

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

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

**September 23, 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.

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 showed the Board Members the banner, table tents and mouse pads for the Fall Bash. Dr. Carlton spoke about The Fall Bash being held at The Village Center on October 22, 2016. There are 250 people registered, so far. The Banner for the event will be hung up at the Village Center on October 8th thru October 22nd. One more E-Blast will be sent out as a reminder about the Fall Bash. Dr. Carlton stated that under New Business #4 will be Non Compliance Meeting Board Review.

### **Approval of Minutes**

**On Motion by Mr. Alfin, seconded by Dr. Carlton, the Board approved, the Meeting Minutes of the Board of Directors Meeting of July 22, 2016 and August 19, 2016 with the word change of "spaces" to "an additional sentence".**

### **Committee Reports**

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

Mr. Railsback reported that the Board packets contained the information that there were 10 people that requested the Governing Documents to be mailed to them. SSMG received 64 new emails from the E-Blast that was sent out in September. Dr. Carlton requested that SSMG send out another E-Blast in 90 days requesting new and/or additional email addresses. Mr. Railsback passed around the information from a property owner requesting approval to purchase a vehicle that did not fit into his garage. The CC&R's do not prohibit the parking of the vehicle in the driveway.



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### **Finance report – Mr. David Alfin**

Mr. Alfin reported the financials are on target. The check run was signed with no issues.

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

Dr. Carlton reported that the Board packets contained the report on the amount collected this period \$1,848.00 year to date \$37,664.30 a current account balance of \$98,238.50. Dr. Carlton stated that there are 39 problematic properties; out of that 9 have agreements for payment plans. Dr. Carlton stated things are moving in the right direction. Mr. Alfin questioned how the Rystone Property was doing? Mr. Railsback stated that they are current on their payments and are in compliance.

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

Mr. Natiello spoke about that the last NC ADC and MC ADC meetings were small. Mr. Natiello spoke about a new build where the resident moved in before the landscape plan was approved. Mr. Natiello spoke about adding the two additional sentences for the inspectors on coach lights and mailboxes. Mr. Natiello and Mr. Railsback are waiting to hear back from the City about the placement of mailboxes in the Village of North Park Estates.

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

Mr. Gallo reported that the PLM inspections will be done on Tuesday, September 27<sup>th</sup>. Mr. Gallo spoke about the water main break at two properties in the River Club that was caused by AT & T. Mr. Gallo gave some background on a property owner that is having problems with their lawn within a PLM Village. Two main problems are the soil tested high in salt and the property owner is not allowing access to the timer for the irrigation to be checked. There is a meeting scheduled on Monday, September 26<sup>th</sup> with the Property Owner, PLM Vendor, SSMG and Mr. Gallo. Mr. Gallo reported to the Board that in the packet there are two PLM cover letters and two PLM Surveys. The survey is different because the Reserve Village is only cut and blow. The PLM survey results will be reviewed at the November Board Meeting.

### **CC & R Compliance Liaison – Mr. Peter Capozzi**

Mr. Capozzi questioned if an E-Blast can go out about the does and doesn't on compliance items. Dr. Carlton and Mr. Railsback stated that all the information has and will be continually provided to the property owners. They stated the ways that information is provided such as, E-Blasts, articles in the Oak Tree and in the section of frequently asked questions on the website.

### **Communications/Oak Tree Liaison – Mr. David Alfin**

Mr. Alfin reported that in your packet the Neighbor to Neighbor Program welcomed 109 new residents in the last 252 days, averaging 1 new resident every 2.4 days with the percentages 60% owners to 40% renters. The Oak Tree is doing well. Mr. Alfin encouraged audience members to send in an article for the next publication of the Oak Tree.

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

Mr. Railsback reported that in your packet contains the August Fine Committee meeting results. One property owner attended and brought the property into compliance so the fine rejected. Mr. Railsback stated that the new member would be starting with the October Fine Committee meeting.



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

Dr. Carlton reported that the CDD is always working on various projects. The new lights have been installed on the Bocce Ball Courts. There was discussion about the plant growth in the Wild Oaks retention ponds. The CDD discussed how to handle the traffic at the Main Gate. There was a discussion about who was responsible for the cost and repair of the leak at the Creekside Pool. The CDD discussed if there was a need for enhancement of communication with the residents. The CDD is in the process of reviewing bids for the Engineering Contract. Mr. Alfin reminded the Board that the Community Information Guide (Directory) is being distributed. Dr. Davidson spoke about the street and gutter repair.

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

Mr. Railsback reported that the Board packets contained the list of closed out action items. Those items were the new appendix updated in the ADC Standards, PLM Survey was presented to the Board, proposed Budgets were presented, an E-Blast regarding AT & T updates and emergency contact information. Mr. Railsback is working on putting clean copies of the documents on the website. Mr. Railsback and Mr. Natiello are still waiting for information from the City on the mailboxes in North Park Estates. Landscaping tips will be done for the next Oak Tree article.

### **Unfinished Business**

#### **1. Street Trimming Resolution – Dr. Robert Jay Carlton**

Dr. Carlton reported that the Board packet contained the resolution regarding street tree trimming. Dr. Carlton stated this resolution has been discussed and approved by the Board it now needs to be put in written format and posted on the website.

**On Motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the Board approved the Street Tree Trimming Resolution.**

#### **2. River Club – Evaluation Of Holly Trees – Mr. Jim Gallo**

Mr. Gallo reported that the Board packet contained information from Louise Leister about the River Club Holly Trees that are dead or dying. Ms. Leister stated that there are 11 Holly Trees that need to be removed now. Besides the Holly Trees there are Oak Trees that are in need of pruning compared to trimming. Currently SSMG is getting quotes for the trimming and de-booting of the Palm Trees. This topic will be on the next agenda. There was a lengthy discussion on this topic.

#### **3. Review Of Proposed 2017 Budget(s) – Mr. David Alfin**

Mr. Alfin asked Mr. Railsback to speak on this topic. Mr. Railsback reported that the Board packet contained information regarding the proposed Budgets which are: Master, ADC, PLM, River Club and Crossings. The budgets will be mailed to property owners and property owners will be invited to attend the October Board meeting for feedback about the budgets. There was a lengthy discussion on this topic.

### **New Business**

#### **1. N2N Program – Current Status and Future Considerations - Mr. David Alfin**

Mr. Alfin requested permission from the Board that an ambassador be appointed to help with the communications between each appointed village ambassador.



**2. Board Resolutions as Listed on GHMA Website – Mr. Vic Natiello**

Mr. Natiello reported in your Board packet is the information about the Board resolution on the website. Board resolutions are now under the heading of “Governing Documents”. Mr. Natiello stated how maybe in the future some of the resolutions would be moved into the ADC Standards. There was a lengthy discussion on this topic.

**3. Heron Court – CC & R Compliance & Enforcement – Mr. Jim Gallo**

Mr. Gallo spoke about a property on Heron Court that is in question of CC & R violation.

**4. Non- Compliance Meeting Board Review**

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

**On Motion by Mr. Natiello, seconded by Mr. Gallo, with all in favor, 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 Mr. Natiello, seconded by Mr. Gallo, 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 Mr. Natiello, seconded by Mr. Gallo, with all in favor, the Board Approved levying a \$250.00 penalty against the owners of property #3 on the Non-Compliance list.**

Property #4 has complied with the violation.

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

**On Motion by Mr. Natiello, seconded by Mr. Gallo, with all in favor, the Board Approved levying a \$1,000.00 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. Natiello, seconded by Mr. Gallo, with all in favor, the Board Approved levying a \$500.00 penalty against the owners of property #6 on the Non-Compliance list.**

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

**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 #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 to mow the lot right away and forgo the fine on the property owners #8 on the Non-Compliance list.**



### **Director's Requests**

There were no Director's Requests at this time.

### **Adjournment**

**On Motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the meeting was adjourned at 4:13 p.m.**

