

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

April 25, 2025

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, Mr. Al Petrie and Mrs. Denise Gallo

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 expressed concerns regarding the discrepancy between 7am till 6pm construction hours listed in the ADC Standards versus the GH CDD listed/communicated hours at the Guard Gate. Dr. Carlton mentioned he was recently made aware of the discrepancy and after speaking with Barry Kloptosky, it was determined that both the GHMA and the CDD are in agreement that contractor hours within the community are 7:00 a.m. to 6:00 p.m. Monday through Saturday. The CDD does extend those hours for new residential construction from 7:00 a.m. to 7:00 p.m. An exception is also made for residents requiring emergency services such as air conditioning.

A property owner questioned the hierarchy and chain of reporting/accountability for the MADC vs GHMA. The Board provided an overview/explanation.

A property owner reported that an alligator from a golf course pond near their home ended up in their pool. The property owner expressed concerns that the alligator, and other wildlife, had fled the golf course pond due to the recent aquatic maintenance/spraying that occurred in that golf course pond.



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President's Comments

Dr. Carlton sent well wishes to on behalf of the Board to Murry Salkovitz, who is a former GHMA Board Member and husband of Joanna Salkovitz who is the MADC Chairperson, regarding his recent surgery and cheering for a speedy recovery.

Approval of Minutes

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, and with all in favor, the Board Approved the Meeting Minutes of the March 21, 2025 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 provided insight to a Licensing/Insurance compliance portal that is used to ensure vendors working for the Association have the appropriate active licensing and insurance requirements as stipulated by Florida Statutes for Condominiums (FS 718) and/or HOA (FS 720). The portal is called Vive and vendors pay a minimum annual fee to be vetted by the Vive service which reports to SSMG to ensure compliance for the vendor to have the opportunity to work for/serve the community. The Board was in agreement that in order to observe best practices, it would not approve any waivers for a vendor to serve Grand Haven. The Board discussed the option of waiver and agreed we would not issue any waivers for vendors without the proper insurance coverage.

Finance Report – Mr. Ed O'Brien

Mr. O'Brien reviewed the year-to-date 2025 budget variances, and the percentages of each category from the March 2025 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. NCADC had 2 meetings and MADC had 2 meetings. Total submissions continue to track to previous year submissions.

Private Lawn Maintenance (PLM) Liaison – Mr. Petrie

Mr. Petrie along with Mr. Railsback and Mr. Geisler 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. It was again noted that all 3 PLM vendors have been and continue to perform well. Most



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notably, the PLM vendors back the weekly services starting April 1 and are working diligently to catch up on trimming and detail work.

CC&R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello conveyed the most recent 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. Mr. Railsback pointed out that the "Reason" key for Rejecting a fine was further updated as directed by the Board.

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

Mrs. Gallo reported on and summarized the topics discussed at the previous month's CDD meeting(s) and/or workshop(s). The topics reported included Financial Planning update/consideration to include a bond and/or line of credit, an update on the Village Center Café renovations, RFP for separate Amenity Management and Café Contract(s) , as well as updates on working with the City and GHMA regarding removing trees posing a threat to the stormwater system.

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/Landscaping Projects – Mr. Troy Railsback (SSMG)

Mr. Railsback provided an update as to the progress of the irrigation project, which ran into a delay because the company boring an irrigation line under the road is no longer able/available to do the work. A replacement vendor is being selected. It is anticipated the work will be done in 2 – 3 weeks. Once the irrigation systems are confirmed to be working properly and consistently, SSMG will work with Corey Enterprises to identify landscape improvements that need to be addressed.

CDD Residential Street Tree Removal Program – Update – Dr. Robert Jay Carlton

Dr. Carlton discussed the details of meeting with/working with the GH CDD in an effort to reasonably accommodate what the GH CDD is requesting, while incorporating input from the GHMA legal counsel to most importantly consistently, equitably and non-selectively facilitate/maintain the requirements/responsibilities of the GHMA Master Declaration, the Village specific CC&Rs, the ADC Standards and the ADC process.



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Street Parking Resolution – Dr. Robert Jay Carlton

Dr. Carlton presented a final version of a Proposed Rule Regarding Street Parking Resolution review/prepared/updated by the GHMA legal counsel for the Board's consideration to assist in defining overnight and/or regular street parking non-compliance parameters. There was Board Discussion relating to the specifics of the time frames and application of the Rule.

On Motion by Mr. Ed O'Brien, seconded by Mr. Al Petrie, with all in favor, the Board Approved the Rule Regarding Street Parking Resolution.

Plan to Provide Financial Statements 7 Days Prior to Monthly Meetings – Mr. Troy Railsback (SSMG)

Mr. Railsback and Mr. O'Brien again presented and discussed the implemented protocol and internal SSMG process to provide financials to the Board 7 days prior to the upcoming Board Meeting, allowing Mr. O'Brien (or the Treasurer) to review and report at that upcoming Board Meeting.

New Business

MADC – Volunteer Position Vacancy – Mr. Ed O'Brien

Mr. O'Brien discussed/presented the Volunteer Position opening on the MADDC. The Board discussed the new protocol and timing for advertising/interviewing/recommending a candidate for the open position at the next Board Meeting. SSMG will follow/facilitate this process.

GHMA Emergency Communication Radios – Status – Mr. Vic Natiello

Mr. Natiello presented to the Board the opportunity/preference to store the Emergency Communication Radios in a centralized location. The Board and SSMG agreed the radios could be kept at SSMG offices.

Audio Recording of MADDC Meetings – Dr. Robert Jay Carlton

Dr. Carlton discussed with the Board the need to audio record the MADDC meetings. There was general Board discussing and identified parameters for keeping the digital recordings for not less than 1 year.

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved audio recording the MCADC meetings.

Non-Compliance Issues Requiring Board Review

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



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On Motion by Mr. Ed O'Brien, seconded by Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 3.

On Motion by Mr. Ed O'Brien, seconded by Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 4.

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with Mr. Al Petrie, Mr. Vic Natiello and Dr. Robert Jay Carlton in favor and Mrs. Denise Gallo not in favor, the Board Approved to levy a penalty of \$50.00 on property # 5.

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 # 6.

There was Board discussion and input from Mr. Railsback of SSMG regarding the circumstances related to property # 7. The Board agreed to further document and notice property #7.

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 # 8.

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 # 9.

Director's Requests

None at this time.

Adjournment

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the meeting was adjourned at 4:43 pm.



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