

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

October 19, 2016

2:00 p.m.

Call to Order

The meeting was called to order by Dr. Robert Carlton at 2:01 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.

Members' sign-in sheet located in Association Meeting File.

Pledge of Allegiance

Audience Comments (Three minute Rule, Non Agenda Items)

Mr. Thomas spoke about a large leaning street tree.

Mr. Byrne spoke about the need for communication.

Mr. Kagan spoke about how the committee members are appointed.

Mr. Haggart spoke about the rising cost of the PLM in his village.

Mr. Hedges spoke about the rising cost of the PLM in his village.

President's Comments

Dr. Carlton spoke about the upcoming event "Fall Bash". Dr. Carlton stated it will be the largest event held.

Approval of Minutes

On Motion by Mr. Capozzi, seconded by Mr. Alfin, with all in favor, the Board Approved the Meeting Minutes of September 23, 2016 Board of Directors Meeting.

Committee Reports

Community Manager – Mr. Railsback (SSMG)

Mr. Railsback spoke about the PLM vendor doing general cleanup work after Hurricane Matthew.

Mr. Railsback stated that working capital money would be used for this extra service. Invoices will be presented to the Board for the extra services. Mr. Railsback reported in your packet is the information regarding the timelines for the GHMA Board of Directors Annual Meeting and Elections. The Annual Meeting and Election date is January 12, 2016. There was a lengthy discussion on this topic.



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Finance report – Mr. Alfin

Mr. Alfin reported that Grand Haven is entering into the fourth quarter of financials. The current financials are fine.

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

Dr. Carlton reported the Board packets contained the report on the amount collected this period \$330.00 year to date \$37,994.30 a current balance of \$ 99,802.50. Dr. Carlton stated that two properties requested to be considered for the rescinding of fines. Upon review one property was denied at the PPC level and one will be heard at today's meeting. The approval was given to move forward on foreclosing on an unimproved lot.

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

Mr. Natiello reported that Mr. Kagan has given his resignation from the M ADC committee. Mr. Natiello requested an email and an article in the Oak Tree about the opening for the M ADC position be posted. NC ADC meeting was small and there was a discussion about changing the time of the M ADC Meeting. Dr. Carlton suggested an E-Blast go out for the M ADC position. Mr. Alfin complimented the inspectors on the great job they have been doing.

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

Mr. Gallo reported that the PLM surveys were mailed out. The result will be presented at the next Board meeting. Due to the hurricane the inspections of the PLM villages were unable to be done before the Board Meeting but will be done before the end of the month. A couple of the outstanding issues from the last Board meeting were addressed one with the homeowner and one with the PLM Vendor.

CC & R Compliance Liaison – Mr. Peter Capozzi

Mr. Capozzi stated that Thomas Leach is doing a great job. Mr. Capozzi stated the community was looking good before the hurricane.

Communications/Oak Tree Liaison – Mr. David Alfin

Mr. Alfin stated the Oak Tree is on schedule and this will be the last one of the year. Mr. Alfin stated in your packet the Neighbor to Neighbor Program reported that Grand Haven is averaging 1 new resident every 2.4 days. Mr. Alfin is still looking for an Ambassador to help manage the Neighbor to Neighbor Program.

Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated there was no Fine Committee Meeting for the month of September. Next month there will be the results from the October Fine Committee Meeting. The newest Fine Committee Member did participate in his first meeting on October 19, 2016.

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

Dr. Carlton stated that the major thrust of the CDD meeting was about Hurricane Matthew clean up and operations. Dr. Carlton stated that there was a report from Louise Leister about the damage to the trees in the community from the hurricane. Melissa Holland (Mayor) was present at the CDD Meeting to speak about her plans and goals for the City. The attorney for the CDD stated that if a



tree that was on CDD property falls onto a homeowners' property, it is the responsibility of the homeowner to clean up and dispose of the tree that is on their property. The CDD will be responsible for the part of the tree still remaining on CDD property. The CDD discussed the repairs needed to the tennis courts. Allied Universal will be providing the services for the security gates. They will be presenting a report within the next month on how better to handle the back up at the Main Gate. Dr. Davidson spoke about Waste Pro picking up yard debris till all is gone within the community. Also, about bring in a large truck to get rid of the larger yard debris.

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

Mr. Railsback reported there was no action item lists in your packet. The action item list will be discussed at the next Board Meeting.

Unfinished Business

1. River Club-Holly Tree Replacement- Mr. Jim Gallo

Mr. Gallo reported that in your packet you have a report from Louise Leister regarding the Holly Trees in River Club. A map has been included with Louise's recommendations of eleven trees (nine street trees and two side yard trees) to be removed in Phase 1 and Phase 2 of River Club. There was a lengthy discussion on this topic. Dr. Carlton requested that Mr. Railsback, Mr. Leach and Mr. Gallo go out to look at the property and provide a plan to the Board.

2. Proposed 2017 Budget(s)- Discussion/Approval – Mr. Troy Railsback

Mr. Railsback reported that the proposed Budgets were mailed out. Mr. Railsback stated that in your packet a minor adjustment of the numbers was made on the Master Proposed Budget before mailing out. Ms. Maloney requested that the Board not vote on the Crossing Proposed Budget till the PLM Survey were returned. There was a lengthy discussion on this topic.

On Motion by Mr. Alfin, seconded by Dr. Carlton, with all in favor, the Board Approved all the Proposed Budgets for 2017.

New Business

1. Yard Waste Removal – Storm Related-Dr. Robert Jay Carlton

Dr. Carlton stated that a lot of the information has already been covered in the discussions earlier in the Board Meeting. Dr. Carlton stated that the CDD will be sending out an E-Blast about the final plans for clean up from Hurricane Matthew.

2. Storm Damage on Unimproved Lots – Mr. David Alfin

Mr. Alfin stated that unimproved lot numbers are decreasing. Mr. Alfin questioned the responsibility of the Board or SSMG on the procedure when the health of a tree is in question on an unimproved lot. Mr. Railsback stated that anyone with concerns about trees on an unimproved lot is to call the City directly.

3. Procedural Changes in Response To Hurricane Damages – Mr. Vic Natiello

Mr. Natiello stated that he believes the Board needs to put in place guidelines to help the M ADC Committee process storm damage submittals about tree removal and /or replacement on street trees and property trees. There was a lengthy discussion on this topic. Based on the discussion Mr. Natiello would develop a protocol document that is to be used as a reference for M ADC submittals as a result of storm damage, specifically as it relates to tree removal and replacement requirements.



4. **GHMA Committee Members Posting on GH Social Media- Mr. Jim Gallo**
Mr. Gallo reported that in your packet is documentation of communication from a committee member on the Next Door website.
5. **Holiday Luncheon – Dr. Robert Jay Carlton**
Dr. Carlton requested Mr. Railsback make the arrangement for the Holiday Luncheon for all of the committee members and SSMG Team of Grand Haven.
6. **Non-Compliance Needing Board Review**

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

On motion by Dr. Carlton, seconded by Mr. Gallo, with all in favor, the Board Approved to rescind the 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 Mr. Capozzi, seconded by Mr. Gallo, to levy a \$1,000.00 penalty against the owners of property #2 on the Non-Compliance list.

The motion was amend to reflect the levying penalty.

On motion by Mr. Capozzi, seconded by Dr. Carlton, with all in favor, the Board Approved levying a \$500.00 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. Capozzi, with all in favor, the Board Approved levying a \$500.00 penalty against 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. Gallo, with all in favor, the Board Approved levying a \$500.00 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. Gallo, seconded by Mr. Alfin, with all in favor, the Board Approved levying a \$750.00 penalty against the owners of property #6 on the Non-Compliance list.

Director's Requests

Mr. Gallo discussed developing a disaster plan and possible funding.



Adjournment

On Motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the meeting was adjourned at 4:53 p.m.



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