

# ***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. Jim Gallo, Treasurer

Mr. Mike Frichol, Director  
Mr. Ed O'Brien, Director  
Mr. Troy Railsback, Secretary, Ex-officio

## **Board of Directors Meeting Agenda**

**February 16, 2018**

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:** Dr. Robert Jay Carlton, Mr. Mike Frichol, Mr. Jim Gallo, Mr. Vic Natiello & Mr. Ed O'Brien

**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)**

Ms. Fuss spoke about the need to clean the sidewalks.

Mr. Byrne spoke about the lifts on the sidewalks.

Mr. Reisman spoke about the PLM Vendor in the Crossings Village.

Mr. Jackson spoke about the Grand Haven insurance renewal process.

### **President's Comments**

Dr. Carlton stated that he had no comments at this time.

### **Approval of Minutes**

**On Motion by Mr. Natiello, seconded by Mr. O'Brien, with all in favor, the Board Approved the Meeting Minutes of the Board of Directors of the January 19, 2018.**

### **Committee Reports**

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

Mr. Railsback reported that the Board packets included standard reports and most topics for discussion are Agenda Items or will be addressed by Board Liaison.

#### **Finance report – Mr. Jim Gallo**

Mr. Gallo reported on the ongoing financial activities of the GHMA. The Treasury Report will be reviewed at next month's Board meeting.

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

Dr. Carlton reported on the ongoing collection and resolutions activities of the PPC.



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### **Architectural Design Committee (ADC) Liaison – Mr. Ed O'Brien**

Mr. O'Brien reported on the ADC submittal activity. Mr. O'Brien gave an update on the process of revising the ADC standards. There was also additional discussion on "as built" ADC submissions and how they relate to current ADC Standards. The example used was acceptable tree count for properties in the Crossings. There was a lengthy discussion on the capacity and the size of a propane tank.

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

Mr. Gallo reported on the PLM activities. Mr. Gallo stated that there was a sufficient amount of leaf droppings which the PLM Vendors are to rake and remove. Mr. Gallo discussed the damage done to the landscaping because of the freeze. In March tree trimming will begin in the PLM Villages. Dr. Carlton stated that residents or PLM Vendors are not to blow/rake leaves into the storm water drains.

### **CC & R Compliance Liaison – Mr. Vic Natiello**

Mr. Natiello reported on the compliance efforts. Mr. Natiello spoke about mold/mildew and sidewalk deflections within the community. Mr. Gallo spoke about the sidewalk deflection when there is a paver driveway.

### **Communications/Oak Tree Liaison – Mr. Mike Frichol**

Mr. Frichol stated that The Oak Tree was delivered to Grand Haven residents. Mr. Frichol stated that all the past issues of the Oak Tree are now posted on the website. Mr. Frichol stated that there are a few advertising spots available in the Oak Tree. Neighbor to Neighbor Program just put together 22 packets for new residents. The new resident FAQs updates for the Neighbor to Neighbor packets are being reviewed by the Board and will be published by end of February.

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

Mr. Railsback stated that February 2108 Fine Committee Outcomes have been provided in the Board Packet for the Board's review/confirmation. There was a lengthy discussion on three of the rejected fines.

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

Dr. Carlton summarized the topics discussed at the CDD meeting. Some of the topics that were discussed were The Village Café, maintenance of the spartina and the 9<sup>th</sup> green project. There was a lengthy discussion on spartina.

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

1. Mr. Railsback reported that the replacement of the web documents are still underway in the action item review list and has not been completed yet.

### **Unfinished Business**

#### **1. MADC –Selection of New Member – Mr. Troy Railsback ( SSMG)**

Mr. Railsback reported that the Board packets included five candidate forms for the vacant MADC Member position.



**On Motion by Mr. Natiello, seconded by Dr. Carlton, with all in favor, the Board Approved to appoint Lee Lussier to the open MADC member position.**

**2. MADC Reappointments – Mr. Ed O’Brien**

Mr. O’Brien stated that at this time the Board needs to appoint the members of the MADC and NCADC members.

**On Motion by Mr. O’Brien, seconded by Mr. Natiello, with all in favor, the Board Approved to reappoint the current MADC members.**

**On Motion by Mr. Natiello, seconded by Dr. Carlton, with all in favor, the Board Approved to reappoint the two current NCADC members.**

**3. Riverwalk Shrub Replacement Program – Update– Mr. Jim Gallo**

Mr. Gallo stated that this is not going to be a long process to replace the shrubs.

Mr. Gallo stated the information on the size of the shrubs will be available at the next Board meeting.

**4. Insurance Program - Update– Mr. Troy Railsback ( SSMG)**

Mr. Railsback stated that your Board packet includes the new insurance information.

There was a lengthy discussion on this topic.

**5. Parking Violations- Fining Procedures – Mr. Mike Frichol**

Mr. Frichol stated that a parking violation is a self correcting violation. Mr. Frichol states this violation should be handled like yard waste. There was a lengthy discussion on this topic.

Dr. Carlton stated that he feels that parking should not be under self correcting violations.

Board decided on no action to Mr. Frichol’s request or that the Board decided not to treat parking violations as self-correcting compliance issues.

**New Business**

**1. Asset Management- Report and Discussion - Mr. Jim Gallo**

Mr. Railsback requested this item be moved to next month’s Board Meeting.

**2. Pond Bulkheads-Aesthetic Maintenance – CDD Definition - Mr. Vic Natiello**

Mr. Natiello suggested to the CDD that cleaning of the bulkhead shall not involve means that would compromise the integrity of the stones on the bulkhead or release an undue amount of harmful chemicals into the pond. Property owners should contact the CDD FOM (field operational manager) if there is any question about these restrictions before they, or a hired contractor, perform a cleaning procedure upon the pond bulkhead. There was a lengthy discussion on this topic. The Board decided to pass the wording that was stated by Mr. Natiello, with two minor corrections, on the CDD so they could consider adopting the language in their policy statement.

**3. PLM Ponds Banks- Ground Cover Concerns -Dr. Robert Jay Carlton**

Dr. Carlton stated that the only permitted ground cover for the pond banks is pine straw.



4. **GHMA & Sub Associations- Oversight - Mr. Vic Natiello**

Mr. Natiello was concerned about the sub association responsibility to follow the same standards that exist throughout Grand Haven. Dr. Carlton concurred with Mr. Natiello as did an opinion form the Board's counsel. Dr. Carlton read a paragraph from the attorney's opinion on this topic. The statement reads as follows:

Based upon the use of the term "Subordinate Declaration" and "Subordinate Association" in the Riverview Declaration and that it states that its members are subject to the Master Declaration and the River Club Declaration (which does provide that the Master would prevail in the event of a conflict), I think it is likely that Riverview is subject to the restrictions of the Master Declaration and the decisions of the Master Board of Directors. That being said, I do suggest that if an disagreement arises between Riverview and the Master Association regarding short term rentals, flags, signs, unapproved landscaping, that the Master Association seek a specific opinion on the issue.

5. **Storm and Weather Damaged Foliage – Action Timeline - Mr. Jim Gallo**

Mr. Gallo and Mr. Leach during a drive through the community observed many shrubs/plants that had been affected by the storm and/or the freeze. Mr. Gallo suggested waiting another month it see what shrubs/plants may come back.

6. **Non-Compliance Issues Needing Board Review**

**On Motion by Mr. Natiello, seconded by Mr. O'Brien, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 1.**

**A Motion was made by Mr. O'Brien to not levy a penalty on property # 2 did not carry due to a lack of a second.**

**On Motion by Dr. Carlton, seconded by Mr. O'Brien, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 2.**

**On Motion by Mr. O'Brien, seconded by Dr. Carlton, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 3.**

**On Motion by Mr. Natiello, seconded by Mr. O'Brien, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 4.**

**On Motion by Mr. O'Brien, seconded by Dr. Carlton, with all in favor, the Board Approved to not levy a penalty on property # 5.**



**On Motion by Mr. O'Brien, seconded by Mr. Frichol, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 6.**

**On Motion by Mr. O'Brien, seconded by Dr. Carlton, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 7.**

**On Motion by Mr. O'Brien, seconded by Mr. Natiello, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property #8.**

**On Motion by Mr. Frichol, seconded by Mr. O'Brien, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property #9.**

**On Motion by Mr. O'Brien, seconded by Mr. Natiello, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property #10.**

#### **Director's Requests**

There was no director's request at this time.

#### **Adjournment**

On Motion by Mr. Natiello, seconded by Mr. O'Brien, with all in favor, the meeting was adjourned at 5:02 p.m.

