



**ARBORWOOD
COMMUNITY DEVELOPMENT
DISTRICT**

**LEE COUNTY
REGULAR BOARD MEETING
DECEMBER 15, 2025
9:00 A.M.**

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

www.arborwoodcdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
ARBORWOOD COMMUNITY DEVELOPMENT DISTRICT
Amenity Center Community Room
Somerset at the Plantation
10401 Dartington Drive
Fort Myers, Florida, 33913
REGULAR BOARD MEETING
December 15, 2025
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. November 17, 2025 Regular Board Meeting Minutes.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Approval of Proposal from Woods and Wetland for Preserve Maintenance.....Page 0
 - 2. Consider Approval of Proposal from Sewer Viewer for Pipe Cleaning.....Page 0
- I. Administrative Matters
 - 1. Attorney’s Report
 - 2. Engineer Report
 - 3. Field Inspectors Report – Sommerset
 - 4. Preserve Compliance Updates
 - 5. Bridgetown Report.....Page 0
 - 6. Manager’s Report
 - a. Financials.....Page 0
- J. Board Member 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 December 15, 2025, 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 (www.arborwoodcdd.org) 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

PUBLISH: FORT MYERS NEWS-PRESS 12/05/25

**ARBORWOOD COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 17, 2025**

A. CALL TO ORDER

The November 17, 2025, 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 10, 2025, as part of the District’s Fiscal Year 2025/2026 Meeting Schedule, 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	Jeff Gordish	Present
Vice Chairperson	Karin Hagen	Present
Supervisor	Jack Aycock	Present
Supervisor	Donald Schrotenboer	Present
Supervisor	Christopher Anderson	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	Special District Services, Inc.

Also presented was Bethany Brosious of Passarella & Associates.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

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

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

F. APPROVAL OF MINUTES

1. October 20, 2025, Regular Board Meeting

The minutes of the October 20, 2025, Regular Board Meeting were presented for consideration.

It was noted under the Auditor Committee Selection Meeting that the word “cheaper” should be replaced with “lower cost.”

A **MOTION** was made by Ms. Hagen, seconded by Mr. Gordish and passed unanimously approving the minutes of the October 20, 2025 Regular Board Meeting, as amended.

G. OLD BUSINESS

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

H. NEW BUSINESS

1. Consider Professional Services Agreement with Passarella & Associates, Inc. for Preserve Monitoring

It was noted that this agreement was consistent with the agreement in place and within budget.

A **MOTION** was made by Mr. Schrottenboer, seconded by Mr. Aycock and passed unanimously approving the Professional Services Agreement with Passarella & Associates, Inc. for Preserve Monitoring, as presented.

A **MOTION** was then made by Mr. Gordish, seconded by Ms. Hagen and passed unanimously recessing the Regular Board Meeting and opening a Meeting of the Auditor Selection Committee at approximately 9:09 a.m.

I. AUDITOR SELECTION COMMITTEE

1. Ranking of Proposals/Consider Selection of an Auditor

Over the course of the contract, Grau and Associates would cost \$5,000 more. Since Berger, Toombs, Elam, Gains & Frank, Certified Public Accountants is willing to include a \$500 per month deduction if the audit is late, the Audit Selection Committee wishes to continue with the firm. If after this year’s audit there is still a failure to perform, the Board will revisit this topic.

A **MOTION** was made by Mr. Gordish, seconded by Ms. Hagen and passed unanimously selecting Berger, Toombs, Elam, Gains & Frank, Certified Public Accountants as the District’s auditor.

A **MOTION** was then made by Mr. Gordish, seconded by Ms. Hagen and passed unanimously adjourning the Auditor Selection Committee at approximately 9:19 a.m.

J. ADMINISTRATIVE MATTERS

1. Attorney’s Report

Mr. Haber reminded the Board Members of the annual 4 hours of ethics training, which is due by December 31, 2025.

2. Engineer’s Report

Mr. Lorenz reported that the transportation studies were scheduled and would be completed in February. This report will complete the requirements for a traffic study.

The golf course has been bought and the new ownership has reached out regarding lake bank improvements. Mr. Lorenz is coordinating with the owners to ensure all improvements are in compliance with the permits.

Solitude completed the one time treatment on Lake 74. The report is that there were no areas of concern at this time, however continued monitoring is required.

The lake bank report will be presented to the Board in approximately February.

The drainage inspection proposals will be presented to the Board in December.

3. Somerset Field Inspector's Report

Mr. Hirniak presented his report, noting we are entering the dry season with 69% of the YTD normal rainfall. Lake levels are starting to decrease, as expected, but are functioning as designed.

4. Preserves Compliance Report

Ms. Brosious presented the report, noting that Woods & Wetlands would provide an updated proposal for the December meeting.

The Panther Parcel is scheduled for treatment as the water recedes.

5. Bridgetown Report

The Bridgetown HOA is working with the Water Management District to coordinate some selective trimming offsite. There are numerous areas where the preserve is encroaching on the property outside of the preserve. Bonnie has a meeting scheduled with a representative from the Water Management District to review the areas and develop an action plan.

6. Manager's Report

Ms. Krizen noted that the next meeting was scheduled for December 15, 2025.

K. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.

L. ADJOURNMENT

There being no further business to come before the Board, a MOTION was made by Mr. Gordish, seconded by Ms. Hagen and passed unanimously adjourning the Regular Board Meeting at 9:58 a.m.

Secretary/Assistant Secretary

Chair/Vice-Chair



Trusted Experience. Sustainable Solutions.

PROPOSAL

November 26, 2025

PROJECT: Arborwood Preserve (fka Parcel C) – Preserve Maintenance
CLIENT: Arborwood CDD

SCOPE OF WORK

Woods and Wetlands Inc. will provide all equipment, labor, and materials for a one-time preserve maintenance event within the 4 conservation areas totaling ±23.30 acres at Arborwood Preserve (fka Parcel C) in Lee County, FL. This event will include the treatment of all nuisance and species listed on [2023 FISC List of Invasive Plant Species](#). All nuisance and FISC listed species will be killed in place with the appropriate herbicide and left in place to naturally decompose.

DATE AND PRICE OF WORK

March 2026 One-time event- **\$9,000.00**

Woods and Wetlands Inc will perform all the services described in the above referenced SCOPE OF WORK in a professional and workman-like manner and in compliance with all applicable Florida state and local statutes, rules, and regulations.

TERMS AND CONDITIONS

Invoices are due and payable upon receipt. Prices are valid for 30 days. This Proposal becomes an Agreement when signed by both the Client and Woods and Wetlands Inc and modifications or services not specifically included by reference herein will be undertaken and completed only by Change Order(s) signed by an authorized representative of each of the above and will be invoiced as additional services to the Client. In the event of an issue, clarification of intent or dispute at some future date, this Proposal/Agreement shall be interpreted according to the laws of the State of Florida.

Accepted this _____ day of _____, 2025.

Arborwood CDD

Woods and Wetlands Inc.

TITLE

TITLE

PROPOSAL: P38796

DATE: December 01, 2025

SUBMITTED TO: JR Evans

STREET: 9961 Interstate Commerce Drive, Suite 230

CITY, STATE & ZIP: Ft Myers, FL 33913

ATTENTION: Ryan Lorenz

PHONE: (239) 847-6188

EMAIL: rlorenz@jreeng.com

JOB NAME: Arborwood Desilt Only with pump down and diver

We propose to furnish a crew and all necessary equipment to Desilt •S-3 to S-•S-8 to S-10•S-13 to S-12•S-23 to S-22•S-23 to S-24 •S-24 to S-25• S-54 to S-55 •S-57 to S-56•S-58 to S-59. Also diver to remove masonry plug and debris located at S-53 at the above mentioned job location. This work will be performed at our following hourly and/or unit prices:

Jet-Vac Equipment Includes plugs, pump, support truck, disposal, fuel surcharge, enviromental fee.	(at \$4,450.00 Per Day)	8 day(s)	\$35,600.00
Dive Crew	(at \$5,500.00 Per Day)	3 day(s)	\$16,500.00
ESTIMATED TOTAL:			\$52,100.00

Not to exceed 9 hours per day including 1 way travel from office. No video inspection

NOTE: One-way travel time applies to all hourly vehicles, with a four-hour minimum charge. We will remove loose debris from structures and pipes (except hazardous waste). If we find contaminated liquids or soils (like oil or fuel), the customer must get them tested and approved for disposal, and extra costs will apply. We are not responsible for any issues caused by pre-existing conditions, original installation, or design.

PAYMENT: The COD (Cash on Delivery) payment made by the client to Shenandoah General Construction, LLC serves as a deposit for the initial services to be rendered. This payment is provided to secure the commencement of work and cover the costs associated with the outlined scope of work at the time of agreement. Refer to Credit Card Authorization form for clarification.

MATERIALS AND WORKMANSHIP: All materials will meet the specified standards, and all work will be done professionally according to industry practices.

ESTIMATE AND CONDITIONS: The price is based on current conditions and may change if there are unforeseen issues that could not be seen during Shenandoah's field visit or scope changes. The estimate is for guidance only; final costs depend on actual work and conditions. Shenandoah General Construction, LLC may adjust the estimate, as necessary.

EXCLUSIONS: Engineering, permits, testing, and bonds are not included in the pricing unless specifically noted.

INSURANCE: The owner is responsible for carrying necessary insurance, such as fire and tornado. Our workers are fully insured under Workman's Compensation.

WAIVER OF CLAIMS: Both parties waive all tort claims against each other and limit any claims to breach of contract only.

SURCHARGES AND FEES: An Environmental Surcharge and Fuel surcharge has been added to all invoices to cover proper waste disposal and environmental compliance. Travel Time and Cancellations: Same-day job cancellations may be subject to an \$800.00 cancellation fee.



Fort Myers, FL 33916
shenandoahus.com

SIGNATURE: DANIEL KILGORE

SHENANDOAH GENERAL CONSTRUCTION, LLC
DANIEL KILGORE

TITLE
Estimator

DATE
12/01/2025

ACCEPTANCE OF PROPOSAL / SIGN & RETURN

The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

SIGNATURE: _____
DATE: _____
COMPANY NAME: _____
REPRESENTATIVE: _____
TITLE: _____

SEWER VIEWER, INC.

2190 ANDREA LANE | FORT MYERS, FL 33912
OFFICE: 239-267-3344 | MOBILE: 239-313-0037



12/02/2025

Attn: Ryan Lorenz (rlorenz@jreeng.com)

Job Name: Somerset ROV & Pole Camera

Job Address: 10500 Dartington Dr
Fort Myers, FL 33913

Customer Name: Arborwood CDD
27499 Riverview Center Blvd Suite 253
Bonita Springs, FL 34134

Thank you for giving us the opportunity to inspect the storm sewer with our underwater ROV camera and Pole camera. The underwater camera is used on 15" diameter pipes and larger. On average we video 15 pipes per day depending on a variety of circumstances. It is important to note that inspecting pipes underwater has limitations. The video clarity depends on the water visibility. The video and information gained is limited by turbidity and diminishes in larger diameter pipes.

The pole camera is a HD camera on a pole that can be lowered into smaller openings. It's zoom is utilized to inspect dry pipes. The pole camera usually provides a clear view of around 50' of the pipe depending on the pipe size. This camera is best utilized for pipes that can be viewed from both ends and can be used in limited access areas. Its use can be limited by pipe configuration. On average we can insert and view around 25 access points per day. Below is our day rate for crew and equipment.

Day Rate: \$4,200.00

There will be a \$150.00 NTO fee, which will be waived if the invoice is paid within 30 days. To approve this quote please sign below and return. If you have any questions, please give me a call.

Regards,

Brandon Brown

Brandon Brown - Estimator
Sewer Viewer, Inc.
brandon@sewerviewerinc.com

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

Quote is valid for a period of 45 days from the date of issuance. If acceptance is received after this period has lapsed, the quote will be subject to a rate adjustment. A scheduled date for work to commence will be given upon receipt of signed quote

SEWER VIEWER, INC.

2190 ANDREA LANE | FORT MYERS, FL 33912
OFFICE: 239-267-3344 | MOBILE: 239-313-0037



12/02/2025

Attn: Ryan Lorenz (rlorenz@jreeng.com)

Job Name: Bridgetown ROV & Pole Camera

Job Address: 11749 Kings Bridge Blvd
Fort Myers, FL 33913

Customer Name: Arborwood CDD
27499 Riverview Center Blvd Suite 253
Bonita Springs, FL 34134

Thank you for giving us the opportunity to inspect the storm sewer with our underwater ROV camera and Pole camera. The underwater camera is used on 15" diameter pipes and larger. On average we video 15 pipes per day depending on a variety of circumstances. It is important to note that inspecting pipes underwater has limitations. The video clarity depends on the water visibility. The video and information gained is limited by turbidity and diminishes in larger diameter pipes.

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Brandon Brown

Brandon Brown - Estimator
Sewer Viewer, Inc.
brandon@sewerviewerinc.com

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

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BRIDGETOWN REPORT

**TO BE DISTRIBUTED
UNDER SEPARATE COVER**

**Arborwood Community Development District
Budget vs. Actual
November 2025**

	Oct 25 - Nov 25	25/26 Budget	\$ Over Budget	% of Budget
Revenue				
O & M Assessments	95,195.71	539,884.00	-444,688.29	17.63%
Debt Assessments (2018)	464,186.60	2,633,569.00	-2,169,382.40	17.63%
Debt Assessments (2014A-1)	90,528.95	513,421.00	-422,892.05	17.63%
Debt Assessments (2014A-2)	9,248.05	52,459.00	-43,210.95	17.63%
Debt Assess-Pd To Trustee-2018	-442,728.75	-2,528,226.00	2,085,497.25	17.51%
Debt Asses-Pd To Trustee-2014A1	-86,344.15	-492,885.00	406,540.85	17.52%
Assessment Fees	-4,125.00	-10,000.00	5,875.00	41.25%
Assessment Discounts	-26,345.88	-149,573.00	123,227.12	17.61%
Debt Asses-Pd To Trustee-2014A2	-8,820.60	-50,360.00	41,539.40	17.52%
Carryover Balance	0.00	17,000.00	-17,000.00	0.0%
Total Income	90,794.93	525,289.00	-434,494.07	17.29%
Expense				
Payroll Tax Expense	137.70	880.00	-742.30	15.65%
Supervisor Fees	1,800.00	11,000.00	-9,200.00	16.36%
Engineering	280.00	50,000.00	-49,720.00	0.56%
Management Fees	7,014.00	42,084.00	-35,070.00	16.67%
Website Management	333.32	2,000.00	-1,666.68	16.67%
Legal Fees	0.00	19,000.00	-19,000.00	0.0%
Assessment/Tax Roll	0.00	5,000.00	-5,000.00	0.0%
Audit Fees	0.00	5,450.00	-5,450.00	0.0%
Arbitrage Rebate Fee	0.00	1,000.00	-1,000.00	0.0%
Amortization Schedule Fee	0.00	500.00	-500.00	0.0%
Insurance	6,998.00	13,000.00	-6,002.00	53.83%
Legal Advertisements	255.50	5,250.00	-4,994.50	4.87%
Miscellaneous	516.31	3,200.00	-2,683.69	16.14%
Postage and Delivery	71.54	1,125.00	-1,053.46	6.36%

**Arborwood Community Development District
Budget vs. Actual
November 2025**

	Oct 25 - Nov 25	25/26 Budget	\$ Over Budget	% of Budget
Office Supplies	342.35	2,275.00	-1,932.65	15.05%
Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
Trustee Fees	0.00	22,500.00	-22,500.00	0.0%
Continuing Disclosure Fee	0.00	3,000.00	-3,000.00	0.0%
Professional Fee & Permits	0.00	1,250.00	-1,250.00	0.0%
Treeline Preserve Maint-Exotics	0.00	0.00	0.00	0.0%
DRI / Traffic Monitoring	0.00	5,000.00	-5,000.00	0.0%
Environmentl Consulting-Passarella	875.00	23,000.00	-22,125.00	3.8%
Panther Mitigation Mnt-Exotics	0.00	80,000.00	-80,000.00	0.0%
Field Inspector - Somerset Only	2,451.28	25,500.00	-23,048.72	9.61%
Lake Maintenance-Somerset Only	8,304.52	50,000.00	-41,695.48	16.61%
Preserve Maint - Somerset Only	0.00	37,000.00	-37,000.00	0.0%
Flowway Maintenance	0.00	10,600.00	-10,600.00	0.0%
Preserve Maint (Parcel C Only)	0.00	7,000.00	-7,000.00	0.0%
Lake Bank Erosion Mte(Somerset)	0.00	47,000.00	-47,000.00	0.0%
Strmwtr Drains Ins/MTE-Somerset	0.00	30,000.00	-30,000.00	0.0%
Strmwtr Drains Ins (Bridgetown)	0.00	6,500.00	-6,500.00	0.0%
Lake Bank Inspection-Somerset	0.00	7,500.00	-7,500.00	0.0%
Lake Bank Inspection-Bridgetown	0.00	6,500.00	-6,500.00	0.0%
Capital Outlay - Small	0.00	1,000.00	-1,000.00	0.0%
Total Expenditures	29,554.52	525,289.00	-495,734.48	5.63%
Net Revenue	61,240.41	0.00	61,240.41	100.0%

Bridgetown Balance As Of 10/1/25	\$ 12,640.62
Somerset Balance As Of 10/1/25	\$ 27,275.68

Bridgetown Activity: 10/1/25 - 11/30/25	\$ 13,000.00
Somerset Activity: 10/1/25 - 11/30/25	\$ 186,244.20
Bridgetown Balance As Of 11/30/25	\$ 25,640.62
Somerset Balance As Of 11/30/25	\$ 213,519.88

**Arborwood Community Development District
Budget vs. Actual
November 2025**

<u>Oct 25 - Nov 25</u>	<u>25/26 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
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Bank Balance As Of 11/30/25	\$ 1,137,618.97
Accounts Payable As Of 11/30/25	\$ 546,269.19
Other Assets As Of 11/30/25	\$ -
Total Fund Balance As Of 11/30/25	\$ 591,349.78

Series 2014A-1 Bond Balance As Of 11/30/25	\$ 3,785,000.00
Series 2014A-2 Bond Balance As Of 11/30/25	\$ 420,000.00
Series 2018A-1 Bond Balance As Of 11/30/25	\$ 16,360,000.00
Series 2018A-2 Bond Balance As Of 11/30/25	\$ 5,670,000.00
Total Bond Balance As Of 11/30/25	\$ 26,235,000.00