

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

December 16, 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)

A property owner addressed the Board regarding street tree roots and their significant impact on their sidewalks and driveway.

President's Comments

Dr. Carlton welcomed Kevin Foley as the GH CDD representative attending this GHMA Board Meeting and also congratulated him on his recently appointed role as Chair of the GH CDD Board of Supervisors. Dr. Carlton also reminded those in attendance of the upcoming GHMA Annual Membership Meeting scheduled for January 5, 2023. Lastly, Dr. Carlton wished everyone a Merry Christmas and Happy New Year.

Approval of Minutes

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the Meeting Minutes of the November 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 indicated the packet included correspondence and pictures provided by the property owner of 45 Osprey Circle who addressed the Board during Audience Comments.



2 CAMINO DEL MAR | PALM COAST, FL 32137
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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 November 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 except for River Club, which has a significant variance to budget for Building & Grounds Maintenance. Mr. O’Brien and SSMG will be working between now and the end of the year to reclass some expenses to reserve expenses where appropriate and minimize budget overages.

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. Mr. O’Brien also reviewed report(s) tracking ADC Submittals and monitoring submittals through the inspection process through closure and full compliance.

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 indicated that Lawn Enforcement Agency has made significant positive adjustments this last period and also introduced a new Supervisor for the Grand Haven PLM Contracts with extensive experience and previous knowledge of Grand Haven PLM services with a previous GH PLM Vendor. Mr. Frichol also mentioned that the PLM Performance Reviews with vendors will be scheduled for late January 2023.

Mr. Frichol then reported that SSMG will be contacting the roofing vendor to get current/updated quotes for the budgeted 2023 River Club Roof Replacement(s) in buildings #6, #7 & #10 to be considered as part of the January 2023 Board Meeting. After buildings #6, #7 & #10 are done, all roof replacements in both Phase 1 and Phase 2 of River Club will have been completed.

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. Mr. Natiello reported that he did a compliance ride along with Daniel Geisler of SSMG and was pleased to provide positive feedback to the Board on Daniel’s performance.

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

Mrs. Gallo reported on the progress and outcomes of both the Neighbor-to-Neighbor program and Oak Tree Newsletter. Mr. Frichol inquired regarding the presented statistics of new owners/residents in his Village versus the actual number of new owners/residents he is aware of in his Village. Mr. Railsback provided some clarity as to why/how a discrepancy may occur. SSMG will follow up and work with GH CDD to resolve open matters. It was also identified that there may be an opportunity to correlate New Construction activity with reaching new residents. SSMG will incorporate this effort.



The Board again applauded the efforts and significant positive impact of both programs to the community.

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. The Board requested to have an indicator such as an * with a description to label “tabled” Fine Committee agenda items that are being rereviewed. SSMG will make that adjustment to future Fine Committee Agendas.

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

Feral Hog Trapping Program at The Crossings Update – Dr. Robert Jay Carlton

Dr. Carlton conveyed that the Association was engaging a different vendor that previously discussed. It is comprised of a trapping team including the company owner, plus 2 other individuals that assist in the efforts. The GHMA has engaged him at a fee of \$50 per hog trapped, with a \$600.00 advance fee for the purchase of an additional trap and a 12 trapped hog credit. An E-Blast will be sent to Crossing Village residents announcing the commencement of this arrangement along with contact information and protocols for Crossings Village residents.

On Motion by Mr. Ed O’Brien, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to contract with Andrew Williams of St. Augustine to trap around the Crossings Village placing traps on GH CDD property that encompasses the Crossings Village.

2023 Insurance Program Update – (SSMG)

Mr. Railsback referenced an email from the GHMA insurance agent regarding the efforts to secure the upcoming GHMA Insurance program. It was noted that the insurance market in Florida is slightly volatile, and the insurance agent is working to pull together the best program for the most competitive pricing.

Crossings Pool Deck Resurfacing Update – Mr. Mike Frichol/Mr. Troy Railsback (SSMG)

Mr. Railsback communicated that the Pool Deck painting is underway and weather permitting will be completed in the coming week(s). An E-Blast was sent to the Crossing Village resident regarding this project and closure of the Crossings Pool/Bath House area.

Crossings Pool Deck Furniture Replacement Update – Mr. Mike Frichol/Mr. Troy Railsback (SSMG)

Mr. Railsback communicated that the Pool Deck furniture was donated to Family Renew, which is a local Charity serving Flagler and Volusia counties. The new pool furniture is ready to be delivered



and Mr. Railsback will coordinate delivery after the Pool Deck repainting project is complete if possible. An E-Blast to the Crossing Village resident was sent regarding this Pool furniture update in conjunction with the Pool Deck Resurfacing project and closure of the Crossings Pool/Bath House area.

New Business

MADC – 2023 Appointments – Mr. Ed O’Brien

Mr. O’Brien provided interest sheets from the MADC Members in the Board Packets. The Board discussed the level of importance of having ADC Members who consistently invoke the ADC Standards and Grand Haven Community characteristics in their review and decision making process.

On Motion by Mr. Vic Natiello, seconded by Mr. Mike Frichol, with all in favor, the Board Approved to appoint Leigh Jackson for a 1 year term to the MADC and NCADC.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to appoint Joanna Salkovitz for a 1 year term to the MADC and NCADC.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to appoint Al LoMonaco for a 1 year term to the MADC.

On Motion by Mrs. Denise Gallo, seconded by Mr. Mike Frichol, with all in favor, the Board Approved to appoint Paul Moses for a 1 year term to the MADC.

On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to appoint Ed Pakel for a 1 year term to the MADC.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to appoint Robert Carlsen for a 1 year term to the MADC.

MADC Vacancy – Mr. Ed O’Brien/Mr. Troy Railsback (SSMG)

Mr. O’Brien introduced the 2 candidate sheets in the Board Packet for 2 property owners who submitted interest in serving as a MADC Member. The Board asked a few questions to the 1 candidate who was in attendance. The other candidate was unable to attend as they were previously planned to be out of town.

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O’Brien, with all in favor, the Board Approved to appoint Veronica Reinhardt for a 1 year term to the MADC.

Fine Committee Vacancies (2) – Mr. Troy Railsback (SSMG)

Mr. Railsback introduced the 2 candidate sheets in the Board Packet for 2 property owners who submitted interest in serving as a Fine Committee Member. The Board asked a few questions to the 1 candidate who was in attendance. The other candidate was unable to attend as they were previously planned to be out of town.

On Motion by Mr. Ed O’Brien, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to appoint Branka Damiani to serve on the Fine Committee.



On Motion by Mr. Vic Natiello, seconded by Mr. Mike Frichol, with all in favor, the Board Approved to appoint Glenn Evans to serve on the Fine Committee.

Non-Compliance Issues Requiring 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. 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 # 2.

On Motion by Mr. Vic Natiello, seconded by Mr. Mike Frichol, with all in favor, the Board Approved to levy a penalty 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 of \$500.00 on property # 4.

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

Director's Requests

Mrs. Denise Gallo discussed her concerns with the SSMG link on the GHMA website. Mr. Railsback explained the difference between the SSMG company website versus the Owner Portal link, both of which are on the GHMA website. Mr. Railsback indicated he would remove it from the GHMA site if necessary.

Mr. Mike Frichol expressed concerns with the sidewalk letters not having pictures to show property owners receiving the letters exactly what needs to be addressed. Mr. Railsback explained sending pictures of every spot on every property is unmanageable. Mr. Railsback and the Board agreed that Mr. Railsback will identify an alternative for future enhanced sidewalk inspections and letters being sent.

There was also a question as to the ability to look in VMS for old/closed compliance items. During this discussion the Board also requested/reminded SSMG to post the 2023 Budgets in VMS.

Also discussed/suggested was having River Club new owners receive the latest Roof Replacement information for their building in their New Owner Packet from SSMG so that they have this information when securing Insurance.

Mr. Vic Natiello wished everyone a Merry Christmas.

Dr. Carlton discussed with the Board changing the name of Problematic Property Committee (PPC) to the Property Oversight Committee (POC). The Board agreed and SSMG will process the change.



Dr. Carlton mentioned the Board Goals discussion/update will be an agenda item on the January 2023 Board Meeting. Dr. Carlton and the Board thanked SSMG for their efforts all year long and presented a holiday gift to each of the members of the SSMG Team.

Adjournment

On Motion by Mr. Ed O'Brien, seconded by Dr. Robert Jay Carlton, with all in favor, the meeting was adjourned at 4:21 p.m.



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