FISCAL YEAR 2023 FINAL ANNUAL OPERATING BUDGET



August 4, 2022

FISCAL YEAR 2023 FINAL ANNUAL OPERATING BUDGET

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August 4, 2022

BUDGET INTRODUCTION

Background Information

The Sherwood Manor Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a "solution" to the State's needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida's effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2023, which begins on October 1, 2022. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

Fund Number	Fund Name	Services Provided
001	General Fund	Operations and Maintenance of Community Facilities
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2018 Special Assessment Revenue Bonds
201	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2020 Special Assessment Revenue Bonds

Facilities of the District

The District's existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

	Fiscal Year 2022 Final Operating Budget	Current Period Actuals 10/1/21 - 3/31/22	Projected Revenues & Expenditures 4/1/22 to 9/30/22	Total Actuals and Projections Through 9/30/22	Over/(Under) Budge Through 9/30/22
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	145,117.92	144,789.85	41,929.19	186,719.04	41,601.12
Operations & Maintenance Assmts-Off Roll	87,526.08	0.00	45,924.96	45,924.96	(41,601.12)
TOTAL ASSESSMENTS - SERVICE CHARGES	\$232,644.00	\$144,789.85	\$87,854.15	\$232,644.00	\$0.00
INTEREST EARNED					
Interest Earned TOTAL INTEREST EARNED	\$0.00 \$0.00	\$0.00	0.00 \$0.00	\$0.00 \$0.00	0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Developer Contributions	0.00	866.78	66,024.85	66,891.63	66,891.63
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$0.00	\$866.78	\$66,024.85	\$66,891.63	\$66,891.63
OTHER MISCELLANEOUS RESERVESS	+0.00	40001/0	+••,•-4.•0	÷••;•)-•• ;	+•••,•)-••0
Miscellaneous	0.00	475.00	(475.00)	0.00	0.00
TOTAL OTHER MISCELLANEOUS RESERVESS	\$0.00	\$475.00	(\$475.00)	\$0.00	\$0.00
RESERVES					
Miscellaneous	0.00	50.00	(50.00)	0.00	0.00
TOTAL RESERVES	\$0.00	\$50.00	(\$50.00)	\$0.00	\$0.00
FOTAL REVENUES EXPENDITURES	\$232,644.00	\$146,181.63	\$153,354.00	\$299,535.63	\$66,891.63
EXPENDITURES					
Supervisor Fees	4,000.00	800.00	800.00	1.600.00	(2,400.00)
TOTAL LEGISLATIVE	\$4,000.00	\$800.00	\$800.00	\$1,600.00	(\$2,400.00)
FINANCIAL & ADMINISTRATIVE		1	1		St. / 1
District Manager	30,000.00	22,200.00	7,800.00	30,000.00	0.00
District Engineer	4,000.00	0.00	4,000.00	4,000.00	0.00
Disclosure Report	4,200.00	5,550.00	(1,350.00)	4,200.00	0.00
Trustee Fees	4,200.00	4,040.63	0.00	4,040.63	(159.37)
Accounting Services	0.00	0.00	0.00	0.00	0.00
Auditing Services	6,000.00	29.00	4,471.00	4,500.00	(1,500.00)
Postage, Phone, Faxes, Copies Public Officials Insurance	500.00 2,663.00	118.30 0.00	381.70 2,663.00	500.00 2,663.00	0.00
Legal Advertising	2,500.00	0.00	2,500.00	2,500.00	0.00
Bank Fees	2,300.00	15.00	235.00	2,50.00	0.00
Dues, Licenses, & Fees	175.00	735-39	514.61	1,250.00	1,075.00
Email Hosting Vendor	600.00	0.00	600.00	600.00	0.00
ADA Website Compliance	1,500.00	750.00	750.00	1,500.00	0.00
Office Supplies	0.00	0.00	0.00	0.00	0.00
Website Administration	1,500.00	750.00	750.00	1,500.00	0.00
FOTAL FINANCIAL & ADMINISTRATIVE	\$58,088.00	\$34,188.32	\$23,315.31	\$57,503.63	(\$584.37)
LEGAL COUNSEL District Counsel					
FOTAL DISTRICT COUNSEL	4,000.00 \$4,000.00	1,134.00 \$1,134.00	2,866.00 \$2,866.00	4,000.00 \$4,000.00	0.00 \$0.00
UTILITY SERVICES	\$4,000.00	ə1,134.00	<i>\$</i> 2,800.00	\$4,000.00	#0.00
Utility Services	10,000.00	31,707.83	41,292.17	73,000.00	63,000.00
FOTAL UTILITY SERVICES	\$10,000.00	\$31,707.83	\$41,292.17	\$73,000.00	\$63,000.00
OTHER PHYSICAL ENVIRONMENT					
Field Manager	0.00	0.00	6,000.00	6,000.00	6,000.00
On-Site Personnel	0.00	0.00	0.00	0.00	0.00
General Liability & Property Casualty Insurance	13,756.00	0.00	13,756.00	13,756.00	0.00
Garbage Collection	2,700.00	0.00	2,700.00	2,700.00	0.00
Water Utility Services Waterway Management Program - Contract	5,000.00	579.40	2,420.60 3,288.00	3,000.00	(2,000.00) 1,776.00
Waterway Management Program - Contract Netland Monitoring	6,000.00 2,100.00	4,488.00 0.00	3,288.00	7,776.00	(2,100.00)
Vaterway Improvements & Repairs	2,100.00	0.00	0.00	0.00	(1,000.00)
Entrance, Monument & Wall Maintenance & Repair	2,000.00	1,950.00	1,550.00	3,500.00	1,500.00
Landscape Maintenance - Contract	91,000.00	41,425.00	43,575.00	85,000.00	(6,000.00)
Plant Replacement Program	2,000.00	0.00	2,000.00	2,000.00	0.00
Aulch & Tree Trimming	7,000.00	0.00	7,000.00	7,000.00	0.00
rrigation Maintenance	1,500.00	405.00	1,595.00	2,000.00	500.00
Amenity Center Pest Control	1,200.00	90.00	1,110.00	1,200.00	0.00
Amenity Center Cleaning & Supplies	6,300.00	3,632.57	2,667.43	6,300.00	0.00
Pool Maintenance - Other	1,000.00	198.00	802.00	1,000.00	0.00
Pool Maintenance - Contract Amenity Center Maintenance & Repair	9,000.00 5,000.00	5,250.00 2,909.22	7,950.00	13,200.00	4,200.00 2,500.00
Security Monitoring	0.00	2,909.22	4,590.78 1,500.00	7,500.00 1,500.00	1,500.00
FOTAL OTHER PHYSICAL ENVIRONMENT	\$156,556.00	\$60,927.19	\$102,504.81	\$163,432.00	\$6,876.00
TOTAL EXPENDITURES	\$232,644.00	\$128,757.34	\$170,778.29	\$299,535.63	\$66,891.63
	·	T	(\$17,424.29)	\$0.00	\$0.00

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

-	Fiscal Year 2022 Final Operating Budget	Total Actuals and Projections Through 9/30/22	Over/(Under) Budget Through 9/30/22	Fiscal Year 2023 Final Operating Budget	Increase / (Decrease) from FY 2022 to FY 2023
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	145,117.92	186,719.04	41,601.12	290,286.15	145,168.23
Operations & Maintenance Assmts-Off Roll	87,526.08	45,924.96	(41,601.12)	77,163.85	(10,362.23)
TOTAL ASSESSMENTS - SERVICE CHARGES	\$232,644.00	\$232,644.00	\$0.00	\$367,450.00	\$134,806.00
INTEREST EARNED Interest Earned	\$0.00	\$0.00	0.00	\$0.00	0.00
TOTAL INTEREST EARNED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	0.00	66,891.63	66,891.63	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES OTHER MISCELLANEOUS RESERVESS	\$0.00	\$66,891.63	\$66,891.63	\$0.00	\$0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER MISCELLANEOUS RESERVESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RESERVES	1 * * * *	1			
Miscellaneous	0.00	0.00	0.00	0.00	0.00
TOTAL RESERVES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES EXPENDITURES	\$232,644.00	\$299,535.63	\$66,891.63	\$367,450.00	\$134,806.00
EXPENDITURES					
Supervisor Fees	4,000.00	1,600.00	(2,400.00)	2,000.00	(2,000.00)
TOTAL LEGISLATIVE	\$4,000.00	\$1,600.00	(\$2,400.00)	\$2,000.00	(\$2,000.00)
FINANCIAL & ADMINISTRATIVE					
District Manager	30,000.00	30,000.00	0.00	30,000.00	0.00
District Engineer	4,000.00	4,000.00	0.00	4,000.00	0.00
Disclosure Report Trustee Fees	4,200.00 4,200.00	4,200.00 4,040.63	0.00 (159.37)	8,400.00 8,200.00	4,200.00 4,000.00
Accounting Services	0.00	4,040.03	0.00	0.00	0.00
Auditing Services	6,000.00	4,500.00	(1,500.00)	6,200.00	200.00
Postage, Phone, Faxes, Copies	500.00	500.00	0.00	500.00	0.00
Public Officials Insurance	2,663.00	2,663.00	0.00	2,663.00	0.00
Legal Advertising	2,500.00	2,500.00	0.00	2,500.00	0.00
Bank Fees Dues, Licenses, & Fees	250.00	250.00	0.00	250.00 500.00	0.00
Email Hosting Vendor	175.00	1,250.00	1,075.00	500.00	325.00
ADA Website Compliance	1,500.00	1,500.00	0.00	1,500.00	0.00
Office Supplies	0.00	0.00	0.00	0.00	0.00
Website Administration	1,500.00	1,500.00	0.00	1,500.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$58,088.00	\$57,503.63	(\$584.37)	\$66,813.00	\$8,725.00
LEGAL COUNSEL District Counsel					
TOTAL DISTRICT COUNSEL	4,000.00 \$4,000.00	4,000.00 \$4,000.00	0.00 \$0.00	5,000.00 \$5,000.00	1,000.00 \$1,000.00
UTILITY SERVICES	\$4,000.00	\$4,000.00	<i>φ</i> 0.00	43,000.00	\$1,000.00
Utility Services	10,000.00	73,000.00	63,000.00	73,000.00	63,000.00
TOTAL UTILITY SERVICES	\$10,000.00	\$73,000.00	\$63,000.00	\$73,000.00	\$63,000.00
OTHER PHYSICAL ENVIRONMENT					
Field Manager On Site Percennel	0.00	6,000.00	6,000.00	12,000.00	12,000.00
On-Site Personnel General Liability & Property Casualty Insurance	0.00 13,756.00	0.00 13,756.00	0.00	25,000.00 13,756.00	25,000.00 0.00
Garbage Collection	2,700.00	2,700.00	0.00	2,700.00	0.00
Water Utility Services	5,000.00	3,000.00	(2,000.00)	3,000.00	(2,000.00)
Waterway Management Program - Contract	6,000.00	7,776.00	1,776.00	7,776.00	1,776.00
Wetland Monitoring	2,100.00	0.00	(2,100.00)	2,100.00	0.00
Waterway Improvements & Repairs Entrance, Monument & Wall Maintenance & Repair	1,000.00	0.00	(1,000.00)	1,000.00	0.00
Entrance, Monument & Wall Maintenance & Repair Landscape Maintenance - Contract	2,000.00 91,000.00	3,500.00 85,000.00	1,500.00 (6,000.00)	3,500.00 108,105.00	1,500.00 17,105.00
Plant Replacement Program	2,000.00	2,000.00	0.00	2,000.00	0.00
Mulch & Tree Trimming	7,000.00	7,000.00	0.00	7,000.00	0.00
Irrigation Maintenance	1,500.00	2,000.00	500.00	2,000.00	500.00
Amenity Center Pest Control	1,200.00	1,200.00	0.00	1,200.00	0.00
Amenity Center Cleaning & Supplies	6,300.00	6,300.00	0.00	6,300.00	0.00
Pool Maintenance - Other Pool Maintenance - Contract	1,000.00 9,000.00	1,000.00 13,200.00	0.00	1,000.00 13,200.00	0.00
Amenity Center Maintenance & Repair	5,000.00	7,500.00	4,200.00	7,500.00	4,200.00
Security Monitoring	0.00	1,500.00	1,500.00	1,500.00	1,500.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$156,556.00	\$163,432.00	\$6,876.00	\$220,637.00	\$64,081.00
TOTAL EXPENDITURES	\$232,644.00	\$299,535.63	\$66,891.63	\$367,450.00	\$134,806.00

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Website Administration

This is for maintenance and administration of the Districts official website.

FISCAL YEAR 2023 FINAL ANNUAL OPERATING BUDGET

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GENERAL FUND 001

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity

Other Physical Environment

Waterway Management System This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

DEBT SERVICE FUND SERIES 2018

REVENUES	
CDD Debt Service Assessments	\$ 629,163
TOTAL REVENUES	\$ 629,163
EXPENDITURES	
Series 2018 May Bond Interest Payment	\$ 229,581
Series 2018 November Bond Principal Payment	\$ 170,000
Series 2018 November Bond Interest Payment	\$ 229,581
TOTAL EXPENDITURES	\$ 629,163
EXCESS OF REVENUES OVER EXPENDITURES	\$ -
ANALYSIS OF BONDS OUTSTANDING	
Bonds Outstanding - Period Ending 11/1/2022	\$ 9,085,000
Principal Payment Applied Toward Series 2018 Bonds	\$ 170,000
Bonds Outstanding - Period Ending 11/1/2023	\$ 8,915,000

DEBT SERVICE FUND Series 2022

REVENUES	
CDD Debt Service Assessments	\$ -
TOTAL REVENUES	\$ -
EXPENDITURES	
Series 2022 May Bond Interest Payment	\$ -
Series 2022 November Bond Principal Payment	\$ -
Series 2022 November Bond Interest Payment	\$ -
TOTAL EXPENDITURES	\$ -
EXCESS OF REVENUES OVER EXPENDITURES	\$ -
ANALYSIS OF BONDS OUTSTANDING	
Bonds Outstanding - Period Ending 11/1/2022	\$ -
Principal Payment Applied Toward Series 2022 Bonds	\$ -
Bonds Outstanding - Period Ending 11/1/2023	\$ -

* Series 2022 Bonds Principal and Debt Service obligation to be established at issuance.

FISCAL YEAR 2023 FINAL ANNUAL OPERATING BUDGET

SCHEDULE OF ANNUAL ASSESSMENTS⁽¹⁾

Lot Size	EAU Value	Unit Count	Debt Service Per Unit	O&M Per Unit	FY 2022 Total Assessment	Debt Service Per Unit	O&M Per Unit	FY 2023 Total Assessment	Total Increase / (Decrease) in Annual Assmt	
	SERIES 2018 - ASSESSMENT AREA ONE									
Single Family 50'	1.00	397	\$1,561.85	\$574.76	\$2,136.61	\$1,561.85	\$907.81	\$2,469.66	\$333.05	
Single Family 60'	1.20	28	\$1,874.23	\$689.72	\$2,563.95	\$1,874.23	\$1,089.38	\$2,963.61	\$399.66	
Area Subtotal		425								
		F	UTURE BON	DS ISSUANC	E - ASSESSMEN	T AREA TWO				
Single Family 40'	0.80	0								
Single Family 50'	1.00	0								
Single Family 55'	1.10	53								
Single Family 60'	1.20	85								
Area Subtotal		138	<u>-</u>							
Total		563								

Notations:

⁽¹⁾ Annual assessments are adjusted for the Hillsborough County collection costs and statutory discounts for early payment.