

# ***Grand Haven Master Association, Inc.***

Post Office Box 354785 | Palm Coast, Florida 32135

[www.GrandHavenMHOA.com](http://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**

**April 22, 2022**

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 and Mr. Ed O'Brien.

**Members Absent:** Mr. Vic Natiello.

**Others Present:** Mr. Troy Railsback, Mr. Thomas Leach and Mr. Daniel Geisler – 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 reported on updated information relating to the development activities of the Vista Par Condominiums parcel/buildings and a pending sale of that project. Dr. Carlton also indicated that the adjacent unimproved parcel, which is owned by a different individual, is in the planning and approval phase with the City of Palm Coast.

### **Approval of Minutes**

**On Motion by Dr. Robert Jay Carlton, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the Meeting Minutes of the March 18, 2022 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 was pleased to announce that Thomas Leach will be taking on a new role within SSMG and will be diverting his focus and time away from the Grand Haven Team. Mr. Railsback conveyed his sincere gratification to Thomas for the accomplishments and contributions he has made within SSMG and specifically for the Grand Haven Team. Mr. Railsback also



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introduced Daniel Geisler of SSMG who already has been working on the Grand Haven Team to eventually take over many of the responsibilities fulfilled by Thomas.

Mr. Railsback indicated that the other major SSMG topics, focuses and efforts are on the Agenda and will be discussed at that time.

#### **Finance report – Mr. Ed O’Brien**

Mr. O’Brien reviewed the year-to-date 2022 budget variances, for the first quarter of 2022, and the percentages of each category from the March 2022 financials. Mr. O’Brien reported on each operation’s details and noted that each operation is tracking very 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 stated that the GHMA is down to a very limited amount of PPC properties and the account balance of one property accounts for more than 50% of the total balance.

#### **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.

#### **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.

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

Mr. Natiello provided a report for Mr. Railsback to read in his absence from attending the Board Meeting, which conveyed last month’s compliance efforts along with other statistics relating to categories receiving the letters this period and noted trends. There was a discussion relating to an increased in signs being placed in yards by vendors performing services at Grand Haven properties, such as roof replacements or pressure washing. Because placing signs in this manner and without approval is a CC&R Violation, the Board suggested SSMG include this topic as part of their article in the upcoming Oak Tree Newsletter.

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

There was no report at this time.

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

Mr. Railsback stated that the Fine Committee meeting results were provided in the Board Packet for The Board’s 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. Crossings Pool Furniture – Update – Mr. Troy Railsback (SSMG)

Mr. Railsback indicated the pool furniture has been ordered and the estimated time frame to be fabricated and delivered is estimated to be as long as 16 weeks at this time. Any updates on delays or possible quicker delivery will be provided when available.

### 2. River Club Roof Replacement Plan – Update – Mr. Mike Frichol/SSMG

Mr. Frichol reported to the Board that the final inspection was completed by him, SSMG and the representative from Florida's Best Roofing that morning. There were very minor items to be resolved by Florida's best and the final payments will be released.

### 3. Neighbor To Neighbor Packet – Revised Inserts – Ms. Denise Gallo

Ms. Gallo presented the updated and revised packet inserts based on the feedback/direction provide by the Board at the last Board Meeting.

## New Business

### 1. Irrigation Well Restrictions – Fairways Edge & Linkside – Update – Dr. Robert Jay Carlton

Dr. Carlton presented details relating to the GHMA Legal Counsel's input on Village CC&R language impacting the restriction not allowing Fairways Edge & Linkside Village properties to install irrigation wells. The Board discussed the circumstances relating this

### 2. Selection of Fine Committee Member – Mr. Ed O'Brien

Mr. O'Brien opened the discussion regarding filling the open Fine Committee Member volunteer position. Mr. Railsback indicated that 5 members initially responded to the E Blast notifying the open position, however only one of the interested candidates provided information for the Board as a response to the request to fill out a volunteer candidate information sheet for the Board's review The Board discussed the position, obligations and expectations of the candidate.

**On Motion by Mr. Ed O'Brien, seconded by Ms. Denise Gallo, with all in favor, the Board Approved appointing Thomas Cavey the fill the open position to serve on the Fine Committee.**

### 3. Solicitation by Roofing Contractors – SB 76

Mr. Frichol apprised the Board of his concerns regarding roofing contractors and/or adjustors soliciting property owners to give the roofing contractor the ability to inspect their roof and find alleged hail or weather damage so that the roofing contractor can then be assigned the benefits of assisting/making a claim and having the roof replaced at no cost to the property owner.

FL Senate Bill 76 which became law on 7/1/21 makes it illegal for roofing contractors or any person acting on their behalf to:

- Solicit business by going door-to-door
- Offer incentives to homeowners



- Accept incentives for referrals
- Offer anything of value for performing a roof inspection
- Offer to interpret an insurance policy or file a claim or adjust the claim on the insured's behalf.

Contractors are prohibited from providing repairs for an insured property without a contract that includes a detailed cost estimate of the labor and materials required to complete the repairs. Violations could result in fines of \$10,000.

Additionally, solicitation is not allowed in Grand Haven. The Board thought that a future Newsletter article may be appropriate to cover this topic and inform owners.

#### **Non-Compliance Issues Requiring Board Review**

**On Motion by Mr. Ed O'Brien, seconded by Ms. Denise Gallo, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 1.**

**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 \$500.00 on property # 2.**

**On Motion by Mr. Ed O'Brien, seconded by Ms. Denise Gallo, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$500.00 on property # 3.**

**On Motion by Mr. Mike Frichol, 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 Director's requests at this time.

#### **Adjournment**

**On Motion by Mr. Ed O'Brien, seconded by Mr. Mike Frichol, with all in favor, the meeting was adjourned at 3:22 p.m.**

