

Grand Haven Master Association, Inc.

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www.GrandHavenMHOA.com

Dr. Robert Jay Carlton, President
Mr. Vic Natiello, Vice President
Dr. Michael Tebbano, Treasurer

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

Board of Directors Meeting Minutes

November 21, 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, Mrs. Denise Gallo and Dr. Michael Tebbano

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)

A Property Owner requested a walk through by the GHMA and the GH CDD in Crossings Village to discuss Crossing Village items of concern and/or items possibly needing collaboration by the GHMA and the GH CDD.

A Property Owner was inquiring about how new County and/or State laws and/or legislature is communicated to the residents. The Property Owner also expressed concerns about residents not having a thorough understanding of the GH CDD responsibilities versus the GHMA responsibilities.

A property owner expressed their concern with not being able to hear at GHMA Meeting, particularly when sitting in the back of the room. That property owner also has questions related to equity with the compliance process?

A Property Owner questioned a statement that was published in the most recent GHMA Newsletter related to the author unintentionally not referencing the City of Palm Coast when identifying governing oversight for a certain specific topic within the article.

President's Comments

Dr. Carlton thanked everyone for attending the Board Meeting and reviewed the protocol for the moving through the Meeting Agenda while identifying the opportunities for audience input on Agenda Items.

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 October 24, 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.

Finance Report – Dr. Michael Tebbano

Mr. Railsback referenced his introductory and catchup meeting with Dr. Tebbano with respect to him taking over the Treasurer's role on the GHMA Board. Mr. Railsback reviewed the previous and most current financial(s) with Dr. Tebbano and reported to the Board that there were no additional significant variances/trends aside from those that have been previously by Mr. O'Brien during his monthly reports. Mr. Railsback and Dr. Tebbano will be presenting year-to-date 2025 Budget variances at the next Board meeting to continue with a similar reporting summary report for future meetings.

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 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 – Dr. Robert Jay Carlton

Dr. Carlton reported on and summarized the topics discussed at the previous month's CDD meeting(s) and/or workshop(s). Dr. Tebbano will be reporting on the CDD meetings in the future.

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.

Unfinished Business**CDD Residential Street Tree Removal Pilot Program – Discussion – Q&A – Dr. Robert Jay Carlton**

Dr. Carlton introduced/summarized the information in the Street Tree Removal Pilot Program binders provided by the GH CDD. Dr. Carlton opened the floor for discussion by the GHMA Board along with questions or comments/input by the GH CDD liaison for this program. There was significant and lengthy discussion related to the extent of the program in future iterations for the other Villages of Grand Haven, and more importantly the range of discretion for parameters allowing/advocating for tree removal. There were also differences of opinion on whether replacement trees that were intended to be installed on private owner's property to replace trees removed from that property should be placed on GH CDD property throughout community if the private property owner does not want an replacement tree.

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

Mr. Railsback provided reviewed replacement tree options and basic pricing for the diseased Palatka Holly trees needing to be replaced in the Crossings Village. The Board incorporated a funding allocation in the 2026 Budget for this project. Mr. Railsback suggested additional information and other related costs such as removal costs be considered at a future 2026 Board Meeting. The Board agreed.

CC&R Cartoon Circulation – Resident Information Center – Mr. Vic Natiello

Mr. Natiello summarized his discussion with one of the Resident Information Center website creator and it was determined that the resident information center website may not be the best place for the CC&R Compliance Cartoon Series. The Board agreed and the CC&R Compliance Cartoon Series will always be available at the SSMG office and within The Oak Tree newsletters.

New Business**MADC Candidate Recommendation – Mrs. Denise Gallo**

Mr. Gallo and Dr. Carlton presented the outcome of advertising open MADC positions and there not enough interested candidates at this time. It was suggested to readvertise for the next Board Meeting. The Board agreed.

Review of MADC, Fine Committee and ADC Inspectors Request for Re-Appointment – Dr. Robert Jay Carlton

Mr. Railsback reviewed the reappointment interested from the members of the current MADC. There was Board discussion.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Al Petrie, with all in favor, the Board approved to reappoint Mr. Bob Carlsen, Mrs. Janet Greenwood, Mrs. Kathy Myers and Mr. Ed Pakel to the MADC, leaving 3 open positions on the MADC.

Mr. Railsback reviewed the reappointment interested from the members of the current Fine Committee. There was Board discussion, specifically related to attendance of each of the Fine Committee Members.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board approved to reappoint Mr. Joe Daily, Mr. Kenneth McGevna, Mr. Mike Writght and Mr. Robert Ziel to the Fine Committee, leaving 1 open position on the Fine Committee.

Mr. Railsback reviewed the reappointment interested from the members of the current ADC Inspectors. There was Board discussion.

On Motion by Mr. Al Petrie, seconded by Dr. Robert Jay Carlton, with all in favor, the Board approved to reappoint Mrs. Kathleen Fuss, Mr. Stephen Roush and Mr. Gregg Wilson as ADC Inspectors.

MADC Emergency Alternate Member – Dr. Robert Jay Carlton

Dr. Carlton presented opportunity to have Ms. Brianne Bailey and Mr. Troy Railsback as Emergency Alternate MADC Members to serve if/when an opportunity presents itself that the MADC will not have a quorum of its Members. There was Board and audience discussion. At most, only one of the two Emergency Alternate personnel from SSMG could ever be used to establish a quorum.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board approved Ms. Brianne Bailey and Mr. Troy Railsback as Emergency Alternate Members to serve if/when the MADC will not have a quorum filling only enough positions to establish a quorum.

Request for Accommodation – Federal Fair Housing Act – Dr. Robert Jay Carlton

Dr. Carlton used caution to frame the Board discussion related to a Request for Accommodation by a property owner in an effort to protect the privacy of the requestor. There was lengthy Board discussion related to the options on how to direct the GHMA attorney communicating, processing and validating this request. A representative of the requestor addressed the Board and their questions/concerns, as well as stating their position regarding this process and the validity of the documentation requested versus what was provided. There was a lengthy exchange back and forth between the Board and the Requestor.

On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, with all in favor, the Board considered approving moving forward with the recommendation of the GHMA attorney to send a letter to close out this request as the requestor has not provided the appropriate documentation as requested by the GHMA attorney. The motion was withdrawn.

There was additional exchanges back and forth between the Board and the Requestor.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with Mr. Vic Natiello, Mr. Al Petrie, Dr. Michael Tebbano and Mrs. Denise Gallo in favor and Dr. Robert Jay Carlton

not in favor, the Board approved the Requestor working with the GHMA attorney one more time have the requestor and the GHMA attorney resolve the accommodation request and required documentation.

Oak Tree Obituary Notices – Mrs. Denise Gallo

Mrs. Gallo expressed the idea and basis for considering having obituaries in The Oak Tree Newsletter. There was Board discussion and it was determined, due to logistics and privacy and other reasons, the GHMA should not move forward with this.

Non-Compliance Issues Requiring Board Review

On Motion by Mr. Al Petrie, seconded by Mr. Vic Natiello, with Mr. Al Petrie, Mr. Vic Natiello, Mrs. Denise Gallo and Dr. Michael Tebbano in favor, and Dr. Robert Jay Carlton not in favor, the Board Approved to levy a penalty of \$50.00 on property # 1.

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 # 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.

Director's Requests

None at this time.

Adjournment

On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the meeting was adjourned at 6:01pm.