

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

Board of Directors Meeting Minutes

July 22, 2016

2:00 p.m.

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: Mr. David Alfin, Dr. Robert Jay Carlton, Mr. Peter Capozzi, Mr. Jim Gallo & Mr. Vic Natiello

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

A quorum was established.

Pledge of Allegiance

Audience Comments (Three minute Rule, Non Agenda Items)

Mrs. Panico discussed the decimation of her property from the Wild Boars and wanted to know what can be done about this problem.

Mr. Plunkett questioned the Board who is responsible for the spray paint markings from the AT & T contractor.

President's Comments

Dr. Carlton spoke about the loss of the Fine Committee Member, Linda Vestal.

Approval of Minutes

On Motion by Mr. Alfin, seconded by Dr. Carlton, with all in favor, the Board Approved the Meeting Minutes of the Board of Directors of the June 17, 2016 with adding the change of "Lagare Street".

Committee Reports

Community Manager – Mr. Troy Railsback (SSMG)

Mr. Railsback reported that the Board packets contained pictures of the fans that were installed at The Crossings Pool. Mr. Railsback stated the packet included the Quarterly Compliance Summary Report and the prior year reports. With respect to the previous minutes the property owner on Lagare Street that is on payment plan is current. The property owner on Hidden Lake Way that is on payment plan is current. The most recent payment plan added by the Board, the first payment has been received from the property owner on North Village Drive and SSMG will send out a list of compliance items that need to be addressed. Mr. Railsback discussed the concern from a property owner about the unimproved lots on Marlin Drive needing to be maintained.



2 CAMINO DEL MAR | PALM COAST, FL 32137

PHONE: 386-446-6333 | FAX: 386-446-1830 | www.ssmgroupinc.com

Finance report – Mr. David Alfin

Mr. Alfin reported that the Board packets contained the first six months of the year budget report. Mr. Alfin would like the Board to review the information and direct any questions to him. If there are unanswered questions it could be discussed at a future Board meeting. Mr. Railsback stated that at September Board meeting the 2017 preliminary budget will be present for review. The goal is to vote on the Annual Budget at the October Board meeting.

Problematic Properties – Dr. Robert Jay Carlton/Mr. David Alfin

Dr. Carlton reported that the Board packets contained the amount collected this period was \$804.02 year to date amount collected \$29,372.30 a current balance is \$105,695.39. There are currently 22 accounts in collections with the attorney. There are six rental properties that have been issued a letter of demand for rent. The Board last month approved a counter offer for North Village Drive which the property owner has agreed to all the terms and has made the first payment. The Board reviewed the request from a property owner to rescind a fine for a sidewalk violation, the Board denied the request. Mr. Railsback reported that Ryestone has placed a tenant in the Hidden Lake property and that Ryestone is current with their payments. There was a discussion whether the property was in compliance. Dr. Carlton stated in your packet is information on a property on Creekside Drive that the attorney was requesting if the Board wished to process with the foreclosure.

On Motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the Board Approved to proceed with the foreclosure action on the Creekside Drive property.

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

Mr. Natiello stated that the NC ADC is not addressing coach lights and the required mailboxes for Wild Oaks and North Park Estates.

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

Mr. Gallo reported there was the regular monthly report and meeting with the PLM vendors. Mr. Gallo made it clear to the PLM vendors to make sure that no cuttings or chemicals get into the ponds/lakes. The PLM vendors provided their Irrigation Reports to SSMG. If there is a problem with the irrigation the property owner will receive a letter with the report. In next month's packet there will be a sample of the PLM survey for review.

CC & R Compliance Liaison – Mr. Peter Capozzi

Mr. Capozzi stated things are going well in the community.

Communications/Oak Tree Liaison – Mr. David Alfin

Mr. Alfin stated that the Editor of The Oak Tree will be releasing the next draft for review. Mr. Natiello questioned if there is more space for the CDD to place information. The Neighbor to Neighbor Program reported there have been 197 new residents since January 4, 2016. Mr. Railsback questioned the Board about sending out an E-Blast about the work being done by AT & T. Dr. Carlton stated he would like the E-Blast to go out to the residents.



Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated there was no Fine Committee Meeting in June.

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

Dr. Carlton reported the CDD has approved an increase in Staff for a trial period of six months at the Main Gate to try and cut down on the backup at the gate. AT & T is doing work in the community as well as the CDD repairing the gutters and curbs. Ashley Higgins was promoted to CDD office manager. There was a lengthy discussion at the CDD meeting about the stucco repair at the Village Center. There was a discussion about whether they were going to allow political signs on common property. There was a tax sale acquiring Vista Par Phase #2. Mr. Sockman stated they are still planning to move ahead with the project. Benches are going to be installed at the Pickle Ball Courts as well as providing some shade for the players. Dr. Carlton stated that the parking lot at Creekside is finished.

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

Mr. Railsback reported that the Board packets contained the list of action items. Everything on the action item list has been processed except for #1 and #3. The new policy will be provided to the ADC Committee. An email was sent to the City about the mailboxes in the North Park Estate. The City has not responded back yet.

Unfinished Business

1. “Fall Bash” – Update – Dr. Robert Jay Carlton

Dr. Carlton stated this event is being cosponsored by Grand Haven Master Association and SSMG. The Board packet contains the design for the banner that will be hung at the Village Center. The design would also be on the table tents and the mouse pads. The mouse pads will also have the website and phone for SSMG. Mr. Natiello requested that fall leaves be added to the design. The Fall Bash is being held on Saturday, October 22 from 4:00 to 7:00 PM.

2. Fine Committee Members – Parameters of Service – Mr. Jim Gallo

Mr. Gallo had questions about the term of service, the number members required and how they are appointed. Mr. Railsback responded it is statute driven position, there needs to be at least 3 members of the association with no affiliation with any Board members, they are appointed or removed by the Board and there is no term limit. There was a lengthy discussion on this topic.

On Motion by Mr. Gallo, seconded by Mr. Capozzi, requested to have a time limit on the Fine Committee Members length of service. Mr. Gallo withdrew his motion.

Dr. Carlton suggested an E-Blast and be sent out about the opening for a Fine Committee Member. A notification will also be posted on the bulletin boards.



3. Recording of Previously Approved Board Policies – Recommendation – Dr. Robert Jay Carlton

Dr. Carlton stated in your packet is a list of recommendations regarding polices and rules to be referred to counsel for review and recording. There was a lengthy discussion on this topic. The recorded policies will be mailed to the residents.

On Motion by Dr. Carlton, seconded by Mr. Natiello, with Mr. Gallo opposing, the Board Approved the five policies and rules to be referred to counsel for review and recording.

New Business

1. Issuing of Keys to Crossing Pool Gate/Storage Room to CERT – Mr. Vic Natiello

Mr. Natiello reported that in your Board packet is a letter requesting five sets of keys, to access to the bolt cutters located in The Crossings Pool storage closet. These keys will be used by CDD Staff and the CERT Team in the event of a fire emergency.

On Motion by Mr. Natiello, seconded by Mr. Gallo, with all in favor, the Board Approved To honor Mr. Kloptosky request for the five set of keys to The Crossing Pool Storage Closet.

2. Oak Tree Advertising & Editorial Policy – Update – Mr. David Alfin

Mr. Alfin reported that the Board packets contained a draft from the Editor for the advertisings and editorial policies for The Oak Tree.

On Motion by Mr. Natiello, seconded by Mr. Gallo, with all in favor, the Board Approved to accept the Editor's recommendations for the advertisings and editorial policies for The Oak Tree.

3. East Palatka Holly Trees – River Club – Mr. Jim Gallo

Mr. Gallo requested that a Horticulturalist and/or SSMG and Mr. Gallo look at and count the number of East Palatka Holly Trees that should be replaced in the River Club.

Mr. Natiello suggested that maybe a different type of street tree should be planted.

On Motion by Dr. Carlton, seconded by Mr. Alfin, with all in favor, the Board Approved to hire Ms. Louise Leister to evaluate the East Palatka Holly Trees in the River Club and to have SSMG and Mr. Gallo come back with a proposal.

4. Open Non-Compliance Items – Mr. Troy Railsback (SSMG)

Mr. Railsback reported on open non-compliance items. Dr. Carlton discussed the responsibility of the Board to impose a fine and the amount of the fine being the maximum of \$1,000.00. There was a lengthy discussion on the topic.

There was discussion regarding the violation recommended for property #1.

On Motion by Dr. Carlton, seconded by Mr. Alfin, with Mr. Natiello opposing, the Board Approved levying a \$250.00 penalty against the owners of property #1 on the Non-Compliance list.



There was discussion regarding the violation recommended for property #2.

On Motion by Dr. Carlton, seconded by Mr. Alfin, with all in favor, the Board Approved levying a \$250.00 penalty against the owners of property #2 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #3.

On Motion by Dr. Carlton, seconded by Mr. Natiello, with all in favor, the Board Approved levying a \$500.00 penalty against the owners of property #3 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #4.

On Motion by Mr. Gallo, seconded by Mr. Natiello, with all in favor, the Board Approved levying a \$500.00 penalty against the owners of property #4 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #5.

On Motion by Dr. Carlton, seconded by Mr. Natiello, with all in favor, the Board Approved levying a \$250.00 penalty against the owners of property #5 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #6.

On Motion by Mr. Alfin, seconded by Mr. Natiello, with all in favor, the Board Approved levying a \$250.00 penalty against the owners of property #6 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #7.

The Board Approved to pass on levying a penalty against the owners of property #7 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #8.

On Motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the Board Approved levying a \$250.00 penalty against the owners of property #8 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #9.

On Motion by Mr. Capozzi, seconded by Mr. Natiello, with all in favor, the Board Approved levying a \$250.00 penalty against the owners of property #9 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #10.

On Motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the Board Approved levying a \$100.00 penalty against the owners of property #10 on the Non-Compliance list.



There was discussion regarding the violation recommended for property #11.

On Motion by Dr. Carlton, seconded by Mr. Alfin, with all in favor, the Board Approved levying a \$250.00 penalty against the owners of property #11 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #12.

On Motion by Mr. Natiello, seconded by Mr. Capozzi, with all in favor, the Board Approved levying a \$200.00 penalty against the owners of property #12 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #13.

On Motion by Mr. Natiello, seconded by Dr. Carlton, with Mr. Gallo opposing, the Board Approved levying a \$500.00 penalty against the owners of property #13 on the Non-Compliance list.

There was discussion regarding the violation recommended for property #14.

On Motion by Dr. Carlton, seconded by Mr. Alfin, with all in favor, the Board Approved levying a \$1,000.00 penalty against the owners of property #14 on the Non-Compliance list.

Director's Requests

No Comments

Adjournment

On Motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the meeting was adjourned at 5:33 p.m.

