

# ***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. Brad Scott, Treasurer

Mr. Mike Frichol, Director  
Mr. Ed O'Brien, Director  
Mr. Troy Railsback, Secretary, Ex-officio

## **Board of Directors Meeting Agenda**

**November 16, 2018**

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. Mike Frichol, Mr. Vic Natiello & Mr. Ed O'Brien

**Members Not Present:** Mr. Brad Scott

**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. Al Torrisi spoke about the imposed fine he received for yard waste.

### **President's Comments**

Dr. Carlton wanted to call everyone's attention to the fact there will be a Candidates night held on December 13<sup>th</sup> at the Grand Haven Room. Dr. Carlton stated there will be an E-Blast going out to the residents. Dr. Carlton stated that the mailing for the second notice of the Annual Meeting and Election Material and information will go out to residents on December 15<sup>th</sup>.

### **Approval of Minutes**

**On Motion by Mr. O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved the Meeting Minutes of the Board of Directors of the October 19, 2018.**

### **Committee Reports**

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

Mr. Railsback reported that the Board packets included the standard reports. Mr. Railsback stated that in your Board member packets contained the proposed 2019 meeting schedules for the GHMA Board, NCADC, MADC and the Fine Committee. The Board approved the suggested meeting dates with three minor adjustments on the dates. Mr. O'Brien requested that the MADC agenda start time be moved from 9:30 to 9:00 am. This would start in January 2019. The Board agreed with the time change.



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### **Finance report – Mr. Brad Scott**

Mr. Scott was not present to provide information.

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

Dr. Carlton reported on the ongoing collection and resolution activities of the PPC. Dr. Carlton reported on the advanced collection/legal pursuit and bulk collection arrangements.

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

Mr. O'Brien reported that the ADC is moving along smoothly. Mr. O'Brien stated that 26 requests were submitted to the Architectural Design Committee of which 23 were approved and 3 were denied.

The NCADC and MADC will not have a meeting on November 21<sup>st</sup>. The next scheduled ADC meetings will be held on December 5<sup>th</sup>. Mr. Railsback stated that all the volunteers were invited to the Holiday Luncheon on December 5<sup>th</sup> at 12:00 at the Village Center.

### **Private Lawn Maintenance (PLM) Liaison – Mr. Mike Frichol**

Mr. Frichol reported that the PLM inspections were completed by November 14<sup>th</sup>. Mr. Frichol reported on each PLM Village about tree trimming and sod issues. Mr. Frichol stated that in the River Club and in Heritage Oaks Villages some of the Crepe Myrtles will not be trimmed this year.

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

Mr. Natiello reported on the compliance efforts. Mr. Natiello stated that there were 91 non-compliance items. The majority of items were mold/mildew and then sidewalk deflections. Mr. Natiello stated that residents need to be aware that trimming the spartina on the lake banks to severely can do damage or kill them.

### **Communications/Oak Tree Liaison – Mr. Brad Scott**

This is a Quarterly report and will be heard in December.

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

Mr. Railsback stated that in your packets are the results of the November Fine Committee. Mr. Torrisi requested to see the fine committee results. Dr. Carlton declined the request.

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

Dr. Carlton stated that there was a CDD workshop and meeting. The CDD spoke about policies related to programs for the residents and non-residents. The CDD spoke about upcoming projects regarding money being budgeting for such projects as Village Center stucco, remodeling of the bath house and the fitness center, also updating the A/C units for Creekside and the Village Center. The CDD is testing a product to help retard the mold/mildew on the sidewalks. Dr. Carlton stated that Mr. Chiodo was giving a very nice retirement party for his 14 years of service to the CDD. Dr. Davidson added that there is a public hearing on Monday, November 19<sup>th</sup> at 5:00 regarding the land use for a vehicle storage facility located on the corner of Colbert in front of Palm Coast Plantation.

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

Mr. Railsback reported that the Board packets included the list of action items and reported on the status of each item. Mr. Natiello requested that the pages in the documents that are running off the



page be replaced. Mr. O'Brien questioned if the VMS website had been update. Mr. Railsback stated that it is still in process and hopes to be ready for the December meeting.

### **Unfinished Business**

**1. Drainage Project – River Club – Mr. Mike Frichol**

Mr. Frichol stated that a survey is required to be able to give the vendors in order that Grand Haven can get quotes for the drainage project. The survey should be completed by November 30<sup>th</sup>. Mr. Railsback stated that December 5<sup>th</sup> is the date for all vendors to meet and bid on the drainage project.

**2. Fall Bash - Debriefing – Dr. Robert Jay Carlton**

Dr. Carlton stated that in your Board packets are the costs for the Fall Bash. Dr. Carlton stated that there were 113 people who had reservations for the event and did not show. Dr. Carlton stated that the Fall Bash got great reviews. There was a lengthy discussion on this topic.

**3. PLM Reserve Funds – Update - Mr. Troy Railsback (SSMG)**

Mr. Railsback reported that at the last Board meeting three PLM villages were going to receive a refund. Mr. Railsback is hopeful that the refunds will go out by December 15<sup>th</sup> to The Reserve, Linkside and Village Oaks residents. Mr. Hopkins requested how and why the amount of the refund was decided.

**4. PLM Survey Results – Discussion - Mr. Mike Frichol**

Mr. Frichol stated that he read the PLM survey comment sheet. Mr. Frichol stated that there are comments on the survey that are important for the PLM Vendors to know. Mr. Frichol would like to share the comments with the PLM Vendors and then have a performance review with them. Dr. Carlton agreed but with one stipulation, no names or addresses were to be provided to the PLM Vendor. There was a lengthy discussion on this topic.

### **New Business**

**1. Selection of Fine Committee Member - Mr. Troy Railsback (SSMG)**

Mr. Railsback reported that your Board packet includes two candidate sheets for the vacant position on the Fine Committee.

**On Motion by Mr. Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the Board approved to appoint Mr. Donald Plunkett to fill the position on the Fine Committee.**

Dr. Carlton requested that SSMG put together a job description sheet to be mailed out to the applicant requesting that position.

**2. Lightning Strike Roof Damage – River Club - Mr. Troy Railsback (SSMG)**

Mr. Railsback reported that the repair from the lightning strike in the River Club has been resolved. Mr. Railsback reported that in your Board packet is the copy of the CC&R's (3.21 Casualty Damage) that addresses the roof damage. Mr. Railsback has not been able to speak with the Homeowner again about the billing. Dr. Carlton opened up a discussion with the



Board on this topic. There was a lengthy discussion on this topic. The Board decided that it is the homeowner responsibility to pay the vendor. River Club homeowners are to supply their insurance policy to SSMG.

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

**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 # 1.**

**On Motion by Mr. Frichol, seconded by Mr. Natiello, with all in favor, the Board Approved not to levy of a penalty on property # 2.**

**On Motion by Mr. O'Brien, seconded by Mr. Frichol, with Mr. Natiello voting no, the Board Approved not to levy of a penalty on property # 3.**

**On Motion by Mr. O'Brien, seconded by Mr. Frichol, with Mr. Natiello voting no, the Board Approved not to levy of a penalty on property # 4.**

**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 # 5.**

**On Motion by Mr. Frichol, seconded by Mr. Natiello, established fine matrix of \$50.00 on property # 6 was rescinded by Mr. Frichol and Mr. Natiello.**

**On Motion by Mr. Natiello, seconded by Dr. Carlton, 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.**

**On Motion by Dr. Carlton, 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 # 7.**

**On Motion by Mr. O'Brien, seconded by Mr. Frichol, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 8.**

### **Director's Requests**

#### **Adjournment**

**On Motion by Mr. Natiello, seconded by Dr. Carlton, with all in favor, the meeting was adjourned at 4:12 p.m.**

