

# ***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**

**February 18, 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, Mr. Ed O'Brien and Mr. Vic Natiello.

**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)**

A property owner expressed concerns related to landscapers performing maintenance to individual properties, specifically the area along the lake banks, and blowing trimmings and debris into the ponds which results in unnecessary contamination to the ponds. The property owners asked if there is anything that can be done to minimize this. The Board expressed the recent newsletter article is the best way to inform property owners in the hopes they will instruct their landscape contractors to perform services using techniques to minimize debris going into the lakes.

Another property owner had questions related to the CDD ponds as well.

### **President's Comments**

Dr. Carlton did not have any comments at this time.

### **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 January 21, 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 other major SSMG topics, focuses and efforts are on the Agenda and will be discussed at that time. Mr. Railsback included the 4<sup>th</sup> Quarter Compliance Summary Report in the packets for the Board review.



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**Finance report – Mr. Ed O’Brien**

Mr. O’Brien reviewed the year-to-date 2022 budget variances, which was only for one month of 2022, and the percentages on each category from the January 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. The PPC is working through the current legal action, which includes an unsuccessful mediation due to the property owners refusing to participate in the mediation.

**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. Mr. Frichol reported that the PLM Survey Performance reviews with the PLM Vendors has been scheduled for February 22, 2022.

Mr. Frichol spoke on a concern relating to a disease affecting Ligustrum hedges. The CDD horticulturalist is focused and taking proactive action on the CDD Ligustrum hedges that may have been affected. There was lengthy Board discussion related to actions needing to be taken within the PLM Villages at this time. The Board agreed to have the PLM vendors investigate the condition of the Ligustrum hedges on the properties they maintain and keep a close look out for this condition/disease starting to affect the PLM Village properties.

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

Mr. Natiello 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. Mr. Natiello provided input and perspectives related to current and historical activities correlating to the 4<sup>th</sup> Quarter Compliance Summary as part of his report as well.

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

There was no report scheduled for 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 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. **River Club Roof Replacement Plan – 2022 – Mr. Mike Frichol/SSMG**  
Mr. Frichol reported that the scheduling of the roof replacements is being finalized, but likely to be the last few weeks of March and possibly early April.
2. **Enhanced Sidewalk Inspection Program – Mr. Troy Railsback (SSMG)**  
Mr. Railsback was not able to report on this item and the inspections had not been completed and relating statistics were not available at this time.

### **New Business**

1. **Ethics Policy – Draft Revision – Dr. Robert Jay Carlton**  
Dr. Carlton presented the Board with proposed revision to the Ethics Policy for all GHMA Volunteers, which includes Board Members, Fine Committee Members, MADC Members and ADC Inspectors. There was discussion related to the importance of continually updated documents such as this to incorporate and adjust them to be relevant for the ever-evolving social media environments and/or other similar conditions.

**On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved adopting the Ethics Policy Revision.**

2. **Crossings Pool Furniture Replacement – Mr. Mike Frichol/SSMG**  
Mr. Frichol presented bid materials provided by Mr. Leach of SSMG for the alternatives to replace the Crossing Pool Furniture that is almost 12 years old and showing significant signs of wear and tear and fading, along with damaged straps. The Board discussed and evaluated vendors, timing and pricing for the alternatives submitted. The Board identified a vendor and two options that would serve the Crossing Village Pool area best. The two options of furniture were either: Option 1 – strap style chair similar to the current Crossing Pool furniture, or Option 2 – a sling style chair which is slightly more expensive, but more durable and consistently has been the consumer preference within the pool furniture industry. Both options would be the same color schemes that are currently on the Crossing Pool Furniture and/or Pool tile. The Board expressed their preference for Option 2. Because the chair style would change if Option 2 is selected by the Board, Mr. Railsback encouraged the Board to request input and preference from the Crossings Village Property Owners to either stay with the same strap style chair or support changing to the sling style chair.

**On Motion by Mr. Ed O'Brien, seconded by Mr. Mike Frichol, with all in favor, the Board Approved selecting Accent Plus as the vendor to move forward with on furniture replacement, and soliciting Crossing Village Property Owners input for chair style preference.**

The Board discussed the opportunity to donate the old furniture after it is replaced but will determine that later when the replacement furniture delivery is scheduled and known.



**3. Proposed Legislation – 2022 – Dr. Robert Jay Carlton**

Dr. Carlton presented HOA Legislation moving through the legislative process that may have implications to Grand Haven if passed into law. Contact information for Legislative Representatives were also provided and a letter sent to them regarding the Grand Haven Board concerns about those bills.

**4. Dress Code Exception Request & Clarification – Dr. Robert Jay Carlton**

Dr. Carlton polled the Board on support for or clarification regarding the inclusion of athletic shoes as part of the Dress Code. The purpose of this was in response to a volunteer needing to wear certain supportive shoes for health benefits. The Board discussed circumstances related to this topic and all agreed that stylish, functional and/or shoes in good or great condition are appropriate and intended as part of the Dress Code.

**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. Vic Natiello, seconded by Mr. Ed O'Brien, the Board considered levying a \$500.00 penalty on property # 2. The motion was withdrawn by Mr. Natiello.**

**On Motion by Dr. Robert Jay Carlton, 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.**

**There was a Motion by Mr. Ed O'Brien to levy a penalty of \$250.00 on property # 3. The motion died due to a lack of a second.**

**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 # 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 \$500.00 on property # 4.**

**On Motion by Mr. Vic Natiello, seconded by Mr. Mike Frichol, with Mr. O'Brien, Mr. Natiello, Mr. Frichol and Ms. Gallo in favor and Dr. Carlton opposed, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$500.00 on property # 5.**

**Director's Requests**

There were not Director's Requests at this time.



**Adjournment**

**On Motion by Mr. Ed O'Brien, seconded by Dr. Robert Jay Carlton, with all in favor, the meeting was adjourned at 3:57 p.m.**



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