

**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, June 14, 2018 at 12:30 p.m. in the City of Dania Beach, Department of Parks & Recreation; Frost Park Recreational Complex; 300 NE 2nd Street; Dania Beach, Florida 33004. Present and constituting a quorum were:

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| Linda Armstrong | Chairperson |
| Madeline DiComo | Vice Chairperson |
| Benny Barak | Assistant Secretary |
| Teresa West | Assistant Secretary |
| Peter Marocco | Assistant Secretary |

Also present were:

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| George Miller | District Manager |
| Ginger Wald | District Counsel |

The following is a summary of the discussions and actions taken at the June 14, 2018 Griffin Lakes Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Miller called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment on Agenda Items

There being no public present, the next order of business followed.

THIRD ORDER OF BUSINESS

Public Hearing to Consider the Adoption of the Budget for Fiscal Year 2019

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| On MOTION by Mr. Barak, seconded by Ms. West with all in favor, the Board meeting was recessed at 12:00 p.m. to commence the public hearing for the adoption of the fiscal year 2019 budget. |
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- The Board reviewed the budget and noted no changes.

- Mr. Miller informed the Board that it has been alleged a number of CDDs websites are not ADA compliant for which some lawsuits have been initiated.
- Mr. Miller informed the Board that they are working closely with the webmaster to get the websites in compliance and he will keep the Board updated on this matter.
- Mr. Barak questioned whether this would increase the cost of maintenance for the website. Mr. Miller stated there might be a one-time cost to initiate the process and also informed them they are currently in the process of updating websites as well.

A. Resolution 2018-04 Annual Appropriations for Fiscal Year 2019

On MOTION by Ms. West, seconded by Mr. Barak with all in favor, resolution 2018-04 annual appropriations for fiscal year 2019 was adopted.

B. Resolution 2018-05 Levying and Imposing a Non-Ad Valorem Assessment

On MOTION by Ms. DiComo, seconded by Mr. Barak with all in favor, resolution 2018-05 levying and imposing a non-ad valorem assessment was adopted.

On MOTION by Ms. West, seconded by Mr. Barak with all in favor, the public hearing for adoption of the budget was closed.

Regular meeting reconvened at 12:40 pm

FOURTH ORDER OF BUSINESS

District Manager's Report

A. Proposed Meeting Schedule for Fiscal Year 2019

- Mr. Miller reviewed the proposed fiscal 2019 meeting schedule with the Board.

On MOTION by Ms. Dicom, seconded by Ms. West with all in favor, the proposed meeting schedule for fiscal year 2019 was approved.

B. Report on Number of Registered Voters

- Mr. Miller reported the letter provided from the Supervisor of Elections is for informational purposes which states there are 560 registered voters in the District.

FIFTH ORDER OF BUSINESS

Discussion of Griffin Lakes Landscape Report

A. Consideration of Cutters Edge Proposal to Trim Trees Prior to the Hurricane Season

- Mr. Miller provided a summary sheet to the Board which shows what has been budgeted and spent on landscape. In 2002, there was a budget of \$12,000, in 2013 it was raised to \$21,524 and has remained at that level ever since. In 2016, it dropped, but he does not have a reason for this.
- Further discussion ensued regarding the landscape costs.
- Mr. Miller reviewed the Cutters Edge proposal with the Board. It provides a scope of work which is to trim 152 trees at a cost of \$8,660.
- The question arose if this needs to be done every year. Ms. Wald stated they do not have to do it legally every year but the reason why it is recommended is because when the hurricane or tropical storm comes and trees get uprooted it saves the Board money. This is basically like an insurance policy.
- Mr. Miller informed if the Board accepts this proposal, the landscape crew is ready to go, but if the Board does not accept this proposal and puts it off for a later date, the price will probably be higher.
- Ms. Wald indicated that she would prepare the contract which will not include the 50% payment prior to doing the work as Cutters Edge has requested.
- Discussion ensued regarding the tree count. Mr. Miller suggested they hire an arborist to provide a full assessment of the trees.
- After further discussion, Ms. Armstrong suggested possibly next year, one month prior to the hurricane season, to get an arborist to come and provide an assessment at which time they can decide whether they want to spend the money.

On MOTION by Mr. Barak, seconded by Mr. Marocco with all in favor, the proposal from Cutters Edge dated March 16, 2018 for tree trimming in the amount of \$8,660 to also include a certification from Cutters Edge from an arborist stating that the work has been done pursuant to the proposal as stated was approved.

B. Consideration of Cutters Edge Proposal to Upgrade the Entrance, West Parameter Wall and North Parameter Wall.

- Mr. Miller reviewed the proposal with the Board.
- Discussion ensued regarding the landscaping in this area.
- The overall cost for all the work in this proposal is \$40,000 and the Board is looking at cost.
- Mr. Miller will meet with Stacy of Cutters Edge to get a breakdown of precisely the work that is being done.
- The question arose who was responsible for pressure cleaning of the north wall. It was indicated the responsibility of the wall is the HOA. It was, however, suggested to have the wall pressure cleaned prior to any planting.

On MOTION by Mr. Barak, seconded by Ms. DiComo with all in favor, the expenditure in the amount not to exceed \$20,000 for Cutters Edge or another vendor to provide plant replacements for the CDD areas, parameter wall and entrance and to appoint Ms. West as the point person to choose the plants and the locations was approved.

SIXTH ORDER OF BUSINESS

Attorney's Report

- Ms. Wald reminded the Board the qualifying period for the upcoming election is noon on June 18 to noon on June 22 to be submitted to the Supervisor of Elections, Broward County.
- The Board was reminded to complete their form 1 and to get them in by July 1, 2018 and noted the form 1 can now be submitted online.

SEVENTH ORDER OF BUSINESS

Supervisors' Request

- Ms. Armstrong stated if they are going to suspend the July meeting she is suggests that going forward they should still receive an email with the financials.
- Ms. Armstrong informed the Board that they already had to go ahead with the landscape, but should there be a delay and it cannot be done, then she is suggesting to have a July meeting.
- Ms. Wald indicated if there is no business that needs to come before the Board, Mr. Miller will do an inquiry of the Board members to see in advance if there is anything for the agenda and if there is no response from the Board members, then Mr. Miller can go ahead and send out a cancelation notice for that meeting.

- Ms. Armstrong also stated if they find out that Cutters Edge is less than truthful this will provide them with the ability to get the bids in for a new company and vote by email. However, Ms. Wald stated this was not the correct method and informed the Board if it was realized that Cutters' Edge did not do as indicated then a meeting will be warranted to make a decision on going forward with another vendor.
- Discussion ensued regarding Cutters Edge.
- After further discussion with the Board, Mr. Miller now understands what the scope of work requires, he can now obtain quotes from other potential vendors.

EIGHTH ORDER OF BUSINESS

Audience Comment Period

There being no audience members present, the next order of business followed

NINTH ORDER OF BUSINESS

Approval of Financial Report, Check Register and Invoices as of April 30, 2018

On MOTION by Ms. West seconded by Mr. Barak with all in favor, the financial report, check register and invoices as of April 30, 2018, were approved.

TENTH ORDER OF BUSINESS

Approval of the Minutes of the April 12, 2018 Meeting


On MOTION by Ms. West, seconded by Ms. Armstrong with all in favor, the minutes of the April 12, 2018 meeting were approved.

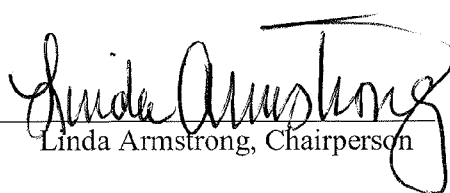
ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. DiComo seconded by Ms. West with all in favor the meeting was adjourned.





Linda Armstrong, Chairperson