

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

June 17, 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)

There were no audience comments at this time.

President's Comments

Dr. Carlton had no comments at this time.

Approval of Minutes

On Motion by Mr. Mike Frichol, seconded by Mr. Vic Natiello, with all in favor, the Board Approved the Meeting Minutes of the May 20, 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 presented an ongoing issue within the River Club irrigation system where the heads are being clogged by significant algae debris produced from the Grand Haven CDD reclaimed ponds which is the source of irrigation water for River Club, Mr. Railsback referenced a quote to install high grade mesh filters at each of the 5 connection points where the River Club Irrigation system ties into the Grand Haven CDD reclaimed water source. This will significantly minimize



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future issues with debris getting into the River Club irrigation system. There was questions and discussion amongst the Board.

On Motion by Mr. Ed O'Brien, seconded by Mr. Mike Frichol, with all in favor, the Board Approved moving forward with purchasing and installing the 5 irrigation mesh filters.

Mr. Railsback then reviewed options to have required language added to the Crossing Pool Rules sign as required by recent changes to the FL Administrative Code relating to required language needing to be posted for Commercial Pools.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved moving forward with purchasing an addition to the existing sign to install and post.

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 May 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 was pleased to report that 2 significant dates that occurred last month produced positive outcomes and resolved the open collection and legal matters on both properties, and the PPC will be working to fully reach compliance on the open compliance Subject(s) of Concern(s).

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. Mr. Natiello also discussed Waste Pro not being selected as the Flagler County's vendor to provide trash, recycling and yard waste removal for the upcoming contract period that starts June 1, 2023. Waste Pro knows for sure now their contract will expire, and they have a reduced incentive to keep good relations with their customers and may more strictly enforce the 2 cubic-yard (cu. yd.) yard waste limit. The new waste company will be FCC Environmental Services. The yard waste limit which was reduced from 4 cu. yd. in the old Waste Pro contract to 2 cu. yd. will remain in effect for the rest of Waste Pro's contract and will be the limit in the contract with FCC Environmental Services. Therefore, for the foreseeable future, our residents should get use to 2 cu. yds. maximum limit for yard waste or consider hiring a private contractor to haul yard waste away.



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. The Board 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 did not meet in June 2022 as the notice requirements were not going to be met due to the timing of when the notices were going to be mailed. All properties scheduled for the June 2022 meeting will be noticed properly and reviewed as part of the July 2022 Fine Committee Meeting.

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. Ethics Policy – Board Appointee – Refusal to sign – Mr. Troy Railsback (SSMG)

Mr. Railsback reported that he had conversations with the ADC Inspector who had not signed the Ethics Policy and that appointee indicated that they will not be signing the Ethics Policy as presented and signed by all other GHMA Volunteers.

On Motion by Mr. Mike Frichol, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved to remove Ms. Jan Bearce as a GHMA ADC Inspector for not signing the Ethics Policy.

The Board directed SSMG to E Blast the community announcing the open volunteer position with the hope to have candidates to appoint at the July 2022 GHMA Board Meeting.

Mr. Natiello expressed his concern that the Board should reference the GHMA Ethics Policy to potential volunteers in advance of appointing a volunteer so that they will not be surprised by it. Mr. Natiello present proposed language to the Candidate Information Sheet submitted by volunteers wanting to be considered for a volunteer role. Dr. Carlton, with the Board's support, directed SSMG to review the language and incorporate into the volunteer procurement process accordingly.

Dr. Carlton expressed his concern regarding getting back to a more formalized orientation process to include signing of the Ethics Policy when Volunteers are appointed.

New Business

1. Fall Bash Event – Mrs. Denise Gallo

Mrs. Gallo resurfaced the idea or thought to have a resident appreciation event, or alternative deliverable, that echoed the intent of the Fall Bash. There was Board discussion



regarding the Fall Bash and it's limitation of how many property owners actually ended up attending, resulting in a limited reach to the community.

Dr. Carlton suggested that Board consider a Fall/Holiday Card mailed to every property owner, timed for some time early November with a personalized message from the Board. The Board supported it and Dr. Carlton will be providing samples/options at an upcoming Board Meeting.

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. Vic Natiello, seconded by Mr. Ed O'Brien, with Mr. Natiello, Mr. O'Brien, Mr. Frichol & Mrs. 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 # 2.

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 # 3.

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 # 4.

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 # 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 \$500.00 on property # 6.

Director's Requests

Dr. Carlton requested that the GHMA Board consider having discussion first on each Non-Compliance Issue Needing Board Review prior to making a motion and identifying an amount to levy as a penalty. This will allow for the Board to address and vet any concerns related to the presented materials as well more consistently and equitably present a relative fine amount for that property concern. The Board all agreed to process Non-Compliance Issue Needing Board Review that way in the future Board Meetings.

Adjournment

On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise Gallo, with all in favor, the meeting was adjourned at 3:50 p.m.

