

# *Grand Haven Master Association, Inc.*

Post Office Box 354785 | Palm Coast, Florida 32135

[www.grandhavenhoa.com](http://www.grandhavenhoa.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**

**July 21, 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. Jim Gallo, Mr. Vic Natiello & Mr. Ed O'Brien

**Member Not Present:** Mr. Pete Capozzi

**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. Sabol of 14 Jasmine Drive spoke about the PLM service in his village.

Mr. Kaplan of 13 Crosslink Court spoke about those “dreaded” Oak Trees.

Ms. Mason of 8 Crosslink Court spoke about landscaping and possible solutions in the Crossings.

### **President's Comments**

Dr. Carlton discussed the importance of communication in the community whether it is through an article in the Oak Tree or an E- blast. Dr. Carlton also encouraged residents to communicate to neighbors and friends about the discussions at the meetings.

### **Approval of Minutes**

**On Motion by Dr. Robert Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved the Meeting Minutes of the Board of Directors of the May 19, 2017 and to change the last sentence on page 1 in the June 23, 2017 minutes.**

### **Committee Reports**

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

Mr. Railsback reported that packets included the 2<sup>nd</sup> quarter compliance summary.

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

Mr. Gallo reported on the ongoing financial activities of the GHMA. Mr. Gallo reviewed the financial report from the auditor. Mr. Gallo stated that the income taxes for the GHMA were signed and mailed out.



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**On Motion by Mr. Gallo, seconded by Mr. O'Brien, with all in favor, the Board Approved to accept the auditor's financial report as delivered to GHMA.**

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

Dr. Carlton reported on the ongoing collection and resolutions activities of the PPC. Dr. Carlton stated the account balance is the lowest ever seen by the Board.

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

Mr. O'Brien reported that the new ADC drop box was installed on Marlin Drive. Mr. O'Brien reported on the ADC submittal activities.

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

Mr. Gallo reported that this month's inspections were done on July 7th. Mr. Gallo stated that resident's concerns and complaints must go through SSMG so that the Board can take the proper steps to make sure the corrections are taken care of from the PLM Vendor. The PLM Specification(s) Review and Bidding Process Timelines were discussed.

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

Mr. Natiello reported on the compliance efforts. Mr. Natiello noted that two properties addresses that were short of the "Tree Count".

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

Dr. Carlton spoke for Mr. Capozzi in his absence. Dr. Carlton reported on the importance of the next issue of the Oak Tree. Dr. Carlton reported on the Neighbor to Neighbor program.

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

Mr. Railsback stated that July 2017 Fine Committee outcomes have been provided in the Board Packets for the Board's review/confirmation. There was a lengthy discussion on this topic.

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

Dr. Carlton summarized the topics discussed at the CDD meeting. There was no CDD workshop held this month.

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

Mr. Railsback reported that the Board packets contained the list of one action item.

**Unfinished Business**

**1. SSMG Contract Draft – Discussion – Dr. Robert Jay Carlton**

Dr. Carlton reported that the Board packet contains the SSMG contract draft. Dr. Carlton requested suggestions and recommendations from the Board. Mr. Natiello requested that yard waste be added to the after hour compliance inspections. There was a lengthy discussion on this topic.



**2. Shrub Replacement Program- Riverwalk- Mr. Troy Railsback**

Mr. Railsback reported that at the last meeting the Board's consensus was to identify the problem, funding impacts and alternative solutions. The information will be provided to the Board at the next meeting. There was a lengthy discussion on this topic.

**3. Waste Pickup- Concerns – Mr. Vic Natiello**

Mr. Natiello discussed his concerns with the Board about Waste Pro picking up yard waste. Mr. Natiello encourages all residents to call SSMG and also to call the City and lodge a complaint if their yard waste is not picked up on Wednesday. There was a lengthy discussion on this topic.

**New Business**

**1. Fall Bash 2017 - Mr. Vic Natiello**

Mr. Natiello inquired if the Board was interested in giving a Fall Bash again or doing it at a different time of the year. There was a lengthy discussion on this topic.

**2. Future Goals of the Board – Discussion - Dr. Robert Jay Carlton**

Dr. Carlton discussed all the goals of the Board. Dr. Carlton requested that the Board bring any other future goals to the next Board meeting for discussion.

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

**On Motion by Mr. O'Brien, seconded by Mr. Gallo, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 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 \$50.00 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 \$50.00 on property # 3.**

**On Motion by Mr. O'Brien, seconded by Mr. Gallo, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 4.**

**The Board stated no action or a levy of a fine on property #5.**

**On Motion by Mr. O'Brien, seconded by Dr. Carlton, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 6.**



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 \$50.00 on property # 7.

On Motion by Mr. Gallo, 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 \$50.00 on property # 8.

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 \$50.00 on property # 9.

On Motion by Dr. Carlton, 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 \$50.00 on property # 10.

On Motion by Mr. O'Brien, seconded by Mr. Natiello, to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 11.

On Motion by Mr. O'Brien, to amend the motion to levy a penalty in accordance with the previously established fine matrix of \$100.00 on property # 11 seconded by Mr. Natiello, with all in favor.

The Board stated no action or a levy of a fine on property #12.

On Motion Mr. O'Brien, seconded by Mr. Gallo, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 13.

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 \$50.00 on property # 14.

On Motion by Mr. O'Brien, 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 # 15.

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 # 16.

#### **Director's Requests**

Mr. Gallo requested that all the notes and the discussion from the Board be communicated to the Fine Committee.



Mr. Natiello questioned when the quarterly after hour inspections were completed.  
Dr. Carlton requested that Thomas keep a monthly report on yard waste.

**Adjournment**

On Motion by Mr. Natiello, seconded by Mr. O'Brien with all in favor, the meeting was adjourned at 4:41 p.m.

