

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

A meeting of the Board of Supervisors of the Golden Lakes Community Development District was held on Tuesday, November 1, 2011 at 10:00 a.m. at the Club at Eaglebrooke, 1300 Eaglebrooke Boulevard, Lakeland, Florida.

Present and constituting a quorum were:

Rich Weaver	Chairman
John L. Knapp	Vice Chairman
Anthony J. Stevens	Assistant Secretary
Michael Turner	Assistant Secretary

Also present were:

Gary Moyer	Manager
Scott Clark	Attorney
Steven C. Shealey, PA	Engineer
Lou Ellen Wilson	LE Wilson & Associates, Inc.

The following is a summary of the minutes and actions taken at the November 1, 2011 Golden Lakes CDD Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Approval of the Minutes of the August 9, 2011 Meeting

Mr. Weaver stated each Board member received a copy of the minutes of the August 9, 2011 meeting and requested any corrections, additions or deletions.

There not being any,

On MOTION by Mr. Knapp seconded by Mr. Stevens with all in favor the minutes of the August 9, 2011 meeting were approved.

THIRD ORDER OF BUSINESS

Manager's Report

A. **Consideration of Engagement Letter with Berger, Toombs, Elam, Gaines & Frank to Perform the Financial Audit for Fiscal Year 2011**

Mr. Moyer reviewed the engagement letter. The fee will not exceed \$5,000.

On MOTION by Mr. Stevens seconded by Mr. Knapp with all in favor the engagement letter with Berger, Toombs, Elam, Gaines & Frank to perform the financial audit for fiscal year 2011 was approved.

B. Implementation of GASB 54

Mr. Moyer reviewed the memorandum from Mr. Bloom regarding GASB 54 and how it affects the District's financial statements.

- There are five categories for fund balance.
 - *Non-spendable Fund Balance* is for deposits on hold which the District does not have access to.
 - *Restricted Fund Balance* is constrained by limitations such as with bonds.
 - *Committed Fund Balance* is for items the Board wants to set money aside for such as a capital project.
 - *Assigned Fund Balance* is to be used for a specific purpose such as first quarter operating expenses.
 - *Unassigned Fund Balance* is available for any purpose such as undesignated reserves.
- The financial statements through September 30, 2011 show the balance sheet used in the past as well as a balance sheet with GASB 54 requirements.
- Mr. Moyer allocated reserves for sidewalks, streetlights, the guardhouse roof and roadways. The balance is unassigned. The Board can make changes to funds allocated under *assigned fund balance* by motion.

The record will reflect Mr. Turner joined the meeting.

FOURTH ORDER OF BUSINESS

Attorney's Report

A. Discussion of Sidewalk Maintenance

Mr. Clark reviewed a memorandum he distributed to the Board regarding maintenance of sidewalk areas, a copy of which is attached hereto and made a part of the public record.

- After review and discussions with the District engineer the conclusion was made the sidewalks are located within the District's right-of-way; therefore, it is the District's responsibility to maintain them.
- The Board will have to adopt a maintenance program for sidewalks. Mr. Clark recommends inspecting sidewalks once a year.

- The District is not required to provide landscape maintenance to areas where there are no sidewalks or homes unless it is a safety hazard.

FIFTH ORDER OF BUSINESS

Engineer's Report

A. Summary of District Maintenance Responsibilities

Mr. Shealey reported the following:

- There are two options to correct drainage issues on Vista Hills Drive.
 - Repair critical areas under the road by slip lining with CIPP liners at a cost of \$14,820.
 - Repair all bad areas with slip lined PVC or CIPP liners at a cost of \$24,690.
- A detailed report was provided to the Board regarding drainage system damage near 1217 Vista Hills Drive.
- Mr. Weaver is not happy with how the drainage structure was constructed and questioned whether they can confront the developer. Mr. Clark does not recommend confronting the developer for one small area; however, if large portions of the District's structure have similar issues needing to be addressed, the District can approach the developer.
- Mr. Weaver stated the Board needs to determine what needs to be videoed, how much it will cost and determine who built the structures and when were they built.
- With regard to the drainage issue by the wall at 6567 Eagle Ridge Way, Mr. Shealey recommended pouring 32 square feet of concrete around the outfall pipe with a footer. The cost is \$2,160.
- The Board discussed options to repair drainage issues. Mr. Weaver asked Mr. Shealey whether he recommends the \$14,820 repair for Vista Hills or the \$24,690 repair. Mr. Shealey recommended the \$14,820 repair.
- Ms. Wilson obtained a quote to repair all sidewalks for \$7,875.
- All necessary maintenance repairs discussed total approximately \$61,000. The Board discussed where they can pull the funds from in the budget. Mr. Moyer stated the District has \$20,000 under *capital improvements*, \$10,000 under *stormwater ponds* and \$22,000 under *R&M reserves*. Any remaining funds will come from *unassigned reserves*.

On MOTION by Mr. Turner seconded by Mr. Knapp with all in favor \$9,000 from *unassigned reserves* will be reallocated and staff was directed to repair the washout along the wall at a cost of \$2,160, proceed with Alternative 1 for the Vista Hills drainage repairs at an approximate cost of \$14,820, video all the stormwater system at a cost not to exceed \$36,000 and repair sidewalks at a cost of \$7,875.

- If the results from videoing the stormwater system are dire, the Board will hold a special meeting to discuss.
- Mr. Shealey summarized the following District maintenance responsibilities.
 - The District owns 36.82 acres of property. Approximately 32 acres is roads, right-of-ways and open space tracks attached to the right-of-ways. Approximately four acres consist of stormwater system.
 - There is a stormwater system located in the Eaglebrooke North Preserve. There is a 50 foot wide easement, located behind the lots, the District is responsible for.
 - There are four stormwater permits. One is for the golf course maintenance area, which the District is not responsible for. The other three are the District's responsibility.
 - There are 155 stormwater manhole structures.
 - There are 6.7 miles of road within the District.
 - The District has three ponds it is responsible for. One of them has never been cleaned out. Any clearing of the ponds is only for aesthetics. Inspections do not need to be conducted until the middle to end of 2012.
- The Board requested staff look at the concrete apron at Carter Road where the pavers hit the apron and obtain proposals from Joe's Fixs Home Maintenance.

SIXTH ORDER OF BUSINESS

CAM Report

Ms. Wilson distributed her status report and the following was discussed:

- The retention area preserve was bush hogged and trash was removed from the ponds.
- The bathrooms at the guardhouse were remodeled.
- A \$1,600 credit was used to replace shrubs.
- Valley Crest has a work order to fill in the man made hole between The Preserve and Grandview.

- Weber Environmental submitted a quote for common area landscaping in the amount of \$78,840. The District is currently paying Valley Crest \$75,240 for the same services.
- The light poles and sign poles were painted. Some numbers are missing from the light poles and two speed limit signs still need to be completed. They will be completed within two weeks.
- All missing letters on street signs were replaced.
- A quote was obtained for 11 crossing signs. Panels are \$25 each. It will cost \$132 to install them on the existing posts. The cost to paint the existing signs is \$55 each.
- A breakdown was provided of sidewalk areas needing repair. A notice will be posted on the website and a sign will be placed at the entrance notifying residents of sidewalk repairs.
- Quotes were obtained for pool service.
 - Chip's Pool Care quoted \$200 a month for service twice a week.
 - Better Pool Services quoted \$110 a month for service once a week.
 - Goodwin Consulting Group quoted \$200 a month for service once a week.
 - Dolphin Pool quoted \$150 a month for service once a week.
- Mr. Rice evaluated the air conditioner at the guardhouse. The current unit cannot be more efficient because of the amount of time the door is kept open. A new energy efficient unit can be installed; however, savings will be too minimal to justify the cost of a new unit. The Board requested Ms. Wilson look into what is running the meter so high in order to determine how to reduce energy expenses.
- Williams Fence Company will provide a quote to repair the gap in the fence at The Preserve.
- Five vehicles were sent certified towing notices.
- A third quote was obtained for security cameras. SoundWaves quoted \$2,622.52. This item was tabled for the next fiscal year.
- A resident, Mr. Fulmer, requested speed bumps for Eaglebrooke Drive.

SEVENTH ORDER OF BUSINESS

Supervisors' Requests

The following was discussed:

- Mr. Knapp reported the superintendant requested posting an additional sign underneath the sign at the entranceway with an arrow and the words "this way to the maintenance shed." There are two more wooden green signs after you turn. He wants to replace them with decorative signs stating "this way to the maintenance shed." There being no objection from the Board, Mr. Knapp will work with Ms. Wilson on the signs.
- The ballard lights continuously get knocked over. Mr. Knapp recommends an eight to nine foot pole with lights at the entrance in place of the ballards. Mr. Weaver requested proposals to replace the ballards with a light pole.
- Parents are still parking on common area causing damage to sprinkler heads. No action will be taken at this time.

EIGHTH ORDER OF BUSINESS

Audience Comments

There not being any, the next item followed.

NINTH ORDER OF BUSINESS

Approval of Financial Statements

The Board reviewed the financial statements and invoices.

On MOTION by Mr. Turner seconded by Mr. Knapp with all in favor the financials statements were approved.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Turner seconded by Mr. Knapp with all in favor the meeting was adjourned.



Gary Moyer
Secretary



Rich Weaver
Chairman