

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

September 17, 2021

2:00 p.m.

Call to Order

The meeting was called to order by Dr. Robert Jay Carlton at 2:00 p.m.

Roll Call—Establish a Quorum

Members Present: Dr. Robert Jay Carlton, Mr. Mike Frichol, Mrs. Denise Gallo, Mr. Ed O'Brien and Mr. Vic Natiello (Mr. Natiello attended via Teleconference).

Others Present: Mr. Troy Railsback & Mr. Thomas Leach – 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 were no audience comments at this time.

President's Comments

Dr. Carlton thanked the Board and Members for their continued support and efforts during the COVID-19 circumstances and reiterated that it was nice to be back to in person meetings. Dr. Carlton updated the Board and Audience Members that a microphone and amplification system is now active for the GHMA Meetings and will be used for audience members addressing the Board. Mr. Leach will bring the microphone around to those Members addressing the Board. A sanitation wipe will be used to clean the microphone before and after each use.

Approval of Minutes

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved the Meeting Minutes of the August 20, 2021 Board of Directors Meeting.

Committee Reports

Community Manager – Mr. Troy Railsback (SSMG)

Mr. Railsback updated the Board with general SSMG activities and accomplishments since the last Board Meeting. Mr. Railsback indicated the other major SSMG topics, focuses and efforts are on the Agenda and will be discussed at that time.



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Finance report – Mr. Ed O'Brien

Mr. O'Brien reviewed the year-to-date budget variances and the percentages on each category from the August 2021 financials. Mr. O'Brien reported on each operation's details and noted that each operation is tracking close to budget at this time.

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 on the activities of the recent meetings of the NCADC and MADC meetings, both being held in person at the Creekside Amenities Center. Mr. O'Brien highlighted changes in use and layout of the room(s) to accommodate spacing while allowing for optimal opportunities for social distancing as the NCADC & MADC and Members participate in these meetings.

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

Mr. Frichol reported on the PLM activities. Mr. Frichol discussed conditions and activity summaries with respect to Work Orders and follow-up with vendors to resolve open items. Mr. Frichol informed the Board of the progress regarding the PLM Villages that transitioned from the Affordable Lawn & Landscape vendor to having Lawn Enforcement Agency provide the PLM services. Mr. Frichol updated the Board that the annual PLM survey was mailed early September to residents in PLM villages, and SSMG indicated surveys were already being received back. The survey results will be presented at the October GHMA Board Meeting.

CC&R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello, who was attending via a teleconference connection, reported on the compliance efforts. His report also provided other statistics relating to categories receiving the letters this period and noted trends in the Compliance efforts.

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

Mrs. Gallo provided a summary of the efforts and outcomes related to the Neighbor-to-Neighbor program. Mrs. Gallo then reported on the specifics related to the Oak Tree and the publication.

Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that the Fine Committee met in person and noted the Fine Committee meeting results were provided in the Board Packet for their review.

Community Development District (CDD) Liaison – Mrs. Denise Gallo

Mrs. Gallo summarized the topics discussed at the previous months CDD meeting(s) and/or workshop(s).

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

Mr. Railsback reported that there were no open SSMG Action Items at this time.



Unfinished Business

1. MADC Member Selection – Mr. Ed O’Brien

Mr. O’Brien informed the Board that two Members of the Association responded to the E Blast and turned in Candidate Information Sheets for the Board’s consideration which were included in the Board Packets. Mr. Railsback indicated that both candidates were unable to attend this Board Meeting due to previous out of town commitments. There was Board discussion regarding each of the candidates and the information provided in the Candidate Sheets. Mr. Railsback circulated ballots for the Board Members to each vote for their choice of a candidate to fill the open MADC position. The vote was unanimous to place Mr. Podduturu Reddy to fill the position.

On Motion by Mr. Ed O’Brien, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved appointing Mr. Podduturu Reddy to fill the open MADC position.

2. Amendment to Crossing’s Village Declaration – Update – Dr. Robert Jay Carlton

Dr. Carlton explained the timing and protocol related to the petition from Crossings presented to the Board. SSMG validated the property ownership and signature information was more than 50% of the Village. The GHMA’s counsel drafted the appropriate steps, protocol and/or language for related documents for the Board. The CC&R language change that can be presented to the Crossings Village is different from that of what the original petition read. The language in the original petition was contradictory to the Master Declaration and Village Declaration, therefore the proposed language change was developed to be consistent with the language and Owner Obligations that is found in the Master Declaration and Village Declarations. The GHMA’s counsel indicated that it is prudent for the GHMA advise the Crossings Village of this proposed language before obligating the Crossings Village to participate/vote on this language, which would include incurring the related expenses as a special assessment. SSMG will be sending a letter to the Crossings Village with this information and confirming whether the petitioning Members still support the proposed CC&R changes as drafted. Updates and progress will be provided at each of the upcoming GHMA Board Meetings until this item is fully processed and/or completed.

A Crossings Village resident, Mr. Bart Kaplan, who indicated initially circulated the petition thanked the Board for their efforts in processing the petition. He expressed and detailed his reasoning for wanting the ability to have a fence on his property.

New Business

1. 2022 GHMA Proposed Budget - Discussion – Mr. Ed O’Brien/SSMG

Mr. O’Brien discussed the process of developing the Proposed 2022 Budget(s). Mr. O’Brien went through each section of the Proposed 2022 Budgets for the Master Association, PLM Villages, River Club Village and Crossings Village. There was Board input and dialogue along the way and Mr. O’Brien and Mr. Railsback provided insight and clarification where appropriate. The Board supported mailing the Proposed Budget(s) to the Membership and have them considered for adoption at the October GHMA Board Meeting.



2. Non-Compliance Timelines – Mr. Mike Frichol

Mr. Frichol expressed his concerns related to an instance of a Subject of Concern notice to a Property Owner that may not have been fastidiously followed-up along the quickest intervals available under the Non-Compliance Notice Timelines. Mr. Frichol related this circumstance to possibly other instances in the community and requested insight from SSMG as to this occurrence and how it may relate to other Non-Compliance pursuits. Mr. Natiello provided input regarding his concerns if what is perceived is happening and happening regularly. There was other Board discussion, as well as protocols expressed by SSMG along with in practice circumstances that SSMG experiences. Dr. Carlton summarized the discussion in saying that the Board and SSMG both endeavor and committed to having a consistent, non-selective and equitable enforcement process and timelines and pursuits. Dr. Carlton encourage that SSMG report back at the next Board meeting to provide any detail and/or further information to provide closure on this and any other instance related to Mr. Frichol's example, and ultimately continue the confidence the Board has in SSMG facilitating the Non-Compliance process.

Non-Compliance Issues Needing Board Review

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 \$500.00 on property # 1.

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 \$500.00 on property # 2.

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all opposed, the Board Denied levying a penalty in accordance with the previously established fine matrix of \$500.00 on property # 3.

On 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 \$500.00 on property # 4.

On Motion by Mr. Ed O'Brien, seconded by Mrs. Vic Natiello, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$500.00 on property # 5.

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 # 6.

On Motion by Mr. Ed O'Brien, 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 # 7.



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 # 8.

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 # 9.

On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise 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 # 10.

On Motion by Mr. Ed O'Brien, 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 # 11.

Director's Requests

There were no Director's requests presented at this Meeting.

Adjournment

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Ed O'Brien, with all in favor, the meeting was adjourned at 3:45 p.m.

