

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

August 19, 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. Vic Natiello, Mr. Mike Frichol, Mrs. Denise Gallo and Mr. Ed O'Brien.

Members Absent: None.

Others Present: Mr. Troy Railsback 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)

Mr. Tom Cavey addressed the Board regarding concerns and suggestions related to Fine Committee procedures and outcomes. The Board appreciated his input and indicated that the process in place today is consistently reviewed to ensure it incorporates best practices, while maintaining FL Statute 720 requirements to ensure a consistent, equitable and nonselective process.

Mr. Fred Herndon communicated his concerns and input relating to PLM services in his Village, specifically relating to weeds and blowing debris back into the yard or property.

President's Comments

Dr. Carlton conveyed updates regarding the Vista Par parcel that includes 2 unfinished condominium buildings, and that is had been recently purchased with the intent to finish the project and sell the individual units in the near future. Dr. Carlton also communicated that the adjacent parcel which is vacant land is in the planning and approval stages with the City of Palm Coast, with the intent to develop as well.

Approval of Minutes

Mr. Railsback reminded the Board that the review of previous Board Meeting Minutes included both the June 2022 GHMA Board Meeting Minutes as well as the July 22, 2022 Board Meeting Minutes.



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On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the Meeting Minutes of both the June 17, 2022 and the July 22, 2022 Board of Directors Meeting(s).

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 advised the Board the local Flagler MLS platform converted to a regional MLS platform and there will likely be out of area agents not as familiar with Grand Haven and its CC&Rs which may result in a resurgence of unapproved signs. SSMG will monitor and be diligent about pursuing these instances and the Board encouraged SSMG to have a dialogue with the Flagler MLS to see if a communication effort is possible.

Finance report – Mr. Ed O'Brien

Mr. O'Brien reviewed the year-to-date 2022 budget variances, and the percentages of each category from the July 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. The PPC will be working to fully reach compliance on the open compliance Subject(s) of Concern(s) and remaining account balances to be collected.

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 conveyed last month's compliance efforts along with other statistics relating to categories receiving the letters this period and noted trends.

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

There was no report presented at this meeting.

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 Deck Resurfacing – Bids – Mr. Troy Railsback (SSMG)**

Mr. Railsback provided updated information from the 2 vendors who have submitted. There was concern relating to the product being used by one of the vendors. The Board requested SSMG to provide updated Bid and Pricing from each vendor for applying 2 coats of the Sherman Williams product at the next Board Meeting to facilitate the in Board making this decision at that time.

2. **Crossings Pool Furniture Replacement – Mr. Mike Frichol /Mr. Troy Railsback (SSMG)**

Mr. Railsback provided an updated from the furniture vendor that the production and delivery of the pool furniture is still in process. The Board discussed and agreed to donate the existing pool furniture once the new furniture arrived, and Mr. Frichol advised of a local charity that would likely be able to facilitate that.

3. **Enhanced Sidewalk Inspection Report – Troy Railsback (SSMG)**

Mr. Railsback reported on the statistics of the recent Enhanced Sidewalk Inspection. Mr. Railsback expressed most property owners were supportive of the efforts and resolving their open items. Mr. Natiello wanted to make sure that there are still vendors that are interested in performing the necessary repairs for property owners and SSMG confirmed that there are.

New Business

1. **2022 PLM Survey – Mr. Mike Frichol /Mr. Troy Railsback (SSMG)**

Mr. Frichol presented the proposed PLM Survey Letter and Survey correspondence. The Board's agreed to update the letter to include that the survey results/input/feedback are shared with the PLM Vendors after the information is anonymized of property owner name and address. The Board looks forward to processing this important component of the PLM Program.

2. **2021 Audit Review – Mr. Ed O'Brien**

Mr. O'Brien presented the 2021 Audit and findings from the Association Auditor Martin & Associates.

On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise Gallo, with all in favor, the Board to finalize the 2021 Audit as presented.



Non-Compliance Issues Requiring Board Review

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 # 1.

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 \$500.00 on property # 2.

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 # 3.

Director's Requests

There were none at this time.

Adjournment

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the meeting was adjourned at 3:55 p.m.

