

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. Ed O'Brien, Treasurer

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

Board of Directors Meeting Minutes

October 22, 2021

2:00 p.m.

Call to Order

The meeting was called to order by Dr. Robert Jay Carlton at 2:01 p.m.

Roll Call—Establish a Quorum

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

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)

There were four audience members that filled out comment cards and each addressed the Board with their respective topics.

President's Comments

Dr. Carlton had no comments at this time.

Approval of Minutes

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the Meeting Minutes of the September 17, 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 followed up with the Board regarding Compliance Notification timelines that was discussed at the previous Board Meeting. Mr. Railsback explained internal controls and crosschecking that has been and will continue to be utilized to minimize and eliminate any non-consistent and unequitable compliance processing. Mr. Railsback identified that the few circumstances and examples discussed at the last Board Meeting were very unique circumstances, and reviewed by the SSMG team and utilized to further develop a focus on eliminating opportunities for them to occur in the future. Mr. Railsback also indicated the other major SSMG topics, focuses and efforts are on the Agenda and will be discussed at that time.



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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 September 2021 financials. Mr. O’Brien reported on each operation’s details and noted that each operation is tracking very 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 NCADC and MADC meetings, both being held in person at the Creekside Amenities Center. Mr. O’Brien noted the volume of submittals and outcome were representative and consistent of current trends.

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, who was attending via a teleconference connection, reported on the compliance efforts. His report also provided other statistics relating to categories receiving the letters this period and noted trends in the Compliance efforts. Mr. Natiello then discussed the Quarterly Compliance Summary and trends experienced during the 3rd period.

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

There was no report scheduled for this meeting.

Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that the Fine Committee converted from an in person meeting to a teleconference format due to COVID-19 health and social distancing circumstances, 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 open SSMG Action Items at this time.

Unfinished Business

1. 2022 Budget – Discussion – Mr. Ed O’Brien/SSMG

Mr. O’Brien presented the details of the Proposed 2022 Master Association Budget, and both Mr. O’Brien & Mr. Railsback addressed Board or Association Member questions/concerns.



On Motion by Mr. Mike Frichol, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved the Proposed 2022 Master Association Budget.

Mr. O'Brien presented the details of the Proposed 2022 PLM Budget, and both Mr. O'Brien & Mr. Railsback addressed Board or Association Member questions/concerns.

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved the Proposed 2022 PLM Budget.

Mr. O'Brien presented the details of the Proposed 2022 River Club Budget, and both Mr. O'Brien & Mr. Railsback addressed Board or Association Member questions/concerns.

On Motion by Mr. Vic Natiello, seconded by Mr. Mike Frichol, with all in favor, the Board Approved the Proposed 2022 River Club Budget.

Mr. O'Brien presented the details of the Proposed 2022 Crossings Village Budget, and both Mr. O'Brien & Mr. Railsback addressed Board or Association Member questions/concerns.

On Motion by Mrs. Denise Gallo, seconded by Mr. Ed O' Brien, with all in favor, the Board Approved the Proposed 2022 Crossings Village Budget.

2. **Amendment to Crossing's Village Declaration – Update – Dr. Robert Jay Carlton**
Dr. Carlton provided an update related to the status of the Crossings Village Proposed Amendment efforts, and indicated that there weren't enough signatures remaining on the original petition to move forward at this time. Dr. Carlton reported that 20+ Property Owners rescinded their signature from the original petition in response to the recent correspondence sent by the GHMA regarding the exact wording of the amendment and related costs to the Crossings Village Property Owners. There was discussion amongst the Board, followed by multiple Crossings Village Property Owners expressing their displeasure with the wording of the recent correspondence sent to the Crossings Village, as well as, their passionate support for addressing the wild boar damage and presences within their Village and surrounding area. The Board and SSMG indicated that they would continue to provide information and support where appropriate to the Crossings Village Property Owners to assist and facilitate their efforts in accordance with FL Statute 720 regarding this topic.
3. **Enhanced Sidewalk Inspection Program – Update & Data Review – SSMG**
Mr. Railsback reviewed the results, output and findings from the 3rd quarter 2021 enhanced sidewalk inspection, as well as the previous inspection outcomes and/or status. Mr. Railsback addressed Board comments and questions, as well as audience comments or concerns.

New Business

1. **2021 PLM Survey Results – Mr. Mike Frichol**
Mr. Frichol discussed and reviewed the outcomes and identified trends from the recent PLM Survey and resulting summary of those results. There was Board and audience members



comments, concerns and feedback, along with responses and insight provided by Mr. Railsback.

Non-Compliance Issues Needing Board Review

On Motion by 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 \$500.00 on property # 1.

On Motion by 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 \$500.00 on property # 2.

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all opposed, the Board Denied levying a penalty in accordance with the previously established fine matrix of \$500.00 on property # 3.

On 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 \$250.00 on property # 4.

On Motion by Mr. Vic Natiello, 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 \$500.00 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.

On Motion by 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 \$500.00 on property # 7.

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 \$250.00 on property # 8.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise 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 # 9.

A Motion was made by Mr. Vic Natiello to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 10. The motion died due to a lack of a second. On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise Gallo, with Dr. Robert Jay



Carlton, Mr. Ed O'Brien, Mr. Mike Frichol and Mrs. Denise Gallo in favor and Mr. Vic Natiello opposed, the Board Approved to not levy a penalty on property # 10.

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 # 11.

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 # 12.

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 # 13.

On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise 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 # 14.

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 # 15.

On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise 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 # 16.

On Motion by 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 # 17.

Director's Requests

Dr. Carlton queried the Board on their thoughts of the effectiveness of the Board in addressing Yard Waste violations, along with other ways to continue to communicate and minimize this subject of concern in the Grand Haven with existing residents and/or new residents.

Mr. Frichol inquired about the Annual Meeting and Election timelines and when the First Notice and call for candidates will be mailed or received. Mr. Railsback indicated the mailing is in the works and property owners should receive it in the next week to 2 weeks.

Adjournment

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the meeting was adjourned at 5:04 p.m.

