

**MINUTES OF MEETING
GRIFFIN LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Griffin Lakes Community Development District was held Thursday, March 11, 2021 and called to order at 12:37 p.m. at the Villas at Harbor Isles HOA Offices, located at 2317 Clipper Place, Fort Lauderdale, Florida.

Present and constituting a quorum were:

Teresa West	Chairperson
Linda Armstrong	Vice Chairperson
Benny Barak	Assistant Secretary
Madeline DiComo	Assistant Secretary
Danielle Christie	Assistant Secretary

Also present were:

Kenneth Cassel	District Manager
Vanessa Steinerts	District Counsel
Gabe Mena	Assistant District Manager, Inframark
Robert Koncar	Inframark
Harry Goldberg	HOA Manager
Rich Hans	Government Management Services
Todd Wodraska	Special District Services
Nancy Nguyen	Special District Services
Members of the Public	

Following is a summary of the discussions and actions taken at the March 11, 2021 Griffin Lakes Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Cassel called the meeting to order, and called the roll. A quorum was established.

The following items were included in the Agenda:

- Proposals from Cutters Edge for the following services:
 - Tree trimming.
 - Removal and/or Replacement of a Palm Tree on Griffin Road.

On MOTION by Ms. Armstrong, seconded by Ms. West, with all in favor, the Agenda for the meeting was approved as amended.

SECOND ORDER OF BUSINESS Public Comment

Hearing no comments from the public, the next order of business followed.

THIRD ORDER OF BUSINESS District Manager’s Report

A. Presentation by Management Service Firms for District Management Services

- Mr. Cassel discussed the process.
- District Counsel will manage the meeting at this time.
- The following three firms will make presentations:
 - Government Management Services.
 - Special District Services.
 - Inframark.
- Staff from Government Management Services made a presentation.
 - Mr. Hans introduced the District Manager and discussed the background of the firm.
 - They provide field services and amenity management, among other items.
 - The District Manager spoke briefly.
 - The Board discussed their meeting schedule.
- Staff from Special District Services made a presentation.
 - Mr. Todd Wodraska discussed the firm’s background, and introduced the District Manager.
 - Mr. Wodraska presented a video of management staff.
 - The District Manager, Ms. Nancy Nguyen spoke briefly.
 - The Board asked questions regarding the District’s bond.
 - The Board asked questions regarding the website.
- Staff from Inframark made a presentation.
 - Mr. Gabe Mena would become the District Manager.
 - The meeting notes will be more detailed.
 - Formatting of monthly financials was addressed.

- Presence by staff on a weekly basis would be provided at no additional charge.
- Interface will continue with Mr. Goldberg.
- Mr. Cassel indicated Inframark did not increase fees when it took over maintenance of lakes and perimeter landscaping.
- Ms. West indicated it is important for bills to be paid on a timely basis.
- The termination notice was prepared by Ms. Steinerts in the event the Board decides to hire a different firm. The termination date would be May 10, 2021.
- The GMS District Manager has less properties to manage.
- Ms. Steinerts indicated the price and scope of services may be negotiated and presented at the next Board meeting.

Ms. Armstrong MOVED to approve termination of District Management Services with Inframark, authorize District Counsel to prepare and send the 60-day Notice of Termination effective today, and commence negotiations for District Management Services with Government Management Services, and Ms. Christie seconded the motion.

On VOICE vote, with Ms. West, Ms. Armstrong, Mr. Barak and Ms. Christie voting aye, and Ms. DiComo voting nay, the prior motion was approved.

- Ms. DiComo believes Special District Services will provide more personalized attention to the District.
- The termination letter will be presented at the April meeting and be effective May 11, 2021.
- As this meeting continues, Ms. Steinerts may receive further direction from the Board as to the maintenance responsibilities with GMS.
- All three representatives joined the meeting. Ms. Steinerts announced the new management company.

B. Discussion of Changes in Perimeter Landscaping and Fountains

- The intent of the contract is to turn over the work to the HOA. The District would provide funding for those services.
- The funding may be provided quarterly or whatever way the Board desires.
- The District would still maintain the lakes.
- The form of the Agreement may be approved today, but a specific agreement with an amount must be prepared.
- Mr. Cassel explained the transfer of ownership of lakes in the event the District dissolves. They cannot be transferred to the HOA directly.
- This may be a line item in the budget.
- Algae blooms will occur in the fountains, and the screens would have to be cleaned to alleviate the problem.
- Mr. Cassel suggested the designated budget amount be listed as the amount for the contract.
- Ms. West is concerned with increasing HOA fees. Mr. Cassel assured the Board HOA fees should not increase.
- Ms. Steinerts indicated the motion should be to proceed with the maintenance agreement with the HOA for the HOA to take over landscaping, lake and fountain maintenance.
- Removal of leaves should be done by the HOA.

On MOTION by Ms. Armstrong, seconded by Ms. West, with all in favor, District Counsel was authorized to proceed with the Maintenance Agreement with The Villas at Harbor Isles Condominium Association, Inc. for the HOA to take over landscaping, lakes and fountain maintenance.

- Ms. Steinerts will update the agreement with the appropriate dates to include the budgeted line item numbers.
- The extra work should be at zero, until such time as the HOA approaches the CDD.
- The effective date should be May 11, 2021.
- This agreement would renew automatically for one-year terms unless it is terminated.

- The Board may authorize the attorney and City Manager to assign the contracts to the HOA.

On MOTION by Mr. Barak, seconded by Ms. Christie, with all in favor, District Counsel and the City Manager were authorized to assign the landscape, lake maintenance and fountain agreements to The Villas at Harbor Isles Condominium Association, Inc.

SIXTH ORDER OF BUSINESS

Supervisor Requests

- Ms. Christie would like to change the meeting time. She suggested 9:00 a.m. or sometime later in the afternoon. The Board discussed.

Ms. Armstrong MOVED to change the time of the Board Meeting to 2:30 p.m.

- Advertising costs were discussed.

There being second, the prior motion failed.

- The Board will discuss this issue when they approve the next Fiscal Year Meeting Schedule.

SEVENTH ORDER OF BUSINESS

Approval of January 2021 Financial Report and Check Register

Mr. Cassel presented the January 2021 Financial Report and Check Register for the Board’s review and approval, a copy of which was included in the agenda package.

- The advertising invoice was discussed. Mr. Cassel will provide a breakdown.

On MOTION by Ms. Armstrong, seconded by Mr. Barak, with all in favor, the January 2021 Financial Report and Check Register were approved.

EIGHTH ORDER OF BUSINESS

Approval of the Minutes of the February 11, 2021 Meeting

Mr. Cassel stated each Board member received a copy of the Minutes of the February 11, 2021 Meeting, and requested any additions, corrections or deletions.

Ms. Armstrong MOVED to approve the Minutes of the February 11, 2021 Meeting.

- The website was updated.

Ms. West SECONDED the prior motion.

There being no further discussion,

On VOICE vote, with all in favor, the Minutes of the February 11, 2021 Meeting were approved as presented.

- Representative from legal firms will attend the next meeting.

NINTH ORDER OF BUSINESS

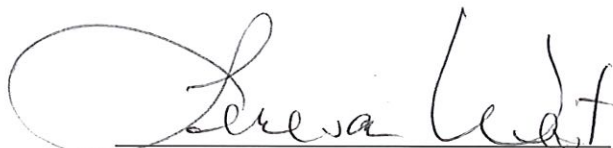
Adjournment

There being no further business,

On MOTION by Ms. West, seconded by Ms. Christie, with all in favor, the meeting was adjourned at approximately 1:50 p.m.



Kenneth Cassel
Secretary



Teresa West
Chairperson