Board meeting.

Royal Palm strapping: Dianne Letzelter made a motion to approve the proposal from BrightView to strap the Royal Palms at the fountain. Don Uselmann seconded the motion. The motion passed unanimously.

WELCOME COMMITTEE

No report

OLD BUSINESS

None

NEW BUSINESS

None

NEXT MEETING:

The next Board meeting will be: June 24, 2021 5:30pm via Zoom

ADJOURNMENT

There being no further business, Cynthia Brown motioned to adjourn the meeting. Seconded Don Uselmann. All in favor.

Meeting was adjourned at 7:41pm.

Respectfully submitted by,
Meredith Rubin, LCAM