

**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, August 13, 2015 and called to order at 12:31 p.m. in the First Floor Conference Room; Dania Beach City Hall; 100 West Dania Beach Boulevard; Dania Beach, Florida.

Present and constituting a quorum were:

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

Also present were:

Kenneth Cassel	District Manager
Michael Pawelczyk	District Attorney

The following is a summary of the discussions and actions taken at the August 13, 2015 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.

- All CDD information will be sent to both the new and old e-mail addresses until such time as the old e-mail addresses no longer work.

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 Adoption of the Budget for Fiscal Year 2016

The Public Hearing to consider adoption of the Fiscal Year 2016 Budget was opened.

There being no public present,

On MOTION by Ms. Armstrong seconded by Mr. Barak with all in favor, the Public Hearing to consider adoption of the Fiscal Year 2016 Budget was closed.

A. Resolution 2015-04 Annual Appropriations for Fiscal Year 2016

- This is the same budget as previously proposed.
- The assessments are flat.

There being no comments or questions,

On MOTION by Ms. DiComo seconded by Ms. Armstrong with all in favor, Resolution 2015-04 Relating to the Annual Appropriations of the District and Adopting the Budget for the Fiscal Year Beginning October 1, 2015, and Ending September 30, 2016; and Referencing the Maintenance and Benefit Special Assessments to be Levied by the District for said Fiscal Year, was adopted.

B. Resolution 2015-05, Levying and Imposing a Non- Ad Valorem Assessment

There being no comments or questions,

On MOTION by Mr. Barak seconded by Mr. Marocco with all in favor, Resolution 2015-05 Levying and Imposing a Non-Ad Valorem Maintenance Special Assessment for the District for Fiscal Year 2016, was adopted.

FOURTH ORDER OF BUSINESS

District Manager’s Report

A. Proposed Meeting Schedule for Fiscal Year 2016

- There is a conflict with the schedule which is the reason the September 2016 meeting is on the third Thursday.
- The District meetings are advertised for 12, but Mr. Cassel is going to try to cancel every other month. This saves on advertising.
- Mr. Cassel indicated cancelled meetings will be posted on the website.

- Mr. Pawelczyk mentioned the possibility of putting meeting schedules on the website without having to advertise in the future.

There being no further discussion,

ON MOTION by Mr. Barak seconded by Mr. Marocco with all in favor, the Meeting Schedule for Fiscal Year 2016 was approved.

B. Consideration of Engagement Letter from Berger, Toombs, Elam, Gaines & Frank to Perform the Fiscal Year 2015 Audit

- This is not the time to go out for RFP. It is usually done every three to five years.
- The fees have remained flat from last year.

ON MOTION by Ms. Armstrong seconded by Ms. West with all in favor, the Engagement Letter from Berger, Toombs, Elam, Gaines & Frank to Perform the Fiscal Year 2015 Audit was approved.

C. July Report from Aquatic Experts, Inc.

Mr. Cassel presented the report from Mr. Lunetta; a copy of which is attached hereto and made part of the public record.

- Mr. Cassel presented a proposal from Glen Hanks Consulting Engineers, which was not on the agenda.
- The five-year certification for the storm water management system is up for renewal. It was last done in 2009/2010.
- Once inspections are completed, Mr. Hanks will submit Field Notes to Mr. Cassel. Mr. Cassel will take the field notes and prepare a proposal directly with the company who cleans the drains, if it is, in fact, necessary.
- Mr. Hanks would do another inspection once the cleaning is done, charging an hourly rate.

There being no further discussion,

On MOTION by Ms. DiComo seconded by Mr. Marocco with all in favor, the proposal from Glen Hanks Consulting Engineers, Inc. for renewal of the storm water permit, was approved.

FIFTH ORDER OF BUSINESS

Attorney's Report

- All Form 1 documents were submitted.

SIXTH ORDER OF BUSINESS

Supervisors' Requests

- Mr. Cassel indicated trees were planted on Griffin Road.
- They are looking at a different type of grass.

SEVENTH ORDER OF BUSINESS

Audience Comment Period

There being no audience members present, the next item followed.

EIGHTH ORDER OF BUSINESS

Approval of the Financial Reports and Checks Registers as of June 30, 2015

Mr. Cassel indicated the CDD is 98.52% collected.

There being no comments or questions,

On MOTION by Ms. Armstrong seconded by Ms. DiComo with all in favor, the Financial Reports and Check Registers as of June 30, 2015 were approved.

NINTH ORDER OF BUSINESS

Approval of Minutes of the July 9, 2015 Meeting

Mr. Cassel stated each Board member received a copy of the Minutes of the July 9, 2015 Meeting; and requested any additions, corrections or deletions.

There not being any,

On MOTION by Ms. Armstrong seconded by Mr. Barak with all in favor, the Minutes of the July 9, 2015 Meeting were approved.

TENTH ORDER OF BUSINESS


Adjournment

There being no further business,

On MOTION by Ms. Armstrong seconded by Ms. West with all in favor, the meeting was adjourned at approximately 1:00 p.m.



 Kenneth Cassel
 Secretary



 Teresa West
 Chairperson