

**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, October 12, 2017 at 12:33 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:

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

Also present were:

Kenneth Cassel	District Manager
Ginger Wald	District Counsel

The following is a summary of the discussions and actions taken at the October 12, 2017 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.

SECOND ORDER OF BUSINESS

Public Comment on Agenda Items

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

THIRD ORDER OF BUSINESS

District Manager's Report

A. Ratification of Approval of Fountain Motor

- Mr. Cassel indicated this is a ratification for the action he took in August.

On MOTION by Ms. West seconded by Ms. Armstrong with all in favor the fountain motor for which Mr. Cassel took action in August was ratified.

B. FY 2017 Audit Engagement

- Mr. Cassel indicated the cost will remain the same as the prior year at a cost of \$3250.

On MOTION by Ms. West seconded by Ms. Armstrong with all in favor authorizing the Chair to execute the engagement letter providing that the fees are \$3,250 was approved.

C. Cutter's Edge Clean

- Mr. Cassel indicated the estimate he received for the clean out for the parameter was significantly higher than anticipated. The clean out is to take care of the trees along Griffin, along the anglers, south of the property line and the west of the property line. He stated there will not be too much trimming but they need to remove a couple of hardwood trees on the south of the lake which fell, as well as, trim the trees which have broken branches.

For the record, Mr. Barak joined the meeting.

- Discussion ensued regarding the cost.

On MOTION by Ms. Armstrong seconded by Mr. Barak with all in favor the proposal from Cutter's Edge in the amount of \$2,575 was approved

D. Landscape Agreement with HOA

- The landscape agreement was provided to the Board separately. Mr. Cassel questioned if the Board was considering going with the agreement with the HOA or going out to bid.
- Ms. Armstrong indicated that she and Ms. DiComo voted but did not consider this a conflict of interest. Ms. Wald confirmed the CDD would not be impacted personally from a financial prospective, therefore, this would not be a conflict of interest as a CDD supervisor but could not state whether it was for the HOA.
- The HOA approved the agreement with votes from Ms. Armstrong and Ms. DiComo abstaining and the agreement was passed.

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- Further discussion ensued regarding the agreement and budget costs as it relates to the agreement.
- Discussion ensued regarding the maintenance agreement and what is covered.
- The Board is also currently soliciting bids for landscaping maintenance.
- Mr. Cassel was questioned whether he had received the information on where the CDD property line is around the lake and the property going up from the lake.
- Mr. Cassel believes the bulkhead is part of the districts' responsibility as it is a part of the drainage that comes in. The rest of the landscape up the embankment he believes is the HOA. He was not able to locate any information on the fence and the bulkhead but will follow-up and provide this information to the Board when he receives it.
- Discussion ensued regarding the slope of the lake. Mr. Cassel stated this lake was not built as a 4-1 slope it was built as 3-1, however will take a look at his notes and get back to the Board with regard to this concern.
- Discussion ensued regarding the differences between a 4-1 and 3-1 slope.
- The question arose when was the last audit selection committee done? Mr. Cassel responded it was done three years ago. He informed the Board every five years you have to go out to bid for an auditor as the State does not allow the same auditor auditing a governmental entity forever.
- Mr. Cassel explained the auditing process performed by the auditing companies to the Board.

FOURTH ORDER OF BUSINESS

Attorney's Report

There being no report, the next order of business followed.

FIFTH ORDER OF BUSINESS

Supervisor Requests

- Discussion ensued regarding the holiday lights.

SIXTH ORDER OF BUSINESS

Audience Comment Period

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

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SEVENTH ORDER OF BUSINESS

Approval of Financial Report, Check Register and Invoices as of August 31, 2017

- Collected 1% more than what was budgeted on the revenues.
- In August 84% of the budget had been expended.
- Tax collection is 100%

On MOTION by Ms. West, seconded by Mr. Marocco with all in favor, the financial report, check register and invoices as of August 31, 2017, were approved.

EIGHTH ORDER OF BUSINESS

Approval of the Minutes of the July 13, 2017 Meeting

On MOTION by Mr. Marocco, seconded by Ms. West with all in favor, the minutes of the July 13, 2017 meeting was approved.

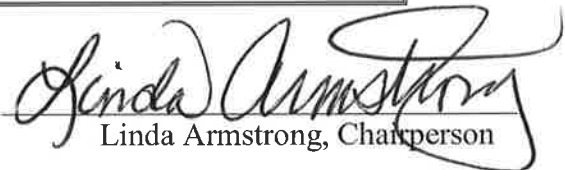
NINTH ORDER OF BUSINESS

Adjournment

There being no further business,

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


Kenneth Cassel, Secretary


Linda Armstrong, Chairperson