

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

May 24, 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, Mrs. Denise Gallo, Mr. Vic Natiello and Mr. Ed O'Brien

Members not present: Mr. Mike Frichol

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. Byrne questioned the signage in Wild Oaks Village.

President's Comments

Dr. Carlton reported that the legislature session has ended on the bills HB987 & HB824 without an impact to the residents. Dr. Carlton does believe these bills will be brought up again in the year 2020. The meeting attendance policy resolution has been recorded, an E-Blast will go out to the Grand Haven Residents. Dr. Carlton stated that there is a small crew working on the Vista Par Buildings.

Approval of Minutes

On Motion by Mr. Natiello, seconded by Dr. Carlton, with all in favor, the Board Approved the Meeting Minutes of the Board of Directors of the April 26, 2019 with one approved correction.

Committee Reports

Community Manager – Mr. Troy Railsback (SSMG)

Mr. Railsback reported that the River Club roof replacement on buildings 11, 12 & 14 has been completed. There was a lengthy discussion on this topic.

Finance report – Mr. Ed O'Brien

Mr. O'Brien stated that in your Board packet is the GHMA 2019 April year to date budgets.



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Problematic Properties – Dr. Robert Jay Carlton

Dr. Carlton reported on the ongoing collection and resolutions activities of the PPC. SSMG will be sending 29 property owners a demand letter for payment, SSMG will be sending 11 property owners a 2nd notice that have a minimum balance on fines such as, yard waste. There were 2 properties that were brought current on their balance, 1 property has been taken over by the bank and 3 are in a lengthy foreclosure process.

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

Mr. O'Brien stated the NCADC and MADC had 55 submittals for the month of May. The NCADC and MADC committees approved 51 submittals and 4 were denied.

Private Lawn Maintenance (PLM) Liaison – Mr. Thomas Leach (SSMG)

Mr. Leach reported that there were 21 work orders, at the time of PLM inspections there were 2 open work orders. Mr. Leach reported that the Holly Trees in the Crossings have been treated.

CC & R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello reported on the compliance efforts. Mr. Natiello stated that the non-compliance numbers are down for this time of the year. There were 46 non-compliance letters mailed to residents. The leader in non-compliance issues were unimproved lot maintenance and then yard waste. Mr. Natiello stated that he hopes the inspectors are catching the fact that the stumps need to be covered or removed depending on the location.

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

The Oak Tree & Neighbor to Neighbor will be on the agenda in June.

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 May. Mr. Railsback stated that three fines were rejected.

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

Dr. Carlton summarized the topics discussed at the CDD meeting. There was a discussion about an emergency plan, how to handle the residents changing the A/C temperatures in the two amenities centers. The CDD discussion on a schedule update that would include a monthly workshop. A presentation was given about the landscape plan for the common areas. An update on the pedestrian cross walk was brought up. Colors were being looked at for the Village Center. At the CDD meeting there was a lengthy discussion about the CDD budget.

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

Mr. Railsback stated that within in the next two weeks there will be a training session scheduled for the new portal for the Board and ADC members.

Unfinished Business

- 1. River Club Drainage Project – Update –Mr. Troy Railsback /Mr. Thomas Leach (SSMG)**



Mr. Railsback stated that in your Board packets is the only bid and two estimates out of 5 vendors for the River Club Drainage Project. There was a lengthy discussion on this topic. Dr. Carlton stated that the bid is too high and his recommendation is to send out the information for other bids.

New Business

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

Mr. Railsback stated that an E-Blast was sent out to the residents letting them know that there is an opening for the volunteer position on the MADC Committee. Your packets included 4 residents that responded to the E- Blast for the volunteer position. A ballot was circulated for each Board member to vote for one of the candidates. Mr. Michael Coyle received a majority of the votes.

On Motion by Mr. Natiello seconded by Mrs. Gallo, with all in favor, the Board Approved to appoint Mr. Michael Coyle to the vacancy for the MADC Committee.

2. MADC Committee Member Re-Appointment Request Form- Mr. Ed O'Brien

Mr. O'Brien stated that in your Board packets is the re-appointment form. The form is for the MADC to state whether they would like to serve another year on the committee. This form will be given out in December for the upcoming year.

3. State of the Board And Community Overview – Discussion - Dr. Robert Jay Carlton

Dr. Carlton stated that he would like to have a general discussion on how the Board is functioning and how the community is running. Mrs. Gallo brought up the fact that Grand Haven has some older residents in the community as well as single people living alone. Her concern is, if there is an emergency situation, who is to help or assist these residents. There was a lengthy discussion on what entity would facilitate this situation. Mr. O'Brien stated that being the ADC liaison, he has seen the community replace and replenish items over the years and this is an evolving situation due to the fact that the community is nearly 23 years old.

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.

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. 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 # 3.



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 \$50.00 on property # 4.

On Motion by Mr. O'Brien, seconded by Mrs. Gallo, 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, with no second, motion dies 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 \$250.00 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 \$250.00 on property # 8.

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 \$250.00 on property # 9.

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 \$250.00 on property # 10.

Director's Requests

Dr. Carlton stated that this was informationally. There was some concern and discussion about the number of votes that are required in the organizational committees of Grand Haven. Dr. Carlton reached out to counsel for clarification, the majority of votes of the present attendees would be required.

Adjournment

On Motion by Mr. Natiello, seconded by Mrs. Gallo, with all in favor, the meeting was adjourned at 3:27 p.m.

