

Grand Haven Master Association, Inc.

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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 (via Teleconference)

April 17, 2020

2:00 p.m.

Call to Order

The meeting was called to order by Dr. Robert Carlton at 2:01p.m.

Roll Call—Establish a Quorum

Members Present (via Teleconference): 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' who joined the teleconference available 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 thanked the Board and Members participating in the teleconference meeting due to COVID-19 circumstances and State mandated Stay at Home/Social Distancing orders. Dr. Carlton reviewed teleconference meeting protocols and procedures.

Approval of Minutes

On Motion by Mr. Ed O'Brien, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved the Amended Meeting Minutes of the Board of Directors of the February 21, 2020 with the approved revised corrections.

Committee Reports

Community Manager – Mr. Troy Railsback (SSMG)

Mr. Railsback updated the Board with SSMG protocols and operations and how SSMG is continuing to serve the GHMA. Mr. Railsback noted the 2020 1st Quarter Compliance Summary in the packet.

Finance report – Mr. Ed O'Brien

Mr. O'Brien reviewed the year to date, budget, variances and the percentages on each category for both the February and March 2020 financials. Mr. O'Brien stated that the ADC and Crossings accounts are on track. PLM had a few properties with Bad Debt write-offs that produced variances. Also the GHMA had variances for these months because of newsletter expenses and audit expenses



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during these periods. The River Club was under budget because there were minimum charges this period for general maintenance, irrigation and landscape repair.

Problematic Properties – Dr. Robert Jay Carlton

Dr. Carlton reported on the ongoing collection and resolutions activities of the PPC. Dr. Carlton again stated that Grand Haven is down to a limited amount of PPC properties.

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

Mr. O'Brien reported that the MADC has implemented an electronic review process via email to begin addressing the backlog of MADC submittals. The MADC will be transitioning to a weekly teleconference meeting setting starting April 22, 2020, with 20 properties on the agenda each week until the backlog is flushed out. The NCADC is planning on review submittals via teleconference at an upcoming date as well.

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

Mr. Frichol reported on the PLM activities. Mr. Frichol stated that the PLM inspections were done individually from their cars and notes, conditions and activity summaries with respect to Work Orders were emailed and corresponded/follow-up on in an effort to resolve open items.

CC & R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello reported on the compliance efforts. Mr. Natiello noted that there was a time frame in late March and early April that compliance was stagnant.

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

Mrs. Gallo updated the Board about the Neighbor to Neighbor Program efforts and its limited abilities this past month, as well as the upcoming The Oak Tree. Mrs. Gallo also want to mention the hard work of the Women's Club, Material Girls committee during this pandemic. These ladies have produced around 650 masks. Masks were delivered to First Responders, Grocery Stores, Senior Citizens Homes, and individuals. Oak Tree update, because of the pandemic 3 advertisers pulled their ads out of May's issue of the Oak Tree.

Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that the Fine Committee for March and April were not held due to the COVID-19 restrictions/limitations. Plans are to notice properties for a teleconference Fine Committee to be held in May.

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

Dr. Carlton summarized the topics discussed at the previous months CDD meeting.

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

Mr. Railsback stated that there are no updates on the new VMS owner's portal. SSMG will be looking into alternative solutions for owner portal software that integrates with VMS.

Unfinished Business

1. SSMG Contract Extension (RJC)

Dr. Carlton again summarized the SSMG contract extension offer for 3 years from January 1, 2021 through December 31, 2023.



On Motion by Mr. Ed O'Brien, seconded by Ms. Denise Gallo, with all in favor, the Board Approved moving forward with the SSMG Contract offer.

2. River Club Driveway Replacement Project - Mr. Mike Frichol/ Mr. Troy Railsback (SSMG)

Mr. Railsback updated the Board that Southern Home Services, LLC. replaced the driveway and entry walkway as contracted. SSMG updated the Board the DDR/Quality Roofing did not start the roof replacement of the 3rd building scheduled this year. The River Club painting project has also been postponed until the roofing project is completed. DDR/Quality Roofing indicated they would commence the third building once the State mandated Stay at Home/Social Distancing orders are lifted. SSMG expressed concerns without reaching out to each property owner prior to the work restarting.

On Motion by Dr. Robert J Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved directing DDR/Quality Roofing to not move forward until further notice.

3. GHMA Board Memorial Plaque – Dr. Robert J. Carlton

Dr. Carlton presented and reviewed options to the Board for the Memorial Plaque backing, style/layout and font.

On Motion by Dr. Robert J Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved with a backing, style/layout and font.

4. Trees in “Street Tree Zones” – Ground Cover – Mr. Ed O'Brien

Mr. O'Brien presented and reviewed language for a Policy Statement related to this topic. The Board reviewed specifics and addressed concerns through lengthy discussion.

On Motion by Mr. Ed O'Brien, seconded by Dr. Robert J. Carlton, with all in favor, the Board Approved the Policy Statement as presented.

New Business

1. Potential Impacts of ADA Requirements Upon GHMA Website – Mr. Vic Natiello

Mr. Natiello expressed his concerns related to this topic and encouraged a review of what specifically could be scrutinized on the GHMA website. SSMG will research and report back to the Board.

2. Approval of Irrigation Wells – Discussion – Dr. Robert Jay Carlton

Dr. Carlton presented historical insight and current challenges related to this topic. There was a lengthy discussion and identifiable challenges relating to CC&R language with respect to the “The Club” or to Golf Course, as well as the assignment of Declarant Rights regarding well installations within the entire community. It was noted that the most significant issue is that the Wild Oaks Village has the availability of Reclaimed Water and local and state level provisions are in place to prohibit the use of wells within Reclaimed Water service areas.



On Motion by Dr. Robert J. Carlton, seconded by Ms. Denise Gallo, with all in favor, the Board Approved obtaining an opinion from the GHMA Legal Counsel with respect to addressing these challenges and issues for the Grand Haven Community as a whole.
There was further discussion on the Well Installation Topic and the related dynamics of the Wild Oaks Village.

On Motion by Dr. Robert J. Carlton, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved obtaining an opinion from the GHMA Legal Counsel with respect to addressing these challenges and issues for the Wild Oaks Village specific circumstances.

Non-Compliance Issues Needing Board Review

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic 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 # 1.

On Motion by Mr. Vic Natiello, seconded by Mr. Mike 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 # 2.

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic 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 Mr. Vic Natiello, seconded by Mr. Ed 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.

Director's Requests

There were no directors request provided.

Adjournment

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the meeting was adjourned at 4:28 p.m.

