

Grand Haven Master Association, Inc.

Post Office Box 354785 | Palm Coast, Florida 32135

www.grandhavenmhoa.com

Dr. Robert Jay Carlton, President
Mr. Vic Natiello, Vice President
Mr. David I. Alfin, Treasurer

Mr. Jim Gallo, Director
Mr. Peter Capozzi, Director
Mr. Troy Railsback, Secretary, Ex-officio

Board of Directors Meeting Minutes

August 19, 2016

2:00 p.m.

Call to Order

The meeting was called to order by Dr. Robert Carlton at 2:02 p.m.

Roll Call – Establish a Quorum

Members Present: Mr. David Alfin, Dr. Robert Jay Carlton, Mr. Jim Gallo & Mr. Vic Natiello

Member Not Present: Mr. Peter Capozzi

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

Audience Comments (Three minute Rule, Non Agenda Items)

There were no audience comments.

President's Comments

Dr. Carlton spoke about the AT & T project. There is an easement on all properties in Grand Haven. Dr. Carlton stated this project was not presented nor approved by the Board. There is no approval required from the CDD or from the property owner for utility companies. There are three E-Blast systems one for the Amenities Center, one for CDD and then SSMG. Please make sure these all three of these entities have an updated email address.

Approval of Minutes

The July 22, 2016 minutes will be presented for approval at the next Board Meeting.

Committee Reports

Community Manager – Mr. Troy Railsback (SSMG)

Mr. Railsback reported for the last year all the historical files have been transferred into the property owners file. Mr. Railsback spoke about how people can access their Architectural files. The next task will be to go to the storage unit and filter through files and input any information that is not in the system, such as large plans. Mr. Alfin questioned who owns that data? Mr. Railsback stated the data in the VMS system is the Association and the property owners and would be passed on to any new management company in the form of a thumb drive. Mr. Natiello spoke about the Crossing Pool Storage Closet keys that were found and returned from the CERT team. So, now there are only three sets of keys required. Only the CDD will hold keys. No property owners will have access to these keys.



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Finance report – Mr. David I. Alfin

Mr. Alfin reported the budget is sound. There was a discussion about the billing for the NC ADC landscape reviews from Ms. Louise Leister. Mr. Railsback will be providing Mr. Alfin a draft of the 2017 budget to be presented to the Board at the next meeting.

Problematic Properties – Dr. Robert Jay Carlton

Dr. Carlton reported that there was no meeting of the Problematic Properties. Dr. Carlton reported the Board packets contained the report on the amount collected this period \$6,444.00 year to date collected \$ 35,816.30 a current account balance of \$96,876.50. There are currently 14 accounts in collections with the attorney. Dr. Carlton stated there is one correction that needs to be changed on page 1 in the green section under account balance for Becker & Poliakoff, it is a \$1,000.00 off and will be corrected. Dr. Carlton stated the demand for rent is going well. Legal expenses were higher than normal but the return was higher. Also, Grand Haven had an atypical year there were two properties that had a long legal involvement.

Architectural Design Committee (ADC) Liaison – Mr. Vic Natiello

Mr. Natiello reported that the ADC meetings are running fine. Appendix N needs to put into the books for the ADC committee members. Mr. Natiello stated SSMG needs to get back with the City about the location of the mailboxes in North Park Estates. Required mailboxes for The Estates of Grand Haven (Wild Oaks) and North Park Estates need to be put on the website. For the NC ADC inspections there will be an additional sentence for the inspectors to inspect for mailboxes and coach lights.

Private Lawn Maintenance (PLM) Liaison – Mr. Jim Gallo

Mr. Gallo reported that inspections were done this month with all the PLM vendors. Mr. Gallo stated things are looking well but the heat and lack of rain is a factor with the lawns. Mr. Gallo stated there is an issue with one resident in that they are not allowing SSMG or the PLM Vendor access to the irrigation control therefore; he feels they cannot hold the PLM vendor responsible for the condition of the lawn. In the Crossings where AT & T has replaced the grass it is questionable if so areas are going to survive so, the PLM vendor did not want to be held responsible. On Wednesday the Horticulturalist will be reviewing the request by the Board about the East Palatka Holly Trees in the River Club.

CC & R Compliance Liaison – Mr. Peter Capozzi/ Mr. Troy Railsback (SSMG)

Mr. Capozzi was not present so Mr. Railsback spoke on his behalf. There were no major items to be reported.

Communications/Oak Tree Liaison – Mr. David I. Alfin

Mr. Alfin stated The Oak Tree was delivered. Mr. Alfin questioned the Board if anyone had a qualified contact to put lawn maintenance tips in The Oak Tree? The Neighbor to Neighbor Program continues to thrive with receiving 1 new resident every 2.4 days with the split being 59% new residents and 41% being renters. The villages of Lake Haven and Wilds Oaks have had the most new residents.

Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback reported in the Board packet contains the July Fine Committee meeting. The fine committee report now includes the additional notes as requested by the Board at the last meeting. The key on the bottom will identify the reasons for the Fine Committee's decision.



Community Development District (CDD) Liaison – Dr. Robert Jay Carlton

Dr. Carlton reported that the new Community Directory will be out no later than October. The CDD is still working on the updated plans for the Village Center stucco renovations. The CDD is planning on a traffic light on Colbert lane at one of the gates of Grand Haven. The location will be based on an engineering study at that time. The aeration for pond one has been approved. The CDD is looking into plans to do concern doing the three additional ponds. The CDD is involved in a discussion about the location of political signs being placed on common areas. Dr. Carlton and Dr. Davidson had a lengthy meeting and discussion then will continue with AT&T and Daniella Construction that will continue.

Action Item Review List – Mr. Troy Railsback (SSMG)

Mr. Railsback reported that the Board packets contained the list of action items. The action item of working of the web documents will be completed. The E-Blast letter should be time with the PLM Survey.

Unfinished Business

1. Selection of Fine Committee Member – Mr. Troy Railsback/SSMG

Mr. Railsback reported that the Board packets contained two candidates for the vacancy for the Fine Committee member. The Board voted as follows: Mr. Gallo voted for Mr. Richmond the rest of the Board Dr. Carlton, Mr. Alfin and Mr. Natiello voted for Mr. Copeland.

On Motion by Mr. Alfin, seconded by Mr. Natiello, with Mr. Gallo opposing, the Board approved Mr. Copeland to fill the vacant position for the Fine Committee.

Both applicants will be notified of the Board's decision.

2. Recording of Policies – Update – Dr. Robert Jay Carlton

Dr. Carlton reported that the Board packets contained the information on the recommendations from legal counsel regarding the recording of Board policies. The rationales for not recording the policies were the expense and was not necessary. Dr. Carlton recommended the procedure to ensure that all the Board policies are available on the GHMA website. Mail a letter to each property owner stating the titles of the existing policies and that they are available in their entirety on the GHMA website. The website address and the phone number for SSGM would be included in the letter provided to the property owner. Dr. Carlton recommended that the word resolution be used instead of policy as to stay consistent with the formatting. Mr. Natiello requested that property owners without computers or computers skills have the availability to request a paper copy of the resolutions.

On Motion by Mr. Gallo, seconded by Mr. Alfin, with all in favor, the Board approved the distributions of the resolutions as discussed at the Board meeting.

3. AT&T Meeting – Report/Discussion – Dr. Robert Jay Carlton

Dr. Carlton reported that AT&T was committed to taking responsibility and resolving all items that arise from their infrastructure improvements. AT&T provided emergency contact information for the Daniella Construction subcontractor that will be E Blasted to Grand



Haven residents. AT&T was responsive to the expectations of Grand Haven and again indicated they were committed to repairing all affected areas and restoring dead sod from the digging and install work. Dr. Carlton reported that AT&T indicated the site crews would be digging and installed infrastructure with Grand Haven until at least till November. Mr. Natiello added that AT&T programming crews would be executing quality control on the line installs and likely working for months after the site crews leave to connect the infrastructure/systems. From the audience, Mr. Riesman and Ms. Fuss, both Crossings residents, suggested that sod replacement be done by the PLM contractor to ensure it is done correctly and to minimize issues.

On Motion by Mr. Gallo, seconded by Mr. Alfin, with all in favor, the Board approved sending an E Blast regarding the AT&T Meeting updates and emergency contact information.

New Business

1. Waste Disposal Policy – Dr. Robert Jay Carlton.

Dr. Carlton provided a draft of a Waste Disposal Policy that should assist in addressing the continued issue of residents placing yard debris and trash at the curb multiple days prior to pick up. The Policy expands on the language in the CC&Rs and defines the specific types of waste, days for the specific types of waste to be picked up. Mr. Natiello discussed his concerns related to the potential language conflict between the policy and the CC&Rs. Mr. Alfin confirmed that is not a City Code Enforcement issue and duplication of purview was not present. Dr. Carlton reiterated that there was a gap in the CC&R language and the policy is intended to serve the best interest of the community. There also was optional fining recommendation language presented.

On Motion by Mr. Natiello, seconded by Mr. Alfin, to Board voted to adopt the presented Waste Disposal Policy with added language to indicted waste needs to be in a container, with the Mr. Natiello and Mr. Alfin voting in favor and Mr. Gallo and Dr. Carlton voting against, the motion failed without a majority in favor.

On Motion by Dr. Carlton, seconded by Mr. Gallo, to Board approved to adopt the Waste Disposal Policy as presented without the optional fining recommendation language, with Mr. Alfin, Mr. Gallo and Dr. Carlton voting in favor and Mr. Natiello voting against.

Director's Requests

Mr. Alfin reported that has submitted his name to fill an open Flagler County Commissioner position, and will keep the Board updated on the opportunity.

Dr. Carlton and the Board presented a gift to Mr. Railsback and his family as a congratulation for the recent birth of their daughter.

Adjournment

On Motion by Mr. Alfin, seconded by Mr. Gallo, with all in favor, the meeting was adjourned at 4:24 p.m.

