

# ***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. Ed O'Brien, Treasurer

Mr. Mike Frichol, Director  
Mrs. Denise Gallo, Director  
Mr. Troy Railsback, Secretary, Ex-officio

## **Board of Directors Meeting Minutes (via Teleconference)**

**April 23, 2021**

2:00 p.m.

### **Call to Order**

The meeting was called to order by Dr. Robert Jay Carlton at 2:03 p.m.

### **Roll Call—Establish a Quorum**

**Members Present (via Teleconference):** Dr. Robert Jay Carlton, Mr. Mike Frichol, Mrs. Denise Gallo, Mr. Vic Natiello and Mr. Ed O'Brien

**Others Present:** Mr. Troy Railsback & Mr. Thomas Leach – Southern States Management Group

A quorum was established.

Members who joined the teleconference available in Association Meeting File.

### **Pledge of Allegiance**

### **Audience Comments (Three-minute Rule, Non-Agenda Items)**

There were no audience comments at this time.

### **President's Comments**

Dr. Carlton thanked the Board and Members participating in the teleconference meeting due to COVID-19 circumstances and State mandated Stay at Home/Social Distancing orders. Dr. Carlton reviewed teleconference meeting protocols and procedures.

### **Approval of Minutes**

**On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved the Meeting Minutes of the March 19, 2021 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. Mr. Railsback indicated the other major SSMG topics/focuses and efforts are on the Agenda and will discussed at that time. Mr. Railsback reported on the sidewalk deflection compliance efforts and feedback (mostly positive) from Grand Haven residents.



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### **Finance report – Mr. Ed O'Brien**

Mr. O'Brien reviewed the year-to-date budget variances and the percentages on each category from the March 2021 financials. Mr. O'Brien reported that it is early in the year to really identify any significant trends or concerns, but noted that each operation is tracking close to budget at this time.

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

Dr. Carlton reported on the ongoing collection and resolutions activities of the PPC. Dr. Carlton again stated that Grand Haven is down to a limited amount of PPC properties.

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

Mr. O'Brien reported on the activities of the recent meetings of the MADC with its meetings being held via teleconference, and the NCADC with its meetings being held using both teleconference and in person review, with social distancing, at the Grand Living Realty Offices.

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

Mr. Frichol reported on the PLM activities. Mr. Frichol discussed conditions and activity summaries with respect to Work Orders and follow-up with vendors to resolve open items.

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

Mr. Natiello reported on the compliance efforts. He provided other statistics relating to categories receiving the letters this period and noted trends in the Compliance efforts.

### **Oak Tree & Neighbor to Neighbor Liaison – Quarterly Report\*\* – Mrs. Denise Gallo**

Mrs. Gallo will report next at June 2021 Board Meeting, but did indicated that the next edition of The Oak Tree will have a full complement of advertising opportunities.

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

Mr. Railsback stated that the Fine Committee met via teleconference and noted the Fine Committee meeting results were provided in the Board Packet for their review.

### **Community Development District (CDD) Liaison – Mrs. Denise Gallo**

Mrs. Gallo summarized the topics discussed at the previous months CDD meeting(s) and/or workshop(s).

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

Mr. Railsback reported that there were no Action Items other than the ongoing roll-out and update of the new VMS Owner Portal. Mr. Frichol did a virtual conference with Mr. Railsback regarding Work Order processing, which was very productive.

### **Unfinished Business**

#### **1. River Club Diseased Holly Tree Removal – Mr. Mike Frichol/SSMG**

Mr. Frichol, Mr. Railsback and Mr. Leach reported that the MADC approved the tree removal at its most recent meeting. Updates on the project will be reported at subsequent Board Meetings as part of the PLM Committee Report.



2. **River Club Roof Replacement – 2021 Update – Mr. Mike Frichol/SSMG**  
Mr. Frichol, Mr. Railsback and Mr. Leach reported that the 2021 River Club Roof Replacement project was completed.
3. **Covenant Enforcement – Discussion – Dr. Robert Jay Carlton**  
Dr. Carlton expressed his input regarding the recent adopted resolution and CC&R covenant enforcement processing, most importantly advanced opportunities to continually maintain consistent, nonselective and equitable compliance efforts.

#### **New Business**

1. **Omnibus Bill (SB-630) – Overview and Discussion – Dr. Robert Jay Carlton**  
The Board expressed their input regarding the recent bill and resonated in the fact their legal counsel will let the GHMA know on any issues they need to be concerned with.
2. **2021 ADC Standards Review – Discussion – Mr. Ed O'Brien**  
Mr. O'Brien read and discussed each proposed ADC Standard Revision. There were 3 property owners that expressed specific concerns regarding certain proposed ADC Standard revisions. There was also lengthy Board discussion on this topic.

**On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, the Board considered approving the ADC Standards updates as presented.**

There was lengthy discussion amongst the Board as well as property owner input.

**On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved amending the original motion to include the ADC Review Committee to address the Lake Haven Appendix regarding identified concerns.**

The Board then, with all in favor, Approved the original motion, as amended to include the ADC Review Committee to address the Lake Haven Appendix regarding these and future circumstances.

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

**On Motion by Mr. Ed O'Brien, seconded by Dr. Robert Jay 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 # 1.**

**On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay 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 # 2.**

**On Motion by Mr. Ed O'Brien, seconded by Mr. Mike 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 Mr. Ed O'Brien, seconded by Mr. Vic 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. Mike Frichol, seconded by Mr. Ed 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 # 5.**

**On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$500.00 on property # 6.**

### **Director's Requests**

Mr. Frichol reported that the House Bill regarding short rental dies due to running out of time.

Dr. Carlton noted that there has been some feedback related to Yard Waste violations and the Board's nature of consistently levying fine related to that CC&R violation. Dr. Carlton mentioned that the Board is sensitive to these comments and concerns, however bound by Florida Statutes and case law to remain consistent, equitable and non-selective in addressing all CC&R violations.

Dr. Carlton brought to the Board a request by a property owner to send an E Blast to Property Owners with a summary of the Board Meeting activities. The Board discussed this concept and all agreed that this type of summary is not warranted at this time.

### **Adjournment**

**On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the meeting was adjourned at 4:54 p.m.**

