

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 August 22, 2025 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, Mr. Al Petrie and Mrs. Denise Gallo

Members Absent: None

Others Present: Mr. Troy Railsback, 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 discussed the Wild Oaks reclaimed water system pressure issues and requested help by GH CDD & GHMA to further substantiate their pursuit with Flagler County Health Department and the City of Palm Coast.

President's Comments

None at this time.

Approval of Minutes

On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, and with all in favor, the Board Approved the Meeting Minutes of the July 18, 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.



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Finance Report – Mr. Ed O’Brien

Mr. O’Brien presented the year-to-date 2025 budget variances, and the percentages of each category from the July 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.

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 years submissions.

Private Lawn Maintenance (PLM) Liaison – Mr. Petrie

Mr. Petrie along with Mr. Railsback and Mr. Welcker 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.

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**

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 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 next fiscal year’s Proposed Budget, 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.



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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 – Status and Plan – Mr. Ed O’Brien/Mr. Troy Railsback (SSMG)

Mr. Railsback and the Board again discussed the historical landscape restoration and/or enhancement projects that typically occur every year and/or every few years within the River Club. He also discussed items that have been delayed or deferred due to the ongoing irrigation pressure issues that have been recently resolved. The Board discussed the importance of catching up and/or incorporating these projects into this year’s current unutilized budget and for future budgets. SSMG will work to develop a plan to be presented/considered at the upcoming Board Meeting(s).

Draft Resolution – Prohibition of Wildlife Feeding – Approval – Dr. Robert Jay Carlton Dr. Carlton presented a Draft Resolution to address feeding wildlife within the community. The Board discussed the circumstances surrounding this activity and the reasoning behind the necessity of this Resolution particularly as it relates to minimizing wild boar/hog activity within Grand Haven.

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O’Brien, with all in favor, the Board Approved the Resolution as presented with one change to remove the “capture” in one of the descriptions.

CDD Residential Street Tree Removal Program – Overview/Discussion – 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 item. The Board will continue to participate and in the GH CDD discussion and react as appropriate, while attempting to proactively address arising circumstances if necessary.

New Business

Driveway Extensions and Increased Parking – Wild Oaks Standards (Appendix) – Mr. Ed O’Brien

Mr. O’Brien presented an ADC Standards revision to the Wild Oaks Village Appendix relating to Driveway Extension and Increased Parking in a property. The Board discussed the parameters for this clarification and its application that is specific to Wild Oaks properties. There was also audience input on this Agenda item.



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On Motion by Mr. Ed O'Brien, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved the Resolution with minor wording consistency/grammar/clarification adjustments.

Tagline GHMA Letterhead Link – Grand Haven Resident Information Center – Dr. Robert Jay Carlton

Dr. Carlton presented to the Board a request from the GH CDD to have a tagline added to all GHMA correspondence relating to the Grand haven Resident Information Center website. There was Board discussion and SSMG input. The consensus was not to add the tagline to the all GHMA correspondence, but to add a Grand Haven Resident Information Center website link to the GHMA website.

Draft Resolution – Prohibition of Artificial Turf – Discussion – Dr. Robert Jay Carlton

Dr. Carlton presented to the Board a Draft Resolution Prohibiting Artificial Turf to proactively position the GHMA to a positively defensible position with respect to artificial turf legislature changes. There was Board discussion regarding the specifics of this issue and the impact/purpose of this Resolution.

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the Resolution as presented.

Non-Compliance Issues Requiring Board Review

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 # 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 \$50.00 on property # 2.

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 # 3.

On Motion by Mr. Al Petrie, seconded by Mr. Vic Natiello, 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 all 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.

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 # 7.



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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

Mr. Vic Natiello noted that the Board previously identified the characteristics of recreational vehicles and requested the Board be cognizant of these previously agreed upon features when reviewing future recreational vehicle non-compliance instances.

Dr. Robert Jay Carlton suggested that the Governing Documents page on the GHMA website is being overcrowded with Board Resolutions and suggested a separate Board Resolutions page be created and posted on the GHMA website.

Adjournment

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the meeting was adjourned at 4:18 pm.



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