



**ARBORWOOD
COMMUNITY DEVELOPMENT
DISTRICT**

**LEE COUNTY
REGULAR BOARD MEETING
FEBRUARY 20, 2023
9:00 A.M.**

Special District Services, Inc.
27499 Riverview Center Boulevard, #253
Bonita Springs, FL 33134

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AGENDA
ARBORWOOD COMMUNITY DEVELOPMENT DISTRICT
Amenity Center Community Room
Somerset at the Plantation
10401 Dartington Drive
Fort Myers, Florida, 33913
REGULAR BOARD MEETING
February 20, 2023
9:00 A.M.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. January 16, 2023 Regular Board Meeting.....Page 2
- G. Old Business
- H. New Business
 - 1. Update on Tree Line Lighting and Repairs
 - 2. Update on FPL Account
 - 3. Update on Arborwood Preserve Sharing on Drain Inspection Costs – Evans Follow-Up
 - 4. Update on Tree Line/Plantation Gardens New Developments Assessment Analysis
- I. Administrative Matters
 - 1. Manager’s Report
 - a. Financials.....Page 6
 - 2. Attorney’s Report
 - 3. Engineer Report
 - 4. Field Inspectors Report
- J. Board Members Comments
- K. Adjourn

Miscellaneous Notices



Published in The News-Press on February 10, 2023

Location

Lee County,

Notice Text

NOTICE OF REGULAR BOARD MEETING ARBORWOOD COMMUNITY DEVELOPMENT DISTRICT The Board of Supervisors (the "Board") of the Arborwood Community Development District (the "District") will hold a Regular Board Meeting (the "Meeting") on February 20, 2023, at 9:00 a.m. in the Amenity Center Community Room, Somerset at the Plantation, 10401 Dartington Drive, Fort Myers, Florida, 33913. The purpose of the Regular Board Meeting is for the Board to consider any business which may properly come before it. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The Meeting may be continued in progress without additional notice to a time, date, and location stated on the record. A copy of the agenda for the Meeting may be obtained from the District's website or by contacting the District Manager, Special District Services, at (941) 223-2475. There may be occasions when one or more Supervisors will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this Meeting is asked to advise the District Office at least forty-eight (48) hours before the Meeting by contacting the District Manager at (561) 630-4922. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office. A person who decides to appeal any decision made at the Meeting with respect to any matter considered at the Meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based. Meetings may be cancelled from time to time without advertised notice. District Manager Arborwood Community Development District www.arborwoodcdd.org Ad#5586902 February 10, 2023

**ARBORWOOD COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 16, 2023**

A. CALL TO ORDER

The January 16, 2023, Regular Board Meeting of the Arborwood Community Development District (the “District”) was called to order at 9:07 a.m. in the Amenity Center Community Room of the Somerset at the Plantation located at 10401 Dartington Drive, Fort Myers, Florida 33913.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Fort Myers News-Press* on October 6, 2022, as part of the District’s Fiscal Year 2022/2023 Meeting Schedule, as legally required.

C. SEAT NEW BOARD MEMBER

D. ADMINISTER OATH OF OFFICE AND REVIEW BOARD MEMBER RESPONSIBILITIES & DUTIES

Ms. Krizen administered the oath to Karin Hagen. Mr. Haber reviewed the public records and Sunshine Law requirements.

E. ESTABLISH A QUORUM

It was determined that the attendance of the following Supervisors constituted a quorum and it was in order to proceed with the meeting:

Chairman	Joan Pattison	Present
Vice Chairman	Jeff Gordish	Present via phone
Supervisor	Jack Aycock	Present
Supervisor	Donald Schrottenboer	Present
Supervisor	Karin Hagen	Present

Staff members in attendance were:

District Manager	Michelle Krizen	Special District Services, Inc.
General Counsel	Wes Haber (via phone)	Kutak Rock, LLC
District Engineer	Josh Evans (via phone)	JR Evans Engineering
Field Inspector	Bohdan Hirniak	

Also present was Bethany Bosious of Woods & Wetlands.

F. ELECTION OF OFFICERS

The following slate of officers was elected on a **motion** made by Mr. Aycock, seconded by Mr. Schrotenboer and passed unanimously:

- Chairperson Joan Pattison
- Vice Chairman Jeff Gordish
- Secretary/Treasurer Michelle Krizen
- Assistant Secretaries Jack Aycock, Donald Schrotenboer, Karin Hagen, Kathleen Meneely

G. ADDITIONS OR DELETIONS TO THE AGENDA

There was a consensus of the Board to add an electrical update under Board Member Comments.

H. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

I. APPROVAL OF MINUTES

1. November 28, 2022, Special Board Meeting

The November 28, 2022, Special Board Meeting minutes were presented for consideration.

It was noted that Donald Schrodenboh's name was misspelled. It should be spelled "Schrotenboer."

A **motion** was then made by Mr. Aycock, seconded by Mr. Schrotenboer and passed unanimously approving the November 28, 2022, Special Board Meeting minutes, as amended.

J. OLD BUSINESS

There were no Old Business items to come before the Board.

K. NEW BUSINESS

1. Consider Proposal for Treeline Preserve Maintenance

Ms. Brosious presented a proposal from Woods & Wetlands to treat the area for nuisance, Category I and II species. This is required in order to remain in compliance with our permits. We have received a notice of noncompliance. The eastern/northern area needs to be treated now, but the southern balance and the entire area can wait until the next fiscal year. This should be an annual treatment.

A **motion** was made by Mr. Gordish, seconded by Mr. Schrotenboer and passed unanimously approving the proposal from Woods & Wetlands in the amount of \$4,500, to treat the area for nuisance, Category I and II species, as presented.

2. Consider Resolution No. 2023-01 – Authorizing Electronic Approvals and Check Signers

Resolution No. 2023-01 was presented, entitled:

RESOLUTION NO. 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARBORWOOD COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Ms. Hagen, seconded by Mr. Aycock and passed unanimously adopting Resolution No. 2023-01, updating the signers to the current District Manager and Chair.

L. ADMINISTRATIVE MATTERS

1. Manager's Report

a. Consider Individual Board Member Acceptance/Waiver of Supervisor Stipend

All the Board Members confirmed that they would like to be paid the stipend, \$200 per meeting, not to exceed \$4,800 annually.

b. Meeting Schedule

The Board was advised of the next Board Meeting scheduled for February 20, 2023.

c. Financials

The budget was presented for the fiscal year October to September. The Board asked for confirmation that the first column was the running total and the second column tells the amount budgeted. A discussion ensued about the presentation of the budget with running totals makes it difficult to know if there are going to be overages. There was a consensus of the Board to keep the current format and Board Members will ask questions when they arise.

2. Attorney's Report

The property owner signage easement had previously been approved by the Board. Mr. Haber has reviewed the document and he has no concerns with signing it. The landowner would like the easement and will release the CDD from all obligations relative to that easement.

3. Engineer's Report

Mr. Evans started the lake bank inspection and will likely have a report at the next meeting. The pipe inspection (10%) has not yet been started, but there will be a work order for consideration at the next meeting.

4. Field Inspector's Report

Mr. Hirniak advised that the lakes were functioning as designed. Fish, birds and wildlife are present. Rain is following a seasonal pattern and has been low for the past month. Clarke has been bought out by Solitude and they will be honoring all current contracts.

M. BOARD MEMBER COMMENTS

Mr. Gordish reported that the FPL had updated the Treeline meter to the correct code. The previous account was closed and we should now have lower bills.

There is an electric pole down on the west side Treeline by the intersection with Plantation Gardens Drive that has been down since before the hurricane. Ms. Meneely previously contacted Doug McIntyre regarding this item. Ms. Krizen will follow up with him.

Following up on some action items from the last meeting, Mr. Schrotenboer asked for updates. Mr. Evans will ask Arborwood Preserves to cost share the sewer viewer. Special District Services will have someone available for updates and questions on the methodology concurrently during the budget process.

N. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Schrotenboer, seconded by Ms. Hagen and passed unanimously adjourning the Regular Board Meeting at 10:15 a.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

**Arborwood Community Development District
Budget vs. Actual
October 2022 through January 2023**

	<u>Oct '22 - Jan 23</u>	<u>22/23 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
01-3100 · O & M Assessments (On-Roll)	460,457.37	503,606.00	-43,148.63	91.43%
01-3305 · O&M Assesments-Off Roll-Lennar	0.00	1,011.00	-1,011.00	0.0%
01-3812 · Debt Assessments (2018)	2,410,812.65	2,636,069.00	-225,256.35	91.46%
01-3818 · Debt Assessments (2014)	552,207.00	603,623.00	-51,416.00	91.48%
01-3822 · Debt Assess-Pd To Trustee-2018	-2,307,179.40	-2,530,626.00	223,446.60	91.17%
01-3829 · Debt Asses-Pd To Trustee-2014	-528,469.45	-609,673.00	81,203.55	86.68%
01-3830 · Assessment Fees	-10,069.50	-10,000.00	-69.50	100.7%
01-3831 · Assessment Discounts	-137,095.22	-149,732.00	12,636.78	91.56%
01-3922 · Debt Direct Bill - Lennar (2014)	0.00	30,195.00	-30,195.00	0.0%
01-9400 · Other Revenue	0.00	18,000.00	-18,000.00	0.0%
Total Income	440,663.45	492,473.00	-51,809.55	89.48%
Expense				
01-1130 · Payroll Tax Expense	91.80	880.00	-788.20	10.43%
01-1131 · Supervisor Fees	1,200.00	11,000.00	-9,800.00	10.91%
01-1310 · Engineering	13,756.00	32,500.00	-18,744.00	42.33%
01-1311 · Management Fees	12,856.00	38,568.00	-25,712.00	33.33%
01-1313 · Website Management	666.64	2,000.00	-1,333.36	33.33%
01-1315 · Legal Fees	1,176.50	22,000.00	-20,823.50	5.35%
01-1318 · Assessment/Tax Roll	0.00	5,000.00	-5,000.00	0.0%
01-1320 · Audit Fees	0.00	5,350.00	-5,350.00	0.0%
01-1321 · Amortation Schedule	0.00	500.00	-500.00	0.0%
01-1330 · Arbitrage Rebate Fee	0.00	2,000.00	-2,000.00	0.0%
01-1450 · Insurance	10,839.00	12,000.00	-1,161.00	90.33%
01-1480 · Legal Advertisements	653.44	5,500.00	-4,846.56	11.88%
01-1512 · Miscellaneous	414.11	3,300.00	-2,885.89	12.55%
01-1513 · Postage and Delivery	88.55	1,150.00	-1,061.45	7.7%
01-1514 · Office Supplies	195.65	2,300.00	-2,104.35	8.51%
01-1540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
01-1550 · Trustee Fees - 2005 School	0.00	30,000.00	-30,000.00	0.0%
01-1743 · Continuing Disclosure Fee	0.00	4,000.00	-4,000.00	0.0%

**Arborwood Community Development District
Budget vs. Actual
October 2022 through January 2023**

	<u>Oct '22 - Jan 23</u>	<u>22/23 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
01-1811 · Professional Fee & Permits	0.00	1,250.00	-1,250.00	0.0%
01-1815 · Miscellaneous Maint (Storm & Lighting Repairs)	13,556.01	0.00	13,556.01	100.0%
01-1816 · Treeline Preserve Maint-Exotics	0.00	6,000.00	-6,000.00	0.0%
01-1818 · DRI / Traffic Monitoring	0.00	10,000.00	-10,000.00	0.0%
01-1819 · Environmentl Cnsltng-Passarella	4,727.50	22,000.00	-17,272.50	21.49%
01-1820 · Panther Mitigation Mnt-Exotics	40,000.00	80,000.00	-40,000.00	50.0%
01-1822 · Street Lighting-Utility & Maint	2,830.70	13,000.00	-10,169.30	21.78%
01-1824 · Field Inspector - Somerset Only	6,279.60	25,500.00	-19,220.40	24.63%
01-1825 · Lake Maintenance-Somerset Only	15,356.00	46,100.00	-30,744.00	33.31%
01-1826 · Preserve Maint - Somerset Only	0.00	35,000.00	-35,000.00	0.0%
01-1827 · Flowway Maintenance	0.00	4,600.00	-4,600.00	0.0%
01-1828 · Preserve Maint (Parcel C Only)	0.00	10,800.00	-10,800.00	0.0%
01-1829 · Lake Bank Erosion Mte(Somerset)	0.00	36,500.00	-36,500.00	0.0%
01-1830 · Strmwtr Drains Ins/MTE-Somerset	0.00	20,000.00	-20,000.00	0.0%
01-1831 · Strmwtr Drains Ins (Bridgetown)	0.00	2,500.00	-2,500.00	0.0%
01-1850 · Capital Outlay - Small	0.00	1,000.00	-1,000.00	0.0%
Total Expense	<u>124,862.50</u>	<u>492,473.00</u>	<u>-367,610.50</u>	<u>25.35%</u>
Net Income	<u>315,800.95</u>	<u>0.00</u>	<u>315,800.95</u>	<u>100.0%</u>

Bank Balance As Of 1/31/23	\$ 1,626,159.85
Accounts Payable As Of 1/31/23	\$ 997,783.78
Other Assets As Of 1/31/23	\$ -
Total Fund Balance As Of 1/31/23	\$ 628,376.07

Series 2014A-1 Bond Balance As Of 1/31/23	\$ 4,410,000.00
Series 2014A-2 Bond Balance As Of 1/31/23	\$ 930,000.00
Series 2018A-1 Bond Balance As Of 1/31/23	\$ 19,900,000.00
<u>Series 2018A-2 Bond Balance As Of 1/31/23</u>	<u>\$ 6,870,000.00</u>
Total Bond Balance As Of 1/31/23	\$ 32,110,000.00