

Grand Haven Master Association, Inc.

785 W Granada Blvd., Suite 5 | Ormond Beach, FL 32174

www.GrandHavenMHOA.com

Dr. Robert Jay Carlton, President
Mr. Vic Natiello, Vice President
Mr. Ed O'Brien, Treasurer

Mr. Al Petrie, Director
Mrs. Denise Gallo, Director
Mr. Troy Railsback, Secretary, Ex-officio

Board of Directors Meeting Minutes

May 23, 2025

2:00 p.m.

Call to Order

The meeting was called to order by Dr. Robert Jay Carlton at 2:00 p.m.

Roll Call—Establish a Quorum

Members Present: Dr. Robert Jay Carlton, Mr. Vic Natiello, Mr. Al Petrie and Mrs. Denise Gallo

Members Absent: Mr. Ed O'Brien

Others Present: Mr. Troy Railsback and Mr. Daniel Geisler – 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)

A property owner discussed the remedies and process to address a compliance issue related to an approved MADC improvement that was installed improperly over the property line onto and the adjacent property. The Board and SSMG indicated the non-compliance process can be utilized as a first step and legal action could be taken if the offending property owner does not properly resolve the subject of concern.

A property owner expressed concerns with grass and landscape maintenance debris ending up in the stormwater ponds because the landscaper, or owner, doing the maintenance is careless and doesn't take steps to minimize and/or prevent it. The GHMA will send its reminder E Blast out referencing this issue.

President's Comments

Dr. Carlton encouraged Grand Haven residents to attend the Memorial Day service at the Memorial Monument at the Village Center. The service is scheduled for Monday morning.



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Approval of Minutes

On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, and with all in favor, the Board Approved the Meeting Minutes of the April 25, 2025 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 provided a report and list of properties in River Club that entry gate maintenance will be done. This is a regular reoccurring for budgeted expense.

Mr. Geisler and Mr. Railsback reported on a protective cabinet that was purchased and installed for the Crossing Village Pool & Bathhouse area fire extinguisher. This will prolong the life expectancy of the fire extinguisher as recommended by the inspecting vendor.

Finance Report – Mr. Troy Railsback

Mr. Railsback, on behalf of Mr. O'Brien, presented the year-to-date 2025 budget variances, and the percentages of each category from the April 2025 financials. Mr. Railsback reported on each operation's details and noted that each operation is tracking very close to budget at this time with no significant variances and/or trends at this time.

Property Oversight Committee – Dr. Robert Jay Carlton

Dr. Carlton reported on the ongoing collection and resolutions activities of the POC. The POC continues to endeavor to reach full compliance on the open compliance Subject(s) of Concern(s) and remaining account balances to be collected.

Architectural Design Committee (ADC) Liaison – Mrs. Denise Gallo

Mrs. Gallo, on behalf of Mr. O'Brien, presented the summary report on the activities of the recent meetings of the NCADC and MADC. NCADC had 2 meetings and MADC had 2 meetings. Total submissions continue to track to previous year submissions.

Private Lawn Maintenance (PLM) Liaison – Mr. Petrie

Mr. Petrie along with Mr. Railsback and Mr. Geisler updated the Board on the prior months' PLM activities, accomplishments and focuses for each of the 3 PLM Vendors and the 9 Villages they are servicing. It was again noted that all 3 PLM vendors have been and continue to perform well.

CC&R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello conveyed the most recent month's compliance efforts along with other statistics relating to categories receiving the letters this period and noted trends.



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

There was no **Statistical** report at this time. But Mrs. Gallo reported additional carton of Hurricane Guides were picked up from the EOC, and copies of docs that were running low were sent to the Printer for N2N packets.

Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that the Fine Committee meeting results were provided in the Board Packet for the Board's review.

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

Mrs. Gallo reported on and summarized the topics discussed at the previous month's CDD meeting(s) and/or workshop(s). The topics reported included an update on the Village Center Café renovations, the status of RFP for separate Amenity Management and Café Contract(s), as well as updates on working with the City and GHMA regarding removing trees posing a threat to the stormwater system.

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

Mr. Railsback reviewed the status of the Action Items as reported in the packet, and SSMG & the Board identified those that had been completed and/or needed to stay on the report.

Unfinished Business

River Club Irrigation/Landscaping Projects – Mr. Troy Railsback (SSMG)

Mr. Railsback provided an update as to the progress of the irrigation project. The direction drilling and installation of the line under the road is complete. The GH CDD is working on installing the irrigation meter. Once the meter is installed, the line will be fully connected and put in service. Once the irrigation systems are confirmed to be working properly and consistently, SSMG will work with Corey Enterprises to identify landscape improvements that need to be addressed.

CDD Street Tree Removal Program – Update – Dr. Robert Jay Carlton

Dr. Carlton discussed the details of meeting with/working with the GH CDD in an effort to reasonably accommodate what the GH CDD is requesting, while incorporating input from the GHMA legal counsel to most importantly consistently, equitably and non-selectively facilitate/maintain the requirements/responsibilities of the GHMA Master Declaration, the Village specific CC&Rs, the ADC Standards and the ADC process. There was lengthy Board discussion, along with a few residents in the audience providing comments and/or concerns during audience input during this Board Agenda items. A GH CDD Board Supervisor in the audience provided further input and GH CDD responses to some of the resident(s) comments.

Final Draft – Crossings Pool Use Agreement – Mr. Troy Railsback (SSMG)

Mr. Railsback presented a final version of the Crossings Pool Use Agreement that included



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all the previous recommended changes and adjustments. The Board supported the final document to be used if/when appropriate.

New Business

Pond Bank Inspection – Status Report – Mr. Troy Railsback (SSMG)

Mr. Railsback provided the most current inspection report and outcomes of the recent semiannual lake bank inspection, and was pleased to state that only 4 properties remain in non-compliance status and will be advanced to the next step in the non-compliance track.

Sidewalk Inspection – Status Report – Mr. Troy Railsback (SSMG)

Mr. Railsback provided the most current inspection report and outcomes of the recent quarterly enhanced sidewalk inspection. It was noted that 350+ new notices were sent as a result of this inspection throughout the entire community.

Selection of MADC Member – Mr. Troy Railsback (SSMG)

As Mr. O'Brien was not in attendance, Mr. Railsback facilitated the balloting process.

On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, with all in favor, the Board Appointed Ms. Kathy Myers as a MADC member.

There was discussion regarding filling an alternate position to be next in line to automatically fill the next open position on the MADC.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Appointed Ms. Margaret Bonz as an Alternate MADC member.

Non-Compliance Issues Requiring Board Review

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 1.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 2.

On Motion by Mrs. Denise Gallo, seconded by Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 3.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 4.

On Motion by Mr. Al Petrie, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 5.



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On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 6.

On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 7.

Director's Requests

Dr. Robert Jay Carlton presented to the Board the question from SSMG regarding protocol for residents reporting to SSMG that contractors are working in the community outside of the 7:00am to 6:00pm allowed working hours. The GHMA Board would like SSMG to use the same protocol that is used regarding signs being placed in the community of calling the vendor to explain the rule and encourage them to comply.

Adjournment

On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, with all in favor, the meeting was adjourned at 4:00 pm.



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