

Grand Haven Master Association, Inc.

Post Office Box 354785 | Palm Coast, Florida 32135

www.grandhavenmhoa.com

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

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

Board of Directors Meeting Agenda

October 19, 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. Brad Scott & 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)

Ms. Fallows-Rizk spoke about the conditions of the property at 5 Hidden Lake Way.

Mr. Jackson spoke about new resident needing a memo check list of items for the community.

Mr. Anastasio questioned what the PLM increase covered and who is responsible for maintained the lake banks in his village. (No blue card)

President's Comments

Dr. Carlton stated there were no comments at this time.

Approval of Minutes

On Motion by Mr. O'Brien, seconded by Mr. Mr. Natiello, with all in favor, the Board Approved the Meeting Minutes of the Board of Directors of the September 21, 2018.

Committee Reports

Community Manager – Mr. Troy Railsback (SSMG)

Mr. Railsback reported that the Board packets included the compliance summary. Mr. Railsback explained the percentages on the compliances. Mr. Railsback spoke about the new web portal that will be introduced.

Finance report – Mr. Brad Scott

Mr. Scott reported that the Board packets included a budget summary. Mr. Scott explained the reasons for the increases.



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Problematic Properties – Dr. Robert Jay Carlton

Dr. Carlton reported on the ongoing collection and resolution activities of the PPC. Dr. Carlton stated that a counter offer on a payment of a fine was refused; a full payment on the violation will be required. Dr. Carlton stated that there are 6 properties in various stages of foreclosure. The attorney has provided Dr. Carlton with the legal criteria regarding long term rule violations.

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

Mr. O'Brien reported that the NCADC and MADC committees meet on their regular scheduled day and time. There were 100 submittals presented in the month of October with 92 approved, 9 denied and the NCADC tabled 1 request. The MADC meeting on Wednesday, November 21st has been cancelled due to lack of a quorum. The NCADC meeting on Wednesday, November 21st is being evaluated to see if a meeting is needed. Dr. Carlton asked how many residents are attending the NCADC and MADC meeting. Mr. Railsback stated that on Wednesday, October 17th that there were almost 50% of the residents attending that had a submittal to be reviewed.

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

Mr. Frichol reported on the PLM work orders that were still open, work orders that were added in the month and the work orders that have been completed. Mr. Frichol stated that the PLM village inspections were done Wednesday, October 10th and on Wednesday, October 17th the PLM village of River Walk was completed. Mr. Frichol reviewed some of the issues in the Crossings Village such as dead sod, residents switching off the irrigation systems and damage to resident's properties. Tree trimming is continuing in the Crossings. The cost for maintaining the lake banks by the PLM Vendor will be an increase of \$2.41 per unit, per month. Heritage Oaks and Lakeside was not able to do the scheduled tree trimming last week because of equipment failure. The Tree trimming is to be completed by Thanksgiving Holiday. Pine Harbor's water level has dropped and the PLM vendor is able to mow closer to the lake bank. Reserve Village is fine. For the inspection for River Walk they will meet with the supervisor and manager. Pine Straw on the lake bank is still an open item in River Walk. River Club has a few trees left to be trimmed. Village Oaks tree trimming has been completed. Mr. Frichol stated that some residents were not aware of the work order process.

CC & R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello reported on the compliance efforts. There were 62 non-compliance violations letters sent to residents this month. Mr. Natiello covered the different violations that residents were cited. The highest violation was for Mold/Mildew then landscape maintenance and 3rd was for ADC. Mr. Natiello explained the procedure of the Florida Statue 720 and the CC&R's timeline from when the Fine Committee was imposing the fines and not the Board. Mr. Natiello stated that he feels there should be a follow up from SSMG to show the previous fine(s). There was a lengthy discussion on this topic. Dr. Carlton requested that Mr. Railsback state the previous fines upheld by the Fine Committee on the Non-Compliance Needing Board Review Sheet.

Communications/Oak Tree Liaison – Mr. Brad Scott

This is a quarterly report and will be on the agenda in the month of December.



Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that October Fine Committee Review has been provided in the Board Packet for the Board's review/confirmation.

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

Dr. Carlton stated that the CDD is very active. The topics discussed were getting quotes for new A/C Units, to set up a program to evaluate the usage and fees of the amenity programs. The estimate given to clean up and maintain the spartina grasses on Lakes 8 & 10 was denied by the CDD. The architect presented information on the Village Center stucco work. The next step is to bid the job. Dr. Carlton stated the CDD is considering re-configuring the entrance roadway into Wild Oaks. Dr. Davidson stated that the CDD had a proposal for one of the lots by the golf course to erect 4 single family homes instead of more condos.

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

Mr. Railsback reported that the Board packets included the completion of the E-Blast for the opening for Fine Committee volunteer that will be voted on at the November Board Meeting.

Unfinished Business

1. 2019 Proposed Budget – Board Review – Mr. Brad Scott

Mr. Railsback stated that the proposed budgets were mailed out to all the residents. Mr. Scott explained the reasons for the increases in the purposed budgets. There was a lengthy discussion on this topic. Ms. Gallo questioned why the increase in the Insurance policy. Dr. Carlton explained the reason for the price increase. Mr. Reisman asked if the Board should consider a credit against the proposed budget for the Crossings because he believes that the thinning of the trees was not completed. Mr. Railsback stated that it was not in the 2017 PLM contract. An audience resident questioned the Board for the reason for the increase in the Insurance Policy. Dr. Carlton stated that one of the reasons was because of the claims that were against trip and falls on the sidewalks. Ms. Maloney questioned the Board why the PLM Vendor keeps trimming her trees when he has told them not to trim even though it was in writing. There was a lengthy discussion on this topic.

On Motion by Dr. Carlton, seconded by Mr. O'Brien, with all in favor, the Board Approved to adopt the proposed budgets for 2019 as presented.

2. River Club Drainage Project – Update –Mr. Mike Frichol

Mr. Frichol stated that at the last Board meeting SSMG was requested to get additional quotes for the drainage project. Mr. Frichol stated that in order to continue the bidding for the River Club drainage project a survey is required.

On Motion by Dr. Carlton, seconded by Mr. Natiello, with all in favor, the Board Approved to go ahead with the survey and get quotes for the River Club drainage project.

Dr. Carlton also requested that Michael Beebe explain his quote in more detail. Mr. Railsback stated that all parties will be requested to give a detailed quote.



3. Insurance Renewal – Update – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that in your Board packet are the answers to the 4 questions that the Board requested at the last meeting. Mr. Railsback read the 4 items that were answered by the Insurance Company to the Board: 1. Strategy for renewal process, with a particular attention /insight to the GL Policy 2. Timelines for Renewal Process 3. Initial thought process regarding premiums (increases/decrease) 4. In Person Meeting: Mr. Natiello questioned the sentence about a \$1.00 a door are gone as carriers are taking a huge losses with little premium recapture. Mr. Railsback suggested that the Board make a list of questions for the Insurance Company. There was a lengthy discussion on this topic.

4. Fall Bash – Dr. Robert Jay Carlton

Dr. Carlton stated that an ad was placed in the August Oak Tree to save the date for the Fall Bash. Then in September an E-blast was sent out to the residents. Then a second E-Blast in October was sent. Dr. Carlton stated that by October 8th the limit of 413 residents booked. Dr. Carlton stated that there is no space large enough in the community to accommodate more residents for the Fall Bash. Mr. Natiello requested if the CERT team could erect a tent to recruit new members. Dr. Carlton stated the event is being held on Saturday, October 27th from 4 to 7 PM at the Village Center. There was a lengthy discussion on this topic. The Board agreed that if they allow one organization to put up a tent or booth, then in order to be equitable, they could not deny requests from other groups to do the same.

5. PLM Survey Results – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that in your Board packet are the results of the PLM Survey. There was a lengthy discussion on this topic. Dr. Carlton stated that if the residents would like a copy of the PLM Survey Results, call SSMG. Ms. Fuss questioned whether the complaints on the survey get shared. Mr. Railsback stated that the PLM Vendor receives the entire packet which includes the statements on the results. Mr. Frichol (Board PLM Liaison) will be reading all the survey comments.

New Business

1. PLM Reserve Levels - Discussion

Dr. Carlton stated that Mr. Frichol provide information on the different levels of PLM working capital reserves, refunds in 3 PLM villages. Dr. Carlton discussed with the attorney how to distribute the money in the reserve funds. The attorney has stated the money belongs to the lot not the residents. Mr. Frichol stated there are 3 villages that have an excess in the PLM reserve funds. Those villages are Reserves, Linkside and Village Oaks. Mr. Frichol stated to the Board there are 3 options: 1 to use the excess in doing other work in the village. 2 Is to buy down the reserve funds by not raising the PLM fees. 3 To distribute the money equally among the lots in the village. There was a lengthy discussion on this topic.

On Motion by Mr. Natiello, seconded by Dr. Carlton, with all in favor, the Board Approved A onetime refund of \$575.00 per unit /per lot in the Reserve Village, \$220.00 per unit /per lot in the Linkside Village and refund \$450.00 per unit /per lot in the Village Oaks Village.



2. Holiday Luncheon – Mr. Vic Natiello

Mr. Natiello stated that Mr. Railsback will set up the Holiday luncheon for the NCADC members, MADC members, Inspectors and Fine Committee members. The Holiday Luncheon will be held at the Village Center Cafe.

3. Non-Compliance Issues Needing Board Review

On Motion by Mr. Natiello, seconded by Mr. Scott, to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 1. Mr. Natiello withdrew the motion to levy of the penalty of \$250.00 on property #1.

On Motion by Mr. O'Brien, seconded by Mr. Natiello, with Mr. Scott, Mr. Frichol and Dr. Carlton opposing, the motion to levy \$1,000.00 on property # 1 failed.

On Motion by Dr. Carlton, seconded by Mr. Scott, with Mr. Natiello opposing, to levy a penalty in accordance with the previously established fine matrix of \$500.00 on property # 1.

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 \$1,000.00 on property # 2.

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 \$50.00 on property # 3.

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 # 4.

On Motion by Mr. Frichol, seconded by Mr. Scott, 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. Scott, 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. 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 # 7.

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 \$50.00 on property # 8.



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 # 9.

Director's Requests

There were no Director's requests at this time.

Adjournment

On Motion by Dr. Carlton, seconded by Mr. Scott, with all in favor, the meeting was adjourned at 5:06 p.m.

