

# ***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**

**January 20, 2023**

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 the process, as identified by Board Resolution, for notifying and levying monetary penalties for unapproved signs and/or yard waste placed out on the incorrect days.

A property owner from Crossings Village discussed the need for additional attention to detail and confirmation of trimming of smaller recently planted street oak trees per the PLM Contract. The property owner also requested the SSMG to please send out the E Blast notification/reminder of the upcoming large tree trimming when it is occurring.

### **President's Comments**

Dr. Carlton discussed and summarized the next steps and actions taken regarding the previously identified Board Goals.

### **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 December 16, 2022 Board of Directors Meeting.**

**On Motion by Mr. Mike Frichol, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the Meeting Minutes of the January 5, 2023, Annual Membership Meeting.**



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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 the January 5, 2023, Board of Directors Organizational 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 1<sup>st</sup> and 2<sup>nd</sup> Subject of Concern compliance/notice letters with suggested changes. The Board discussed the benefits of incorporating similar changes and agreed that the revised adjustments to the letters provided by Dr. Carlton should be incorporated.

#### **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 December 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 meeting to make end of the year to reclass of River Club expenses that were paid out of the River Club Operating Budget line item(s) but should have been paid for out of the River Club General Reserve funds where appropriate and minimize budget overages.

#### **Property Oversight Committee – Dr. Robert Jay Carlton**

Dr. Carlton reported on the ongoing collection and resolutions activities of the POC. The POC 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. Mr. O'Brien also reviewed with the Board the 2022 MADC and NCADC Year End summaries.

#### **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 also mentioned that the PLM Performance Reviews with vendors is scheduled for late January 2023.

#### **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 presented and discussed notable items from the 3<sup>rd</sup> & 4<sup>th</sup> Quarter Compliance Summary Reports provided in the Board Packets.

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

There was no report 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**

**2023 Insurance Renewal – (SSMG)**

Mr. Railsback referenced an updated email from the GHMA insurance agent regarding the efforts to secure the GHMA Insurance program renewal. The Board was provided with the outcome of the pricing for the renewals for each of the policies and any changes in coverage. The only material change is the Crossings Pool area property coverage does not have wind coverage in this renewal. As explained by the GHMA insurance agent in his email, the pricing for wind coverage at this time is not available and cost prohibitive. The GHMA insurance agent indicated that this was not uncommon and other Association with minimal exposure from wind related perils would bind a policy that included coverage for all types of property coverage excluding wind. The Board talked through the circumstance and related exposure should a windstorm cause damage to the Crossings Pool area.

**On Motion by Mr. Ed O’Brien, seconded by Mr. Vic Natiello, with all in favor, Board Approved the insurance renewal as presented.**

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

Dr. Carlton summarized the circumstances related to feral hog impacts to the Crossings Village area(s) and now sections of the main portion of Grand Haven. Dr. Carlton also talked through the GH CDD efforts that he was aware of at this time, along with the challenges of addressing the feral hog impacts in and around the areas where homes are. Flagler County Land Management is also focusing trapping/hunting resources in the Graham Swamp areas adjacent to the Grand Haven to assist in minimizing/eliminating the feral hog activity in the Grand Haven Community.

Multiple property owners shared their concerns and suggestions for addressing the feral hog activity. The Board also responded to questions regarding what can and cannot be done to address the feral hog issues.

**Goals and Objectives of Board Update - Dr. Robert Jay Carlton**

Dr. Carlton opened the dialogue with an overview of the established Board Goals, along with the goal-oriented focuses for each of the Board Members.

Mr. Mike Frichol and Mrs. Denise Gallo presented a concept for a series of forums using a few different formats such as an ice cream social, meet Fred Annon of SSMG get-together and/or a



Women's Club social. Topics for review or discussion during the social would be the information contained in the New Resident packets.

Mr. Ed O'Brien presented an ADC Standards focused session to present the ADC Standards and the MADC process. It would give property owners the opportunity to better understand the MADC process and the role of the ADC Standards. Mr. O'Brien is working toward scheduling the first session on February 16, 2023.

Mr. Natiello proposed using a regular cartoon-like skit for important GHMA Compliance related topics that could be included in the Newsletter, Community bulletin boards, and/or E Blasted regularly. These would address important topics and focus with a lighthearted memorable delivery.

All concepts were supported by the Board Members and the Board will be moving forward and/or refining each for implementation.

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

Mr. Railsback reported that the new pool furniture has been delivered and is waiting to be put together and installed once the Pool Deck repainting project is complete, which should happen next week. Once everything is completed and installed, an E-Blast will be sent to the Crossing Village residents making them aware of the project completion and reopening of the Crossings Pool area.

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

Mr. Railsback communicated that the Pool Deck painting is almost done. A third and final touchup coat should be completed this week or weekend. Once everything is completed, an E-Blast will be sent to the Crossing Village residents making them aware of the project completion and reopening of the Crossings Pool area.

**New Business**

**River Club Landscape Renovation Project – Mr. Mike Frichol/Mr. Troy Railsback (SSMG)**

Mr. Railsback communicated with Corey Enterprises for pricing breakouts on each of the proposed landscape renovation items. An updated version of the proposed landscape renovation project with line-item details/costs. SSMG will continue to refine the landscape project scope and details and will attempt to have update information for next month's Board Meeting.

**River Club Roof Replacement Quote – Mr. Mike Frichol/Mr. Troy Railsback (SSMG)**

Mr. Railsback presented the updated Florida's Best Roof Replacement contract(s) for the 3 buildings scheduled for roof replacements in 2023. The Board requested more detailed information on the proposals and final contracts including property addresses and clarity on warranty information.

**On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved contracting with Florida's Best Roofing to replace the roofs of the 3 buildings planned and scheduled for 2023.**

**Non-Compliance Issues Requiring Board Review**



**On Motion by Mr. Vic Natiello, 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 \$500.00 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 \$500.00 on property # 2.**

**On Motion by Mr. Mike Frichol, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 3.**

**On Motion by Mr. Vic Natiello, seconded by Mr. Mike Frichol, with all in favor, the Board Approved to levy a penalty of \$1,000.00 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**

Mr. Mike Frichol wanted the Board to discuss and/or be aware of freeze/frost damage within the community and homeowner's obligation to replace items versus going to the MADDC for replacing with something different and/or not replacing at all. SSMG indicated they would incorporate this concept in their next Newsletter article.

Dr. Carlton reminded the Board to have all dialogue and discussion regarding Board Review items prior to making a motion so that all information and considerations are contemplated prior to identify an appropriate dollar amount for the proposed fine.

#### **Adjournment**

**On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the meeting was adjourned at 5:16 p.m.**

