

Grand Haven Master Association, Inc.

785 W Granada Blvd., Suite 5 | Ormond Beach, FL 32174

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 17, 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, Mrs. Denise Gallo and Mr. Mike Frichol

Members Absent: Mr. Ed O'Brien

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

There were no President's Comments at this time.

Approval of Minutes

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved the Meeting Minutes of the October 20, 2023 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.

Finance Report – Mr. Ed O'Brien

Mr. Railsback reviewed the year-to-date 2023 budget variances, and the percentages of each category from the October 2023 financials that was prepared by Mr. O'Brien.



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Property Oversight Committee – Dr. Robert Jay Carlton

Dr. Carlton reported on the ongoing collection and resolutions activities of the POC. The POC continues to endeavor to reach full 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. Railsback presented the summary report prepared by Mr. O'Brien on the activities of the recent meetings of the NCADC and MADC meetings, as well as the 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 and Mr. Railsback presented quotes for pine straw installation on lake banks in Riverwalk Village served by Corey Enterprises, and well as in Heritage Oaks, Lakeside and Pine Harbor Villages served by Lawn Enforcement. There was discussion by the Board on the appropriateness of awarding additional services to a PLM vendor who is exiting the PLM program and will no longer be providing PLM service in those Village(s) starting in 2024.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved moving forward with Corey Enterprises installing pine straw on the Riverwalk Village lake bank.

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 recent real estate sign non-compliance instances involving having signs on cars. The Board and SSMG will again be reaching out to the Flagler County Association of Realtors to highlight sign restrictions in Grand Haven.

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. Mr. Railsback also reported that the 2 new Fine Committee Members received training prior to their first Fine Committee meeting and did well at their first meeting. There was also discussion about facilitating reappointment terms for Fine Committee Members on an annual basis similar to the Architectural Design Committee members, which the Board agreed would be a beneficial practice to apply to the Fine Committee.



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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 reviewed the status of the Action Items as reported in the packet, and SSMG & the Board identified those that had been completed and/or needed to stay on the report.

Unfinished Business

1. River Club Landscaping Proposal – Mr. Mike Frichol/Mr. Troy Railsback (SSMG)

Mr. Frichol and SSMG presented 2 alternative bids along with the updated Corey Enterprises landscape replacement and/or restoration proposal for the River Club that was previously discussed at the October 2023 Board Meeting. The Board reviewed and contemplated the pricing and warranty on each of the proposals. The Board discussed at length the pros and cons of installing the new planting now versus in Spring 2024.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved Corey Enterprises to proceed with River Club landscape replacement and/or restoration proposal with a spring 2024 installation.

2. Ice Cream Social – Update – Mr. Mike Frichol/Mrs. Denise Gallo/Mr. Troy Railsback (SSMG)

Mr. Frichol, Ms. Gallo and Mr. Railsback provided their feedback and perspective of the successful Ice Cream Social Event that was held the day before. Dr. Carlton reported that this was one of the last Board Goals regarding enhancing communication and raising awareness of the GHMA and SSMG's role and thanked the entire Board for their efforts in accomplishing all Board Goals.

3. November ADC Standards Forum – Update – Dr. Robert Jay Carlton

Dr. Carlton reported on behalf of Mr. O'Brien on another successful ADC Standards Forum and thanked all that stepped in to present and/or to assist at the event in Mr. O'Brien's absence.

New Business

1. 2024-2026 PLM Vendor Selection & Contract Status – Mr. Mike Frichol/Mr. Troy Railsback (SSMG)

Mr. Frichol and Mr. Railsback announced that the PLM Vendors for 2024 were awarded as part of the 2024 Budget Adoption and will be formally conveyed to the PLM property owners once the contracts are signed.



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2. Updated SSMG Performance Evaluation Scoring Criteria – Dr. Robert Jay Carlton
Dr. Carlton discussed his thoughts on the opportunity to further enhance the SSMG Performance Evaluation by updating the scoring criteria. Dr. Carlton presented the expanded/enhanced scoring criteria, and the Board discussed the specifics related to it and implementing it. The Board agreed to move forward with updating the scoring criteria on future SSMG Performance Evaluations.

3. 2024 SSMG Contract Language – Update – Dr. Robert Jay Carlton
Dr. Carlton discussed the status of the SSMG Contract Language and that 3 out of the 4 items for review/discussion/adjustment have been resolved. The last item is in the final stages of being resolved and Dr. Carlton is hopeful that it will be addressed and finalized prior to the December Board meeting.

4. MADC – Volunteer Position Vacancy – Dr. Robert Jay Carlton
Dr. Carlton discussed that there will be a MADC Volunteer position available after the end of 2023, as one of the MADC Member indicated that they will be stepping down to focus on other personal endeavors. The Board directed Mr. Railsback to E Blast the Grand Haven property owners the request for volunteers to fill that.

Non-Compliance Issues Requiring Board Review

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 1.

On Motion by Mr. Mike Frichol, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 2.

On Motion by Mrs. Denise Gallo, 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 Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 4.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 5.

On Motion by Mr. Mike Frichol, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$1,000.00 on property # 6.

Director's Requests

None at this time.

Adjournment

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the meeting was adjourned at 4:11 p.m.



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