

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

May 19, 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, and Mr. Ed O'Brien.

Members Absent: Mrs. Denise Gallo

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 expressed his support for the GHMA Board's efforts in addressing the feral hog issue, and regular updates provided at the GHMA Board Meetings. The Board reiterated that the GH CDD, in conjunction with Flagler County, is responsible for the recent efforts and successes, as well as they are the entity that property owners should report feral hog activity to in order for them to align Flagler County trapping resources in and around Grand Haven areas being impacted.

A property owner expressed her concerns with enforcement of rules and regulations regarding a graduation/scholarship sign that was not allowed and had to be taken down. The property owner and the Board discussed consistent, equitable and non-selective enforcement obligations of the GHMA and the unfortunate inflexibility of maintaining that position of the process.

President's Comments

Dr. Carlton provided a message relating to the consistent, equitable, and non-selective enforcement process, along with the basis for inflexibility in maintaining that position, as advice by the Association legal counsel.

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 April 21, 2023 Board of Directors Meeting.



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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 the Board with a proposal to update front landscaping area for the Crossings Village Pool/Bath parcel. The Board discussed the specific and SSMG provided clarification on a few items.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the Crossings Pool landscape change.

Mr. Railsback announced that SSMG's is in the process of finalizing plans for moving its Palm Coast office to another location 1.2 miles away from its current location. Exact details as to when SSMG will be servicing GHMA from the new office is being worked out, but it will happen sometime in the middle of June 2023.

Finance Report – Mr. Ed O'Brien

Mr. O'Brien reviewed the year-to-date 2023 budget variances, and the percentages of each category from the April 2023 financials. Mr. O'Brien reported on each operation's details and noted that each operation is tracking very close to budget at this time and/or as previously discussed. Mr. O'Brien expressed focus on River Club and will continue to track spending and trends to mitigate large variances where possible.

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.

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 discussed ongoing concerns and efforts with LEA to address the deficiencies in the services they are providing and noted that improvements continue including bringing back a crew supervisor to oversee the day-to-day activities of the LEA crews.



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.

SSMG also provided the 2023 1st Quarter Compliance Summary and Mr. Natiello reported on noted trends.

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 reported that the May 2023 Fine Committee Meeting was cancelled the morning of the meeting due to a lack of quorum because one of the Fine Committee members that planned to attend had a personal emergency that morning and was unable to attend. The Board discussed and supported having a Fine Committee member attend via phone until they are able attend in person due to recent surgery and their inability to drive. Having this member attend by phone will minimize the need to cancel meetings because of quorum issues.

Community Development District (CDD) Liaison – Mrs. Denise Gallo

In Mrs. Gallo absence Dr. Carlton 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

PLM Workshop – Update – Mr. Troy Railsback (SSMG)

Mr. Railsback presented the updates to the PLM Specification(s) that were developed during the PLM Bidding & Contract review meetings. The Board discussed, provided a few modifications and supported using the resulting PLM Specification for the upcoming PLM Bid process for the 2024 through 2026 contracts.

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

Dr. Robert Jay Carlton reported on the challenges of exiting the contract with the trapper who was advanced \$600.00 to purchase a trap. Dr. Carlton and SSMG and working to find/recover the trap to sell it to offset that expense.

Enhanced Sidewalk Inspection Program – Update – Mr. Troy Railsback (SSMG)

Mr. Railsback discussed the recent Quarterly Sidewalk Inspection that he performed. Findings and trends were reviewed/discussed.

2024 Management Contract – Draft – Dr. Robert Jay Carlton



Dr. Carlton presented an overview and the options/outcome of the Association's SSMG & GHMA Management Contract which included the Board's contract language input/suggestions along with the discussion and dialogue with SSMG for related pricing of the suggested contract terms. There was clarification and dialogue regarding specific components of the contracted services and the committed personnel providing those integral GHMA services. Dr. Carlton recommended the Board wait to take any action until Mrs. Gallo has the opportunity to review and provide input/vote at the GHMA June 2023 Board meeting.

New Business

ADC Standards – Outside Equipment Set-backs – Mr. Ed O'Brien

Mr. O'Brien presented a suggested change to an ADC Standards provision regarding Outside Equipment set backs. The Board discussed the specifics related to recent circumstances that prompted this change, along with the impacts of implementing the change.

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved the ADC Standards change.

Storm Debris Removal Program – Dr. Robert Jay Carlton

Dr. Carlton presented a working document that incorporates all known information from the Grand Haven CDD and the City of Palm Coast regarding storm and debris pickup subsequent to a storm event. The Board provided input and support for the document. Dr. Carlton hopes to have it finalized and ready for approval at the June 2023 Board Meeting.

Legislative Update – FS 720.304 – Dr. Robert Jay Carlton

Dr. Carlton reported to the Board concerns he has with recently approved legislation that potentially impacts deed restricted communities, including Grand Haven, relating to CC&R restriction for storage of items in back yards. The Board will continue to monitor and seek input from legal counsel when/if necessary.

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 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 of \$50.00 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 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.



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 # 6.

On Motion by Mr. Ed O'Brien, seconded by Mr. Mike Frichol, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 7.

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 # 8.

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 # 9.

Director's Requests

Mr. Ed O'Brien reported that the 2nd ADC Forum went well and will be planning for the next one in August.

Mr. Mike Frichol reported that during the PLM inspections it was identified that a maximum height for hedges was established to keep them lower than roof height.

Adjournment

On Motion by Mr. Vic Natiello, seconded by Mr. Mike Frichol, with all in favor, the meeting was adjourned at 6:08 p.m.

