

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
Dr. Michael Tebbano, Treasurer

Mrs. Denise Gallo, Director
Mr. Jerry (J.D.) Stratton, Director
Mr. Troy Railsback, Secretary, Ex-officio

Board of Directors Meeting Minutes

April 17, 2026

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, Dr. Michael Tebbano and Mrs. Denise Gallo

Members Absent: Mr. Jerry (J.D.) Stratton

Others Present: 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 resident requested adding the Neighborhood Watch to the website.

President's Comments

None at this time.

Approval of Minutes

On Motion by Dr. Robert Jay Carlton, seconded by Dr. Michael Tebbano, and with all in favor, the Board Approved the Meeting Minutes of the March 20, 2026 Board of Directors Meeting.

Committee Reports

Community Manager – Mr. Josh Welcker (SSMG)

Mr. Welcker updated the Board with general SSMG activities and accomplishments since the last Board Meeting. The primary focus has been the ULM Program.

Finance Report – Dr. Michael Tebbano

As of March 31, 2026, the Grand Haven Master Association maintains strong liquidity with **\$1,109,699.86** in total cash assets. Although we currently report a year-to-date (YTD) net deficit of **(\$2,803.00)**, this reflects an improvement from previous months and is closely aligned with our projected budget for the first quarter. The reason the YTD operating position remains at a deficit of **(\$2,803.00)** despite the strong March performance is due to significant cost overruns in

administrative and legal categories earlier in the fiscal year. March was a high-revenue month, finishing **\$1,745.71** over the monthly budget from **Unimproved Lot Maintenance**. This line item showed a strong YTD variance of **\$3,567.99**, backed by a large collection of **\$4,818.00** during the March cycle.

Late Fee Income: We have collected **\$3,590.00** year-to-date against a zero-dollar budget, providing a helpful cushion for expense overages. While overall operational expenses for March were well below budget, two areas still need close monitoring: administrative pressures and village-specific expenses. Our Accounts Receivable total is **\$9,063.32**, with **43.14%** of outstanding receivables more than 90 days overdue. The Association remains strongly reserved with **\$305,302.53** held in reserve liabilities. It is important to note that the **Operating Fund** is currently performing better than expected given the budget deficit at this point in the year. Although the overall number shows a deficit, the "reduced" deficit referenced in the summary relates to the March surplus, which has significantly narrowed the gap that existed at the end of February.

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 NCADC and MADC meetings.

Private Lawn Maintenance (PLM) Liaison – Mr. Jerry (J.D.) Stratton

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. All 3 Vendors have adjusted and addressed the leaf drop and appear to have it under control.

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**

Mrs. Gallo presented the March Quarterly Report. Dr. Tebbano asked about CC&R revamp book to new residents, possibly a more reader friendly version to be included in the New Resident Package.

Fine Committee Liaison – Mr. Josh Welcker (SSMG)

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

Community Development District (CDD) Liaison – Dr. Michael Tebbano
Report: Community Development District (CDD) Meeting Update

CDD Summary 04162026

- At yesterday’s meeting, the Board honored Supervisor Steve Brazen, who resigned effective April 1, with a distinguished service award. They also accepted the resignation of Supervisor Nancy Crouch, who was also Vice Chair, due to health reasons. After reviewing five candidates, the CDD selected Richard Mayor to fill Steve’s seat on the Board. Supervisor John Chism took on the role of Vice Chair. A vote to fill Nancy Crouch’s seat will take place at the next meeting.
- On the operations front, the Board is reviewing road resurfacing proposals, with C.W. Roberts of JAX currently submitting the most competitive bid. While the Village Center pergola reconstruction is now fully finished and inspected, work continues on the Creekside cedar trellis and stormwater system maintenance. Major amenity adjustments are also being considered; notably, the installation of ceiling acoustic tiles at the Waterside Café has successfully lowered peak noise levels by 30%, but the Board is debating whether to discontinue the parking shuttle and early breakfast service due to high costs and low participation.
- Looking ahead, the 2027 Capital Improvement Plan projects community costs to exceed \$804,000.
- The CDD and Escalante have approved a temporary agreement regarding the golf club situation.
- The Board considered a Resolution (2026-06) to update spending authority and procurement policies to enhance fiscal accountability. Additionally, the Board adopted Resolution (2026-07), aligning the District with Flagler County’s hazard mitigation plans to ensure eligibility for future grant funding.

Action Item Review List – Mr. Josh Welcker (SSMG)

Mr. Welcker reviewed the status of the Action Item 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

Sidewalk Inspection Report – Mr. Josh Welcker (SSMG)

Mr. Welcker reported that Mr. Railsback recently completed the Sidewalk Inspection and the results were provided in the Board Packet for the Board’s review.

Pond Bank Inspection Report – Mr. Josh Welcker (SSMG)

Mr. Welcker reported that Mr. Railsback recently completed the Pond Bank Inspection and the results were provided in the Board Packet for the Board’s review.

Request for Roof Design Change in Builder Village – Lakeside – Dr. Robert Jay Carlton

As a follow-up from last month’s Board Meeting discussion, Dr. Carlton provided an overview of the request and a cost analysis of replacement roofing materials. He also provided insight to the Associations legal counsels review of this topic. There was Board discussion regarding the circumstances and next steps to take, if any. There was additional Board discussion along with resident input/decision making process.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, and with all in favor, the Board Approved no changes outside of the normal review process.

New Business

Insurance Coverage for GHMA Volunteers – Dr. Robert Jay Carlton

Dr. Carlton provided an opinion from the insurance carrier which indicated volunteers are covered by the existing insurance policy when working in an official capacity. Liaisons are to notify their members.

Resolution Clarifying Language in Existing Standards – Dr. Robert Jay Carlton

Dr. Carlton presented a resolution clarifying the language regarding the ADC Standards for perimeter fencing.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, and with all in favor, the Board Approved the Resolution clarifying the language regarding the ADC Standards for perimeter fencing.

Installation of Vinyl Window/Panels on Lanai Screen Enclosures – Discussion – Mrs. Denise Gallo

Mrs. Gallo discussed a new type of window material (vinyl) and how requests for this product should be handled under the existing ADC Standards. The Board determined that a specific resolution should be presented at next month’s meeting.

Non-Compliance Issues Requiring Board Review

On Motion by Mr. Vic Natiello, seconded by Dr. Michael Tebbano, 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. 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 Dr. Robert Jay Carlton, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 4.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 5.

On Motion by Mr. Vic Natiello, seconded by Dr. Michael Tebbano, with all in favor, the Board Approved to levy a penalty of \$50.00 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 Mrs. Denise Gallo, 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 Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 9.

On Motion by Mr. Vic Natiello, seconded by Dr. Michael Tebbano, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 10.

On Motion by Mrs. Denise Gallo, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 11.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 12.

On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 13.

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 14.

On Motion by Mrs. Denise Gallo, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 15.

On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 16.

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 # 17.

On Motion by Mr. Vic Natiello, seconded by Dr. Michael Tebbano, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 18.

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 19.

On Motion by Mrs. Denise Gallo, seconded by Dr. Michael Tebbano, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 20.

On Motion by Mr. Vic Natiello, seconded by Dr. Michael Tebbano, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 21.

On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 22.

Director's Requests

Mr. Vic Natiello suggested possibly putting Neighborhood Watch in the Grand Haven Resident Information Center. Grand Haven Resident Information Center.

Adjournment

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the meeting was adjourned at 3:45pm.