

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. Ed O'Brien, Treasurer

Mr. Mike Frichol, Director
Mrs. Denise Gallo, Director
Mr. Troy Railsback, Secretary, Ex-officio

Board of Directors Meeting Minutes

March 22, 2019

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, Mrs. Denise Gallo, Mr. Vic Natiello and 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)

There was no audience comments at this time.

President's Comments

Dr. Carlton presented two hypothetical scenarios, one at the Village Center Cafe and one at a Neighborhood Watch meeting to illustrate the point that you are never not a Board member. You will be considered to be a Board member 24/7 throughout your term in office. Dr. Carlton stated that in your Board packets is the information from the attorney on the Senate Bill 824. Dr. Carlton stated that Vista Par does not have a signed contractor to finish the buildings 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 February 15, 2019 with the three approved corrections.

Committee Reports

Community Manager – Mr. Troy Railsback (SSMG)

Mr. Railsback reported that the website has been updated. Mr. Railsback stated that after the Board meeting the PLM survey information will be E-Blasted to the residents.

Finance report – Mr. Ed O'Brien

Mr. O'Brien stated that in your Board packet is the 2018 YTD Budget Comparison for the Master, ADC, PLM, River Club and the Crossings. Mr. O'Brien added a consolidated budget section to use as a tracking tool moving forward. There was a lengthy discussion on this topic.



2 CAMINO DEL MAR | PALM COAST, FL 32137

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

Problematic Properties – Dr. Robert Jay Carlton

Dr. Carlton reported on the ongoing collection and resolutions activities of the PPC. Dr. Carlton stated that 70 properties have not paid their annual assessments and will be receiving a letter.

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

Mr. O'Brien stated the NCADC had 10 approvals with no denials. The MADC had 45 approvals and 3 denials. Mr. O'Brien stated that in your Board packet is a statement of Responsibilities and Procedures that was provided to the MADC committee members from the MADC Chairperson. Mr. O'Brien read the Statement of Responsibilities and Procedures to the Board and the audience. Mr. Natiello requested that Mr. O'Brien present the Statement of Responsibilities and Procedures to the NCADC committee. Mr. O'Brien stated that the newest MADC member Ed Pakel has received his name plate.

Private Lawn Maintenance (PLM) Liaison – Mr. Mike Frichol

Mr. Frichol reported on the PLM activities. Mr. Frichol stated that the PLM inspections were done on March 6th. Mr. Frichol spoke about the leaf clean up, fertilization and pest control and the changing of the irrigation timers. Mr. Frichol stated that the PLM refund checks for Reserve, Linkside and Village Oaks have been received by the property owners.

CC & R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello reported on the compliance efforts. Mr. Natiello stated that there were 71 non-compliance letters mailed to residents. The leader in non-compliance issues were 24 sidewalks, 12 mold/mildew and 9 yard waste and then minor items. Mr. Natiello stated that there has been a rise on open house signs and banners. Mr. Railsback has spoken to the real estate agent on this topic.

Oak Tree & Neighbor to Neighbor Liaison – Quarterly Report- Mrs. Denise Gallo**

Mrs. Gallo stated that the deadline for ads and articles for the May edition is April 15th. Mrs. Gallo stated that two new advertisers were added to the May edition, there are still two spots for ads open. The Neighbor to Neighbor (N2N) program has welcomed in 23 new residents out of 30. The Neighbor to Neighbor program will be meeting on April 10th to discuss ideas and any questions related to process of delivering packets to new residents. Mrs. Sparks, captain of N2N, will be asking for volunteers from the ambassadors, creating a sub group to help manage reports, assign ambassadors to new residents, record updates and putting tighter N2N packets. Mrs. Gallo requested from the Board to fund (\$50.00) for the refreshments for the Neighbor to Neighbor program which was approved by the Board.

On Motion by Dr. Carlton, seconded by Mr. O'Brien, with all in favor, the Board Approved to pay \$50.00 for The Neighbor to Neighbor refreshments on April 10th.

Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that in your Board packets are the results for the Fine Committee meeting for the month of March. Mr. Railsback stated that the two rejected fines were because they were new residents and not receiving mail.

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



Dr. Carlton summarized the topics discussed at the CDD meeting. Dr. Carlton stated that there were 2 meetings and an ongoing workshop. Main topic was about changing the height of the fence by sidewalk near the tennis courts. The discussion was made to keep the fence the same height as before. The gates at the tennis courts will be locked from 9:00 pm. to 5:00 am. Regarding the stucco project at the Village Center, potential contractors are being considered although no contract for the project has yet been signed.

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

Mr. Railsback stated that there was no update on the website. Mr. Railsback stated that the VMS portal is updated.

Unfinished Business

1. River Club Drainage Project – Update - Mr. Troy Railsback (SSMG)

Mr. Railsback stated that in your Board packets is the final plan for the drainage project in the River Club. Residents will be notified when the work would start.

On Motion by Mr. Natiello, seconded by Mr. Frichol, with all in favor, the Board Approved to accept the drainage project plans as presented.

2. River Club Roofing Replacement - Update- Mr. Mike Frichol

Mr. Frichol reported on the River Club roof replacement. Mr. Frichol stated that all the residents were notified by mail about the roof replacement. Building #11 is being done now, building #12 will begin April 1 to 6th and building #14 will begin April 8 to 13th of course this is depending on the weather. Roofing material waste will be removed every day, cleanup of the area will be done daily also a magnet will be used to pick up any stray nails. The PLM vendor has been notified of the roofing project.

3. Meeting With Linsday Dolamore - Dr. Robert Jay Carlton

Dr. Carlton met with Mr. Dolamore from Grand Living Realty to make sure that the only time that a Grand Living Realty open house sign is allowed is for Spring Parade of Homes for all new builds, Fall & Spring Tour of Homes for Grand Living Realty resale properties.

New Business

1. Attendance Standards – GHMA Committee Members (Draft)– Dr. Robert Jay Carlton

Dr. Carlton stated that in your Board Packets is a draft proposal for meeting attendance standards for the Boards of Directors, Fine Committee and the MADC Committee with corrective measures.

On Motion by Mr. O'Brien, seconded by Mrs. Gallo, with all in favor, the Board Approved to have counsel put the draft proposal into a resolution format.

2. Meeting with City Staff Regarding Waste Service- Mr. Vic Natiello

Mr. Natiello spoke in length about his visit with the City about the problems that the residents of Grand Haven are having with Waste Pro. Mr. Natiello stated that the City



was very positive with all the information he provided. The City stated they will work on the relationship between all parties. Mr. Natiello responded to an audience comment that Waste Pro is starting at 6:00 am. So, any household trash should be secured when putting it out in the evening.

Non-Compliance Issues Needing Board Review

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 # 1.

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 # 2.

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 # 3.

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 # 4.

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 # 5.

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 # 6.

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 # 7.

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 # 8.

On Motion by Mr. Natiello, seconded by Mr. O'Brien, with Mr. O'Brien voting no, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 9.

No levy of a penalty on property # 10.



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 \$750.00 on property # 11.

On Motion by Dr. Carlton, seconded by Mr. Natiello, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$750.00 on property # 12.

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 \$750.00 on property # 13.

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 \$500.00 on property # 14.

On Motion by Mr. O'Brien, seconded by Mr. Natiello, with all in favor, the Board on Approved to levy a penalty in accordance with the previously established fine matrix of \$500.00 property # 15

On Motion by Mr. O'Brien, seconded by Mr. Natiello, with all in favor, the Board on Approved to levy a penalty in accordance with the previously established fine matrix of \$750.00 property # 16

On Motion by Mr. O'Brien, seconded by Dr. Carlton, with all in favor, the Board on Approved to levy a penalty in accordance with the previously established fine matrix of \$750.00 property # 17

Director's Requests

Mr. Natiello requested that the recent Board Election results be removed from the bulletin boards. Mr. Frichol stated that residents need to be aware that yard waste can't be put in the street or on the sidewalk.

Dr. Carlton showed a huge East Palatka Holly Tree root from his property that lifted his curbing. Mr. Natiello stated Mrs. Leister had informed him that most trees except the Sabal Palm will lift sidewalk panels.

Adjournment

On Motion by Mr. Natiello, seconded by Mr. Frichol, with all in favor, the meeting was adjourned at 4:15 p.m.

