



**ARBORWOOD
COMMUNITY DEVELOPMENT
DISTRICT**

**LEE COUNTY
REGULAR BOARD MEETING
JANUARY 15, 2024
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

January 15, 2024
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. October 16, 2023 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Update Regarding Road and School Impact Fee Credits
 - 2. Update Regarding Treeline Streetlighting
 - 3. Discussion Regarding Individual Environmental Resource Permit
 - 4. Update Regarding Dead Trees
- H. New Business
 - 1. Consider Approval of Quote for Flow Way Treatment at Somerset.....Page 6
- I. Administrative Matters
 - 1. Manager’s Report
 - a. Financials.....Page 7
 - 2. Attorney’s Report
 - 3. Engineer Report
 - 4. Field Inspectors Report
 - 5. Preserves Compliance Updates
- J. Board Members Comments
- K. Adjourn

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 January 15, 2024, 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 Districts 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

January 5, 2024 9682948

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

A. CALL TO ORDER

The October 16, 2023, Regular Board Meeting of the Arborwood Community Development District (the “District”) was called to order at 9:00 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, 2023, as legally required.

C. 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
Supervisor	Jack Aycock	Present via phone
Supervisor	Donald Schrotenboer	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	Ryan Lorenz	JR Evans Engineering
Field Inspector	Bohdan Hirniak	

Also present was Bethany Brosious of Passarella & Associates as well as Gregg Berliner.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There was a consensus of the Board to add a Berm Discussion under New Business.

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

Mr. Berliner was concerned that the developer had damaged a preserve that is at the border of Bridgetown. Ms. Brosious mentioned that a similar area in the preserve was treated due to (non-native) pepper trees that had taken over the area. Ms. Brosious will check the preserve and provide an update confirming the area Mr. Berliner is concerned about is CDD property and a preserve as well as any compliance issues noted.

F. APPROVAL OF MINUTES

1. September 18, 2023, Regular Board Meeting

The September 18, 2023, Regular Board Meeting minutes were presented for consideration.

A **motion** was then made by Mr. Schrottenboer, seconded by Ms. Hagen and passed unanimously approving the September 18, 2023, Regular Board Meeting minutes, as presented.

G. OLD BUSINESS

1. Update Regarding Road and School Impact Fee Credits

Mr. Haber and Ms. Krizen have reviewed a draft of the letter that will be distributed to the parent companies with instructions on collecting the credits. Some revisions will need to be made before the letters are distributed.

2. Update Regarding Treeline Streetlighting

There is an issue with the transformer of one of the segments of lighting. This has been called into FPL and could take up to 40 days to resolve.

Mr. Aycock was correct that the proposal had an additional light pole. A revised proposal was sent to Mr. Haber who prepared an amendment to the contract with American Infrastructure Systems (AIS).

AIS is currently waiting for the materials to be delivered to begin work. Todd Lanius has spoken with the County and have an order of completion plan in place.

3. Discussion Regarding Individual Environmental Resource Permit

There were no updates regarding this item.

4. Update Regarding Dead Trees

SFWMD has approved several tree removals or topplings. A suggestion to have a list sent for approval to save time was made by SFWMD. Bethany Brosious has been out to the persevere and made a list of trees for inspection. She will coordinate for approval and direction from SFWMD.

Bridgetown has a preserve maintenance contract with the District and will coordinate their own removal as directed by the water management district and will notify the CDD Board once it has been completed.

The tree on Chadsford had a limb fall and needs to be removed quickly. The Board has received approval and will not wait to bundle this one with other trees.

H. NEW BUSINESS

1. Consider Resolution No. 2023-07 – Adopting a Fiscal Year 2022/2023 Amended Budget

Resolution No. 2023-07 was presented, entitled:

RESOLUTION NO. 2023-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARBORWOOD COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Schrottenboer, seconded by Mr. Aycock and passed unanimously adopting Resolution No. 2023-07, as presented.

2. Consider 2-Year Renewal Option – Grau & Associates

A **motion** was made by Ms. Hagen, seconded by Mr. Schrottenboer and passed unanimously approving the 2-year renewal option with Grau & Associates.

I. ADMINISTRATIVE MATTERS

1. Manager’s Report

a. Financials

Ms. Krizen presented the financial. The Board had no questions.

Ms. Krizen advised that the next meeting was scheduled for November 20, 2023.

Ms. Krizen reminded the Board Members that Seats 4 and 5 were up for re-election in November 2024. She asked that the Board Members be aware of the Lee County deadlines if you are interested in running.

2. Attorney’s Report

Mr. Haber had no updates at this time but was available for questions.

3. Engineer’s Report

Dragonfly is expected to begin work the first week of November, contingent on lake levels.

4. Field Inspector’s Report

It was noted that lake levels were increasing and functioning as intended. The rainfall is still only at 76% of the typical rainfall. There is an area with flooding during heavy rains that recedes quickly but should be monitored. Mr. Lorenz will check it out. Mr. Hirniak confirmed the trees on New Market were on the list to be shared with SFWMD.

5. Preserves Compliance Report

Ms. Brosious shared that the annual inspection would be scheduled shortly to confirm everything remains in compliance.

J. BOARD MEMBER COMMENTS

Mr. Gordish questioned the bond payoff date which is May 2036. A brief discussion ensued about bond structures and restructuring.

Mr. Gordish noticed a few parcels on the GIS map that are not correct. He will email those properties to Mr. Lorenz, Mr. Evans and Ms. Krizen to have the adjustments made to the map.

K. 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 9:39 a.m.

Secretary/Assistant Secretary

Chair/Vice-Chair



Property Name Somerset at Arborwood CDD
Description Quote includes labor and chemical to treat the flow way.

Created Date 1/3/2024
Quote Number 00005538

Prepared By Collin Brown
Phone (561) 889-7385
Email collin.brown@solitudelake.com

Contact Name Bohdan Hirniak

Product	Quantity	Sales Price	Total Price
ECOMAZAPYR 2 SL (2.5 gal)	1.00	\$0.96	\$0.96
Labor	6.00	\$107.00	\$642.00
Poast (2.5 Gal)	1.00	\$1.35	\$1.35

Taxes may be applicable Total Price \$644.31

Quote Acceptance Information

Signature _____
Name _____
Title _____
Date _____

Arborwood Community Development District
Budget vs. Actual
October through December 2023

	<u>Oct - Dec 23</u>	<u>23/24 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
01-3100 · O & M Assessments	442,004.81	539,375.00	-97,370.19	81.95%
01-3812 · Debt Assessments (2018)	2,157,808.35	2,633,569.00	-475,760.65	81.94%
01-3818 · Debt Assessments (2014)	506,915.80	618,715.00	-111,799.20	81.93%
01-3822 · Debt Assess-Pd To Trustee-2018	-2,063,156.40	-2,528,226.00	465,069.60	81.61%
01-3829 · Debt Asses-Pd To Trustee-2014A1	-484,680.15	-593,966.00	109,285.85	81.6%
01-3830 · Assessment Fees	-11,715.00	-10,000.00	-1,715.00	117.15%
01-3831 · Assessment Discounts	-124,533.77	-151,642.00	27,108.23	82.12%
01-9400 · Other Revenue	0.00	18,000.00	-18,000.00	0.0%
Total Income	422,643.64	525,825.00	-103,181.36	80.38%
Expense				
01-1130 · Payroll Tax Expense	76.50	880.00	-803.50	8.69%
01-1131 · Supervisor Fees	1,000.00	11,000.00	-10,000.00	9.09%
01-1310 · Engineering	868.83	50,000.00	-49,131.17	1.74%
01-1311 · Management Fees	9,930.00	39,720.00	-29,790.00	25.0%
01-1313 · Website Management	499.98	2,000.00	-1,500.02	25.0%
01-1315 · Legal Fees	1,584.50	22,000.00	-20,415.50	7.2%
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%
01-1330 · Arbitrage Rebate Fee	0.00	2,000.00	-2,000.00	0.0%
01-1332 · Amortization Schedule Fee	0.00	500.00	-500.00	0.0%
01-1450 · Insurance	12,466.00	12,000.00	466.00	103.88%
01-1480 · Legal Advertisements	480.58	5,500.00	-5,019.42	8.74%
01-1512 · Miscellaneous	458.10	3,300.00	-2,841.90	13.88%
01-1513 · Postage and Delivery	131.31	1,150.00	-1,018.69	11.42%
01-1514 · Office Supplies	154.25	2,300.00	-2,145.75	6.71%
01-1540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
01-1555 · Trustee Fees	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%
01-1811 · Professional Fee & Permits	0.00	1,250.00	-1,250.00	0.0%
01-1816 · Treeline Preserve Maint-Exotics	0.00	6,000.00	-6,000.00	0.0%

Arborwood Community Development District
Budget vs. Actual
October through December 2023

	<u>Oct - Dec 23</u>	<u>23/24 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
01-1818 · DRI / Traffic Monitoring	0.00	10,000.00	-10,000.00	0.0%
01-1819 · Environmentl Cnsltng-Passarella	4,140.30	22,000.00	-17,859.70	18.82%
01-1820 · Panther Mitigation Mnt-Exotics	0.00	80,000.00	-80,000.00	0.0%
01-1822 · Street Lighting-Utility & Maint	1,282.31	10,000.00	-8,717.69	12.82%
01-1824 · Field Inspector - Somerset Only	6,222.48	25,500.00	-19,277.52	24.4%
01-1825 · Lake Maintenance-Somerset Only	11,517.00	46,100.00	-34,583.00	24.98%
01-1826 · Preserve Maint - Somerset Only	11,250.00	35,000.00	-23,750.00	32.14%
01-1827 · Flowway Maintenance	0.00	4,600.00	-4,600.00	0.0%
01-1828 · Preserve Maint (Parcel C Only)	0.00	7,000.00	-7,000.00	0.0%
01-1829 · Lake Bank Erosion Mte(Somerset)	0.00	45,000.00	-45,000.00	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%
01-1839 · Lake Bank Inspection-Somerset	0.00	6,500.00	-6,500.00	0.0%
01-1840 · Lake Bank Inspection-Bridgetown	0.00	6,500.00	-6,500.00	0.0%
01-1850 · Capital Outlay - Small	0.00	1,000.00	-1,000.00	0.0%
Total Expense	<u>62,237.14</u>	<u>525,825.00</u>	<u>-463,587.86</u>	<u>11.84%</u>
Net Income	<u>360,406.50</u>	<u>0.00</u>	<u>360,406.50</u>	<u>100.0%</u>

Bank Balance As Of 12/31/23	\$ 795,115.98
Accounts Payable As Of 12/31/23	\$ 5,474.66
Other Assets As Of 12/31/23	\$ -
Total Fund Balance As Of 12/31/23	\$ 789,641.32

Series 2014A-1 Bond Balance As Of 12/31/23	\$ 4,220,000.00
Series 2014A-2 Bond Balance As Of 12/31/23	\$ 890,000.00
Series 2018A-1 Bond Balance As Of 12/31/23	\$ 18,750,000.00
<u>Series 2018A-2 Bond Balance As Of 12/31/23</u>	<u>\$ 6,470,000.00</u>
Total Bond Balance As Of 12/31/23	\$ 30,330,000.00