

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

October 24, 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. Ed O'Brien, Mr. Al Petrie and Mrs. Denise Gallo

Members Absent: None

Others Present: Mr. Troy Railsback, Mr. Josh Welcker – 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 was a property owner who thanked Ed O'Brien for his service to the Grand Haven Community as an ADC Member and Board Member.

A property owner expressed questions regarding the Grand Haven website, Board Meeting audio improvements for the audience to hear better. The property owner also questioned the length of time it took for a recent GHMA mailing to reach their home.

President's Comments

None at this time.

Approval of Minutes

On Motion by Mr. Ed O'Brien, seconded by Mr. Al Petrie, and with all in favor, the Board Approved the Meeting Minutes of the September 19, 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 also reported on the summary of the most recent community wide lake bank inspection.



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Finance Report – Mr. Ed O’Brien

Mr. O’Brien presented the year-to-date 2025 Budget variances, and the percentages of each category from the September 2025 financials. Mr. O’Brien also 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 – Mr. Ed O’Brien

Mr. O’Brien presented the summary report on the activities of the recent meetings of the NCADC and MADC. Total submissions continue to track to previous year’s submissions.

Private Lawn Maintenance (PLM) Liaison – Mr. Al Petrie

Mr. Petrie along with Mr. Railsback and Mr. Welcker 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.

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

No report at this time.

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).

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 needing to stay on the report.



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Unfinished Business

Crossings Holly Tree Replacement Program – Mr. Troy Railsback (SSMG)

Mr. Railsback and Mr. Welcker provided replacement tree options and pricing for the diseased Palatka Holly trees needing to be replaced in the Crossings Village. The Board will consider a funding allocation in the 2026 Budget for this project.

River Club Landscaping Program – Mr. Troy Railsback (SSMG)

Mr. Railsback updated the Board that the landscape enhancements and mulch is scheduled to be completed prior to Thanksgiving.

Sidewalk Inspection Report – Mr. Troy Railsback (SSMG)

Mr. Railsback reported on the recent community wide Enhanced Sidewalk Inspection.

2026 Budget – Owner Input and Consideration for Approval – Mr. Ed O'Brien/Mr. Troy Railsback (SSMG)

Mr. O'Brien presented the details of the Proposed 2026 Master Association and ADC Budget(s), and both Mr. O'Brien & Mr. Railsback addressed Board or Association Member questions/concerns.

Mr. O'Brien presented the details of the Proposed 2026 PLM Budget, and both Mr. O'Brien & Mr. Railsback addressed Board or Association Member questions/concerns.

Mr. O'Brien presented the details of the Proposed 2026 River Club Budget, and both Mr. O'Brien & Mr. Railsback addressed Board or Association Member questions/concerns.

Mr. O'Brien presented the details of the Proposed 2026 Crossings Village Budget, and both Mr. O'Brien & Mr. Railsback addressed Board or Association Member questions/concerns.

On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved the 2026 GHMA Budget.

CDD Residential Street Tree Removal Program – Dr. Robert Jay Carlton /Mrs. Denise Gallo

Dr. Carlton opened the floor to GH CDD representative Dr. Davidson to present a briefing on the GH CDD program and binders that the GHMA Board will be provided soon with full details of the project. There was Board discussion/questions for Dr. Davidson, and the GHMA Board will review the binders and fully discuss/consider this subject at its November 21, 2025 Board meeting.

New Business

MADC Candidate – Recommendation – Mr. Ed O'Brien

Mr. Ed O'Brien and Dr. Carlton presented an overview the interview process and resulting recommendation.

On Motion by Mr. Ed O'Brien, seconded by Dr. Robert Jay Carlton, with all in favor, the Board approved Ms. Teresa Cuva to serve on the MADC.



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GHMA Board Candidate to Complete Term of Open Board Seat – Dr. Robert Jay Carlton

Dr. Carlton discussed with the Board the imminent upcoming vacancy on the GHMA Board when Mr. Ed O'Brien sells his home at the end of this month and is no longer Property Owner and therefore will no longer be a Board Member. Dr. Carlton presented to the Board a Property Owner who indicated they would be interested in serving on the Board and filling the opening. That Property Owner introduced himself to the Board and answered questions of the Board. There was additional Board discussion.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Al Petrie, with all in favor, the Board Appointed Dr. Michael Tebbano to serve the remainder of Mr. O'Brien's term on the GHMA Board as its Treasurer effective when Mr. O'Brien's is no longer a Property Owner.

Winter Holiday Lighting Resolution – Clarification - Dr. Robert Jay Carlton

Dr. Carlton presented a slight adjustment to the recently adopted Winter Holiday Lighting Resolution to add clarification and/or further define Temporary Holiday lighting. There was Board discussion.

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the adjustment to the Winter Holiday Lighting Resolution.

Holiday Luncheon for Volunteers – Mr. Troy Railsback (SSMG)

Mr. Railsback identified December 3, 2025 after the MADC Meeting at the Village Center Café as the date and location for the Volunteer Holiday Luncheon. SSMG will coordinate scheduling with the Village Center Café and notifying all Volunteers.

Non-Compliance Issues Requiring Board Review

On Motion by Mr. Ed O'Brien, seconded by Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 1.

On Motion by Mr. Ed O'Brien, seconded by Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 2.

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

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



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On Motion by Mrs. Denise Gallo, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to not levy a penalty on property # 6.

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 # 7.

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 8.

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 9.

Director's Requests

None at this time.

Adjournment

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the meeting was adjourned at 4:11pm.