



**DELRAY ESTUARY HOMEOWNERS ASSOCIATION, INC.**

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c/o Associated Property Management of the Palm Beaches, Inc.  
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**BOARD OF DIRECTORS MEETING**

**Wednesday, February 7, 2022**

**5:30pm**

**VIA ZOOM**

**CALL TO ORDER**

Meeting was called to order by President Chris Salamone at 5:33 PM

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 21 members present.

**MINUTES**

Steve Alport made a motion to approve the minutes of the December 15, 2021 Board meeting. Dianne Letzelter seconded the motion. The motion passed unanimously.

**TREASURER'S REPORT**

Dianne Letzelter reported that the January 2022 financial statement was not prepared yet. The 2021 yearend financial statement indicated that the year ended with excess funds in the amount of approximately \$67,000. There may be outstanding items that have not been billed and are not reflected in the financials. The Board agreed to move the \$67,000 into the reserve account. This was changed to \$50,000 after the Board approved the proposals for white fly and phantasma scale treatments. Meredith Rubin reported that APM has a new website – CINC. Work orders, homeowner accounts, forms etc. may be found on the CINC website.

**PRESIDENT'S REPORT**

Chris Salamone made opening remarks and discussed the Annual Meeting, recognizing good attendance by residents and noting the high level of transparency within the community. He reaffirmed the objectives of the Board is to be community centric and attempt to grant residents' requests whoever possible. He reviewed some of the improvements made including the streets and landscaping.

**MANAGER'S REPORT**

Meredith Rubin presented the proposals for pressure cleaning the Community. ted to approve Maximum Impact at a cost of \$13,765 (Driveways \$90/per driveway, Sidewalks \$2,505, Perimeter gutters and curbs \$1900).

Cynthia Brown made a motion to approve the proposal from Maximum Impact in the amount of \$13,765 to pressure clean the Community. Dianne Letzelter seconded the motion. The motion passed unanimously.

There was a discussion regarding sealing the driveways.

Dianne Letzelter made a motion to approve up to \$35,000 to seal the driveways. Cynthia Brown seconded the motion. The motion passed unanimously. Both projects need to be done concurrently. The Board agreed to do the entire community including those areas previously done by individual homeowners.

## **COMMUNICATIONS**

Bob Smith gave the Communications report.

Bob presented the cable service review and bulk contract with Comcast.

Steve Alport made a motion to approve a contract with Comcast for bulk cable service subject to attorneys review of the proposed contract. Don Uselmann seconded the motion. The motion passed unanimously.

## **ALC COMMITTEE**

Julie Hagnauer gave the ALC report.

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

- 1556 – AC replacement
- 1399 – Roof replacement
- 1535 – Screen installation
- 1447 – Landscape replacement

Don Uselmann made a motion to approve the ALC applications as presented. Steve Alport seconded the motion. The motion passed unanimously.

Julie Hagnauer presented the ALC application from 1599 to install a pool on the side of the home which application was discussed at prior meetings. The ALC is recommending approving the application as long as it is moved back to 12' from the seawall. The application is also contingent upon submission of the landscape plan. After a discussion the Board agreed that the pool must be moved back to 12" from the seawall, and that the attorney must prepare an indemnity agreement which would run with the land and a statement that the pool installation would not set a precedent.

Cynthia Brown made a motion to approve the ALC application from 1599 for a pool installation, contingent on the pool being moved 12' from the seawall, the landscape plan being submitted (which allows room for access) and attorney review and indemnity. Don Uselmann seconded the motion. The motion passed unanimously.

Julie Hagnauer reported that the application for 1464 was still in process as the area had not been staked.

Cynthia Brown reported that the ALC had received two proposals for treating the Community for white fly and phantasma scale. She recommended entering into a contract with Xtreme to treat the Community.

Don Uselmann made a motion to approve the proposals from Xtreme to treat the Community for white fly and phantasma scale. Dianne Letzelter seconded the motion. The motion passed unanimously. \$17,000 will be taken from excess funds and the amount approved to be moved to reserves would be reduced by the \$17,000.

Julie Hagnauer and Meredith Rubin reported that the attorney advised (discussed at the December meeting) that root pruning on driveways and walkways was the homeowner's responsibility and sidewalks, and other common areas were the HOA's. The ALC guidelines will reflect this.

Front lights: The Board reiterated the rule that garage lights, balcony lights, and front and back lights should be soft light/warm light not day light or bright lights. Bob Smith and Don Uselmann will review and update guidelines.

Pool/pier furniture: The ALC asked for permission to look into repairing/replacing the pier furniture.

#### **SECURITY**

Bob Smith gave the security report.

The guest parking area rules was discussed. Bob Smith, Don Uselmann and Steve Alport will work on the language.

Bob Smith also reported that the pool bathroom locksets should be replaced. Meredith Rubin will contact CK Lockshop and Security to have them replace the locksets.

#### **WELCOME COMMITTEE**

No report

#### **OLD BUSINESS**

None

#### **NEXT MEETING:**

The next Board meeting will be as follows:

Board meeting: March 23, 2022 at 5:30pm via Zoom. The meeting date was changed to March 21, 2022.

#### **ADJOURNMENT**

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

Meeting was adjourned at 8:02pm.

Respectfully submitted by,  
Meredith Rubin, LCAM