

# ***Grand Haven Master Association, Inc.***

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

[www.GrandHavenMHOA.com](http://www.GrandHavenMHOA.com)

Dr. Robert Jay Carlton, President  
Mr. Vic Natiello, Vice President  
Mr. Ed O'Brien, Treasurer

Mr. Al Petrie, Director  
Mrs. Denise Gallo, Director  
Mr. Troy Railsback, Secretary, Ex-officio

## **Board of Directors Meeting Minutes**

**July 19, 2024**

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. Ed O'Brien and Ms. Denise Gallo

**Members Absent:** Mr. Al Petrie

**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 reiterated the importance of the "Meet the Candidates" night that has been historically held in the Grand Haven Room. The property owner was concerned that the Grand Haven Room may not be available due to the Village Center and Café renovations and/or the necessary capacity due to the potential of significant attendance if there are more than usual positions going through election process. It was suggested that the Village Center breezeway area may be an alternative to the Grand Haven Room availability and/or capacity limitations.

The same property owner expressed concerns with consistency and Level of Service by the PLM Vendor serving their Village.

### **President's Comments**

No comments at this time.

### **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 June 21, 2024 Board of Directors Meeting.**



785 W Granada Boulevard, Suite 5 | Ormond Beach, FL 32174  
2 Camino del Mar | Palm Coast, FL 32137  
102 S Riverside Drive | New Smyrna Beach, FL 32168  
1384 Heritage Acres Boulevard | Rockledge, FL 32955  
386-446-6333 | SSMGFL.COM

## **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. O'Brien was not able to provide a report as June 2024 financials were not able to be produced prior to the Board Meeting due to the SSMG software change. SSMG is diligently working to finalize the financials setup and conversion nuances specific to the complexity of the Grand Haven accounting operations. The report will be emailed to the Board once it is available

### **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. It was reported that for the first time ever the collections amount needing to be addressed was at a zero balance, down from the initial amount of \$385,000+ in total outstanding balances back in 2013.

### **Architectural Design Committee (ADC) Liaison – Mr. Ed O'Brien**

Mr. O'Brien presented the summary report on the activities of the recent meetings of the NCADC and MADC, as well as the report(s) tracking ADC Submittals and monitoring submittals through the inspection process, closure and full compliance. Mr. Natiello said we appear to have the inspection backlog under control based on the latest Inspection Report and he suggested this was not needed any longer. Mr. O'Brien agreed and will still monitor inspection status.

### **Private Lawn Maintenance (PLM) Liaison – Mr. Al Petrie**

In Mr. Petrie's absence, Mr. Railsback updated the Board on the prior months' PLM activities, accomplishments and focuses for each of the 3 PLM Vendors and the 9 Villages they are servicing.

### **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.

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

No report at this meeting.

### **Fine Committee Liaison – Mr. Troy Railsback (SSMG)**

Mr. Railsback updated the Board that the July Fine Committee meeting was cancelled due to a lack of a quorum of the Fine Committee. Dr. Carlton and the Board discussed the importance of having the Fine Committee meetings and not postponing the review of the Board levied fine amount(s) of the properties from the previous Board Meeting due to the FL Statue 720 timelines constraints. SSMG will reiterate this to the Fine Committee.



785 W Granada Boulevard, Suite 5 | Ormond Beach, FL 32174  
2 Camino del Mar | Palm Coast, FL 32137  
102 S Riverside Drive | New Smyrna Beach, FL 32168  
1384 Heritage Acres Boulevard | Rockledge, FL 32955  
386-446-6333 | SSMGFL.COM

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

Mrs. Gallo’s reported on and summarized the topics discussed at the previous months CDD meeting(s) and/or workshop(s). The topics reported included Village Center parking lot improvements/additional spaces, Village Center Café renovations update, update on research for new Cell Tower in Grand Haven, pond bank discussions/updates, Employee leave time and benefits update, Amenity Rule update regarding lane swimming, 2025 Budget updates and long-range plan, and update on the open seat for the upcoming election.

**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**

**River Club Irrigation Issues – Update – Mr. Troy Railsback (SSMG)**

SSMG discussed the status update of the River Club irrigation pressure issues and the action taken by the GH CDD. SSMG is working with the GH CDD and Corey Enterprises to take additional steps to further resolve the pressure issue and monitor changes in pressure to mitigate future significant issues.

**River Club Gutter Repair and Maintenance – Mr. Troy Railsback (SSMG)**

SSMG presented minor River Club Gutter repair that is necessary, along with proposals from 3 vendors for gutter cleaning services for all gutter at the 19 River Club buildings. The Board reviewed the proposals and SSMG responded to questions regarding the proposals and scope of services. Mr. O’Brien provided insight on financial impacts of these projects if approved on the River Club Budget and affirmed these are within the 2024 Budget.

**On Motion by Mr. Ed O’Brien, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved having Killian’s perform the gutter repair and maintenance services for the River Club Townhomes.**

**Communication with CDD & Golf Club – Declarant Assignment – Dr. Robert Jay Carlton**

Dr. Carlton provided draft letters to be sent to the GH CDD and the GH Golf Club regarding the Declarant right assignments to the GHMA. There was discussion amongst the Board with all Board Members supportive of the letters being sent as drafted.

**Wild Oaks – Irrigation Water Supply – Discussion – Dr. Robert Jay Carlton**

Dr. Carlton discussed the circumstances related to reclaimed water availability to all or some property owners in Wild Oaks, and the related prohibition of using an irrigation well by those property owners who do have access to reclaimed water. Dr. Carlton and SSMG will be working with the City, the Health Department and GHMA ADC records to identify the exact circumstances for the Wild Oaks area and property owners. SSMG will continue to pursue covenant enforcement relating to rust and/or odors from any wells that are being used.



785 W Granada Boulevard, Suite 5 | Ormond Beach, FL 32174  
2 Camino del Mar | Palm Coast, FL 32137  
102 S Riverside Drive | New Smyrna Beach, FL 32168  
1384 Heritage Acres Boulevard | Rockledge, FL 32955  
386-446-6333 | SSMGFL.COM

## **New Business**

### **HB293 – Compliance Plans – Mr. Vic Natiello**

Mr. Natiello presented a draft document that summarizes HB293 and related allowable hurricane shutter specifics to be used as a reference document when communicating with property owners, as well as when evaluating allowable hurricane shutters as defined and outlined in HB293. Mr. Natiello and the Board discussed the reference document, identified a few adjustments to the document and will review a more final version at a future Board meeting. The document will also be used as part of the ADC criteria and ultimately will be incorporated into the ADC Standards.

### **Pond Bank Planting Inspection – Update – Mr. Troy Railsback (SSMG)**

Mr. Railsback will be conducting and finishing the lake bank inspection during the last 2 weeks of July and will be reporting on the findings/outcome of the inspection as part of the August Board meeting.

### **MADC Vacancy – Mr. Ed O'Brien**

Mr. O'Brien reported that Mr. Lee Lussier has resigned as an MADDC Member. The Board valued his contributions, and he will be missed. The Board directed SSMG to announce the volunteer position opening using the E-Blast protocols and prepare/attempt to fill the position as part of the August Board Meeting. The Board also requested that SSMG reach out to the candidates that participated in filling the open position a few months ago to encourage them to apply again.

### **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.**

**A Motion by Mr. Ed O'Brien for \$250.00 penalty did not continue due to a lack of a second. A Motion by Mr. Vic Natiello for \$500.00 penalty did not continue due to a lack of a second. On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with Dr. Robert Jay Carlton, Ed O'Brien and Mrs. Gallo in favor and Mr. Natiello opposed, the Board Approved to levy a penalty of \$100.00 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 \$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 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.**



785 W Granada Boulevard, Suite 5 | Ormond Beach, FL 32174  
2 Camino del Mar | Palm Coast, FL 32137  
102 S Riverside Drive | New Smyrna Beach, FL 32168  
1384 Heritage Acres Boulevard | Rockledge, FL 32955  
386-446-6333 | SSMGFL.COM

## **Director's Requests**

None at this time.

## **Adjournment**

**On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the meeting was adjourned at 4:16pm.**



785 W Granada Boulevard, Suite 5 | Ormond Beach, FL 32174  
2 Camino del Mar | Palm Coast, FL 32137  
102 S Riverside Drive | New Smyrna Beach, FL 32168  
1384 Heritage Acres Boulevard | Rockledge, FL 32955  
386-446-6333 | SSMGFL.COM