

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. Jim Gallo, Treasurer

Mr. David I. Alfin, Director
Mr. Peter Capozzi, Director
Mr. Troy Railsback, Secretary, Ex-officio

Board of Directors Meeting Minutes

January 20, 2017

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)

Mr. Anthony Guiglotto spoke about the newly planted Live Oak Trees that replaced the Palatka Hollies in River Club.

Mr. David Reisman questioned what should the residents expect from the SSMG website.

Mr. Bob Hopkins spoke about the markings that are still left on the sidewalks from AT & T.

President's Comments

Dr. Carlton mentioned the passing of Diane Layng. Mrs. Layng was a former CDD member for many years and was a great advocate for all the residents of Grand Haven.

Approval of Minutes

On Motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the Board Approved the Meeting Minutes of December 16, 2016 Board of Directors Meeting, January 12, 2017 Annual Members Meeting and January 12, 2017 Organizational Meeting.

Committee Reports

Community Manager – Mr. Railsback (SSMG)

Mr. Railsback spoke about the two or maybe three correspondences that were received from property owners who are trying to litigate a trip and fall from a sidewalk deflection. Mr. Railsback does believe the third correspondence is probably for the Community of Grand Haven in Melbourne, Florida which he will confirm. The protocol is to notice Grand Haven's legal counsel, Liability Insurance Company and the property owner's legal counsel. Mr. Railsback stated in your packet is the last quarter of the year's compliance reports. Mr. Railsback stated that four new categories were added to the subject of concern items.



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Finance report – Mr. Alfin

Mr. Alfin congratulated Mr. Gallo for being appointed the new Board Treasurer. Mr. Railsback discussed the Grand Haven Master Association reserves and the receivables for the year 2016. Mr. Alfin stated that there are minimal percentage variances for the new budgets.

Problematic Properties – Dr. Robert Jay Carlton

Dr. Carlton reported the Board packets contained the report on the amount collected this period \$1,145.00 year to date \$50,547.30 a current balance of \$ 94,856.96. Dr. Carlton gave a comparison of collections over the years, March 2013 to December 2014 amount collected \$172,810.06 from January 2105 to December 2105 amount collected \$117,508.96 January 2016 to December of 2016 amount collected \$50,500.00. The goal is to get the account balance to \$50,000.00. Dr. Carlton stated that the PPC action plan and goals for 2017 were discussed. Dr. Carlton stated that the numbers of problematic properties are dwindling. Dr. Carlton stated that there are 6 to 8 properties on a payment plan. Dr. Carlton stated that PPC is doing well

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

Mr. Natiello reported that both ADC committees are doing well. New elections will need to be held at the next agenda meetings for the NCADC and the MADC. Mr. Natiello stated that Mr. Jackson would be taking Mr. Frichol (new ADC Member) for the ride along this is to let Mr. Frichol see the inspection process. Mr. Natiello stated that in your packet is a sample of the language that was added to the tree removal letter. The letter states if the tree stump is in an open area it must be ground and covered with sod. The letter states if the tree stump is in a landscape bed it must be cut to ground level and covered with the approved ground cover.

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

Mr. Gallo stated that he and Mr. Leach completed the PLM inspections in the beginning of January. Mr. Gallo and Thomas meet with each of the PLM Vendor. Mr. Gallo stated that there were a small amount of work orders this month.

CC & R Compliance Liaison – Mr. Peter Capozzi

Mr. Capozzi stated that a sidewalk lift over ½ inches is required to be addressed. Mr. Capozzi stated that there is to be no staging on an unimproved lot.

Communications/Oak Tree Liaison – Mr. David Alfin

Mr. Alfin stated that the Neighbor to Neighbor Program welcomed 163 new residents for the year 2016, averaging 1 new resident every 2.3 days. The first 17 days of the January we had 14 new residents. Mr. Alfin stated that the Grand Haven Women's Club will be assisting in the Neighbor to Neighbor Program. Mr. Alfin requested new folders from the Board for the 2017 packets for the program.

On Motion by Mr. Natiello, seconded by Mr. Gallo, with all in favor, the Board Approved the purchase of 250 new folders for the Neighbor to Neighbor Program.

Mr. Alfin stated that the Grand Haven Women's Club will be taking over their role in February. The Oak Tree is running well. The deadline for articles for the next Oak Tree is February 15th.



Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that in your packet contains the December Fine Committee meeting results. The Fine Committee inquired into possibly changing the meeting times.

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

Dr. Carlton stated that there was an abbreviate schedule due to lack of quorum because of Mrs. Diane Layng passing. Dr. Carlton stated at the workshop there was a continuing discussion about the resurfacing of the Village Center. The CDD is still working on the timeline for the construction.

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

Mr. Railsback reported that in your packet contains the list of closed action items. There is one action item that remains open that will be completed soon. Mr. Railsback spoke about the recommendation on how to present and discuss material at the Board meeting.

Unfinished Business

1. PLM Program Update – Riverwalk - Mr. Jim Gallo

Mr. Gallo reported that the PLM Vendor is being closely monitored. Mr. Gallo stated that there have been improvements in the village. The irrigation problem has been taken care of and so there should be an improvement in the landscaping in the next months. Mr. Gallo stated that the PLM Vendor is making process and will still be monitored. Mr. Railsback stated that the bidding process for the PLM Vendors will be done in May/June of 2017.

Mr. Natiello is being heard out of order, which was scheduled under Architectural Design Committee (ADC) Liaison

Mr. Natiello stated there is a document from the Postmaster about the finalization on the location of the mailboxes in North Park Estates. The ADC committee will mandate the color of the mailbox and if the mailbox is to have the house number or the complete number and street address.

2. Projection System GHMA Meetings/Information Update – Mr. Vic Natiello/Mr. Troy Railsback (SSMG)

Mr. Natiello stated that he would prefer to see an audio visual presentation like the CDD. Dr. Carlton stated that SSMG will proceed with Mr. Railsback suggestion on presenting material as a written addendum to the agenda which would be available on the web site and distributed at the Board meetings so the audience would be able to follow along when applicable. Dr. Carlton stated the presentation method can always be re-evaluated at a later date.

3. Trimming and Monitoring of Live Oak Trees – River Club – Mr. Vic Natiello

Mr. Natiello stated that the eleven Live Oak Trees that were planted and treated with a growth regulator at the River Club should be monitored and measured. Mr. Natiello requested an arborist be brought in to state when the structural leader pruning to be done. When it is time to prune the Live Oak Trees the arborist should be responsible for overseeing the proper pruning as not to have the trunk of the tree grow into a “Y” or triple



trunk. There was a lengthy discussion on this topic. Dr. Davidson spoke about the CDD is looking into a control study on the bigger Live Oak Trees.

Mr. Reisman from the Crossings requested that making property owners aware of the proper tree trimming and the growth regulator would be helpful. The Board discussed that now that the community has some younger replacement trees that the property owners start early in the care of the Live Oak Trees. The Board suggested that SSMG could prepare an article on this topic for the next Oak Tree.

4. Potentially Hazardous Leaning Trees at River Club – Mr. Jim Gallo

Mr. Gallo stated that in your packet is the report from Ms. Leister about the seven leaning trees in the River Club. Mr. Gallo had some concerns about the report and was looking for input and a discussion on the topic. Mr. Natiello wants a licensed arborist to look at the seven leaning trees. There was a lengthy discussion on this topic. Dr. Carlton stated that this is a property owner's issue and the Board concurred, therefore no further action was taken on this issue.

New Business

1. Reappointment of MADC Members - Dr. Robert Jay Carlton

Dr. Carlton stated that in January it is the time to look at the one year appointment of the MCADC members and to make a recommendation in that regard. Mr. Natiello stated with that reappointment of the MADC then the two NCADC members need to be reappointment.

On Motion by Mr. Alfin, seconded by Mr. Capozzi, with all in favor, the Board Approved the reappointment the current Members of the MADC.

On Motion by Mr. Alfin, seconded by Dr. Carlton, with all in favor, the Board Approved the reappointment the two current Members of the NCADC.

2. Consideration of Renewal of Insurance Policies – Brown & Brown – Mr. Troy Railsback (SSMG)

Mr. Railsback stated in your packet is a matrix on the costs on the renewal insurance policies from Brown & Brown the policies expire on February 2, 2017. There was an overall increase of 5%. There was a lengthy discussion on this topic.

On Motion by Mr. Alfin, seconded by Mr. Capozzi, with all in favor, the Board Approved to accept the insurance proposal from Brown & Brown for the year of 2017.

Mr. Hopkins of Village Oaks asked if the Board was going to get an answer why the insurance increased the rate by 5%. Mr. Alfin stated that the Mr. Railsback would get the reason for the increase.



3. Open House Signs & Declarant's Rights - Discussion – Dr. Robert Jay Carlton

Dr. Carlton stated that Grand Haven is now 20 years old and at least 93% built out.

Dr. Carlton has concerns that in the CC& R's the sign restriction has different wording in each village each excluding the declarant. The purpose of excluding the declarant was used as a vehicle to build out the community. Dr. Carlton would like to know if the declarant still has signage rights. Dr. Carlton wants to find out if the declarant's rights apply to resale properties. Dr. Carlton wants to find out if the declarant's rights are limited to the developer for sale. Dr. Carlton would like to know if the name changes the legal rights of the declarant first it was Grand Haven Properties, LLC then changed to Grand Haven Realty, LLC, and now to Grand Living Realty, LLC. There was a lengthy discussion on this topic. Dr. Carlton requested the permission from the Board to get an opinion from the legal counsel. If needed then Dr Carlton and Mr. Railsback would like to meet with Mr. Cullis and his partner to discuss this matter. Dr. Carlton would keep the Board informed of the response from the declarant.

4. Non-Compliance Issues Needing Board Review

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

On motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the Board Approved levying a \$1,000.00 penalty against of property #1 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 4:23 p.m.

