

**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, December 11, 2014 and called to order at 12:32 p.m. at the City of Dania Beach Department of Parks & Recreation; Frost Park Recreational Complex; 300 NE 2<sup>nd</sup> Street; Dania Beach, Florida 33004.

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 Counsel

*The following is a summary of the discussions and actions taken at the December 11, 2014 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**

**Organizational Matters**

**A. Oath of Office for Newly Elected Supervisors by General Election  
(Ms. Linda Armstrong and Ms. Teresa West)**

*Mr. Cassel being a Notary Public of the State of Florida administered the Oath of Office to Ms. Armstrong and Ms. West; copies of the signed Oaths are attached hereto and made a part of the public record.*

- All \$10 commission fees have been paid.

**B. Designation of Officers – Resolution 2015-1**

Mr. Cassel presented Resolution 2015-1 for adoption; a copy of which will be entered into the official record.

Upon further discussion,

On MOTION by Ms. Armstrong seconded by Mr. Barak with all in favor, Resolution 2015-1 Designating Officers of the District, with Ms. Teresa West to serve as Chairperson, Ms. Linda Armstrong to serve as Vice Chairperson; Mr. Kenneth Cassel to remain as Secretary; Mr. Stephen Bloom to remain as Treasurer; Mr. Robert Koncar to remain as Assistant Treasurer; and Mr. Benny Barak, Ms. Madeline DiComo and Mr. Peter Marocco to serve as Assistant Secretaries, was adopted.

**FOURTH ORDER OF BUSINESS**

**District Manager's Report**

**A. Review of Landscape Proposal Options**

- This item was inadvertently carried over from the last agenda.

**B. November 18, 2014 Report from Aquatic Experts, Inc.**

Mr. Cassel presented the November 18, 2014 report from Aquatic Experts, Inc. for the Board's information; a copy of which will be entered into the official record.

**C. Motion to Assign Fund Balance as of September 30, 2014**

Mr. Cassel presented a motion to assign the fund balance as of September 30, 2014; a copy of which will be entered into the official record.

- This is a requirement of GASB54.

There being no comments or questions,

On MOTION by Ms. DiComo seconded by Mr. Marocco with all in favor, assignment of the fund balance as of September 30, 2014 was approved.

**D. Consideration of Engagement Letter from Berger, Toombs, Elam, Gaines & Frank to Perform the Fiscal Year 2014 Audit**

The Audit Engagement Letter was presented for the Board’s review and approval; a copy of which will be entered into the official record.

- The amount was carried over, as this was originally a three-year contract.

There being no further discussion,

On MOTION by Ms. DiComo seconded by Mr. Marocco with all in favor, the Engagement Letter from Berger, Toombs, Elam, Gaines & Frank to perform the Audit for the Fiscal Year ended September 30, 2014, was approved.

**FIFTH ORDER OF BUSINESS**

**Attorney’s Report**

- Mr. Pawelczyk commented the airport noise is not a CDD issue.

**SIXTH ORDER OF BUSINESS**

**Supervisors’ Requests**

- Ms. West asked about the process for the landscapers.
  - Ms. DiComo commented there are bids out for a new company.
  - Nothing can be done with the landscaping until the HOA settles their issues.
- Planting on the walls was discussed.

**SEVENTH ORDER OF BUSINESS**

**Audience Comment Period**

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

**EIGHTH ORDER OF BUSINESS**

**Approval of Financial Reports and Check Registers for September 30, 2014 and October 31, 2014**

Mr. Cassel presented the Financial Reports and Check Registers as stated above, for the Board’s review and approval; copies of which will be entered into the official record.

There being no comments or questions,

On MOTION by Ms. DiComo seconded by Mr. Barak with all in favor, the Financial Reports and Check Registers for September 30, 2014 and October 31, 2014 were approved.

**NINTH ORDER OF BUSINESS**

**Approval of the Minutes of the  
October 9, 2014 Meeting**

Mr. Cassel stated each Board member received a copy of the Minutes of the October 9, 2014 Meeting; and requested any additions, corrections or deletions.

There not being any,

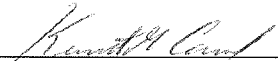
On MOTION by Ms. DiComo seconded by Mr. Barak with all in favor, the Minutes of the October 9, 2014 Meeting were approved.


**TENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. DiComo seconded by Mr. Barak with all in favor, the meeting was adjourned at approximately 12:58 p.m.

  
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Kenneth Cassel  
Secretary

  
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Teresa West  
Chairperson