

# ***Grand Haven Master Association, Inc.***

Post Office Box 354785 | Palm Coast, Florida 32135

[www.grandhavenmhoa.com](http://www.grandhavenmhoa.com)

Dr. Robert Carlton, President  
Mr. Murray Salkovitz, Vice President  
Mr. Gerald Kagan, Treasurer

Mrs. Terri Langan, Director  
Mr. Vic Natiello, Director  
Mr. Troy Railsback, Secretary, Ex-officio

## **Board of Directors Meeting – June 20, 2014**

### **Call to Order**

The meeting was called to order by Dr. Robert Carlton at 2:00 p.m.

### **Roll Call—Establish a Quorum**

**Members Present:** Dr. Robert Carlton, Mrs. Terri Langan, Mr. Vic Natiello, Mr. Murray Salkovitz & Mr. Jerry Kagan

**Others Present:** Mr. Troy Railsback – Southern States Management Group

A quorum was established.

Members' sign-in sheet located in Association Meeting File

### **Pledge of Allegiance**

### **Approval of Minutes**

**On Motion By Mr. Natiello, seconded by Mr. Salkovitz, with all in favor, the Board Approved the Meeting Minutes of the Board of Directors of the May 23, 2104.**

### **Committee Reports**

#### **Community Manager – Mr. Railsback (SSMG)**

Mr. Railsback corresponded with the Board Members that in their packet was information about the mowing of the foreclosure properties that was done this month and will be done again prior to the 4<sup>th</sup> of July holiday. Builders are being notified that there is no construction on 4<sup>th</sup> of July and that all the sites need to be neat and clean. The next subject of concern was about the dog in the Crossing's Swimming Pool and the signage of the rules. There was a lengthy discussion, including audience comments about the legal justification of a service animal and signage.

#### **Finance report – Mr. Kagan**

Mr. Kagan reported that the GHMA continues to be in a healthy financial position.

#### **Communications/Oak Tree Liaison – Mrs. Langan**

Mrs. Langan reported that the Oak Tree deadline for articles is due by July 15<sup>th</sup>. The next Oak Tree will focus more on articles related to Grand Haven. Advertizing is going well. The Neighbor to Neighbor Program has visited 118 properties and the program is moving along.

#### **Problematic Properties – Dr. Carlton**

Dr. Carlton reported on the summary of the collection report. One of the unimproved lots that were discussed at the last Board meeting has gone to foreclosure, so no legal action will be taken. A title search was done on another unimproved lot, and at this time the lot will be turned over to legal counsel. There has been continual pursuit and action regarding delinquency resulting in an improved position from prior years.



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### **Architectural Design Committee (ADC) Liaison – Mr. Natiello**

Mr. Natiello reported on the two new ADC inspectors. Mr. Natiello was concerned about the ADC Committee revisiting properties that had already been approved. Mr. Natiello also suggested that the M ADC only approve one type of grass on a property. The M ADC Chairperson, Mr. Byrne, indicated that the M ADC carefully considered and documented the circumstances related to the recent decision to approve two types a grass on two properties at the recent M ADC meetings. Mr. Byrne also requested a change time for the M ADC Meeting to begin at 9:30 a.m. instead of 9:00 a.m. The Board agreed that the time should be changed. Mr. Railsback stated it is an at least 48 hours notice process and will be no problem to implement for the next M ADC meeting.

### **Private Lawn Maintenance (PLM) Liaison – Mr. Kagan**

Mr. Kagan reported that the PLM Mandatory Pre-Bid Conference will take place on June 25, 2014 and the contractors will be submitting proposals due July 25, 2014. The PLM surveys will be going out in the beginning of July. Mr. Kagan indicated he will be speaking to property owners in each of the PLM Villages for feedback. Mr. Railsback reported reviewed a picture showing two lake banks, one with pine straw ground cover and one without. Mr. Railsback asked the Board if they would like to incorporate pine straw on lake banks utilizing PLM Working Capital funds. The Board agreed to obtain quotes to pine straw the PLM Village lake banks.

### **CC & R Compliance Liaison – Mr. Salkovitz**

Mr. Salkovitz stated that he would like a friendly reminder to property owners that it is an ADC Standard that their house number be visible from the street.

### **Fine Committee Liaison – Mr. Railsback (SSMG)**

Mr. Railsback provided a report regarding the May 2014 Fine Committee results.

### **Community Development District (CDD) Liaison – Dr. Carlton**

Dr. Carlton reported the CDD is still working on the authorization for overnight parking in the CDD lots. The no parking signs will be going up soon. The Fire Migration Program went very well and is coming to a close it is about 80% complete. Dr. Carlton reported on a meeting with the City and Representatives from the N ADC Committee that no landscaping plan will be approved with sod going down to the high water line. The Lake Bank planting requirements will be within the 10 foot buffer around water bodies.

### **Action Item Review List – Mr. Railsback (SSMG)**

The link to SSMG website is on the contact page at the bottom of GHMA page. There was a discussion related to the property that the GHMA has ownership of that has a foreclosure proceeding by the bank. Mr. Railsback provided an accounting summary to the Board Members for 71 Southlake Drive expenses and rent collected. The property at 54 Scarlet Oak Circle will be receiving a letter in regards to the fee for post installation of their fence. The invoice for 6 Village View Way was paid to the PLM vendor.

### **Unfinished Business - Dr. Carlton**

#### **1. ADC Landscaping Consultant Fees – Dr. Carlton**

Dr. Carlton asked Mr. Railsback to clarify the fees for Louise Leister. There was a lengthy discussion about the builders and the landscape plans being revisited. There was a discussion



about who should be held responsible for the fees. The Board confirmed, in accordance with the original arrangement, to have the ADC Landscape Consultant only review each new construction property one time. It would include both a pre-construction/clearing site visit and a full review of landscape & irrigation plan. That one-time fee per new construction property would be paid out of the ADC budget.

**2. Mediation Update – 77 Southlake Drive - Dr. Carlton**

Dr. Carlton reported that there is a signed agreement between the attorneys, property owner and the GHMA about the settlement of 77 Southlake Drive.

**3. Management Proposals – Review & Discussion - Dr. Carlton**

Dr. Carlton stated that there will be a closed discussion at this time about the proposal for the selection of the two Management Companies. The workshop will be held on July 11<sup>th</sup>.

**The tape recording of the minutes was paused for the discussion about the Selection of Management Companies.**

**4. Management Applicants – Selection for Presentation - Dr. Carlton**

The Board discussed the proposals submitted by four management companies and selected two to present to the Board at the July 11 Workshop.

**The tape recording of the minutes was restarted.**

**New Business- Dr. Carlton**

**1. Criteria for volunteer positions - Dr. Carlton**

- a. The attorney stated that ADC Committee members must be a property owner and members of GHMA.
- b. The attorney stated that Fine Committee Members must be a property owner and members of GHMA.
- c. The attorney stated that it is unclear if the ADC Inspectors must be a property owner and members of GHMA unless they are members of the management staff. The attorney stated there were two points of concern. First would be to check with the insurance company about the liability. Second would be the objection from a property owner and members of GHMA, which a non-member of GHMA is making a decision on their behalf and then having to follow through with the decision.

**On Motion by Mr. Natiello, seconded by Mrs. Langan with all in favor, the Board approved that M ADC Members, Fine Committee Members and ADC Inspectors should be property owners and members of GHMA.**

**Adjournment**

On Motion by Mr. Salkovitz, seconded by Mr. Natiello with all in favor, the meeting was adjourned at 4:16 p.m.

**Audience Comments**

Denise Gallo questioned if a lot owner is able to hold any of those positions. The answer was a lot owner is a property owner.

