

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

Board of Directors Meeting Minutes

May 24, 2024

2:00 p.m.

Call to Order

The meeting was called to order by Dr. Robert Jay Carlton at 2:01 p.m.

Roll Call—Establish a Quorum

Members Present: Dr. Robert Jay Carlton, Mr. Vic Natiello, Mr. Ed O'Brien, Mrs. Denise Gallo and Mr. Al Petrie

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)

No audience comments regarding GHMA matters.

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 April 19, 2024 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 indicated that SSMG will be switching software platforms from VMS to Vantaca starting next month, June 2024. SSMG indicated that the transition will naturally produce some challenges in normal operation and workflow along the way, however, is excited about the benefits



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to making the switch. There will be tutorial and training opportunities for property owners and/or Board/Committee members.

Finance Report – Mr. Ed O’Brien

Mr. O’Brien reviewed the year-to-date 2024 budget variances, and the percentages of each category from the April 2024 financials. Mr. O’Brien reported on each operation’s details and noted that each operation is tracking very close to budget at this time with no significant variances and/or trends at this time.

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. 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.

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

Mr. Petrie updated the Board on the PLM activities and recent monthly meetings with the PLM Vendors.

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**

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’s reported on and summarized the topics discussed at the previous months CDD meeting(s) and/or workshop(s). The topics reported included the 2025 Budget discussions, safety & security, county fence repairs update, update on the new condominiums tree destruction issue, Village Center Parking lot improvements/additional spaces, Village Center Café renovations update, Right of Entry Resolution for hurricane cleanup access by the City, and Amenity Rules amendments updates and consideration of a Code of Conduct and an Employee timecard policy.



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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 Landscaping Project – Update – Mr. Al Petrie/Mr. Troy Railsback (SSMG)

SSMG discussed the status of the River Club landscape install project along with the challenges with the irrigation system and overall pressure in the system for that area. There was lengthy discussion amongst the Board and SSMG as well as some resident input/feedback. SSMG will be working with the GH CDD and the other landscape vendors servicing the adjacent areas to hopefully resolve the challenges with the irrigation system.

PLM Pond Bank Planting – Update – Mr. Al Petrie/Mr. Troy Railsback (SSMG)

SSMG presented quotes from the PLM vendors to provide spartina replanting to areas missing spartina on the respective lake bank behind residential properties in the Villages that they are providing PLM services. The Board reviewed PLM Working Capital funds and potential uses of those funds, which includes replanting spartina.

On motion by Dr. Robert Jay Carlton, seconded by Mr. Al Petrie, with all in favor, the Board approved funding spartina plant replacement in the Heritage Oaks Village not to exceed 80% of the total available Working Capital funds for Heritage Oaks Village.

On motion by Ms. Denise Gallo, seconded by Mr. Ed O’Brien, with all in favor, the Board approved funding spartina plant replacement in the Lakeside Village not to exceed 80% of the total available Working Capital funds for Lakeside Village.

On motion by Mr. Vic Natiello, seconded by Mr. Ed O’Brien, with all in favor, the Board approved funding spartina plant replacement in the Pine Harbor Village not to exceed 80% of the total available Working Capital funds for Pine Harbor Village.

Pond Bank Planting of Spartina – Update – Dr. Robert Jay Carlton

Dr. Carlton summarized previous discussion with the GHM CDD and GH CDD Counsel regarding lake bank maintenance responsibilities, along with opportunities for the GHMA and the GH CDD to work in concert in ensuring property owners fully resolve deficiencies on the lake banks behind their properties.

SSMG updated the Board with a summary of the different Villages and number of residential properties that are adjacent to lakes, and if there is a lake bank or stem wall behind those residential property. SSMG indicated that they will diligently be working through the entire community to notify owners if they have maintenance and/or replanting of spartina on their lake banks, to restore consistency with maintenance and number of plantings on all lake banks behind residential property.



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New Business

ADC Standards Revisions – Discussion/Board Action – Mr. Ed O'Brien

Mr. O'Brien read through the outline and summary of the 2024 ADC Standards Revisions. There was significant Board discussion along with resident input/feedback on multiple revision items. There were a few grammatical and language consistency adjustments noted as part of the discussion.

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved the ADC Standards Revisions as presented and incorporating the few grammatical and language consistency adjustments noted.

2023 Audit Report – Mr. Ed O'Brien/ Mr. Troy Railsback (SSMG)

Mr. O'Brien presented the Draft 2023 GHMA Audit Report and reviewed/summarized the findings of the clean audit report.

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the 2023 Audit Report.

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. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 2.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$1000.00 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. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 5.

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

Director's Requests

Dr. Carlton presented additional adjustments to the SSMG Performance Criteria and is hopeful the additional fine tuning will produce additional insight and capture relevant graded outcomes for the time period reviewed.



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Dr. Carlton also updated the Board on the success in its correspondence to the Ed Foundation regarding not displaying signage in Grand Haven for scholarship recipients, along with Oak Tree Article supporting their Grand Haven recipients.

Dr. Carlton is working with GHMA legal counsel on a Draft copy of the updated assignment of Declarant rights of declarant rights to the GHMA.

Lastly, Dr. Carlton updated the Board that Becker is still working through the MRTA Act project on for the GHMA.

Adjournment

On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise Gallo, with all in favor, the meeting was adjourned at 5:22 p.m.



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