

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

June 20, 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, Mr. Daniel Geisler and Mr. Josh Welcker – 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 requested further pursuit of a neighboring property behind them that removed a tree and additional vegetative buffer plant material along the property line, along with some plantings and plant materials on their property. SSMG assured the property owner that the next steps have been and will continue to be taken to address this situation.

President's Comments

None at this time.

Approval of Minutes

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, and with all in favor, the Board Approved the Meeting Minutes of the May 23, 2025 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.

Mr. Railsback also introduced Mr. Joshua Welcker as the replacement for Mr. Daniel Geisler. Mr. Geisler will be moving to a portfolio manager role within SSMG. The Board welcomed Mr. Welcker and applauded Mr. Geisler for his dedication and consistency during his time on the SSMG team serving the GHMA.

Finance Report – Mr. Ed O'Brien

Mr. O'Brien distributed the Budget Variance at the meeting since he received the P&L late from SSMG. Mr. O'Brien presented the year-to-date 2025 budget variances, and the percentages of each category from the May 2025 financials. Mr. O'Brien also 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. Mr. O'Brien asked SSMG to stop accrual accounting and go to cash accounting to simplify the reporting process. Mr. Railsback acknowledged this request.

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. 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.

There was discussion regarding the declining condition of Palatka Holly street trees in the Crossings Village and the next steps to address them. SSMG will pull together a summary report for the next Board Meeting.

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.



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

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

Mrs. Gallo reported on the progress and outcomes of both the Neighbor-to-Neighbor program and Oak Tree Newsletter.

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 reported on and summarized the topics discussed at the previous month's CDD meeting(s) and/or workshop(s). The topics reported included an update on the Village Center Café opening, the status of 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 Project – Mr. Troy Railsback (SSMG)

Mr. Railsback provided an update as to the progress of the irrigation project. The GHMA is waiting on the meter to be installed and was hopeful that the GH CDD would have it done soon. Once the irrigation system improvements are confirmed to be working properly and consistently, SSMG will work with Corey Enterprises to identify landscape improvements that need to be addressed.

River Club Landscaping Project – Update – Mr. Troy Railsback (SSMG)

Mr. Railsback reiterated that once the irrigation system improvements are confirmed, SSMG will work with Corey Enterprises to identify landscape improvements that need to be addressed

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

Dr. Carlton summarized/updated the details and current status of the requested parameters 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. There was lengthy Board discussion, along with a few residents in the audience providing comments and/or concerns during audience input during this Board Agenda items. The GH CDD Board Supervisor Liaison to the GHMA provided further input and GH CDD responses to some of the resident(s) comments.



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

Marketable Record Title Act (MRTA) – Preservation of Documents – Dr. Robert Jay Carlton

Dr. Carlton presented the final documentation needing to be recorded, as provide by the GHMA legal counsel, to finalize the MRTA requirements to preserve the GHMA Governing Documents.

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved accepting and recording the MRTA documents as provided by Becker, the GHMA legal counsel.

Recording of ADC Standards – Dr. Robert Jay Carlton

Dr. Carlton highlighted to the Board that the GHMA ADC Standards will be recorded, as directed by a Board Vote earlier this year.

Street Tree Inspection – Status Report – Mr. Troy Railsback (SSMG)

Mr. Railsback provided a summary of the street tree compliance efforts within the community. It was noted that there are 2 times of the year that the GHMA has directed SSMG to focus on the street trees so that it will result in a uniform presentation of the street tree canopy, while also preparing the community for hurricane readiness. The 2 times a year are around May and around October.

Invoice for Employee Overtime Pay – Mr. Ed O'Brien/Mr. Troy Railsback (SSMG)

Mr. Railsback presented an invoice from SSMG requesting reimbursement from the GHMA to SSMG for extra overtime hours worked by the SSMG ADC Coordinator to keep pace with the expanded scope, expectations and requirements of the ADC responsibilities, particularly the meeting preparation and site visit documentation inclusions along with the approval descriptions and application details that were requested to be in the letter. Mr. O'Brien said the request to post pre-meeting inspection pictures in VMS has been discontinued and a two-week activity workflow process has been developed to assist the ADC Coordinator focus on prioritizing activities. There was significant Board discussion on this request, the evolution of the expanded ADC scope and the recent changes/adjustments implemented by the Board to pull back and correct the expanded scope. Changes implemented include eliminating the need to post site visit documentation prior to the ADC Meetings, eliminate the unnecessary approval descriptions and duplication of application details that were requested to be in the letters and move forward with using the recently installed TV screen to streamline meeting presentation materials while minimizing the duplication of hard copies being prepared and distributed at the meetings. Mr. Railsback reminded the Board that this expanded scope of the ADC duties has been going on for a significant period of time and SSMG has never before sought reimbursement for the SSMG ADC Coordinator's extra time put in to meet those expanded requirements. He also noted that the SSMG ADC Coordinator has been paid for that time by SSMG already. Mr. O'Brien said that SSMG has a fixed price contract with the GHMA and there is no provision to pay for overtime.

On Motion by Mr. Ed O'Brien, seconded by Mr. Al Petrie, with all in favor, the Board Denied the request for reimbursement.



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

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. 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 Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 3.

Director's Requests

None at this time.

Adjournment

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Al Petrie, with all in favor, the meeting was adjourned at 4:18 pm.



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