

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

November 18, 2022

2:00 p.m.

Call to Order

The meeting was called to order by Dr. Robert Jay Carlton at 2:09 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 spoke briefly regarding meeting procedures and expectations for addressing Agenda Items and including audience input due to the significant attendance of this meeting regarding Unfinished Business Item #3 Feral Hog Activity.

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 October 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 provided correspondence in the Board Packet regarding the Grand Haven CDD Fee for Crossings Village Pool parcel and confirmed with the Board that it will be processed accordingly.



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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 October 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 in 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.

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 reminded and encouraged SSMG to process Build Out Covenant Violations for new vacant lot owners would be in conflict with the Board Resolution specific to this enforcement pursuit. Mr. Natiello also cautioned SSMG and the Board to always consider that supply chain issues may result in construction delays that push the time frames of the Board Resolution at no fault of the property owner and/or their builder.

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

There was no repost 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 Deck Resurfacing Update – Mr. Troy Railsback (SSMG)**
Mr. Railsback updated that Board that the vendor has sourced the painting materials, and will be scheduling as soon as he can. SSMG will work to coordinate donating the old Crossings Pool furniture prior to the resurfacing taking place and delivery of the new Crossings Pool furniture subsequent to the resurfacing taking place.
- 2. Crossings Pool Deck Furniture Replacement Update – Mr. Mike Frichol/Mr. Troy Railsback (SSMG)**
Mr. Railsback provided an update from the furniture vendor that the production and delivery of the pool furniture is still in process, however nearing completion with delivery imminent.
- 3. Feral Hog Activity – Crossings and Wild Oaks – Dr. Robert Jay Carlton**
Dr. Carlton summarized the current challenges related to: (1) the feral hog activity experienced by the Crossings property owners; (2) the limited opportunities to provided assistance/support by the GHMA; and (3) what can be done and who can do it based on what is known today and resources available in the immediate near future.

Dr. Carlton discussed the opportunity to hire a licensed trapper to work on retainer and/or a per pig fee to work in the Crossings Village to remove feral pigs. There was Board discussion and input. The Board asked for audience input regarding concerns and/or suggestions to address the feral pig problem.

The Board listened to each Association Member speak and convey their concerns.

On Motion by Mr. Ed O'Brien, seconded by Mr. Mike Frichol, with all in favor, the Board Approved to engage a trapper to work with the Crossings Village to address feral pig activity.

New Business

- 1. Enhanced Sidewalk Inspection - Quarterly Report – Mr. Troy Railsback (SSMG)**
Mr. Railsback reported on the findings from his most recent sidewalk/driveway inspection(s).
- 2. MADC Vacancy – Mr. Ed O'Brien**
Mr. O'Brien reported there is an opening on the MADC. Mr. Railsback also reported that another Fine Committee vacancy is available. The Board requested to announce the opening(s) using the E-Blast notification process and attempt to fill the opening as part of the December 2022 GHMA Board meeting.
- 3. Sign Policy - Review – Mr. Vic Natiello**
There was Board discussion concerning the potential for a significant workload increase on the SSMG Grand Haven Team due to how the local MLS has change to a regional system



resulting in many out of town and newer agents not familiar with the GHMA, particularly its Sign Policy and Restrictions. Informally, the Board agreed to take the Community Manager's recommendation, that with the addition of more staff to his team, continue with the current policy/procedure to first contact the Realtor/Broker in question before proceeding with the fine process.

4. River Club Plant Replacement Proposal – Mr. Mike Frichol/Mr. Troy Railsback (SSMG)

Mr. Railsback summarized the preliminary plant replacement proposal presented to the GHMA by Corey Enterprises, the landscape vendor in the River Club. The GHMA Board and Mr. Railsback identified necessary information and detail in order to contemplate this item. Mr. Railsback will work with Corey Enterprises to provide necessary information at a GHMA Board Meeting in early 2023.

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. 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 made by Mr. O'Brien, which died due to a lack of a second, to levy a penalty of \$250.00 on property # 3.

On Motion by Mr. Ed O'Brien, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$100.00 on property # 3.

Director's Requests

Mr. Vic Natiello discussed Waste Pro issues/concerns and upcoming challenges with the City Contract change from Waste Pro to the new Vendor.

Mr. Mike Frichol discussed the protocol related to Yard Waste violations and timing of pursuing these violations after significant storm events.

Dr. Carlton discussed PLM Vendor concerns and the opportunity to have multiple replacement vendors identified in case one of the current PLM Vendors either a) decide to stop servicing the PLM Villages they are contracted for, or b) the GHMA have to replacement them due to lack of performance. The Board directed SSMG to be prepared in case either scenario becomes a reality.

Dr. Carlton also communicated to the Board that he ordered a microphone stand for audience comments/input to be used at future GHMA Board Meetings.



Adjournment

On Motion by Mr. Mike Frichol, seconded by Mrs. Denise Gallo, with all in favor, the meeting was adjourned at 5:06 p.m.



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