

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

Post Office Box 354785 | Palm Coast, Florida 32135

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

Dr. Robert Jay Carlton, President  
Mr. Vic Natiello, Vice President  
Mr. Jim Gallo, Treasurer

Mr. Peter Capozzi, Director  
Mr. Ed O'Brien, Director  
Mr. Troy Railsback, Secretary, Ex-officio

## **Board of Directors Meeting Agenda**

**November 17, 2017**

2:00 p.m.

### **Call to Order**

The meeting was called to order by Dr. Robert Carlton at 2:00 p.m.

### **Roll Call—Establish a Quorum**

**Members Present:** Dr. Robert Jay Carlton, Mr. Peter Capozzi, Mr. Jim Gallo, Mr. Vic Natiello & Mr. Ed O'Brien

**Others Present:** Mr. Troy Railsback – 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)**

Mr. Kaplan spoke about the ongoing problem with the sidewalks and driveways in the Crossings.

Mr. Todd spoke about the condition of the Esplanade.

Mr. Hopkins spoke about the PLM vendor in his village.

### **President's Comments**

Dr. Carlton spoke about the social media in Grand Haven (Grand Haven Next Door). Dr. Carlton stated that Board members and Board Committee members do not post on the Next Door Grand Haven website regarding Association business and the majority of Board members do not read the posts on this website. Dr. Carlton stated that the posts on Grand Haven Next Door go out to 5 other communities. Dr. Carlton stated he feels that the negative posts do not reflect well on Grand Haven.

### **Approval of Minutes**

**On Motion by Mr. Natiello, seconded by Dr. Carlton, with all in favor, the Board Approved the Meeting Minutes of the Board of Directors of the October 20, 2017.**

### **Committee Reports**

#### **Community Manager – Mr. Troy Railsback (SSMG)**

Mr. Railsback reported that the Board packets included standard reports. Mr. Railsback stated that the first annual meeting notices were mailed out. There are two seats open for the Grand Haven Board. Mr. Railsback will keep the Board posted if a Candidates Night is warranted. Budgets for 2018 were adopted at the last Board meeting. Mr. Railsback stated that SSMG has collected an email



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address from nearly every resident. Mr. Railsback stated that the Holiday Luncheon is scheduled for December 20<sup>th</sup>.

#### **Finance report – Mr. Jim Gallo**

Mr. Gallo reported on the ongoing financial activities of the GHMA. Mr. Gallo stated that he met with SSMG and reviewed the balance sheets from September. They also reviewed the capital and the investment accounts.

#### **Problematic Properties – Dr. Robert Jay Carlton**

Dr. Carlton reported on the ongoing collection and resolution activities of the PPC. It was reported that the advanced collection/legal pursuit and bulk collections have been adjusted to reflect required timelines and changing circumstances.

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

Mr. O'Brien reported on the ADC submittal activity. Mr. Natiello commented that residents need to understand the MADC process for removing trees. There was a lengthy discussion on this topic.

#### **Private Lawn Maintenance (PLM) Liaison – Mr. Jim Gallo**

Mr. Gallo reported on the PLM activities and ongoing issues with the PLM vendors. Mr. Gallo reported that in your Board Packet there is an estimate from Corey Enterprise to remove the Wax Myrtle Hedge and replace with 22 – 15 gallon Viburnum Hedge at the Crossings Pool.

**On Motion by Mr. Natiello, seconded by Mr. O'Brien, with all in favor, the Board Approved Corey Enterprises proposal to remove and replace plant material at the Crossings Pool.**

#### **CC & R Compliance Liaison – Mr. Vic Natiello**

Mr. Natiello reported on the compliance efforts. Mr. Natiello stated that this month letters were sent out for Mold/Mildew.

#### **Communications/Oak Tree Liaison – Mr. Pete Capozzi**

Mr. Capozzi reported on the Neighbor to Neighbor Program and Oak Tree.

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

Mr. Railsback stated that November 2017 Fine Committee Outcomes have been provided in the Board Packet for the Board's review/confirmation.

#### **Community Development District (CDD) Liaison – Dr. Robert Jay Carlton**

Dr. Carlton summarized the topics discussed at the CDD meeting.

#### **Action Item Review List – Mr. Troy Railsback (SSMG)**

Mr. Railsback reported that the Board packets contained the list of action items and reported on the status of each item.

#### **Unfinished Business**

- 1. Storm/Yard Debris – Discussion- Dr. Robert Carlton**



Dr. Carlton stated that the Board at the last meeting approved to extend the amnesty period till the next Board meeting. If yard waste was not picked up on its scheduled day Mr. Natiello strongly suggested that the resident call the City and then call SSMG and let them know that the yard waste was not picked up as scheduled. There was a lengthy discussion on this topic.

**a. Amnesty Period – Violations**

Dr. Carlton requested that Mr. Railsback send out an E-Blast stating the amnesty period for yard waste is no longer in effect. Yard waste may not be placed at the curb earlier than Tuesday for the scheduled Wednesday pick up.

**On Motion by Dr. Carlton, seconded by Mr. Natiello, with all in favor, the Board Approved to end the amnesty period in regards to yard waste violations.**

**b. Debris on Unimproved Lots**

Dr. Carlton stated that it would be hard to identify the person who dumped yard waste on unimproved lot. Dr. Carlton stated that the Board needs to take a position on this matter. There was a lengthy discussion on this topic.

**On Motion by Dr. Carlton, seconded by Mr. Natiello, with all in favor, the Board Approved to have SSMG knock on doors to question the nearby residents of who may have seen who put the yard waste on the unimproved lot and then follow up with a letter stating that the yard waste is not going to be removed by Waste Pro or Master Association.**

**c. Street Tree Trimming Issues**

Dr. Carlton requested suggestions from the Board regarding when SSMG sends letters out to residents stating that it is time to trim the street. SSMG will include the guidelines for the removal of the street tree trimming yard waste required by Waste Pro and Grand Haven. There was a lengthy discussion on this topic.

**2. Purchase of AED for Crossings Pool – Follow Up – Mr. Jim Gallo**

Mr. Gallo stated that the purchase of the AED for the Crossings Pool is still an ongoing project and will hopefully be ordered before the end of the year.

**New Business**

**1. Timeframes for Resolution of CC&R Violations – Mr. Vic Natiello**

Mr. Natiello stated that he did a drive through the community and saw some hurricane shutters still up long after the 72 hour official watch was lifted. Mr. Natiello stated that he would like SSMG to be reasonable with the amount of time required to comply but also making sure that full time residents and part-time residents alike are treated equitably. There was a lengthy discussion on this topic.

**2. Detention Ponds Bulkheads – Responsibility – Discussion – Dr. Robert Carlton**

Dr. Carlton stated that there are 6 villages in Grand Haven that have Pond Bulkheads.



Dr. Carlton stated that in your Board packet is the copy of the 2012 opinion from the Attorney on this topic. Dr. Carlton stated he did get an updated opinion in 2017. There was a lengthy discussion on this topic.

**On Motion by Dr. Carlton, seconded by Mr. Natiello, with all in favor, the Board Approved that the functional maintenance of the Detention Ponds Bulkheads is the responsibility of the CDD and not the Master Association.**

### **3. Non- Compliance Issues Needing Board Review**

**On Motion by Mr. Natiello, seconded by Mr. O'Brien, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 1.**

**On Motion by Mr. O'Brien, seconded by Mr. Natiello, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 2.**

**On Motion by Mr. Natiello, seconded by Mr. Gallo, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$500.00 on property # 3.**

**On Motion by Mr. O'Brien, seconded by Dr. Carlton, with Mr. Gallo and Mr. Capozzi in favor with Mr. Natiello opposing, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 4.**

**On Motion by Mr. Gallo, seconded by Mr. Natiello, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 5.**

**On Motion by Mr. Natiello, seconded by Mr. Gallo, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 6.**

### **Director's Requests**

Mr. Gallo spoke about the comments that he read about the Grand Haven Board on the social media website (Next Door).

Mr. Natiello suggested that the Board show some type of appreciation to the Neighbor to Neighbor Ambassadors.

Dr. Carlton stated he would like to invite Ms. Joann Sparks to the meeting to "Thank" her in person for the excellent job she has done with the Neighbor to Neighbor Program.

### **Adjournment**

On Motion by Mr. Natiello, seconded by Dr. Carlton, with all in favor, the meeting was adjourned at 4:35 p.m.

