

**SHERWOOD MANOR  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
PUBLIC HEARING & REGULAR MEETING  
SEPTEMBER 6, 2018**

**SHERWOOD MANOR**  
**COMMUNITY DEVELOPMENT DISTRICT AGENDA**  
**SEPTEMBER 6, 2018 at 2:00 P.M.**

The Offices of Meritus Corp.  
Located at 2005 Pan Am Circle Suite 120 Tampa, FL 33607

|                                      |   |  |
|--------------------------------------|---|--|
| <b>District Board of Supervisors</b> | Chairman<br>Vice Chairman<br>Supervisor<br>Supervisor<br>Supervisor | Jeff Hills<br>Ryan Motko<br>Nicholas Dister<br>Alberto Viera<br>Steve Luce |
| <b>District Manager</b>              | Meritus   | Nicole Chamberlain   |
| <b>District Attorney</b>             | Straley Robin Vericker  | John Vericker<br>Vivek Babbar  |
| <b>District Engineer</b>             | Stantec   | Tonja Stewart  |

***All cellular phones and pagers must be turned off while in the meeting room***

**The District Agenda is comprised of four different sections:**

The meeting will begin at **2:00 p.m.** with the third section called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The final section is called **Supervisor Comments and Public Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

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 (813) 397-5120, at least 48 hours before the meeting. 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.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

September 6, 2018

Board of Supervisors  
**Sherwood Manor Community Development District**

Dear Board Members:

The Public Hearing & Regular Meeting of Sherwood Manor Community Development District will be held on **Thursday, September 6, 2018 at 2:00 p.m.** at the offices of Meritus Corp., located at 2005 Pan Am Circle Suite 120, Tampa, FL 33607. Following is the Agenda for the Meeting:

**Call In Number: 1-866-906-9330**

**Access Code: 4863181**

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2019 BUDGET**
  - A. Open Public Hearing on Proposed Fiscal Year 2019 Budget
  - B. Staff Presentations
  - C. Public Comment
  - D. Close Public Hearing on Proposed Fiscal Year 2019 Budget
  - E. Consideration of Resolution 2018-33; Adopting Fiscal Year 2019 Budget..... Tab 01
- 4. BUSINESS ITEMS**
  - A. Consideration of Resolution 2018-34; Assessment Resolution ..... Tab 02
  - B. Consideration of Resolution 2018-35; Setting Fiscal Year 2019 Meeting Schedule ..... Tab 03
  - C. General Matters of the District
- 5. CONSENT AGENDA**
  - A. Consideration of Minutes of the Regular Meeting & Public Hearings on May 3, 2018 ..... Tab 04
  - B. Consideration of Minutes of the Regular Meeting & Public Hearings on May 9, 2018 ..... Tab 05
  - C. Consideration of Minutes of the Continued Meeting June 7, 2018..... Tab 06
  - D. Consideration of Minutes of the Special Meeting July 10, 2018 ..... Tab 07
  - E. Consideration of Operations and Maintenance Expenditures April 2018..... Tab 08
  - F. Consideration of Operations and Maintenance Expenditures May 2018..... Tab 09
  - G. Consideration of Operations and Maintenance Expenditures June 2018..... Tab 10
  - H. Consideration of Operations and Maintenance Expenditures July 2018..... Tab 08
  - I. Review of Financial Statements through July 31, 2018..... Tab 09
- 6. VENDOR/STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- 7. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,

Brian Lamb  
District Manager

## **RESOLUTION 2018-33**

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019 APPROVING A BUDGET FUNDING AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2018, submitted to the Board of Supervisors (“**Board**”) a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the proposed annual budget (“**Proposed Budget**”), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

**WHEREAS**, the Board set September 6, 2018, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year; and

**WHEREAS**, in order for the Developer to fund a portion of the Budget, the Board desires to approve a form of the Budget Funding Agreement.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT:**

#### **Section 1. Budget**

- a. That the Board of Supervisors has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.



- b. That the Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2017/2018 and/or revised projections for fiscal year 2018/2019.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s Records Office and identified as the “Budget for the Sherwood Manor Community Development District for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019,” as adopted by the Board of Supervisors on September 6, 2018.
- d. The final adopted budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption.

## **Section 2. Appropriations**

There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2018, and ending September 30, 2019, the sum of \$49,725.00 to be raised by the levy of assessments and otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

|                          |                     |
|--------------------------|---------------------|
| TOTAL GENERAL FUND       | <u>\$49,725.00</u>  |
| TOTAL DEBT SERVICE FUNDS | N/A                 |
| TOTAL ALL FUNDS          | <u>\$49,725.00*</u> |

\*Not inclusive of any collection costs.

## **Section 3. Budget Amendments**

Pursuant to Section 189.016, Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016 of the Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption.

#### **Section 4. Budget Funding Agreement**

The form of the Budget Funding Agreement, attached as **Exhibit "B"** hereto, is hereby approved in order to fund the Developer's portion of the budget for Fiscal Year 2018/2019.

#### **Section 5. Effective Date.**

This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Sherwood Manor Community Development District.

**PASSED AND ADOPTED THIS 6TH DAY OF SEPTEMBER, 2018.**

**ATTEST:**

**SHERWOOD MANOR COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Assistant Secretary

By: \_\_\_\_\_  
Jeffery Hills  
Chair of the Board of Supervisors

**Exhibit A:** 2018/2019 Budget  
**Exhibit B:** Budget Funding Agreement

2019



# SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

**FISCAL YEAR 2019**  
FINAL ANNUAL OPERATING BUDGET

**SEPTEMBER 6, 2018**

# SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT

## FISCAL YEAR 2019 FINAL ANNUAL OPERATING BUDGET

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SEPTEMBER 6, 2018

# SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT

## 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 2019, which begins on October 1, 2018. 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.

| <b><u>Fund Number</u></b> | <b><u>Fund Name</u></b> | <b><u>Services Provided</u></b>   |
|---------------------------|-------------------------|---|
| 001                       | General Fund            | Operations and Maintenance of Community Facilities  |
| 200                       | Debt Service Fund       | Collection of Special Assessments for Debt Service on the Series 2018 Capital Improvement 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.

# SHERWOOD MANOR

## COMMUNITY DEVELOPMENT DISTRICT

|   | Fiscal Year 2018<br>Final Operating<br>Budget | Current Period<br>Actuals 10/1/2017 -<br>3/31/18 | Projected Revenues<br>& Expenditures<br>4/1/18 to 9/30/18 | Total Actuals and<br>Projections Through<br>09/30/18 | Over/(Under) Budget<br>Through 09/30/18 |
|---|---|--|---|--|---|
| <b>REVENUES</b>   |   |  |   |  |   |
| <b>SPECIAL ASSESSMENTS - SERVICE CHARGES</b>                    |   |  |   |  |   |
| Operations & Maintenance Assmts-Tax Roll                        | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| <b>TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES</b>              | <b>\$0.00</b>                                 | <b>\$0.00</b>                                    | <b>\$0.00</b>   | <b>\$0.00</b>  | <b>\$0.00</b>                           |
| <b>CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b>       |   |  |   |  |   |
| Developer Contributions   | 49,725.00                                     | 0.00   | 23,753.06   | 23,753.06  | (25,971.94)                             |
| <b>TOTAL CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b> | <b>\$49,725.00</b>                            | <b>\$0.00</b>                                    | <b>\$23,753.06</b>  | <b>\$23,753.06</b>                                   | <b>(\$25,971.94)</b>                    |
| <b>OTHER MISCELLANEOUS REVENUES</b>                             |   |  |   |  |   |
| Miscellaneous   | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| <b>TOTAL OTHER MISCELLANEOUS REVENUES</b>                       | <b>\$0.00</b>                                 | <b>\$0.00</b>                                    | <b>\$0.00</b>   | <b>\$0.00</b>  | <b>\$0.00</b>                           |
| <b>TOTAL REVENUES</b>   | <b>\$49,725.00</b>                            | <b>\$0.00</b>                                    | <b>\$23,753.06</b>  | <b>\$23,753.06</b>                                   | <b>(\$25,971.94)</b>                    |
| <b>EXPENDITURES</b>   |   |  |   |  |   |
| <b>FINANCIAL &amp; ADMINISTRATIVE</b>                           |   |  |   |  |   |
| District Management   | 24,000.00                                     | 0.00   | 6,000.00  | 6,000.00   | (18,000.00)                             |
| District Engineer   | 2,000.00                                      | 0.00   | 1,000.00  | 1,000.00   | (1,000.00)                              |
| Disclosure Report   | 3,000.00                                      | 0.00   | 0.00  | 0.00   | (3,000.00)                              |
| Trustees Fees   | 3,000.00                                      | 0.00   | 0.00  | 0.00   | (3,000.00)                              |
| Auditing Services   | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| Postage, Phone, Faxes, Copies                                   | 150.00  | 0.00   | 50.00   | 50.00  | (100.00)                                |
| Public Officials Insurance                                      | 2,500.00                                      | 1,264.00   | 0.00  | 1,264.00   | (1,236.00)                              |
| Legal Advertising   | 3,000.00                                      | 8,001.46   | 370.00  | 8,371.46   | 5,371.46                                |
| Bank Fees   | 200.00  | 0.00   | 75.00   | 75.00  | (125.00)                                |
| Dues, Licenses & Fees   | 175.00  | 0.00   | 175.00  | 175.00   | 0.00                                    |
| Office Supplies   | 100.00  | 0.00   | 30.00   | 30.00  | (70.00)                                 |
| Website Administration  | 600.00  | 0.00   | 0.00  | 0.00   | (600.00)                                |
| Miscellaneous Fees  | 0.00  | 0.00   | 600.00  | 600.00   | 600.00                                  |
| <b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>                     | <b>\$38,725.00</b>                            | <b>\$9,265.46</b>                                | <b>\$8,300.00</b>   | <b>\$17,565.46</b>                                   | <b>(\$21,159.54)</b>                    |
| <b>LEGAL COUNSEL</b>  |   |  |   |  |   |
| District Counsel  | 5,000.00                                      | 1,937.60   | 2,500.00  | 4,437.60   | (562.40)                                |
| <b>TOTAL DISTRICT COUNSEL</b>                                   | <b>\$5,000.00</b>                             | <b>\$1,937.60</b>                                | <b>\$2,500.00</b>   | <b>\$4,437.60</b>                                    | <b>(\$562.40)</b>                       |
| <b>UTILITY SERVICES</b>   |   |  |   |  |   |
| Street Lights   | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| Other Electric Services   | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| Potable Water Utility Services                                  | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| Non-Potable Irr. Water Fees                                     | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| <b>TOTAL UTILITY SERVICES</b>                                   | <b>\$0.00</b>                                 | <b>\$0.00</b>                                    | <b>\$0.00</b>   | <b>\$0.00</b>  | <b>\$0.00</b>                           |
| <b>OTHER PHYSICAL ENVIRONMENT</b>                               |   |  |   |  |   |
| Waterway Management System                                      | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| Landscape Maintenance   | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| Plant Replacement Program                                       | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| Hardscape Maintenance   | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| Miscellaneous Repairs & Maintenance                             | 0.00  | 0.00   | 0.00  | 0.00   | 0.00                                    |
| General, Property & Casualty Insurance                          | 6,000.00                                      | 1,750.00   | 0.00  | 1,750.00   | (4,250.00)                              |
| <b>TOTAL OTHER PHYSICAL ENVIRONMENT</b>                         | <b>\$6,000.00</b>                             | <b>\$1,750.00</b>                                | <b>\$0.00</b>   | <b>\$1,750.00</b>                                    | <b>(\$4,250.00)</b>                     |
| <b>TOTAL EXPENDITURES</b>                                       | <b>\$49,725.00</b>                            | <b>\$12,953.06</b>                               | <b>\$10,800.00</b>  | <b>\$23,753.06</b>                                   | <b>(\$25,971.94)</b>                    |
| <b>EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES</b>             | <b>\$0.00</b>                                 | <b>(\$12,953.06)</b>                             | <b>\$12,953.06</b>  | <b>\$0.00</b>  | <b>\$0.00</b>                           |

\*\*\* EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

\*\*\* EXCLUDES 4% EARLY PAYMENT DISCOUNT

# SHERWOOD MANOR

## COMMUNITY DEVELOPMENT DISTRICT

|   | Fiscal Year 2018<br>Final Operating<br>Budget | Total Actuals and<br>Projections Through<br>09/30/18 | Over/(Under) Budget<br>Through 09/30/18 | Fiscal Year 2019<br>Final Operating<br>Budget | Increase / (Decrease)<br>from FY 2018 to FY<br>2019 |
|---|---|--|---|---|---|
| <b>REVENUES</b>   |   |  |   |   |   |
| <b>SPECIAL ASSESSMENTS - SERVICE CHARGES</b>                    |   |  |   |   |   |
| Operations & Maintenance Assmts-Tax Roll                        | 0.00  | 0.00   | 0.00                                    | 49,725.00                                     | 49,725.00   |
| <b>TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES</b>              | <b>\$0.00</b>                                 | <b>\$0.00</b>  | <b>\$0.00</b>                           | <b>\$49,725.00</b>                            | <b>\$49,725.00</b>                                  |
| <b>CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b>       |   |  |   |   |   |
| Developer Contributions   | 49,725.00                                     | 23,753.06  | (25,971.94)                             | 0.00  | (49,725.00)   |
| <b>TOTAL CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b> | <b>\$49,725.00</b>                            | <b>\$23,753.06</b>                                   | <b>(\$25,971.94)</b>                    | <b>\$0.00</b>                                 | <b>(\$49,725.00)</b>                                |
| <b>OTHER MISCELLANEOUS REVENUES</b>                             |   |  |   |   |   |
| Miscellaneous   | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| <b>TOTAL OTHER MISCELLANEOUS REVENUES</b>                       | <b>\$0.00</b>                                 | <b>\$0.00</b>  | <b>\$0.00</b>                           | <b>\$0.00</b>                                 | <b>\$0.00</b>                                       |
| <b>TOTAL REVENUES</b>   | <b>\$49,725.00</b>                            | <b>\$23,753.06</b>                                   | <b>(\$25,971.94)</b>                    | <b>\$49,725.00</b>                            | <b>\$0.00</b>                                       |
| <b>EXPENDITURES</b>   |   |  |   |   |   |
| <b>FINANCIAL &amp; ADMINISTRATIVE</b>                           |   |  |   |   |   |
| District Management   | 24,000.00                                     | 6,000.00   | (18,000.00)                             | 24,000.00                                     | 0.00  |
| District Engineer   | 2,000.00                                      | 1,000.00   | (1,000.00)                              | 1,500.00                                      | (500.00)  |
| Disclosure Report   | 3,000.00                                      | 0.00   | (3,000.00)                              | 3,000.00                                      | 0.00  |
| Trustees Fees   | 3,000.00                                      | 0.00   | (3,000.00)                              | 3,000.00                                      | 0.00  |
| Accounting Services   | 0.00  | 0.00   | 0.00                                    | 1,000.00                                      | 1,000.00  |
| Auditing Services   | 0.00  | 0.00   | 0.00                                    | 3,000.00                                      | 3,000.00  |
| Postage, Phone, Faxes, Copies                                   | 150.00  | 50.00  | (100.00)                                | 150.00  | 0.00  |
| Public Officials Insurance                                      | 2,500.00                                      | 1,264.00   | (1,236.00)                              | 2,500.00                                      | 0.00  |
| Legal Advertising   | 3,000.00                                      | 8,371.46   | 5,371.46                                | 2,500.00                                      | (500.00)  |
| Bank Fees   | 200.00  | 75.00  | (125.00)                                | 200.00  | 0.00  |
| Dues, Licenses & Fees   | 175.00  | 175.00   | 0.00                                    | 175.00  | 0.00  |
| Office Supplies   | 100.00  | 30.00  | (70.00)                                 | 100.00  | 0.00  |
| Website Administration  | 600.00  | 0.00   | (600.00)                                | 600.00  | 0.00  |
| Miscellaneous Fees  | 0.00  | 600.00   | 600.00                                  | 0.00  | 0.00  |
| <b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>                     | <b>\$38,725.00</b>                            | <b>\$17,565.46</b>                                   | <b>(\$21,159.54)</b>                    | <b>\$41,725.00</b>                            | <b>\$3,000.00</b>                                   |
| <b>LEGAL COUNSEL</b>  |   |  |   |   |   |
| District Counsel  | 5,000.00                                      | 4,437.60   | (562.40)                                | 5,000.00                                      | 0.00  |
| <b>TOTAL DISTRICT COUNSEL</b>                                   | <b>\$5,000.00</b>                             | <b>\$4,437.60</b>                                    | <b>(\$562.40)</b>                       | <b>\$5,000.00</b>                             | <b>\$0.00</b>                                       |
| <b>UTILITY SERVICES</b>   |   |  |   |   |   |
| Street Lights   | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| Other Electric Services   | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| Potable Water Utility Services                                  | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| Non-Potable Irr. Water Fees                                     | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| <b>TOTAL UTILITY SERVICES</b>                                   | <b>\$0.00</b>                                 | <b>\$0.00</b>  | <b>\$0.00</b>                           | <b>\$0.00</b>                                 | <b>\$0.00</b>                                       |
| <b>OTHER PHYSICAL ENVIRONMENT</b>                               |   |  |   |   |   |
| Waterway Management System                                      | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| Landscape Maintenance   | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| Pond Maintenance  | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| Plant Replacement Program                                       | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| Hardscape Maintenance   | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| Miscellaneous Repairs & Maintenance                             | 0.00  | 0.00   | 0.00                                    | 0.00  | 0.00  |
| General, Property & Casualty Insurance                          | 6,000.00                                      | 1,750.00   | (4,250.00)                              | 3,000.00                                      | (3,000.00)  |
| <b>TOTAL OTHER PHYSICAL ENVIRONMENT</b>                         | <b>\$6,000.00</b>                             | <b>\$1,750.00</b>                                    | <b>(\$4,250.00)</b>                     | <b>\$3,000.00</b>                             | <b>(\$3,000.00)</b>                                 |
| <b>TOTAL EXPENDITURES</b>                                       | <b>\$49,725.00</b>                            | <b>\$23,753.06</b>                                   | <b>(\$25,971.94)</b>                    | <b>\$49,725.00</b>                            | <b>\$0.00</b>                                       |
| <b>EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES</b>             | <b>\$0.00</b>                                 | <b>\$0.00</b>  | <b>\$0.00</b>                           | <b>\$0.00</b>                                 | <b>\$0.00</b>                                       |

\*\*\* EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

\*\*\* EXCLUDES 4% EARLY PAYMENT DISCOUNT

**FISCAL YEAR 2019**  
FINAL ANNUAL OPERATING BUDGET

# SHERWOOD MANOR

## COMMUNITY DEVELOPMENT DISTRICT

### 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.



# SHERWOOD MANOR

## COMMUNITY DEVELOPMENT DISTRICT

### 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.

# SHERWOOD MANOR

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND

### SERIES 2018

#### REVENUES

|                                     |           |          |
|-------------------------------------|-----------|----------|
| CDD Debt Service Assessments - CAPI | \$        | -        |
| <b>TOTAL REVENUES</b>               | <b>\$</b> | <b>-</b> |

#### EXPENDITURES

|   |           |          |
|---|-----------|----------|
| Series 2018 May Bond Principal Payment      | \$        | -        |
| Series 2018 May Bond Interest Payment       | \$        | -        |
| Series 2018 November Bond Interest Payment  | \$        | -        |
| <b>TOTAL EXPENDITURES</b>                   | <b>\$</b> | <b>-</b> |
| <b>EXCESS OF REVENUES OVER EXPENDITURES</b> | <b>\$</b> | <b>-</b> |

#### ANALYSIS OF BONDS OUTSTANDING

|  |           |          |
|--|-----------|----------|
| Bonds Outstanding - Period Ending 11/1/2018        | \$        | -        |
| Principal Payment Applied Toward Series 2018 Bonds | \$        | -        |
| <b>Bonds Outstanding - Period Ending 11/1/2019</b> | <b>\$</b> | <b>-</b> |

\*\*Amounts to be determined upon the issuance of the bonds debt

# SHERWOOD MANOR

## COMMUNITY DEVELOPMENT DISTRICT

### SCHEDULE OF ANNUAL ASSESSMENTS<sup>(1)</sup>

| Lot Size                   | EAU Value | Unit Count | Debt Service Per Unit <sup>(2)</sup> | O&M Per Unit | FY 2019 Total Assessment |
|----------------------------|-----------|------------|--------------------------------------|--------------|--------------------------|
| <b>ASSESSMENT AREA ONE</b> |           |            |                                      |              |                          |
| Single Family 40'          | 0.80      | 0          |                                      |              |                          |
| Single Family 50'          | 1.00      | 400        |                                      |              |                          |
| Single Family 55'          | 1.10      | 0          |                                      |              |                          |
| Single Family 60'          | 1.20      | 25         |                                      |              |                          |
| <b>Area Subtotal</b>       |           | <b>425</b> |                                      |              |                          |
| <b>ASSESSMENT AREA TWO</b> |           |            |                                      |              |                          |
| Single Family 40'          | 0.80      | 0          |                                      |              |                          |
| Single Family 50'          | 1.00      | 0          |                                      |              |                          |
| Single Family 55'          | 1.10      | 144        |                                      |              |                          |
| Single Family 60'          | 1.20      | 44         |                                      |              |                          |
| <b>Area Subtotal</b>       |           | <b>188</b> |                                      |              |                          |
| <b>Total</b>               |           | <b>613</b> |                                      |              |                          |

**Notations:**

<sup>(1)</sup> Annual assessments exclude Hillsborough County collection costs and statutory discounts for early payment.

<sup>(2)</sup> Bond Debt Service assessments are to be determined at bond issuance

# SHERWOOD MANOR

## COMMUNITY DEVELOPMENT DISTRICT

### SCHEDULE OF ANNUAL ASSESSMENTS<sup>(1)</sup>

| Parcel ID                  | Acreage       | Acreage by phase, % | Acreage in total, % | Debt Service Per Unit <sup>(2)</sup> | O&M Per Unit | FY 2019 Total Assessment |
|----------------------------|---------------|---------------------|---------------------|--------------------------------------|--------------|--------------------------|
| <b>ASSESSMENT AREA ONE</b> |               |                     |                     |                                      |              |                          |
| <b>0553320000</b>          | 6.75          | 5.9%                | 4.2%                |                                      | \$2,219.47   | \$2,219.47               |
| <b>0553320100</b>          | 3.05          | 2.7%                | 1.9%                |                                      | \$1,002.87   | \$1,002.87               |
| <b>0553330000</b>          | 9.66          | 8.5%                | 6.0%                |                                      | \$3,176.30   | \$3,176.30               |
| <b>0553340000</b>          | 9.39          | 8.2%                | 5.8%                |                                      | \$3,087.52   | \$3,087.52               |
| <b>0553470000</b>          | 9.51          | 8.3%                | 5.9%                |                                      | \$3,126.98   | \$3,126.98               |
| <b>0553480000</b>          | 20.20         | 17.7%               | 12.6%               |                                      | \$6,641.96   | \$6,641.96               |
| <b>0553490000</b>          | 20.32         | 17.8%               | 12.6%               |                                      | \$6,681.42   | \$6,681.42               |
| <b>0553490100</b>          | 9.57          | 8.4%                | 5.9%                |                                      | \$3,146.71   | \$3,146.71               |
| <b>0553491000</b>          | 4.77          | 4.2%                | 3.0%                |                                      | \$1,568.42   | \$1,568.42               |
| <b>0553550000</b>          | 0.49          | 0.4%                | 0.3%                |                                      | \$161.12     | \$161.12                 |
| <b>0553560000</b>          | 1.04          | 0.9%                | 0.6%                |                                      | \$341.96     | \$341.96                 |
| <b>0553570000</b>          | 0.47          | 0.4%                | 0.3%                |                                      | \$154.54     | \$154.54                 |
| <b>0553590000</b>          | 19.05         | 16.7%               | 11.8%               |                                      | \$6,263.83   | \$6,263.83               |
| <b>Subtotal</b>            | 114.27        | 100%                |                     |                                      |              |                          |
| <b>ASSESSMENT AREA TWO</b> |               |                     |                     |                                      |              |                          |
| <b>0555880000</b>          | 4.26          | 9.1%                | 2.6%                |                                      | \$1,400.73   | \$1,400.73               |
| <b>0555890000</b>          | 4.71          | 10.1%               | 2.9%                |                                      | \$1,548.69   | \$1,548.69               |
| <b>0556010000</b>          | 9.44          | 20.3%               | 5.9%                |                                      | \$3,103.97   | \$3,103.97               |
| <b>0556020000</b>          | 9.33          | 20.0%               | 5.8%                |                                      | \$3,067.80   | \$3,067.80               |
| <b>0556030000</b>          | 9.45          | 20.3%               | 5.9%                |                                      | \$3,107.25   | \$3,107.25               |
| <b>0556040000</b>          | 9.42          | 20.2%               | 5.9%                |                                      | \$3,097.39   | \$3,097.39               |
| <b>Subtotal</b>            | 46.61         | 100%                |                     |                                      |              |                          |
| <b>TOTAL</b>               | <b>160.88</b> |                     | <b>100%</b>         |                                      |              |                          |

**Notations:**

<sup>(1)</sup> Annual assessments exclude Hillsborough County collection costs and statutory discounts for early payment.

<sup>(2)</sup> Bond Debt Service assessments are to be determined at bond issuance

**Budget Funding Agreement**  
Fiscal Year 2018/2019

This Agreement is made and entered into this 6th day of September, 2018, by and between the **Sherwood Manor Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, (the "**District**"), and **Sherwood-Ruskin, LLC**, a Florida limited liability company, whose mailing address is 111 South Armenia Avenue, Suite 201, Tampa, Florida 33609 (the "**Owner**").

**Recitals**

WHEREAS, the District is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes and located in Hillsborough County, Florida, (the "County") for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District, pursuant to Chapter 190, Florida Statutes, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

WHEREAS, Owner presently owns real property within the District, which property will benefit from the timely construction and acquisition of the District's facilities, activities and services and from the continued operations of the District; and

WHEREAS, the District is adopting its general fund budget for the Fiscal Year 2018/2019, which year commences on October 1, 2018 and concludes on September 30, 2019; and

WHEREAS, the District will need a funding mechanism to enable it to proceed with its operations and services during Fiscal Year 2018/2019 as described in **Exhibit "A"** attached hereto; and

WHEREAS, the Owner desires to provide such funds, as are necessary, to the District to proceed with its operations and services for Fiscal Year 2018/2019, as described in Exhibit "A" and as may be amended from time to time by the District.

**NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:**

1. The Owner agrees to make available to the District the monies necessary for the operation of the District as called for in the budget attached hereto as Exhibit "A", as may be amended from time to time, within thirty (30) days of written request by the District. The funds shall be placed in the District's general checking account. These

payments are made by the Owner in lieu of taxes, fees, or assessments which might otherwise be levied or imposed by the District.

2. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. Amendment to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

3. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

4. This Agreement may be assigned, in whole or in part by either party only upon the written consent of the other. Any purported assignment without such written consent shall be void.

5. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance and specifically including the ability of the District to enforce any and all payment obligations under this Agreement through the imposition and enforcement of a contractual or other lien on property owned by the Owner.

6. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees and costs for, trial alternative dispute resolution, or appellate proceedings.

7. This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.

8. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.

9. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have

drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

10. The Agreement shall be effective after execution by both parties hereto.

IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

**Attest:**

**SHERWOOD MANOR COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Jeffery Hills  
Chair of the Board of Supervisors

**Witnesses:**

**Sherwood-Ruskin, LLC**  
a Florida limited liability company

By: \_\_\_\_\_  
Name: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_

**Exhibit "A" – Fiscal Year 2018/2019 General Fund Budget**

## RESOLUTION 2018-34

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; ADOPTING AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Sherwood Manor Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in Hillsborough County, Florida (“**County**”); and

**WHEREAS**, the District owns and operates various infrastructure improvements and provides certain services in accordance with Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budget for fiscal year 2018/2019 (“**Budget**”), attached hereto as **Exhibit “A”** and incorporated as a material part of this Resolution by this reference; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance services and facilities provided by the District as described in the District’s Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the County Tax Roll and collected by the County Tax Collector (“**Uniform Method**”); and

**WHEREAS**, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method; and



**WHEREAS**, the District has approved an agreement with the Hillsborough County Property Appraiser (“**Property Appraiser**”) and Hillsborough County Tax Collector (“**Tax Collector**”) to provide for the collection of special assessments under the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments on all assessable lands for operations and maintenance in the amount contained in the Budget; and

**WHEREAS**, the District desires to levy and collect special assessments reflecting each parcel’s portion of the District’s Budget; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the District (“**Assessment Roll**”) attached to this Resolution as **Exhibit “B”** and incorporated as a material part of this Resolution by this reference, and to certify a portion of the Assessment Roll on the parcels designated in **Exhibit “B”** to the Tax Collector pursuant to the Uniform Method and to directly collect a portion of the assessments on the parcels designated in **Exhibit “B”** through the direct collection method pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. BENEFIT.** The provision of the services, facilities and operations as described in **Exhibit “A”** confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in **Exhibits “A” and “B”**.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapter 190 of the Florida Statutes, and using procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operations and maintenance is hereby imposed and levied on benefited lands within the District in accordance with **Exhibits “A” and “B”**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

**SECTION 3. COLLECTION AND DUE DATE.**

**A. Uniform Method Assessments.** The collection of the previously levied debt service assessments and operations and maintenance special assessments on a portion of the platted lots and developed lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits “A” and “B.”**

**B. Direct Bill Assessments.** The annual installment for the previously levied debt service assessments, and the annual operations and maintenance assessments, on a portion of the undeveloped and unplatted lands will be collected directly by the District in accordance with Florida law, as set forth in **Exhibits “A” and “B.”** Assessments directly collected by the District are due in full on December 1, 2018; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2018, 25% due no later than February 1, 2019 and 25% due no later than May 1, 2019. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2018/2019, as well as any future installments of special assessments securing debt service – shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the applicable rate of any bonds or other debt instruments secured by the special assessments, or, in the case of operations and maintenance assessments, at the applicable statutory prejudgment interest rate. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

**C. Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices. The District certifies all assessments for debt service and operations and maintenance for collection pursuant to Chapters 190 and 197, Florida Statutes. All assessments collected by the Tax Collector shall be due and payable as provided in Chapter 197, Florida Statutes.

**SECTION 4. ASSESSMENT ROLL.** The District's Assessment Roll, attached to this Resolution as **Exhibit “B”**, is hereby certified and adopted.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the property roll by the Property Appraiser after the date of this Resolution, and shall amend the District’s Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Sherwood Manor Community Development District.

**PASSED AND ADOPTED THIS 6TH DAY OF SEPTEMBER, 2018.**

**ATTEST:**

**SHERWOOD MANOR COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Assistant Secretary

By: \_\_\_\_\_  
Jeffery Hills  
Chair of the Board of Supervisors

**Exhibit "A" – Fiscal Year 2018/2019 Budget**  
**Exhibit "B" – District Assessment Lien Roll**  
    **Assessment Roll (Uniform Method)**  
    **Assessment Roll (Direct Collect)**

**RESOLUTION 2018-35**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATE, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS FOR THE FISCAL YEAR 2018/2019, AND PROVIDING FOR AN EFFECTIVE DATE HEREOF**

**WHEREAS**, Sherwood Manor Community Development District (the “**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough, Florida; and

**WHEREAS**, the District’s Board of Supervisors (the “**Board**”), is statutorily authorized to exercise the powers granted to the District; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

**WHEREAS**, the Board is statutorily required to file annually with the local governing authority a schedule of its regular meetings.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT THAT:**

**Section 1.** Regular meetings of the Board of Supervisors of the District, for the Fiscal Year 2018/2019, shall be held as provided on the schedule attached as **Exhibit A**.

**Section 2.** In accordance with Section 189.015(1), Florida Statutes, the District’s Secretary is hereby directed to file annually, with the Hillsborough County a schedule of the District’s regular meetings.

**Section 3.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 6th DAY OF SEPTEMBER, 2018.**

**SHERWOOD MANOR  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
**CHAIRMAN**

**ATTEST:**

\_\_\_\_\_  
**SECRETARY**

## **EXHIBIT A**

### **SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS REGULAR MEETING SCHEDULE**

#### **FISCAL YEAR 2018/2019**

|           |          |           |
|-----------|----------|-----------|
| October   | 04, 2018 | 2:00 p.m. |
| November  | 01, 2018 | 2:00 p.m. |
| December  | 06, 2018 | 2:00 p.m. |
| January   | 03, 2019 | 2:00 p.m. |
| February  | 07, 2019 | 2:00 p.m. |
| March     | 07, 2019 | 2:00 p.m. |
| April     | 04, 2019 | 2:00 p.m. |
| May       | 02, 2019 | 2:00 p.m. |
| June      | 06, 2019 | 2:00 p.m. |
| July      | 11, 2019 | 2:00 p.m. |
| August    | 01, 2019 | 2:00 p.m. |
| September | 05, 2019 | 2:00 p.m. |

**All meetings will convene at 2:00 p.m. at the offices of Meritus located at 2005 Pan Am Circle Suite 120 Tampa, FL 33607.**

# SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT

May 3, 2018 Minutes of the Public Hearings and Regular Meeting

## Minutes of the Public Hearings and Regular Meeting

The Public Hearings and Regular Meeting of the Board of Supervisors for the Sherwood Manor Community Development District was held on **Friday, May 3, 2018 at 2:00 p.m.** at The Offices of Meritus, located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607.

### 1. CALL TO ORDER/ROLL CALL

Brian Lamb called the Public Hearings and Regular Meeting of the Board of Supervisors of the Sherwood Manor Community Development District to order on **Friday, May 3, 2018 at 2:35 p.m.**

#### Board Members Present and Constituting a Quorum:

|              |            |
|--------------|------------|
| Jeff Hills   | Chair      |
| Ryan Motko   | Vice Chair |
| Nick Dister  | Supervisor |
| Albert Viera | Supervisor |
| Steve Luce   | Supervisor |

#### Staff Members Present:

|                    |                   |                            |
|--------------------|-------------------|----------------------------|
| Brian Lamb         | Meritus           |                            |
| Nicole Chamberlain | Meritus           |                            |
| Vivek Babbar       | District Counsel  | <i>via conference call</i> |
| Tonja Stewart      | District Engineer | <i>via conference call</i> |

There were no members of the general public in attendance.

### 2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

### 3. RECESS TO PUBLIC HEARINGS

|              |   |
|--------------|---|
| MOTION TO:   | Open the three public hearings as advertised. |
| MADE BY:     | Supervisor Motko                              |
| SECONDED BY: | Supervisor Dister                             |
| DISCUSSION:  | None further                                  |
| RESULT:      | Called to Vote: Motion PASSED                 |
|              | 5/0 - Motion Passed Unanimously               |

**4. PUBLIC HEARING ON ADOPTING UNIFORM METHOD OF COLLECTION**

**A. Open the Public Hearing on Adopting Uniform Method of Collection**

**B. Staff Presentations**

Mr. Lamb asked for questions from the Board; the Board did not have any questions.

**C. Public Comments**

There were no public comments.

**D. Consideration of Resolution 2018-28; Adopting Uniform Method of Collection**

Mr. Lamb reviewed the resolution with the Board.

|              |  |
|--------------|--|
| MOTION TO:   | Approve Resolution 2018-28.                                      |
| MADE BY:     | Supervisor Hills   |
| SECONDED BY: | Supervisor Motko   |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously |

**5. PUBLIC HEARING ON ADOPTING UNIFORM RULES OF PROCEDURE**

**A. Open the Public Hearing on Adopting Uniform Rules of Procedure**

**B. Staff Presentation**

Mr. Lamb asked for questions from the Board; the Board did not have any questions.

**C. Public Comments**

There were no public comments.

**D. Consideration of Resolution 2018-29; Adopting Uniform Rules of Procedure**

Mr. Lamb reviewed the resolution with the Board.

|              |  |
|--------------|--|
| MOTION TO:   | Approve Resolution 2018-29.                                      |
| MADE BY:     | Supervisor Motko   |
| SECONDED BY: | Supervisor Hills   |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously |

90  
91 **6. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2018 BUDGET**

92 **A. Open the Public Hearing on Proposed Fiscal Year 2018 Budget**

93 **B. Staff Presentation**

94  
95 Mr. Lamb reviewed the budget line items with the Board.

96  
97 **C. Public Comments**

98  
99 There were no public comments.

100  
101 **D. Consideration of Resolution 2018-30; Adopting Fiscal Year 2018 Budget**

102 **i. Consideration of Developer Funding Agreement**

103  
104 Mr. Lamb reviewed the resolution with the Board and stated that there is a developer funding  
105 agreement attached to it.  
106

|              |  |
|--------------|--|
| MOTION TO:   | Approve Resolution 2018-30 as presented for the pro-rated portion of the year, subject to developer funding. |
| MADE BY:     | Supervisor Hills   |
| SECONDED BY: | Supervisor Dister  |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously   |

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117 **7. RETURN AND PROCEED TO REGULAR MEETING**  
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|--------------|--|
| MOTION TO:   | Close the three public hearings.                                 |
| MADE BY:     | Supervisor Hills   |
| SECONDED BY: | Supervisor Dister  |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously |

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127 **8. STAFF REPORTS**

128 **A. District Counsel**

129 **B. District Manager**

130 **C. District Engineer**  
131  
132



**9. BUSINESS ITEMS**

**A. Consideration of Resolution 2018-31; FY 2018 Assessment Resolution**

Mr. Babbar reviewed the resolution with the Board.

|              |                                 |
|--------------|---------------------------------|
| MOTION TO:   | Approve Resolution 2018-31.     |
| MADE BY:     | Supervisor Hills                |
| SECONDED BY: | Supervisor Dister               |
| DISCUSSION:  | None further                    |
| RESULT:      | Called to Vote: Motion PASSED   |
|              | 5/0 - Motion Passed Unanimously |

**B. Consideration of Resolution 2018-32; Approving Fiscal Year 2019 Proposed Budget & Setting Public Hearing**

Mr. Lamb stated that this item will be continued to June 7, 2018 at 2:00 p.m. at the Meritus office.

**C. Annual Disclosure of Qualified Electors**

Mr. Lamb announced that as of April 15, 2018, the Sherwood Manor CDD has 0 qualified electors.

**D. General Matters of the District**

**10. CONSENT AGENDA**

**A. Consideration of Minutes of the Special Organizational Meeting February 23, 2018**

**B. Consideration of Minutes of the Landowners Election & Regular Meeting April 5, 2018**

The Board reviewed the Consent Agenda items.

|              |                                 |
|--------------|---------------------------------|
| MOTION TO:   | Approve the Consent Agenda.     |
| MADE BY:     | Supervisor Hills                |
| SECONDED BY: | Supervisor Motko                |
| DISCUSSION:  | None further                    |
| RESULT:      | Called to Vote: Motion PASSED   |
|              | 5/0 - Motion Passed Unanimously |

**11. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**

There were no supervisor requests or comments.

**12. PUBLIC COMMENTS**

There were no public comments.

**13. ADJOURNMENT**

|              |  |
|--------------|--|
| MOTION TO:   | Continue the meeting to Thursday, June 7, 2018 at 2:00 p.m. at the Meritus office. |
| MADE BY:     | Supervisor Motko   |
| SECONDED BY: | Supervisor Hills   |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously                   |

*\*Please note the entire meeting is available on disc.*

*\*These minutes were done in summary format.*

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Secretary**  
☐ **Assistant Secretary**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Chairman**  
☐ **Vice Chairman**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

**SHERWOOD MANOR  
COMMUNITY DEVELOPMENT DISTRICT**

**May 9, 2018 Minutes of the Public Hearing and Regular Meeting**

**Minutes of the Public Hearing and Regular Meeting**

The Public Hearing and Regular Meeting of the Board of Supervisors for the Sherwood Manor Community Development District was held on **Friday, May 9, 2018 at 1:00 p.m.** at The Offices of Meritus, located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607.

**1. CALL TO ORDER/ROLL CALL**

Nicole Chamberlain called the Public Hearing and Regular Meeting of the Board of Supervisors of the Sherwood Manor Community Development District to order on **Friday, May 9, 2018 at 1:05 p.m.**

**Board Members Present and Constituting a Quorum:**

|              |            |
|--------------|------------|
| Jeff Hills   | Chair      |
| Ryan Motko   | Vice Chair |
| Nick Dister  | Supervisor |
| Albert Viera | Supervisor |
| Steve Luce   | Supervisor |

**Staff Members Present:**

|                    |                  |                            |
|--------------------|------------------|----------------------------|
| Nicole Chamberlain | Meritus          |                            |
| Eric Davidson      | Meritus          |                            |
| Alex Wolfe         | Meritus          |                            |
| Vivek Babbar       | District Counsel | <i>via conference call</i> |

There were no members of the general public in attendance.

**2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS**

There were no audience questions or comments on agenda items.

**3. RECESS TO PUBLIC HEARINGS**

Ms. Chamberlain recessed to the public hearings.

**4. PUBLIC HEARING ON IMPOSING SPECIAL ASSESSMENTS**

**A. Open the Public Hearing on Imposing Special Assessments**

|              |                                 |
|--------------|---------------------------------|
| MOTION TO:   | Open the public hearing.        |
| MADE BY:     | Supervisor Hills                |
| SECONDED BY: | Supervisor Motko                |
| DISCUSSION:  | None further                    |
| RESULT:      | Called to Vote: Motion PASSED   |
|              | 5/0 - Motion Passed Unanimously |

**B. Staff Presentation**

Mr. Babbar went over Resolution 2018-32 with the Board.

**C. Public Comments**

There were no public comments.

**D. Close the Public Hearing on Imposing Special Assessments**

**E. Consideration of Resolution 2018-32; Imposing Special Assessments**

The Board reviewed the resolution.

|              |  |
|--------------|--|
| MOTION TO:   | Close the public hearing and approve Resolution 2018-32. |
| MADE BY:     | Supervisor Hills   |
| SECONDED BY: | Supervisor Motko   |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED                            |
|              | 5/0 - Motion Passed Unanimously                          |

**5. RETURN AND PROCEED TO REGULAR MEETING**

Ms. Chamberlain directed the Board to return and proceed to the regular meeting.

**6. STAFF REPORTS**

**A. District Counsel**

**B. District Manager**

**C. District Engineer**

There were no staff reports at this time.

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88 **7. BUSINESS ITEMS**

89 **A. General Matters of the District**  
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92 **8. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**  
93

94 There were no supervisor requests or comments.  
95  
96

97 **9. PUBLIC COMMENTS**  
98

99 There were no public comments.  
100  
101

102 **10. ADJOURNMENT**  
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|              |  |
|--------------|--|
| MOTION TO:   | Adjourn.   |
| MADE BY:     | Supervisor Motko   |
| SECONDED BY: | Supervisor Hills   |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously |

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**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Secretary**  
☐ **Assistant Secretary**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Chairman**  
☐ **Vice Chairman**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

**SHERWOOD MANOR  
COMMUNITY DEVELOPMENT DISTRICT**

**June 7, 2018 Minutes of the Continued Meeting**

**Minutes of the Continued Meeting**

The Continued Meeting of the Board of Supervisors for the Sherwood Manor Community Development District was held on **Friday, June 7, 2018 at 2:00 p.m.** at The Offices of Meritus, located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607.

**1. CALL TO ORDER/ROLL CALL**

Mr. Lamb called the Continued Meeting of the Board of Supervisors of the Sherwood Manor Community Development District to order on **Friday, June 7, 2018 at approximately 2:40 p.m.**

**Board Members Present and Constituting a Quorum:**

|              |            |
|--------------|------------|
| Jeff Hills   | Chair      |
| Ryan Motko   | Vice Chair |
| Nick Dister  | Supervisor |
| Albert Viera | Supervisor |
| Steve Luce   | Supervisor |

**Staff Members Present:**

|                    |                   |                            |
|--------------------|-------------------|----------------------------|
| Brian Lamb         | Meritus           |                            |
| Nicole Chamberlain | Meritus           |                            |
| John Vericker      | District Counsel  |                            |
| Tonja Stewart      | District Engineer | <i>via conference call</i> |

There were no members of the general public in attendance.

**2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS**

There were no audience questions or comments on agenda items.

**3. STAFF REPORTS**

**A. District Counsel**

**B. District Engineer**

Ms. Stewart asked if it was okay for her to drop off the conference call. The Board said yes.

*Ms. Stewart left the meeting.*

The Board and Mr. Vericker discussed a time line for the bond validation and closing.

*The full discussion is available on audio recording.*



The Board decided to schedule a special meeting on Tuesday, July 10, 2018 at 2:00 p.m.

#### **4. BUSINESS ITEMS**

##### **A. Consideration of Resolution 2018-32; Approving Fiscal Year 2019 Proposed Budget & Setting Public Hearing**

Mr. Lamb went over the resolution and budget line items with the Board.

|              |  |
|--------------|--|
| MOTION TO:   | Approve Resolution 2018-32.                                      |
| MADE BY:     | Supervisor Hills   |
| SECONDED BY: | Supervisor Motko   |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously |

##### **B. General Matters of the District**

#### **5. SUPERVISORS REQUESTS**

There were no supervisor requests.

#### **6. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

There were no audience questions or comments.

#### **7. ADJOURNMENT**

|              |  |
|--------------|--|
| MOTION TO:   | Adjourn.   |
| MADE BY:     | Supervisor Hills   |
| SECONDED BY: | Supervisor Motko   |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously |

*\*Please note the entire meeting is available on disc.*

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*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Secretary**  
☐ **Assistant Secretary**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Chairman**  
☐ **Vice Chairman**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

**SHERWOOD MANOR  
COMMUNITY DEVELOPMENT DISTRICT**

**July 10, 2018 Minutes of the Special Meeting**

**Minutes of the Special Meeting**

The Special Meeting of the Board of Supervisors for the Sherwood Manor Community Development District was held on **Tuesday, July 10, 2018 at 2:00 p.m.** at The Offices of Meritus, located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607.

**1. CALL TO ORDER/ROLL CALL**

Mr. Lamb called the Special Meeting of the Board of Supervisors of the Sherwood Manor Community Development District to order on **Tuesday, July 10, 2018 at 2:00 p.m.**

**Board Members Present and Constituting a Quorum:**

|              |            |
|--------------|------------|
| Jeff Hills   | Chair      |
| Ryan Motko   | Vice Chair |
| Nick Dister  | Supervisor |
| Albert Viera | Supervisor |

**Staff Members Present:**

|               |                   |
|---------------|-------------------|
| Brian Lamb    | Meritus           |
| Brian Howell  | Meritus           |
| John Vericker | District Counsel  |
| Tonja Stewart | District Engineer |

There were no members of the general public in attendance.

**2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS**

There were no audience questions or comments on agenda items.

**3. STAFF REPORTS**

**A. District Counsel**

**B. District Engineer**

**i. Supplemental Engineer's Report**

Mr. Lamb went over the Supplemental Engineer's Report. He reviewed the details of the costs with the Board.

*The full discussion is available on audio recording.*

MOTION TO: Approve the Engineer's Report in draft form as proposed with the inclusion of additional costs associated with the amenity program and verification not to exceed an additional \$2.3 million.

MADE BY: Supervisor Hills

SECONDED BY: Supervisor Dister

DISCUSSION: None further

RESULT: Called to Vote: Motion PASSED  
4/0 - Motion Passed Unanimously

#### 4. BUSINESS ITEMS

##### A. Consideration of Resolution 2018-33; Delegation Resolution

- i. First Supplemental Trust Indenture
- ii. Bond Purchase Contract
- iii. Preliminary Limited Offering Memorandum
- iv. Continuing Disclosure Agreement
- v. Depository Trust Blanket Issuer Letter
- vi. Master Assessment Methodology Report
- vii. Supplemental Assessment Methodology Report

Mr. Lamb went over the Master Assessment Methodology Report and Supplemental Assessment Methodology Report with the Board.

*The full discussion is available on audio recording.*

MOTION TO: Approve the Master Assessment Methodology Report and Supplemental Assessment Methodology Report in substantial form, subject to review by various professionals associated with the District, to include the Underwriter, Bond Counsel, District Counsel, District Engineer, and the development team.

MADE BY: Supervisor Hills

SECONDED BY: Supervisor Dister

DISCUSSION: None further

RESULT: Called to Vote: Motion PASSED  
4/0 - Motion Passed Unanimously

Mr. Lamb went over the Delegation Resolution with the Board.

|              |   |
|--------------|---|
| MOTION TO:   | Approve Resolution 2018-33, subject to the inclusion of the Chair or Vice Chair being able to sign. |
| MADE BY:     | Supervisor Hills  |
| SECONDED BY: | Supervisor Dister   |
| DISCUSSION:  | None further  |
| RESULT:      | Called to Vote: Motion PASSED   |
|              | 4/0 - Motion Passed Unanimously   |

## **B. General Matters of the District**

### **5. SUPERVISORS REQUESTS**

There were no supervisor requests.

### **6. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

There were no audience questions or comments.

### **7. ADJOURNMENT**

|              |   |
|--------------|---|
| MOTION TO:   | Continue to the office of Meritus on Thursday, July 25, 2018 at 2:00 p.m. |
| MADE BY:     | Supervisor Hills  |
| SECONDED BY: | Supervisor Dister   |
| DISCUSSION:  | None further  |
| RESULT:      | Called to Vote: Motion PASSED   |
|              | 4/0 - Motion Passed Unanimously   |

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**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Secretary**  
☐ **Assistant Secretary**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Chairman**  
☐ **Vice Chairman**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

## Sherwood Community Development District Summary of Operations and Maintenance Invoices

| Vendor                             | Invoice/Account Number | Amount             | Vendor Total       | Comments/Description                           |
|------------------------------------|------------------------|--------------------|--------------------|--|
| <b>Monthly Contract</b>            |                        |                    |                    |  |
| Meritus Districts                  | 8322                   | \$ 1,000.00        |                    | Management Services - March                    |
| Meritus Districts                  | 8323                   | 1,000.00           | <b>\$ 2,000.00</b> | Management Services - April                    |
| <b>Monthly Contract Sub-Total</b>  |                        | <b>\$ 2,000.00</b> |                    |  |
| <b>Variable Contract</b>           |                        |                    |                    |  |
| Straley Robin Vericker             | 15453                  | \$ 705.60          |                    | Professional Services - thru 02/15/2018        |
| Straley Robin Vericker             | 15540                  | 1,232.00           |                    | Professional Services - thru 03/15/2018        |
| Straley Robin Vericker             | 15643                  | 1,180.35           | <b>\$ 3,117.95</b> | Professional Services - thru 04/15/2018        |
| <b>Variable Contract Sub-Total</b> |                        | <b>\$ 3,117.95</b> |                    |  |
| <b>Utilities</b>                   |                        |                    |                    |  |
| <b>Utilities Sub-Total</b>         |                        | <b>\$ 0.00</b>     |                    |  |
| <b>Regular Services</b>            |                        |                    |                    |  |
| Egis                               | 6925                   | \$ 3,014.00        |                    | Insurance Package - 02/23/2018 to 10/01/2018   |
| <b>Regular Services Sub-Total</b>  |                        | <b>\$ 3,014.00</b> |                    |  |
| <b>Additional Services</b>         |                        |                    |                    |  |
| Alphagraphics                      | 698017                 | \$ 35.00           |                    | Established Stamp - 03/27/2018                 |
| DEO                                | 71253                  | 125.00             |                    | FY 2018 Special District Fee - 02/15/2018      |
| Kaeser & Blair                     | 80411384               | 100.22             |                    | 250 Laser Checks - 04/25/2018                  |
| Meritus Districts                  | 8326                   | 1,876.00           |                    | Reimbursement for Tampa Bay Times - 03/21/2018 |
| Meritus Districts                  | 8333                   | 2,002.46           | <b>\$ 3,878.46</b> | Reimbursement for Tampa Bay Times - 4/19/2018  |
| Tampa Bay Times                    | 581224 011218          | 424.00             |                    | Notice of Hearing 02/13/2018 - 01/12/2018      |

## Sherwood Community Development District Summary of Operations and Maintenance Invoices

| Vendor                               | Invoice/Account Number | Amount              | Vendor Total        | Comments/Description                              |
|--------------------------------------|------------------------|---------------------|---------------------|---|
| Tampa Bay Times                      | 582433 011618          | 1,876.00            |                     | Notice of Hearing - 01/13/2018                    |
| Tampa Bay Times                      | 581224 011918          | 420.00              |                     | Notice of Hearing 02/13/2018 - 01/19/2018         |
| Tampa Bay Times                      | 581224 020218          | 420.00              |                     | Notice of Hearing 02/13/2018 - 02/02/2018         |
| Tampa Bay Times                      | 592293 020918          | 299.50              |                     | Notice of Supervisors - 02/09/2018                |
| Tampa Bay Times                      | 609537 031518          | 350.50              |                     | Notice of RFQ Engineer Services - thru 03/15/2018 |
| Tampa Bay Times                      | 607216 031618          | 1,056.00            |                     | Notice of Landowners Election - thru 03/16/2018   |
| Tampa Bay Times                      | 612279 032818          | 342.00              |                     | Notice of Rule Development - thru 03/28/2018      |
| Tampa Bay Times                      | 612260 033018          | 454.00              |                     | Notice of Method of Collections - thru 03/30/2018 |
| Tampa Bay Times                      | 612318                 | 690.50              |                     | Notice of Rule Making - thru 03/30/2018           |
| Tampa Bay Times                      | 612260 040618          | 450.00              |                     | Notice of Method of Collections - thru 04/06/2018 |
| Tampa Bay Times                      | 612260 041318          | 450.00              |                     | Notice of Method of Collections - thru 04/13/2018 |
| Tampa Bay Times                      | 612339 041318          | 801.00              |                     | Notice of Budget Meeting - thru 04/13/2018        |
| Tampa Bay Times                      | 622572 041318          | 844.00              |                     | Notice of Special Assessment - thru 04/13/2018    |
| Tampa Bay Times                      | 612260 042018          | 450.00              |                     | Notice of Method of Collections - thru 04/20/2018 |
| Tampa Bay Times                      | 622572 042018          | 840.00              | <b>\$ 10,167.50</b> | Notice of Special Assessment - thru 04/20/2018    |
| <b>Additional Services Sub-Total</b> |                        | <b>\$ 14,306.18</b> |                     |   |
| <b>TOTAL:</b>                        |                        | <b>\$ 22,438.13</b> |                     |   |



# Sherwood Community Development District Summary of Operations and Maintenance Invoices

| Vendor | Invoice/Account<br>Number | Amount | Vendor<br>Total | Comments/Description |
|--------|---------------------------|--------|-----------------|----------------------|
|--------|---------------------------|--------|-----------------|----------------------|

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607



Invoice Number: 8322  
Invoice Date: Mar 12, 2018  
Page: 1

Voice: 813-397-5121  
Fax: 813-873-7070

|  |
|--|
| <b>Bill To:</b>  |
| Sherwood Manor CDD<br>2005 Pan Am Circle<br>Suite 120<br>Tampa, FL 33607 |

Ship to:

| Customer ID        | Customer PO     | Payment Terms |          |
|--------------------|-----------------|---------------|----------|
| Sherwood Manor CDD |                 | Net Due       |          |
| Sales Rep ID       | Shipping Method | Ship Date     | Due Date |
|                    | Best Way        |               | 3/12/18  |

| Quantity | Item | Description                          | Unit Price | Amount   |
|----------|------|--------------------------------------|------------|----------|
|          | DMS  | District Management Services - March |            | 1,000.00 |

|                        |                 |
|------------------------|-----------------|
| Subtotal               | 1,000.00        |
| Sales Tax              |                 |
| Total Invoice Amount   | 1,000.00        |
| Payment/Credit Applied |                 |
| <b>TOTAL</b>           | <b>1,000.00</b> |

Check/Credit Memo No:

# Meritus Districts

2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607



## INVOICE

Invoice Number: 8323  
Invoice Date: Apr 1, 2018  
Page: 1

Voice: 813-397-5121  
Fax: 813-873-7070

**Bill To:**

Sherwood Manor CDD  
2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

**Ship to:**

| Customer ID        | Customer PO     | Payment Terms |          |
|--------------------|-----------------|---------------|----------|
| Sherwood Manor CDD |                 | Net Due       |          |
| Sales Rep ID       | Shipping Method | Ship Date     | Due Date |
|                    | Best Way        |               | 4/1/18   |

| Quantity | Item | Description                          | Unit Price | Amount   |
|----------|------|--------------------------------------|------------|----------|
|          | DMS  | District Management Services - April |            | 1,000.00 |

Check/Credit Memo No:

|                        |                 |
|------------------------|-----------------|
| Subtotal               | 1,000.00        |
| Sales Tax              |                 |
| Total Invoice Amount   | 1,000.00        |
| Payment/Credit Applied |                 |
| <b>TOTAL</b>           | <b>1,000.00</b> |

## Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 \* Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT

2005 Pan Am Circle, Suite 120

Tampa, FL 33607

February 23, 2018

Client: 001497

Matter: 000001

Invoice #: 15453

Page: 1

RE: General

For Professional Services Rendered Through February 15, 2018

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### SERVICES

| Date      | Person | Description of Services   | Hours |
|-----------|--------|---|-------|
| 2/6/2018  | LB     | REVIEW EMAIL FROM B. CRUTCHFIELD RE ORGANIZATIONAL MEETING AND MATERIALS FOR SAME; PREPARE EMAIL TO B. CRUTCHFIELD RE LIST OF RESOLUTIONS AND DOCUMENTS FOR OUR OFFICE TO PREPARE FOR THE ORGANIZATIONAL MEETING. | 0.2   |
| 2/7/2018  | LB     | PREPARE DRAFT RESOLUTION APPROVING NOTICE OF ESTABLISHMENT, NOTICE OF ESTABLISHMENT, RESOLUTION SETTING PUBLIC HEARING ON RULES OF PROCEDURE AND DRAFT RULES OF PROCEDURE.  | 2.1   |
| 2/9/2018  | LB     | PREPARE DRAFT BUDGET RESOLUTION APPROVING PROPOSED BUDGET AND SETTING PUBLIC HEARING ON SAME; PREPARE DRAFT DEVELOPER BUDGET FUNDING AGREEMENT.   | 1.2   |
| 2/13/2018 | LB     | TELEPHONE CONFERENCE WITH T. STEWART RE ENGINEER'S REPORT AND STATUS OF OBTAINING ORDINANCE.  | 0.1   |

February 23, 2018  
 Client: 001497  
 Matter: 000001  
 Invoice #: 15453

Page: 2

## SERVICES

| Date                        | Person | Description of Services  | Hours |          |
|-----------------------------|--------|--|-------|----------|
| 2/14/2018                   | LB     | REVIEW COUNTY WEBSITE RE ORDINANCE ESTABLISHING THE DISTRICT; PREPARE EMAIL TO N. TAKEMORI, COUNTY ATTORNEY REQUESTING COPY OF THE LETTER FROM THE STATE REFLECTING EFFECTIVE DATE OF THE ORDINANCE; REVIEW EMAIL FROM N. TAKEMORI RE STATUS OF SAME; PREPARE EMAIL TO T. STEWART TRANSMITTING COPY OF ORDINANCE; ; REVIEW EMAIL FROM A. CRUZ RE COPY OF ORDINANCE AND LETTER FROM THE STATE WITH EFFECTIVE DATE; PREPARE EMAIL TO MERITUS TRANSMITTING COPY OF ORDINANCE; WORK ON RESOLUTIONS AND RELATED DOCUMENTS FOR ORGANIZATIONAL MEETING; PREPARE EMAIL TO J. GASKINS OF FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY RE FILING OF THE ORDINANCE AND LOCATION MAP WITH THE DEO. | 1.1   |          |
| Total Professional Services |        |  | 4.7   | \$705.00 |

## PERSON RECAP

| Person         | Hours | Amount   |
|----------------|-------|----------|
| LB Lynn Butler | 4.7   | \$705.00 |

## DISBURSEMENTS

| Date                | Description of Disbursements | Amount |
|---------------------|------------------------------|--------|
| 2/15/2018           | Photocopies (4 @ \$0.15)     | \$0.60 |
| Total Disbursements |                              | \$0.60 |

February 23, 2018

Client: 001497

Matter: 000001

Invoice #: 15453

Page: 3

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|                       |          |          |
|-----------------------|----------|----------|
| Total Services        | \$705.00 |          |
| Total Disbursements   | \$0.60   |          |
| Total Current Charges |          | \$705.60 |

|                        |                 |
|------------------------|-----------------|
| <b>PAY THIS AMOUNT</b> | <b>\$705.60</b> |
|------------------------|-----------------|

*Please Include Invoice Number on all Correspondence*

## Straley Robin Vericker

1510 W. Cleveland Street  
Tampa, FL 33606  
Telephone (813) 223-9400 \* Facsimile (813) 223-5043  
Federal Tax Id. - 20-1778458

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT  
2005 Pan Am Circle, Suite 120  
Tampa, FL 33607

March 21, 2018  
Client: 001497  
Matter: 000001  
Invoice #: 15540

Page: 1

RE: General

For Professional Services Rendered Through March 15, 2018

### SERVICES

| Date      | Person | Description of Services  | Hours |
|-----------|--------|--|-------|
| 2/16/2018 | JMV    | PREPARE DOCUMENTS FOR CDD ORGANIZATIONAL MEETING.  | 1.0   |
| 2/16/2018 | LB     | FINALIZE RESOLUTIONS AND RELATED DOCUMENTS FOR ORGANIZATIONAL MEETING; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING SAME.  | 0.6   |
| 2/27/2018 | LB     | EMAILS FROM AND TO B. CRUTCHFIELD RE PUBLIC HEARING DATES, LANDOWNERS' MEETING AND PUBLICATIONS AND RESOLUTIONS FOR SAME; PREPARE DRAFT PUBLICATION FOR LANDOWNERS' MEETING. | 1.0   |
| 3/2/2018  | LB     | REVIEW EXECUTED NOTICE OF ESTABLISHMENT; PREPARE TRANSMITTAL LETTER TO CLERK OF COURT RE RECORDING SAME.   | 0.3   |
| 3/3/2018  | LB     | WORK ON BOND PLEADINGS FILE.   | 0.4   |
| 3/6/2018  | LB     | REVIEW RECORDED NOTICE OF ESTABLISHMENT; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING THE NOTICE OF ESTABLISHMENT FOR THE DISTRICT'S RECORDS.                                | 0.2   |
| 3/8/2018  | VKB    | REVIEW AND REPLY TO EMAIL FROM B. LAMB.  | 0.1   |
| 3/9/2018  | LB     | WORK ON DRAFT PUBLICATION NOTICES FOR FY 2018 BUDGET, RULE DEVELOPMENT AND RULE MAKING.  | 1.4   |
| 3/13/2018 | JMV    | PREPARE LEGAL NOTICES.   | 0.6   |

March 21, 2018  
 Client: 001497  
 Matter: 000001  
 Invoice #: 15540

Page: 2

## SERVICES

| Date                        | Person | Description of Services   | Hours |            |
|-----------------------------|--------|---|-------|------------|
| 3/15/2018                   | LB     | PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING RESOLUTIONS FOR APRIL 5TH BOARD MEETING; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING PUBLICATION NOTICES FOR PUBLIC HEARINGS FOR MAY 3RD BOARD MEETING. | 0.3   |            |
| Total Professional Services |        |   | 5.9   | \$1,095.00 |

## PERSON RECAP

| Person |                  | Hours | Amount   |
|--------|------------------|-------|----------|
| JMV    | John M. Vericker | 1.6   | \$440.00 |
| VKB    | Vivek K. Babbar  | 0.1   | \$25.00  |
| LB     | Lynn Butler      | 4.2   | \$630.00 |

## DISBURSEMENTS

| Date                | Description of Disbursements  | Amount   |
|---------------------|---|----------|
| 3/2/2018            | Clerk, Circuit Court, Hillsborough County- Recording Fees- Recording Fees/Notice of Establishment | \$95.00  |
| 3/15/2018           | Photocopies (280 @ \$0.15)  | \$42.00  |
| Total Disbursements |   | \$137.00 |



March 21, 2018  
Client: 001497  
Matter: 000001  
Invoice #: 15540

Page: 3

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|                       |            |            |
|-----------------------|------------|------------|
| Total Services        | \$1,095.00 |            |
| Total Disbursements   | \$137.00   |            |
| Total Current Charges |            | \$1,232.00 |

**PAY THIS AMOUNT**

**\$1,232.00**

*Please Include Invoice Number on all Correspondence*

## Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 \* Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT  
2005 Pan Am Circle, Suite 120  
Tampa, FL 33607

April 18, 2018  
Client: 001497  
Matter: 000001  
Invoice #: 15643

Page: 1

RE: General

For Professional Services Rendered Through April 15, 2018

### SERVICES

| Date      | Person | Description of Services   | Hours |
|-----------|--------|---|-------|
| 3/29/2018 | VKB    | REVIEW AND REPLY TO EMAIL FROM B. CRUTCHFIELD; REVIEW TENTATIVE AGENDA.   | 0.2   |
| 4/3/2018  | LB     | PREPARE DRAFT RESOLUTION ADOPTING RULES OF PROCEDURE, DRAFT RESOLUTION ADOPTING UNIFORM METHOD OF COLLECTION, DRAFT RESOLUTION ADOPTING FY 2017/2018 BUDGET, DRAFT RESOLUTION LEVYING THE O&M ASSESSMENTS FOR FY 2017/2018 BUDGET AND DRAFT DEVELOPER FUNDING AGREEMENT; PREPARE EMAIL TO J. GASKINS WITH THE DEO PROVIDING THE DISTRICT'S WEBSITE INFORMATION FOR THE DEO'S RECORDS. | 2.0   |
| 4/4/2018  | JMV    | REVIEW AGENDA AND PREPARE FOR CDD BOARD MEETING.  | 1.0   |
| 4/9/2018  | JMV    | PREPARE RESOLUTIONS FOR CDD BOARD MEETING.  | 0.9   |
| 4/10/2018 | LB     | FINALIZE RESOLUTIONS AND DOCUMENTS FOR MAY 3, 2018 PUBLIC HEARING/BOS MEETING; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING SAME AND REQUESTING INFORMATION ON STATUS OF SETTING MEETING FOR PRELIMINARY BUDGET FOR FY 2018/2019.   | 0.4   |
| 4/11/2018 | LB     | REVIEW PROOF OF PUBLICATION FROM B. CRUTCHFIELD; PREPARE EMAIL TO B. CRUTCHFIELD RE WRONG RESOLUTION IN PUBLICATION; REVIEW EMAILS FROM B. CRUTCHFIELD RE ADOPTION OF PROPOSED BUDGET FOR FY 2018/2019 AND PUBLIC HEARING ON SAME.  | 0.5   |

April 18, 2018  
Client: 001497  
Matter: 000001  
Invoice #: 15643

Page: 2

### SERVICES

| Date                        | Person | Description of Services  | Hours |            |
|-----------------------------|--------|--|-------|------------|
| 4/12/2018                   | LB     | PREPARE DRAFT RESOLUTION ADOPTING<br>PROPOSED FY 2018/2019 BUDGET AND SETTING<br>PUBLIC HEARING. | 0.4   |            |
| Total Professional Services |        |  | 5.4   | \$1,067.50 |

### PERSON RECAP

| Person               | Hours | Amount   |
|----------------------|-------|----------|
| JMV John M. Vericker | 1.9   | \$522.50 |
| VKB Vivek K. Babbar  | 0.2   | \$50.00  |
| LB Lynn Butler       | 3.3   | \$495.00 |

### DISBURSEMENTS

| Date                  | Description of Disbursements                          | Amount     |
|-----------------------|---|------------|
| 3/2/2018              | XPRESS DELIVERIES, LLC- Courier Service- Courier Fees | \$18.50    |
| 4/13/2018             | Photocopies (629 @ \$0.15)                            | \$94.35    |
| Total Disbursements   |   | \$112.85   |
| Total Services        |   | \$1,067.50 |
| Total Disbursements   |   | \$112.85   |
| Total Current Charges |   | \$1,180.35 |

**PAY THIS AMOUNT**

**\$1,180.35**

*Please Include Invoice Number on all Correspondence*



# INVOICE

|                  |   |
|------------------|---|
| Customer         | Sherwood Manor Community Development District |
| Acct #           | 799   |
| Date             | 03/26/2018                                    |
| Customer Service | Kristina Rudez                                |
| Page             | 1 of 1  |

Sherwood Manor Community Development District  
c/o Meritus  
2005 Pan Am Circle, Suite 120  
Tampa, FL 33607

| Payment Information |              |
|---------------------|--------------|
| Invoice Summary     | \$ 3,014.00  |
| Payment Amount      |              |
| Payment for:        | Invoice#6925 |
| 100117338           |              |

Thank You



Please detach and return with payment

Customer: Sherwood Manor Community Development District

| Invoice | Effective  | Transaction  | Description  | Amount       |
|---------|------------|--------------|--|--------------|
| 6925    | 02/23/2018 | New business | Policy #100117338 02/23/2018-10/01/2018<br>Florida Insurance Alliance<br>Package - New business<br>Due Date: 4/25/2018 | 3,014.00     |
|         |            |              |  | <b>Total</b> |
|         |            |              |  | \$ 3,014.00  |

Thank You

FOR PAYMENTS SENT OVERNIGHT:  
Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

|  |                          |            |
|--|--------------------------|------------|
| Remit Payment To: Egis Insurance Advisors, LLC | (321)320-7665            | Date       |
| Lockbox 234021 PO Box 84021                    |                          |            |
| Chicago, IL 60689-4002                         | cbitner@egisadvisors.com | 03/26/2018 |

**INVOICE**

Invoice Number: 698017  
Account Number: 5713  
P.O. Number: MERITUS  
Per: BRITTANY CRUTCHFIELD  
Cont Phone: (813) 397-5120-322  
Tuesday March 27, 2018  
Bill Fax:

SHERWOOD MANOR COMMUNITY  
2005 PAN AM CIR #120  
TAMPA, FL 33607-2529

| Item                   | Description       | Quantity | Price |
|------------------------|-------------------|----------|-------|
| 1                      | ESTABLISHED STAMP | 1        | 35.00 |
| Subtotal For All Items |                   |          | 35.00 |
| Shipping - Cust P/U    |                   |          | 0.00  |
| Sales Tax              |                   |          | 0.00  |
| Subtotal For Invoice   |                   |          | 35.00 |

Received By: \_\_\_\_\_

Invoice Total \$35.00

**REMIT PAYMENT TO:**  
ALPHAGRAPHS TAMPA 671  
4209 W KENNEDY BLVD  
TAMPA, FL 33609-2230

PHONE (813) 289-4663  
FAX (813) 287-5733

**C. O. D.**

THANK YOU FOR CHOOSING ALPHAGRAPHS.

4209 West Kennedy Blvd.  
Tampa, Florida 33609-2230  
www.alphagraphicsstampa671.com

Phone.813.289.4663  
Fax.813.287.5733  
tampa671@alphagraphics.com



**Florida Department of Economic Opportunity, Special District Accountability Program**  
**FY 2017/2018 Special District Fee Invoice and Update Form**  
Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

|                      |                  |                  |   |
|----------------------|------------------|------------------|---|
| Invoice No.: 71253   |                  |                  | Date Invoiced: 02/15/2018                     |
| Annual Fee: \$125.00 | Late Fee: \$0.00 | Received: \$0.00 | Total Due, Postmarked by 04/16/2018: \$125.00 |

**STEP 1:** Review the following information, make changes directly on the form, and sign and date:

**1. Special District's Name, Registered Agent's Name, and Registered Office Address:**



**Sherwood Manor Community Development District**

Mr. Brian Lamb

Meritus

2005 Pan Am Circle, Suite 120

Tampa, FL 33607

**2. Telephone:** (813) 397-5120  
**3. Fax:** (813) 873-7070  
**4. Email:** brian.lamb@merituscorp.com  
**5. Status:** Independent  
**6. Governing Body:** Elected  
**7. Website Address:** Not on file - please provide.  
**8. County(ies):** Hillsborough  
**9. Function(s):** Community Development  
**10. Boundary Map on File:** 02/14/2018  
**11. Creation Document on File:** 02/14/2018  
**12. Date Established:** 02/14/2018  
**13. Creation Method:** Local Ordinance  
**14. Local Governing Authority:** Hillsborough County  
**15. Creation Document(s):** County Ordinance 18-7  
**16. Statutory Authority:** Chapter 190, Florida Statutes  
**17. Authority to Issue Bonds:** Yes  
**18. Revenue Source(s):** Assessments  
**19. Most Recent Update:** 02/15/2018

**Received**  
**FEB 20 2018**

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**STEP 2:** Pay the annual fee or certify eligibility for the zero fee:

- a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at [www.Floridajobs.org/SpecialDistrictFee](http://www.Floridajobs.org/SpecialDistrictFee) or by check payable to the Department of Economic Opportunity.
- b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.
1. \_\_\_\_\_ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
  2. \_\_\_\_\_ This special district is in compliance with the reporting requirements of the Department of Financial Services.
  3. \_\_\_\_\_ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2015/2016 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Reason: \_\_\_\_\_

**STEP 3:** Make a copy of this form for your records.

**STEP 4:** Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

**Rick Scott**  
GOVERNOR



**Cissy Proctor**  
EXECUTIVE DIRECTOR

February 15, 2018

Mr. Brian K. Lamb  
Meritus  
2005 Pan Am Circle, Suite 120  
Tampa, Florida 33607

**Re: Sherwood Manor Community Development District  
Established by Hillsborough County Ordinance 18-7**

Dear Mr. Lamb:

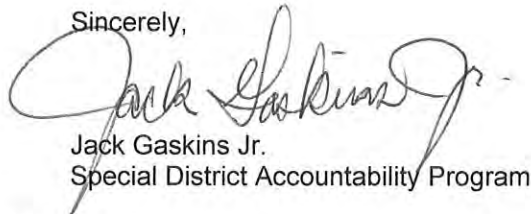
Ms. Lynn Butler recently registered the above referenced special district with the Special District Accountability Program and identified you as its registered agent. In accordance with Section 189.061(1), *Florida Statutes*, I have classified the district's status as independent.

All special districts must comply with the requirements of Chapter 189, Florida Statutes, and Rule Chapter 73C-24, Florida Administrative Code. As part of these requirements, please verify and update the information on the enclosed *Special District Fee Invoice and Update Form*, sign and date it, then return it, along with the fee, to the address below by the due date on the form. It is very important that the information on this form be complete and accurate since we must make this information available through the *Official List of Special Districts Online*. As an option, you may pay the fee with a Visa or MasterCard at [FloridaJobs.org/SpecialDistrictFee](http://FloridaJobs.org/SpecialDistrictFee).

Department of Economic Opportunity  
Bureau of Budget Management  
107 E. Madison Street, MSC 120  
Tallahassee, FL 32399-4124

Please visit the *Florida Special District Handbook Online* at [FloridaJobs.org/SpecialDistrictHandbook](http://FloridaJobs.org/SpecialDistrictHandbook) to learn about special district requirements, such as the annual special district fee, website content, and financial reporting to the Department of Financial Services and the Auditor General. If you have any questions, please do not hesitate to call me at (850) 717-8430.

Sincerely,



Jack Gaskins Jr.  
Special District Accountability Program

Enc.: Special District Fee Invoice and Update Form

cc: Hillsborough County Clerk (w/o enclosure)





Kaeser &amp; Blair Authorized Dealer

4236 Grissom Drive  
Batavia, Ohio 45103  
(800) 607-8824  
FAX (800) 322-6000  
credit@kaeser-blair.com

## INVOICE

Promotional Advertising • Corporate Identity Wearables • Writing Implements • Calendars

INVOICE NO. 80411384  
DATE: 4/25/18

CUSTOMER NUMBER 003078453

DEALER NUMBER 88178

## BILL TO:

SHERWOOD MANOR CDD  
ATTN: TERESA FARLOW  
2005 PAN AM CIRCLE, SUITE 120  
TAMPA, FL 33607

## SHIP TO:

SHERWOOD MANOR CDD  
ATTN: TERESA FARLOW  
2005 PAN AM CIRCLE, SUITE 120  
TAMPA, FL 33607

## YOUR PO NUMBER

SHERWOOD MANOR

## DATE SHIPPED

4/17/18

## SHIP VIA

OTHER

## TERMS

NET-30

| QUANTITY | PRODUCT NO | DESCRIPTION                   | UNIT PRICE | AMOUNT |
|----------|------------|-------------------------------|------------|--------|
| 1        | L1037MB    | 250-LASER CHECKS, MARBLE BLUE | 86.0000    | 86.00  |
| 1        |            | PROOF                         | .0000      | .00    |

YOUR AUTHORIZED K&B DEALER IS  
MG Promotional Products  
TO REORDER CALL 813-949-9000  
OR EMAIL TO mikeg@mgpromotionalproducts.com

You can now pay your invoice online at  
paykaeser.com

SUBTOTAL 86.00  
\*\* SALES TAX .00  
LESS: PAYMENT/DEPOSIT .00  
SHIPPING & HANDLING 14.22  
TOTAL DUE 100.22

PLEASE MAKE ALL CHECKS PAYABLE TO KAESER &amp; BLAIR, INC.

Please enclose remittance coupon with payment. See back for additional information.



3771 Solutions Center  
Chicago, IL 60677-3007

003078453

88178

## REMITTANCE

INVOICE NO. 80411384  
DATE: 4/25/18

TOTAL DUE: 100.22  
Amount Paid

☐ IF PAYING BY CREDIT CARD,  
CHECK THIS BOX AND SEE THE  
BACK OF THIS FORM.

SHERWOOD MANOR CDD  
ATTN: TERESA FARLOW  
2005 PAN AM CIRCLE, SUITE 120  
TAMPA, FL 33607



# Meritus Districts

2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607



Voice: 813-397-5121  
Fax: 813-873-7070

# INVOICE

Invoice Number: 8326  
Invoice Date: Mar 21, 2018  
Page: 1

**Bill To:**

Sherwood Manor CDD  
2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

**Ship to:**

| Customer ID        | Customer PO     | Payment Terms |          |
|--------------------|-----------------|---------------|----------|
| Sherwood Manor CDD |                 | Net Due       |          |
| Sales Rep ID       | Shipping Method | Ship Date     | Due Date |
|                    | Best Way        |               | 3/21/18  |

| Quantity               | Item | Description   | Unit Price | Amount          |
|------------------------|------|---|------------|-----------------|
|                        |      | Payment of Tampa Bay Times invoice for ad run 1/13/18 |            | 1,876.00        |
| Subtotal               |      |   |            | 1,876.00        |
| Sales Tax              |      |   |            |                 |
| Total Invoice Amount   |      |   |            | 1,876.00        |
| Payment/Credit Applied |      |   |            |                 |
| <b>TOTAL</b>           |      |   |            | <b>1,876.00</b> |

Check/Credit Memo No:

**MERITUS DISTRICTS**  
2005 PAN AM CIRCLE, SUITE 120  
TAMPA, FLORIDA 33607  
PH. (813) 397-5121

60951

Feb 5, 2018

*Bank of the Ozarks*

PAY One Thousand Eight Hundred Seventy-Six and 00/100 Dollars

\$ 1,876.00

TO THE ORDER OF

Tampa Bay Times  
Dpt 3396  
P.O. Box 123396  
Dallas, TX 75312-3396

*(Signature)*

SECURITY FEATURES INCLUDED. DETAILS ON BACK

60951 106311413710185305211

**Security Features:** Listed below are the security features provided on this document which meet and/or exceed industry guidelines.

- Micro-Printing
- Watermark
- Colored Background
- Word copy protection

**Results of check alterations:**

- Small type in border of check and endorsement area appears blurred & copied or scanned.
- Artificial watermark on back. Hold at an angle to view.

00000 0893396 00800 0007  
02-12-2018 065503681 Whitney Bank  
CRED TO PAYEE  
ABS END GUAR

DO NOT WRITE / SIGN / STAMP BELOW THIS LINE  
DEPOSITORY BANK ENDORSEMENT

ENDORSE CHECK HERE

X

MP

MP

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# Tampa Bay Times

Published Daily

STATE OF FLORIDA  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared Deirdre Almeida who on oath says that he/she is Legal Clerk of the Tampa Bay Times a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter RE: Hearing was published in Tampa Bay Times: 1/13/18, in said newspaper in the issues of Baylink Hillsborough

Affiant further says the said Tampa Bay Times is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

Signature of Affiant

Sworn to and subscribed before me this 01/13/2018.

Signature of Notary Public

Personally known \_\_\_\_\_ or produced identification

Type of identification produced \_\_\_\_\_



## NOTICE OF PUBLIC HEARING

Hillsborough County Board of County Commissioners  
To Consider the Establishment of the Sherwood Manor  
Community Development District

DATE: February 13, 2018

TIME: 9:00 a.m.

LOCATION: Boardroom - 2nd Floor of the  
Frederick B. Karl County Center  
601 E. Kennedy Blvd. Tampa, Florida 33602



## NOTICE OF PUBLIC HEARING

In compliance with the provisions of Chapter 190, Florida Statutes, a public hearing will be held by the Hillsborough County Board of County Commissioners beginning at 9:00 a.m., February 13, 2018, in the Boardroom in the Frederick B. Karl County Center, 601 E. Kennedy Blvd., Tampa, Florida 33602, to consider an Ordinance to grant a petition to establish the boundaries of the Sherwood Manor Community Development District. The title of the proposed ordinance is as follows:

**AN ORDINANCE ESTABLISHING THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT PURSUANT TO CHAPTER 190, FLORIDA STATUTES; SPECIFYING GENERAL AND SPECIAL POWERS OF THE DISTRICT; DESCRIBING THE BOUNDARIES OF THE DISTRICT; NAMING THE MEMBERS OF THE BOARD OF SUPERVISORS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

The Sherwood Manor Community Development District will be comprised of approximately 165.61 acres, located in unincorporated Hillsborough County, between 6th Street SE and 15th Street SE and north of 21st Avenue SE. The petitioner has proposed to establish the Sherwood Manor Community Development District to plan, finance, acquire, construct, operate and maintain all infrastructure and community facilities, which may be authorized by such districts under Florida law, including but not limited to water management and control, water supply, sewer, wastewater management, bridges or culverts, roads and street lights, parks and recreational facilities, security facilities, and certain other projects when expressly approved or required by a local government and any other facilities in accordance with Section 190.012(1), Florida Statutes.

Copies of the petition, the proposed ordinance and department reports are open to public inspection at the Clerk of the Board of County Commissioners of Hillsborough County, 419 Pierce Street, Room 140, Tampa, Florida 33602.

All interested persons and affected units of general-purpose local government shall be given an opportunity to appear at the hearing and present oral or written comments on the petition. Any person or affected unit of general-purpose local government, who wishes to appeal any decision made by the Board with respect to any matter considered at this public hearing will need a record of the proceedings. For that purpose the person or unit of general-purpose local government may need to ensure that a verbatim record of the proceedings is made that includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Citizens Service Center at (813) 272-5900 or TTY (813) 301-7173, at least forty-eight (48) hours prior to the proceedings.

**Meritus Districts**

2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

Voice: 813-397-5121

Fax: 813-873-7070

**INVOICE**

Invoice Number: 8333

Invoice Date: Apr 9, 2018

Page: 1

**Bill To:**

Sherwood Manor CDD  
2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

**Ship to:**

| Customer ID        | Customer PO     | Payment Terms |          |
|--------------------|-----------------|---------------|----------|
| Sherwood Manor CDD |                 | Net Due       |          |
| Sales Rep ID       | Shipping Method | Ship Date     | Due Date |
|                    |                 |               | 4/9/18   |

| Quantity               | Item | Description  | Unit Price | Amount          |
|------------------------|------|--|------------|-----------------|
|                        |      | 4/9/18 payment by District Management<br>Services to Tampa Bay Times for 2/28/18<br>balance on account |            | 2,002.46        |
| Subtotal               |      |  |            | 2,002.46        |
| Sales Tax              |      |  |            |                 |
| Total Invoice Amount   |      |  |            | 2,002.46        |
| Payment/Credit Applied |      |  |            |                 |
| <b>TOTAL</b>           |      |  |            | <b>2,002.46</b> |

Check/Credit Memo No:

**Tampa Bay Times**  
tampabay.com

Account Rep:  
Credit Rep: 727-893-8282  
Fed Tax ID: 59-0482470

PAGE 1

ACCOUNT NUMBER  
176837

BILLING PERIOD  
02/01/18 - 02/28/18

AMOUNT DUE:  
\$2,002.46

## CUSTOMER SUMMARY FOR SHERWOOD MANOR CDD

ACCOUNT NAME  
SHERWOOD MANOR CDD  
C/O MERITUS  
2005 PAN AM CIRCLE SUITE 120  
TAMPA FL 33607

|                  |              |
|------------------|--------------|
| PERIOD ENDING    | 02/28/18     |
| PREVIOUS BALANCE | \$3,140.00   |
| CURRENT CHARGES  | \$738.46     |
| ADJUSTMENTS      | \$0.00       |
| PAYMENTS         | (\$1,876.00) |
| BALANCE DUE      | \$2,002.46   |

Sales Rep: Unassigned

## ADVERTISING STATEMENT AND INVOICE

**Terms of Payment:** Net 30

| Start    | Stop     | Ad Number | Zone                          | Class | Description<br>PO Number | Insertions | Size     | Net Amount   |
|----------|----------|-----------|-------------------------------|-------|--------------------------|------------|----------|--------------|
|          |          |           |                               |       | BALANCE FORWARD          |            |          | \$3,140.00   |
|          | 02/12/18 |           |                               |       | Payment #60951           |            |          | (\$1,876.00) |
|          | 02/28/18 |           |                               |       | FINANCE CHARGE           |            |          | \$18.96      |
| 01/12/18 | 02/02/18 | 581224    | Tampa<br>Tribune<br>Southeast | 0     | Hearing 2/13/18          | 1          | 2x 14.00 | \$420.00     |
| 02/09/18 | 02/09/18 | 592293    |                               | 405   | Supervisors              | 2          | 2x 3.35  | \$299.50     |

**Tampa Bay Times**  
tampabay.com

Amount due: \$2,002.46

Due Date: 3/30/2018 Amount Paid:

|                         |                        |                       |                    |                      |                 |
|-------------------------|------------------------|-----------------------|--------------------|----------------------|-----------------|
| <b>Billing Date</b>     |                        | Due Date: 3/30/2018   |                    | Amount Paid: _____   |                 |
| 2/28/2018               |                        |                       |                    |                      |                 |
| <b>Billing Period</b>   | <b>Advertiser Name</b> | <b>Account Number</b> | <b>Agency Name</b> | <b>Agency Number</b> | <b>Prepaid*</b> |
| 02/01/18 - 02/28/18     | SHERWOOD MANOR         | 176837                |                    |                      |                 |
| <b>Total Amount Due</b> | <b>Current Period</b>  | <b>30 Days</b>        | <b>60 Days</b>     | <b>90 Days</b>       | <b>120 Days</b> |
| \$2,002.46              | \$738.46               | \$1,264.00            | \$0.00             | \$0.00               | \$0.00          |

SHERWOOD MANOR CDD  
C/O MERITUS  
2005 PAN AM CIRCLE SUITE 120  
TAMPA FL 33607

REMIT TO:  
TAMPA BAY TIMES  
DEPT 3396  
P O BOX 123396  
DALLAS, TX 75312-3396

[illegible]

## Payment Receipt

Times Publishing Company

Account: 176837  
Name: SHERWOOD MANOR CDD  
Care of: C/O MERITUS  
Addr1: 2005 PAN AM CIRCLE SUITE 120  
Addr2:  
City/State/Zip: TAMPA FL 33607

Phone: 813-397-5120

Payment Note: Payment

Ticket #:  
Ad Caption Line:  
PO #:

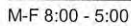
Amount Paid: 2,002.46  
Payment Date: 04/09/18  
Payment Type: CREDIT  
Card/CheckNo:  
Received By: nkrainz

Pymt Batch# Batch - 10126  
Card Type:  
Card#: XXXXXXXXXXXXX2121  
Approval No: 174951









**Tampa Bay Times**

Published Daily

STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Hearing** was published in **Tampa Bay Times: 1/13/18**, in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

Signature of Affiant

Sworn to and subscribed before me this 01/13/2018.

Signature of Notary Public

Personally known \_\_\_\_\_ or produced identification

Type of identification produced \_\_\_\_\_

**NOTICE OF PUBLIC HEARING**

Hillsborough County Board of County Commissioners  
To Consider the Establishment of the Sherwood Manor  
Community Development District

DATE: February 13, 2018

TIME: 9:00 a.m.

LOCATION: Boardroom - 2nd Floor of the  
Frederick B. Karl County Center  
601 E. Kennedy Blvd. Tampa, Florida 33602

**NOTICE OF PUBLIC HEARING**

In compliance with the provisions of Chapter 190, Florida Statutes, a public hearing will be held by the Hillsborough County Board of County Commissioners beginning at 9:00 a.m., February 13, 2018, in the Boardroom in the Frederick B. Karl County Center, 601 E. Kennedy Blvd., Tampa, Florida 33602, to consider an Ordinance to grant a petition to establish the boundaries of the Sherwood Manor Community Development District. The title of the proposed ordinance is as follows:

**AN ORDINANCE ESTABLISHING THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT PURSUANT TO CHAPTER 190, FLORIDA STATUTES; SPECIFYING GENERAL AND SPECIAL POWERS OF THE DISTRICT; DESCRIBING THE BOUNDARIES OF THE DISTRICT; NAMING THE MEMBERS OF THE BOARD OF SUPERVISORS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

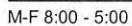
The Sherwood Manor Community Development District will be comprised of approximately 165.61 acres, located in unincorporated Hillsborough County, between 6th Street SE and 15th Street SE and north of 21st Avenue SE. The petitioner has proposed to establish the Sherwood Manor Community Development District to plan, finance, acquire, construct, operate and maintain all infrastructure and community facilities, which may be authorized by such districts under Florida law, including but not limited to water management and control, water supply, sewer, wastewater management, bridges or culverts, roads and street lights, parks and recreational facilities, security facilities, and certain other projects when expressly approved or required by a local government and any other facilities in accordance with Section 190.012(1), Florida Statutes.

Copies of the petition, the proposed ordinance and department reports are open to public inspection at the Clerk of the Board of County Commissioners of Hillsborough County, 419 Pierce Street, Room 140, Tampa, Florida 33602.

All interested persons and affected units of general-purpose local government shall be given an opportunity to appear at the hearing and present oral or written comments on the petition. Any person or affected unit of general - purpose local government, who wishes to appeal any decision made by the Board with respect to any matter considered at this public hearing will need a record of the proceedings. For that purpose the person or unit of general- purpose local government may need to ensure that a verbatim record of the proceedings is made that includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Citizens Service Center at (813) 272-5900 or TTY (813) 301-7173, at least forty-eight (48) hours prior to the proceedings.





[illegible]



# Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Hearing 2/13/18** was published in **Tampa Bay Times: 1/12/18, 1/19/18, 1/26/18, 2/2/18**. in said newspaper in the issues of **Tampa Tribune Southeast**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

Signature of Affiant

Sworn to and subscribed before me this 02/02/2018.

Signature of Notary Public

Personally known \_\_\_\_\_ or produced identification

Type of identification produced \_\_\_\_\_



## NOTICE OF PUBLIC HEARING

Hillsborough County Board of County Commissioners  
To Consider the Establishment of the Sherwood Manor  
Community Development District

DATE: February 13, 2018

TIME: 9:00 a.m.

LOCATION: Boardroom - 2nd Floor of the  
Frederick B. Karl County Center  
601 E. Kennedy Blvd. Tampa, Florida 33602



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In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Citizens Service Center at (813) 272-5900 or TTY (813) 301-7173, at least forty-eight (48) hours prior to the proceedings.






**Tampa Bay Times**  
Published Daily

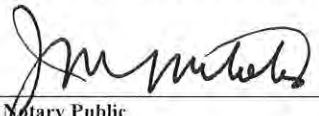
STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

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Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

  
Signature of Affiant

Sworn to and subscribed before me this 02/09/2018.

  
Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced \_\_\_\_\_



**NOTICE OF ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS OF THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors (the "Board"), of Sherwood Manor Community Development District will hold its organizational meeting on Friday, February 23, 2018, at 11:30 a.m., at the offices of Meritus located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607.

The purpose of the meeting is to consider the appointment of staff including, but not limited to, manager, attorney, and others as deemed appropriate by the Board; to consider the services to be provided by the District and the financing plan for same; to consider certain documents related to the issuance of special assessment bonds; and, to conduct any other business that may come before the Board.

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 to a date, time, and place to be specified on the record at meeting. A copy of the agenda for this meeting may be obtained from Meritus, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607. There may be an occasion where one or more supervisors will participate by telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate at this meeting because of a disability or physical impairment should contact the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, for aid in contacting the District Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

Brian Lamb  
District Manager

Run Date: 02/09/2018

592293

76







**Tampa Bay Times**  
Published Daily

STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Landowners Election** was published in **Tampa Bay Times: 3/9/18, 3/16/18**. in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

Signature of Affiant

Sworn to and subscribed before me this 03/16/2018.

Signature of Notary Public

Personally known \_\_\_\_\_ or produced identification

Type of identification produced \_\_\_\_\_



**NOTICE OF LANDOWNERS' MEETING**  
**SHERWOOD MANOR**  
**COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given to the public and all landowners within Sherwood Manor Community Development District (the "District") the location of which is generally described as comprising a parcel or parcels of land containing approximately 165.61 acres, located generally between 6th Street SE and 15th Street SE and north of 21st Avenue SE, in Hillsborough County, Florida, advising that a meeting of landowners will be held for the purpose of electing five (5) people to the District Board of Supervisors. Immediately following the landowners meeting, there will be convened a meeting of the Board of Supervisors to consider certain matters related to the District; to consider certain operating policies for the conduct of District business; to consider services and facilities to be provided by the District and the financing plan for same and any other business which may properly come before it. The meeting may be continued to a date, time, and place to be specified on the record at the meeting.

DATE: April 5, 2018  
TIME: 2:00 p.m.  
PLACE: Offices of Meritus  
2005 Pan Am Circle, Suite 120  
Tampa, Florida 33607

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Meritus, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, phone (813) 397-5121. At said meeting, each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person nominated for the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting, the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager.

There may be an occasion where one or more supervisors will participate by telephone. At the above location there will be present a speaker telephone so that any interested person can attend the meeting and be fully informed of the discussions taking place either in person or by telephone communication.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to contact the District Office at (813) 397-5121, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such 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.

Brian Lamb  
District Manager

Run Date(s): March 9 and 16, 2018

607216






**Tampa Bay Times**

Published Daily

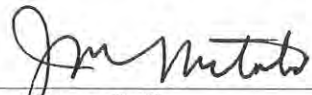
STATE OF FLORIDA } ss  
 COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Rule Development** was published in **Tampa Bay Times: 3/28/18**, in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

  
 Signature of Affiant

Sworn to and subscribed before me this 03/28/2018.

  
 Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced \_\_\_\_\_



**NOTICE OF RULE DEVELOPMENT BY THE  
 SHERWOOD MANOR  
 COMMUNITY DEVELOPMENT DISTRICT**

In accord with Chapters 120 and 190, Florida Statutes, the Sherwood Manor Community Development District ("District") hereby gives notice of its intention to develop Rules of Procedure to govern the operations of the District.

The Rules of Procedure address such areas as the Board of Supervisors, officers and voting, district offices, public information and inspection of records, policies, public meetings, hearings and workshops, rulemaking proceedings and competitive purchase including procedure under the Consultants Competitive Negotiation Act, procedure regarding auditor selection, purchase of insurance, pre-qualification, construction contracts, goods, supplies and materials, maintenance services, contractual services and protests with respect to proceedings, as well as any other area of the general operation of the District.

The purpose and effect of the Rules of Procedure are to provide for efficient and effective District operations.

Specific legal authority for the adoption of the proposed Rules of Procedure includes Sections 120.53, 120.53(1)(a), 120.54, 120.57, 120.57(3), 190.001, 190.005, 190.011(5), 190.011(15), 190.033 and 190.035, Florida Statutes (2017). The specific laws implemented in the proposed Rules of Procedure include, but are not limited to, Sections 112.08, 112.3143, 119.07, 120.53, 120.53(1)(a), 120.54, 120.57(3), 190.006, 190.007, 190.008, 190.011(3), 190.011(5), 190.011(11), 190.033, 190.033(3), 190.035(2), 218.391, 255.0525, 255.20, 286.0105, 286.0114, 287.017, and 287.055, Florida Statutes (2017).

A copy of the proposed Rules of Procedure may be obtained by contacting the District Manager at 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, or by calling (813) 397-5120.

Sherwood Manor Community Development District  
 Brian Lamb, District Manager

Run Date: March 28, 2018

612279







**Tampa Bay Times**  
Published Daily

STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Rule Making** was published in **Tampa Bay Times: 3/30/18**, in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

Signature of Affiant

Sworn to and subscribed before me this 03/30/2018.

Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced \_\_\_\_\_



**NOTICE OF RULEMAKING FOR THE  
RULES OF PROCEDURE OF THE  
SHERWOOD MANOR  
COMMUNITY DEVELOPMENT DISTRICT**

A public hearing will be conducted by the Board of Supervisors of the Sherwood Manor Community Development District on **May 3, 2018, at 2:00 p.m.** at the offices of Meritus, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607.

In accord with Chapter 190, Florida Statutes, the Sherwood Manor Community Development District ("the District") hereby gives public notice of its intent to adopt its proposed Rules of Procedure.

The purpose and effect of the Rules of Procedure is to provide for efficient and effective District operations. Prior notice of rule development was published in the Tampa Bay Times on March 28, 2018.

The Rules of Procedure address such areas as the Board of Supervisors, officers and voting, district offices, public information and inspection of records, policies, public meetings, hearings and workshops, rulemaking proceedings and competitive purchase including procedure under the Consultants Competitive Negotiation Act, procedure regarding auditor selection, purchase of insurance, pre-qualification, construction contracts, goods, supplies and materials, maintenance services, contractual services and protests with respect to proceedings, as well as the general operation of the District.

Specific legal authority for the adoption of the proposed Rules of Procedure includes Sections 190.011(5), 190.011(15) and 190.035, Florida Statutes (2017). The specific laws implemented in the Rules of Procedure include, but are not limited to, Sections 120.53, 120.53(1)(a), 120.54, 120.57, 120.57(3), 190.001, 190.005, 190.011(5), 190.011(15), 190.033 and 190.035, Florida Statutes (2018). The specific laws implemented in the proposed Rules of Procedure include, but are not limited to, Sections 112.08, 112.3143, 119.07, 120.53, 120.53(1)(a), 120.54, 120.57(3), 190.006, 190.007, 190.008, 190.011(3), 190.011(5), 190.011(11), 190.033, 190.033(3), 190.035(2), 218.391, 255.0525, 255.20, 286.0105, 286.0114, 287.017, and 287.055, Florida Statutes (2017).

Any person who wishes to provide the District with a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), Florida Statutes, must do so in writing within twenty one (21) days after publication of this notice.

If requested within twenty-one (21) days of the date of this notice, a hearing will be held at the time, date and place shown below (if not requested this hearing may not be held):

**DATE:** May 3, 2018  
**TIME:** 2:00 p.m.  
**PLACE:** The offices of Meritus  
2005 Pan Am Circle, Suite 120  
Tampa, Florida 33607

A request for a public hearing on the District's intent to adopt its proposed Rules of Procedure must be made in writing to the District Manager at 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, and received within twenty one (21) days after the date of this Notice.

This public hearing may be continued to a date, time, and place to be specified on the record at the hearing. If anyone chooses to appeal any decision of the Board with respect to any matter considered at a public hearing held in response to a request for such a public hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which such appeal is to be based. At the hearing, one or more Supervisors may participate in the public hearing by telephone.

Pursuant to the Americans with Disability Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (813) 397-5120 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711, for aid in contacting the District Office.

A copy of the proposed Rules of Procedure may be obtained by contacting the District Manager at 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, or by calling (813) 397-5120.

Sherwood Manor Community Development District  
Brian Lamb, District Manager

Run Date: March 30, 2018

612318





86



**Tampa Bay Times**  
Published Daily

STATE OF FLORIDA                    } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Budget Hearing** was published in **Tampa Bay Times: 4/6/18, 4/13/18**. in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

Signature of Affiant

Sworn to and subscribed before me this 04/13/2018.

Signature of Notary Public

Personally known \_\_\_\_\_ or produced identification

Type of identification produced \_\_\_\_\_



**SHERWOOD MANOR**  
**COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION  
OF THE FISCAL YEAR 2017/2018 BUDGET; AND NOTICE OF  
REGULAR BOARD OF SUPERVISORS' MEETING.**

The Board of Supervisors for the Sherwood Manor Community Development District (the "District") will hold a public hearing and a regular meeting on **Thursday, May 3, 2018, at 2:00 p.m.** at the offices of Meritus, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, for the purpose of hearing comments and objections on the adoption of the budget of the District for Fiscal Year 2017/2018.

A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and budgets may be obtained at the offices of the District Manager, Meritus, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, Ph: (813) 397-5120, during normal business hours.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when staff or other individuals may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (813) 397-5120 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711, for aid in contacting the District Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of 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 such appeal is to be based.

Brian Lamb  
District Manager

Run Date: April 6 and 13, 2018

612339

89



**Tampa Bay Times**  
Published Daily

STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Special Assessments** was published in **Tampa Bay Times: 4/13/18, 4/20/18.** in said newspaper in the issues of **Tampa Tribune Southeast**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

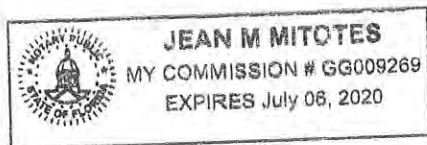
**Signature of Affiant**

Sworn to and subscribed before me this 04/20/2018.

Signature of Notary Public

Personally known                      or produced identification

Type of identification produced



**NOTICE OF PUBLIC HEARING  
PURSUANT TO SECTION 11  
COM**

**NOTICE OF PUBLIC HEAR  
PURSUANT TO SECTION 197.3  
COM**

NOTICE OF REG  
COM

The Board of Supervisors ("Board") for the Community Development District ("District") will hold a regular meeting at 1:00 p.m., on May 9, 2018, at the 2005 Pan Am Circle, Suite 120, Tampa, Florida 33613.

The purpose of this public hearing will be to conduct an assessment roll, to secure proposed Special Bonds on benefited lands within the District, and the collection and enforcement of the special assessments. The Board will hear testimony from any interested parties regarding the propriety and advisability of the proposed bonds on lands within the District, more fully described in the Methodology Report dated March 28, 2018. The Board will fund a portion of the improvements described in the Engineer dated March 28, 2018. The Board will hear testimony to the imposition of special assessments on benefited lands. The Board will also consider comments on the public hearing is being conducted pursuant to Chapter 197, Florida Statutes.

The annual principal assessment levied against each parcel, based on repayment over thirty (30) years of the total principal, shall be based on the principal of each parcel. The District expects to collect sufficient principal plus interest over the 30-year period to pay the principal of the loan, exclusive of fees and costs of collection. The principal assessment is as follows:

T  
 AN  
 TOT  
 ANN

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Employer Name: Free County  
 Sherwood-Runk, LLC  
 Fails (Ds 053322-0000/0100; 053  
 0000; 053347-0000; 053348-00  
 0000/0300/0000; 053355-0000;  
 00000; 053359-0000  
 III S. Armuela Avenue, Suite 200  
 Tampa, FL 33609  
 Spencer Farm Inc.  
 Fails (Ds 053588-0000; 053589-  
 053602-0000; 053603-0000; 053  
 III S. Armuela Avenue, Suite 200  
 Tampa, FL 33609

The special assessments for all land within the by the Hillsborough County Tax Collector. Alterna elect to directly collect the assessments in accord Florida Statutes.

Failure to pay the assessments will cause a lien to be issued against the property and/or subordination, either of which may result in a loss of the property. Property owners have the right to appear at the hearing and the right to file written objections with the District Clerk within the time specified in the notice. The right of publication of this notice.

At the conclusion of the public hearings, regular public meeting to consider matters relating to: to consider matters related to the assessments to finance improvements; to consider facilities to be provided by the District and the fire and to consider any other business that may lawfully come before the District.

The Board meeting and public hearings are will be conducted in accordance with the provisions of the community development districts. The Board meeting and public hearings may be continued in progress to a later date as announced at the meeting and/or hearings.

If anyone chooses to appeal any decision in respect to any matter considered at the meeting person will need a record of the proceedings ensure that a verbatim record of the proceedings the testimony and evidence upon which such ap

Any person requiring special accommodations for public hearings because of a disability or physical impairment should contact the District Office at (813) 397-5120 at least two (2) weeks before the meeting. If you are hearing or speech impaired, please call the Relay Service at 711 for aid in contacting the District Office.

Brian Lamb, District Manager





**Tampa Bay Times**  
Published Daily

STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Method of Collection** was published in **Tampa Bay Times: 3/30/18, 4/6/18, 4/13/18, 4/20/18**, in said newspaper in the issues of **Tampa Tribune Southeast**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

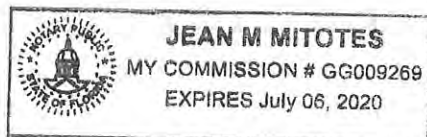
Signature of Affiant

Sworn to and subscribed before me this 04/20/2018.

Signature of Notary Public

Personally known \_\_\_\_\_ or produced identification

Type of identification produced \_\_\_\_\_



**SHERWOOD MANOR  
COMMUNITY DEVELOPMENT  
DISTRICT NOTICE OF INTENT  
TO USE THE UNIFORM  
METHOD OF COLLECTION  
OF NON AD VALOREM  
ASSESSMENTS AND NOTICE  
OF REGULAR MEETING OF  
THE BOARD OF SUPERVISORS**

**NOTICE IS HEREBY GIVEN** that the Sherwood Manor Community Development District (the "District") intends to use the uniform method of collecting non ad valorem assessments to be levied by the District, pursuant to Section 197.3632, Florida Statutes. The Board of Supervisors of the District will conduct a public hearing on **Thursday, May 3, 2018, at 2:00 p.m., at the offices of Meritus, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607**. A regular Board meeting of the District will also be held at that time, where the Board may consider any other business that may properly come before it.

The purpose of the public hearing is to consider the adoption of a resolution authorizing the District to use the uniform method of collecting non ad valorem assessments to be levied by the District on properties located within the District's boundaries, pursuant to Section 197.3632, Florida Statutes. Under the uniform method, such non-ad valorem assessments will be collected by the tax collector.

The District may levy non ad valorem assessments for the purpose(s) of constructing, acquiring, making, maintaining, operating, and equipping infrastructure improvements to serve the District including, but not limited to, roadway improvements, earthwork and surface water management, water distribution, sanitary sewer collection and transmission, relocation of utilities, required perimeter landscape buffers, off-site roadway improvements and other improvements and any other lawful projects or services of the District.

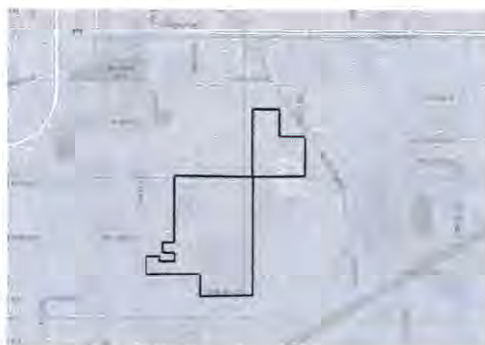
The public hearing and regular meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. All affected property owners have the right to appear at the public hearing and be heard regarding the District's use of the uniform method for the levy, collection and enforcement of such non-ad valorem assessments. All affected property owners have the right to appear at the public hearing and the right to file written objections with the District Manager, Meritus, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, within 20 days of the first publication of this notice.

The public hearing and regular meeting may be continued in progress without additional notice to a date, time, and place to be specified on the record at the hearing and meeting. There may be occasions when staff and/or supervisors may participate by speaker telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in the public hearing and regular meeting is asked to advise the District office at least forty-eight (48) hours before the hearing and meeting by contacting the District Manager at (813) 397-5120. If you are hearing or speech impaired, please contact the Florida Relay Service at 711, for assistance in contacting the District office.

A person who decides to appeal any decision made at the hearing and meeting, with respect to any matter considered at the hearing and meeting, is advised that a record of the proceedings is needed 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.

Brian Lamb  
District Manager







**Tampa Bay Times**  
Published Daily

STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared Deirdre Almeida who on oath says that he/she is Legal Clerk of the Tampa Bay Times a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter RE: Special Assessments was published in Tampa Bay Times: 4/13/18, 4/20/18, in said newspaper in the issues of Tampa Tribune Southeast

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature of Affiant

Sworn to and subscribed before me this 04/20/2018.

Signature of Notary Public

|                  |                            |
|------------------|----------------------------|
| Personally known | or produced identification |
|------------------|----------------------------|

Type of identification produced



**NOTICE OF PUBLIC HEARING TO CONSIDER IMPOSITION OF SPECIAL ASSESSMENTS  
PURSUANT TO SECTION 170.07, FLORIDA STATUTES, BY THE SHERWOOD MANOR  
COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF PUBLIC HEARING TO CONSIDER ADOPTION OF ASSESSMENT ROLL  
PURSUANT TO SECTION 197.3632(4)(b), FLORIDA STATUTES, BY THE SHERWOOD MANOR  
COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF REGULAR MEETING OF THE SHERWOOD MANOR  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors ("Board") for the Sherwood Manor Community Development District ("District") will hold public hearings and a regular meeting at 1:00 p.m., on May 9, 2018, at the offices of Meritus, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607.

The purpose of this public hearing will be to consider the adoption of an assessment roll, to secure proposed Special Assessment Revenue Bonds on benefited lands within the District, and to provide for the levy, collection and enforcement of the special assessments. At this hearing, the Board will hear testimony from any interested property owners as to the propriety and advisability of the proposed bonds on certain benefiting lands within the District, more specifically, on certain lands in the Melville Tract, District 1, located in the City of Portland, Oregon. The proposed bonds will fund a portion of the improvements described in the Report of the District Engineer dated March 28, 2018. The Board will hear information relative to the imposition of special assessments on benefiting lands and will sit as an equalizing Board to consider comments on these assessments. The Board will also consider pursuant to Chapters 170, 190 and 132, Florida Statutes.

The annual principal assessment levied against each parcel will be based on repayment over thirty (30) years of the total debt allocated to each parcel. The District expects to collect sufficient revenues to retire no more than \$16,540,000 principal plus interest in debt to be assessed by the District, exclusive of fees and costs of collection or enforcement, discounts for early payment and interest. The proposed schedule of assessments is as follows:

[illegible]

The special assessments for all land within the District will be collected by the Hillsborough County Tax Collector. Alternatively, the District may elect to directly collect the assessments in accordance with Chapter 190, Florida Statutes.

Failure to pay the assessments will cause a tax certificate to be issued against the property and/or subject the property to foreclosure, either of which may result in a loss of title. All affected property owners have the right to appear at the public hearings and the right to file written objections with the District within twenty (20) days of publication of this notice.

At the conclusion of the public hearings, the Board will hold a regular public meeting to consider matters related to the construction of improvements; to consider matters related to a bond issue and special assessments to finance improvements; to consider the services and facilities to be provided by the District and the financing plan for same; and to consider any other business that may lawfully be considered by the District.

The Board meeting and public hearings are open to the public and will be conducted in accordance with the provisions of Florida Law for community development districts. The Board meeting and/or the public hearings may be continued in progress to a date and time certain announced at the meeting and/or hearings.

If anyone chooses to appeal any decision made by the Board with respect to any matter considered at the meeting or public hearings, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which such appeal is to be based.

Any person requiring special accommodations at the meeting or hearings because of a disability or physical impairment should contact the District Office at (813) 397-5120 at least two (2) calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District office.

**Brian Lamb, District Manager**



## RESOLUTION NO. 2018-26

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS, INDICATING THE NATURE AND EXTENT OF COSTS TO BE COVERED BY THE IMPROVEMENTS WHICH COST IS TO BE DEFRAYED IN WHOLE OR IN PART BY THE SPECIAL ASSESSMENTS; PROVIDING THE PORTION OF THE ESTIMATED COST OF THE IMPROVEMENTS TO BE DEFRAYED IN WHOLE OR IN PART BY THE SPECIAL ASSESSMENTS; PROVIDING THE MANNER IN WHICH SUCH SPECIAL ASSESSMENTS SHALL BE MADE; PROVIDING WHEN SUCH SPECIAL ASSESSMENTS SHALL BE MADE; DESIGNATING LAIDS UPON WHICH THE SPECIAL ASSESSMENTS SHALL BE LEVIED; AND AUTHORIZING THE BOARD OF SUPERVISORS TO AUTHORIZE THE PREPARATION OF A PRELIMINARY ASSESSMENT ROLL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the "Board") of Sherwood Manor Community Development District (the "District") has determined to construct and/or acquire certain public improvements (the "Project") set forth in the plans and specifications described in the Report of the District Engineer dated March 2, 2018, which is available for review at the office of the District, 2005 Pan American Drive, Suite 120, Tampa, Florida 33607 and

WHEREAS, the Board finds that it is in the best interest of the District to pay the cost of the Project by imposing, levying, and assessing annual assessments to be levied on Parcels 170 and 160, County of Clark, Nevada, as shown on the map attached hereto;

WHEREAS, the District is empowered by Chapter 190, Uniform Community Development Act, and Chapter 173, Supplemental Alternative Method of Making Local and Municipal Project, of Florida Statutes, to finance, fund, plan, establish, acquire, construct or construct, enlarge or extend, issue, complete, and maintain the Project and to impose levy and collect the Assessments and

WHEREAS, the District hereby determines that benefits will accrue to the properly employed, the amount of those benefits, and that the Assessments will be made in proportion to the benefits received as set forth in the District's Master Assessment Methodology report dated March 28, 2018, (the "Assessment Report") incorporated by reference as part of this Resolution and on file in the offices of Meridian Districts, 2006 Pan Am Circle, Suite 120, Tampa, Florida 33607; and

WHEREAS, the District hereby determines that the Assessments to be levied will not exceed the benefits to the property

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT THAT:

- [illegible]

13. The Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 5th day of April, 2018.

**ATTEST:** **SHERWOOD MANOR COMMUNITY  
DEVELOPMENT DISTRICT**  
Brian Lamb  
Secretary/ Assistant Secretary      Jeffery Hills  
Chair of the Board of Supervisors

621572-6



## pa Bay.

## Sherwood Community Development District Summary of Operations and Maintenance Invoices

| Vendor                               | Invoice/Account Number | Amount             | Vendor Total | Comments/Description                    |
|--------------------------------------|------------------------|--------------------|--------------|---|
| <b>Monthly Contract</b>              |                        |                    |              |   |
| Meritus Districts                    | 8338                   | \$ 1,725.35        |              | Management Services - May               |
| <b>Monthly Contract Sub-Total</b>    |                        | <b>\$ 1,725.35</b> |              |   |
| <b>Variable Contract</b>             |                        |                    |              |   |
| Straley Robin Vericker               | 15783                  | \$ 366.95          |              | Professional Services - thru 05/15/2018 |
| <b>Variable Contract Sub-Total</b>   |                        | <b>\$ 366.95</b>   |              |   |
| <b>Utilities</b>                     |                        |                    |              |   |
| <b>Utilities Sub-Total</b>           |                        | <b>\$ 0.00</b>     |              |   |
| <b>Regular Services</b>              |                        |                    |              |   |
| <b>Regular Services Sub-Total</b>    |                        | <b>\$ 0.00</b>     |              |   |
| <b>Additional Services</b>           |                        |                    |              |   |
| <b>Additional Services Sub-Total</b> |                        | <b>\$ 0.00</b>     |              |   |
| <b>TOTAL:</b>                        |                        | <b>\$ 2,092.30</b> |              |   |

Approved (with any necessary revisions noted):

Signature

Printed Name

**Title (check one):**

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

**Meritus Districts**

2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

**INVOICE**

Invoice Number: 8338  
Invoice Date: May 1, 2018  
Page: 1

Voice: 813-397-5121

Fax: 813-873-7070

**Bill To:**

Sherwood Manor CDD  
2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

**Ship to:**

| Customer ID        | Customer PO     | Payment Terms |          |
|--------------------|-----------------|---------------|----------|
| Sherwood Manor CDD |                 | Net Due       |          |
| Sales Rep ID       | Shipping Method | Ship Date     | Due Date |
|                    |                 |               | 5/1/18   |

| Quantity               | Item     | Description                        | Unit Price | Amount          |
|------------------------|----------|------------------------------------|------------|-----------------|
|                        | DMS      | District Management Services - May |            | 1,000.00        |
|                        |          | Website creation                   |            | 600.00          |
|                        | Bank Fee | SunTrust acct analysis fee         |            | 125.35          |
| Subtotal               |          |                                    |            | 1,725.35        |
| Sales Tax              |          |                                    |            |                 |
| Total Invoice Amount   |          |                                    |            | 1,725.35        |
| Payment/Credit Applied |          |                                    |            |                 |
| <b>TOTAL</b>           |          |                                    |            | <b>1,725.35</b> |

Check/Credit Memo No:

# Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 \* Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT  
2005 Pan Am Circle, Suite 120  
Tampa, FL 33607

May 23, 2018

Client: 001497

Matter: 000001

Invoice #: 15783

Page: 1

RE: General

For Professional Services Rendered Through May 15, 2018

## SERVICES

| Date                        | Person | Description of Services   | Hours |          |
|-----------------------------|--------|---|-------|----------|
| 4/16/2018                   | JMV    | PREPARE RESOLUTION FOR CDD BOARD MEETING.   | 0.3   |          |
| 4/27/2018                   | LB     | REVIEW EMAIL AND AGENDA FROM B. CRUTCHFIELD RE AGENDAS FOR MAY 3 BOARD MEETING; OFFICE CONFERENCE WITH V. BABBAR AND J. VERICKER RE REVISIONS TO THE AGENDA AND DEVELOPER FUNDING AGREEMENT FOR FY 2018 MISSING FROM THE AGENDA; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING ITEMS AND COMMENTS FOR BOARD MEETING. | 0.3   |          |
| 4/30/2018                   | LB     | REVIEW EMAIL FROM B. CRUTCHFIELD.   | 0.1   |          |
| 5/3/2018                    | VKB    | PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE.   | 0.5   |          |
| 5/3/2018                    | LB     | REVIEW EMAIL FROM B. CRUTCHFIELD.   | 0.1   |          |
| 5/9/2018                    | VKB    | PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE.   | 0.3   |          |
| Total Professional Services |        |   | 1.6   | \$357.50 |

## PERSON RECAP

| Person |                  | Hours | Amount   |
|--------|------------------|-------|----------|
| JMV    | John M. Vericker | 0.3   | \$82.50  |
| VKB    | Vivek K. Babbar  | 0.8   | \$200.00 |
| LB     | Lynn Butler      | 0.5   | \$75.00  |



May 23, 2018  
Client: 001497  
Matter: 000001  
Invoice #: 15783

Page: 2

## DISBURSEMENTS

| Date      | Description of Disbursements | Amount   |
|-----------|------------------------------|----------|
| 5/15/2018 | Photocopies (63 @ \$0.15)    | \$9.45   |
|           | Total Disbursements          | \$9.45   |
|           | Total Services               | \$357.50 |
|           | Total Disbursements          | \$9.45   |
|           | Total Current Charges        | \$366.95 |

**PAY THIS AMOUNT**

**\$366.95**

*Please Include Invoice Number on all Correspondence*

## Sherwood Community Development District Summary of Operations and Maintenance Invoices

| Vendor                               | Invoice/Account Number | Amount             | Vendor Total | Comments/Description                          |
|--------------------------------------|------------------------|--------------------|--------------|---|
| <b>Monthly Contract</b>              |                        |                    |              |   |
| Meritus Districts                    | 8402                   | \$ 1,019.02        |              | Management Services - June                    |
| <b>Monthly Contract Sub-Total</b>    |                        | <b>\$ 1,019.02</b> |              |   |
| <b>Variable Contract</b>             |                        |                    |              |   |
| Straley Robin Vericker               | 15880                  | \$ 105.90          |              | Professional Services - thru 06/15/2018       |
| <b>Variable Contract Sub-Total</b>   |                        | <b>\$ 105.90</b>   |              |   |
| <b>Utilities</b>                     |                        |                    |              |   |
| <b>Utilities Sub-Total</b>           |                        | <b>\$ 0.00</b>     |              |   |
| <b>Regular Services</b>              |                        |                    |              |   |
| <b>Regular Services Sub-Total</b>    |                        | <b>\$ 0.00</b>     |              |   |
| <b>Additional Services</b>           |                        |                    |              |   |
| Tampa Bay Times                      | 630817 060118          | \$ 1,517.00        |              | Notice of Case 18-CA-001972 - thru 06/01/2018 |
| <b>Additional Services Sub-Total</b> |                        | <b>\$ 1,517.00</b> |              |   |
| <b>TOTAL:</b>                        |                        | <b>\$ 2,641.92</b> |              |   |

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):



**Sherwood Community Development District  
Summary of Operations and Maintenance Invoices**

| Vendor | Invoice/Account<br>Number | Amount | Vendor<br>Total | Comments/Description |
|--------|---------------------------|--------|-----------------|----------------------|
|--------|---------------------------|--------|-----------------|----------------------|

[ ] Chairman [ ] Vice Chairman [ ] Assistant Secretary

**Meritus Districts**

2005 Pan Am Circle

Suite 120

Tampa, FL 33607

Voice: 813-397-5121

Fax: 813-873-7070

**INVOICE**

Invoice Number: 8402

Invoice Date: Jun 1, 2018

Page: 1

**Bill To:**

Sherwood Manor CDD  
2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

**Ship to:**

| Customer ID        | Customer PO     | Payment Terms |          |
|--------------------|-----------------|---------------|----------|
| Sherwood Manor CDD |                 | Net Due       |          |
| Sales Rep ID       | Shipping Method | Ship Date     | Due Date |
|                    |                 |               | 6/1/18   |

| Quantity               | Item     | Description                         | Unit Price | Amount          |
|------------------------|----------|-------------------------------------|------------|-----------------|
|                        | DMS      | District Management Services - June |            | 1,000.00        |
|                        | Bank Fee | SunTrust acct analysis fee          |            | 19.02           |
| Subtotal               |          |                                     |            | 1,019.02        |
| Sales Tax              |          |                                     |            |                 |
| Total Invoice Amount   |          |                                     |            | 1,019.02        |
| Payment/Credit Applied |          |                                     |            |                 |
| <b>TOTAL</b>           |          |                                     |            | <b>1,019.02</b> |

Check/Credit Memo No:

## Straley Robin Vericker

1510 W. Cleveland Street  
Tampa, FL 33606  
Telephone (813) 223-9400 \* Facsimile (813) 223-5043  
Federal Tax Id. - 20-1778458

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT  
2005 Pan Am Circle, Suite 120  
Tampa, FL 33607

June 26, 2018  
Client: 001497  
Matter: 000001  
Invoice #: 15880

Page: 1

RE: General

For Professional Services Rendered Through June 15, 2018

### SERVICES

| Date      | Person | Description of Services  | Hours |         |
|-----------|--------|--|-------|---------|
| 6/11/2018 | LB     | PREPARE DRAFT PUBLICATION NOTICES RE FY 2018/2019 BUDGET HEARINGS. | 0.6   |         |
|           |        | Total Professional Services  | 0.6   | \$90.00 |

### PERSON RECAP

| Person         | Hours | Amount  |
|----------------|-------|---------|
| LB Lynn Butler | 0.6   | \$90.00 |

### DISBURSEMENTS

| Date      | Description of Disbursements | Amount  |
|-----------|------------------------------|---------|
| 6/15/2018 | Photocopies (106 @ \$0.15)   | \$15.90 |
|           | Total Disbursements          | \$15.90 |

June 26, 2018

Client: 001497

Matter: 000001

Invoice #: 15880

Page: 2

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|                       |         |          |
|-----------------------|---------|----------|
| Total Services        | \$90.00 |          |
| Total Disbursements   | \$15.90 |          |
| Total Current Charges |         | \$105.90 |

**PAY THIS AMOUNT**

**\$105.90**

*Please Include Invoice Number on all Correspondence*



**Times Publishing Company**  
**P.O. Box 175**  
**St. Petersburg, FL 33731-0175**  
**Toll Free Phone: 1 (877) 321-7355**  
**Fed Tax ID 59-0482470**

### AD SALES HOURS

M - TH 7:30 - 6:30  
FRI 7:30-5:30

### CUSTOMER SERVICE HOURS

M-F 8:00 - 5:00

# ADVERTISING INVOICE

| Advertising Run Dates | Advertiser/Client Name |
|-----------------------|------------------------|
| 05/25/18 - 06/01/18   | STRALEY ROBIN VERICKER |
| Billing Date          | Customer Account       |
| 06/01/18              | 183776                 |
| Total Amount Due      | Ad Number              |
| \$1,517.00            | 630817                 |

**PAYMENT DUE UPON RECEIPT**

| Start    | Stop     | Ad Number | Class | Description<br>PO Number | Insertions | Size    | Net Amount |
|----------|----------|-----------|-------|--------------------------|------------|---------|------------|
| 05/25/18 | 06/01/18 | 630817    | 405   | CASE 18-CA-001972        | 4          | 64.56IN | 1,517.00   |



**Times Publishing Company**  
**P.O. Box 175**  
**St. Petersburg, FL 33731-0175**  
**Toll Free Phone: 1 (877) 321-7355**

**ADVERTISING INVOICE**

Thank you for your business

| Advertising Run Dates |                 | Advertiser/Client Name |  |
|-----------------------|-----------------|------------------------|--|
| 05/25/18 - 06/01/18   |                 | STRALEY ROBIN VERICKER |  |
| Billing Date          | Sales Rep       | Customer Account       |  |
| 06/01/18              | Deirdre Almeida | 183776                 |  |
| Total Amount Due      | Customer Type   | Ad Number              |  |
| \$1,517.00            | AO              | 630817                 |  |

**DO NOT SEND CASH BY MAIL**

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

REMIT TO:

STRALEY ROBIN VERICKER  
C/O SHERWOOD MANOR CDD  
1510 W. CLEVELAND STREET  
TAMPA, FL 33606

TAMPA BAY TIMES  
DEPT 3396  
P.O. BOX 123396  
DALLAS, TX 75312-3396

[illegible]

## Sherwood Community Development District Summary of Operations and Maintenance Invoices

| Vendor                               | Invoice/Account Number | Amount             | Vendor Total       | Comments/Description                                       |
|--------------------------------------|------------------------|--------------------|--------------------|--|
| <b>Monthly Contract</b>              |                        |                    |                    |  |
| Meritus Districts                    | 8444                   | \$ 1,000.00        |                    | Management Services - July                                 |
| <b>Monthly Contract Sub-Total</b>    |                        | <b>\$ 1,000.00</b> |                    |  |
| <b>Variable Contract</b>             |                        |                    |                    |  |
| Straley Robin Vericker               | 15990                  | \$ 208.65          |                    | Professional Services - thru 07/15/2018                    |
| <b>Variable Contract Sub-Total</b>   |                        | <b>\$ 208.65</b>   |                    |  |
| <b>Utilities</b>                     |                        |                    |                    |  |
| <b>Utilities Sub-Total</b>           |                        | <b>\$ 0.00</b>     |                    |  |
| <b>Regular Services</b>              |                        |                    |                    |  |
| <b>Regular Services Sub-Total</b>    |                        | <b>\$ 0.00</b>     |                    |  |
| <b>Additional Services</b>           |                        |                    |                    |  |
| Alphagraphics                        | 698944                 | \$ 20.30           |                    | Deposit Only Stamp S844 - 07/18/2018                       |
| Kaeser & Blair                       | 80411384 062618        | 1.58               |                    | Finance Charge - 06/26/2018                                |
| Meritus Districts                    | 8508                   | 103.28             |                    | Reimbursement for Kaiser & Blair Inv 80411384 - 07/31/2018 |
| Tampa Bay Times                      | 176837 022818          | 18.96              |                    | Finance Charge - 02/28/2018                                |
| Tampa Bay Times                      | 176837 043018          | 43.85              |                    | Finance Charge - 04/30/2018                                |
| Tampa Bay Times                      | 648494 062918          | 316.50             |                    | Notice of Special Meeting - 06/29/2018                     |
| Tampa Bay Times                      | 656978 072018          | 767.00             | <b>\$ 1,146.31</b> | Notice of Budget Meeting - thru 07/20/2018                 |
| <b>Additional Services Sub-Total</b> |                        | <b>\$ 1,271.47</b> |                    |  |
| <b>TOTAL:</b>                        |                        | <b>\$ 2,480.12</b> |                    |  |

# Sherwood Community Development District Summary of Operations and Maintenance Invoices

| Vendor | Invoice/Account<br>Number | Amount | Vendor<br>Total | Comments/Description |
|--------|---------------------------|--------|-----------------|----------------------|
|--------|---------------------------|--------|-----------------|----------------------|

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary



2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

Voice: 813-397-5121  
Fax: 813-873-7070

# INVOICE

Invoice Number: 8444  
Invoice Date: Jul 1, 2018  
Page: 1

|  |
|--|
| <b>Bill To:</b>  |
| Sherwood Manor CDD<br>2005 Pan Am Circle<br>Suite 120<br>Tampa, FL 33607 |

|          |  |
|----------|--|
| Ship to: |  |
|          |  |

| Customer ID        | Customer PO     | Payment Terms |          |
|--------------------|-----------------|---------------|----------|
| Sherwood Manor CDD |                 | Net Due       |          |
| Sales Rep ID       | Shipping Method | Ship Date     | Due Date |
|                    |                 |               | 7/1/18   |

| Quantity               | Item | Description                                   | Unit Price | Amount          |
|------------------------|------|---|------------|-----------------|
|                        | DMS  | District Management Services - July<br><br>MS |            | 1,000.00        |
| Subtotal               |      |   |            | 1,000.00        |
| Sales Tax              |      |   |            |                 |
| Total Invoice Amount   |      |   |            | 1,000.00        |
| Payment/Credit Applied |      |   |            |                 |
| <b>TOTAL</b>           |      |   |            | <b>1,000.00</b> |

Check/Credit Memo No:

Check/Credit Memo No:

**Straley Robin Vericker**  
1510 W. Cleveland Street  
Tampa, FL 33606  
Telephone (813) 223-9400 \* Facsimile (813) 223-5043  
Federal Tax Id. - 20-1778458

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT  
2005 Pan Am Circle, Suite 120  
Tampa, FL 33607

July 20, 2018  
Client: 001497  
Matter: 000001  
Invoice #: 15990

Page: 1

RE: General

For Professional Services Rendered Through July 15, 2018

---

**SERVICES**

| Date      | Person | Description of Services  | Hours |
|-----------|--------|--|-------|
| 6/25/2018 | VKB    | REVIEW AND REPLY TO EMAIL FROM B. CRUTCHFIELD RE: UPCOMING BOARD MEETING.  | 0.1   |
| 6/25/2018 | LB     | FINALIZE PUBLICATIONS FOR FY 2018/2019 BUDGET HEARINGS AND MEETING; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING PUBLICATIONS AND INSTRUCTIONS FOR SAME.   | 0.2   |
| 7/5/2018  | LB     | REVIEW DATE OF PUBLIC HEARING/MEETING FOR FY 2018/2019 BUDGET AND ASSESSMENTS; PREPARE EMAIL TO S. KENNESTON RE STATUS OF PUBLICATIONS AND DATE WILL PROVIDE THE RESOLUTIONS FOR THE BUDGET HEARING. | 0.1   |
| 7/6/2018  | LB     | REVIEW EMAIL AND SPREADSHEET FROM S. KENNESTON WITH PUBLICATION DATES FOR BUDGET HEARING NOTICES.  | 0.1   |

July 20, 2018  
 Client: 001497  
 Matter: 000001  
 Invoice #: 15990

Page: 2

## SERVICES

| Date                        | Person | Description of Services   | Hours |          |
|-----------------------------|--------|---|-------|----------|
| 7/9/2018                    | LB     | TELEPHONE CONFERENCE WITH S. KENNESTON RE ITEMS FOR SPECIAL MEETING ON JULY 10TH; REVIEW DRAFT AGENDA RE SAME; REVIEW EMAILS FOR ITEMS FOR AGENDA; PREPARE EMAIL TO S. KENNESTON FORWARDING ITEMS FOR AGENDA PACKAGE; PREPARE EMAIL TO M. WILLIAMS RE DELEGATION AWARD RESOLUTION AND FIRST SUPPLEMENTAL TRUST INDENTURE; REVIEW EMAIL FROM M. WILLIAMS RE SAME; PREPARE EMAIL TO S. KENNESTON FORWARDING DELEGATION AWARD RESOLUTION; PREPARE EMAIL TO M. WILLIAMS RE PROVIDING REVISED FROM OF FIRST SUPPLEMENTAL TRUST INDENTURE TO S. KENNESTON BY NOON TODAY; OFFICE CONFERENCE WITH J. VERICKER RE SAME; REVIEW EMAIL FROM I. RIVAS AND FORWARD TO T. FARLOW AND B. LAMB FOR AGENDA PACKAGE; OFFICE CONFERENCE WITH J. VERICKER RE BUDGET PUBLICATIONS SENT TO THE TAMPA BAY TIMES; EMAILS TO AND FROM D. ALMEIDA, TAMPA BAY TIMES, RE SAME; OFFICE CONFERENCE WITH J. VERICKER AND REVIEW OF PUBLICATION FOR FY 2018/2019 BUDGET HEARING/MEETING; PREPARE EMAIL TO D. ALMEIDA RE SAME. | 0.7   |          |
| Total Professional Services |        |   | 1.2   | \$190.00 |

## PERSON RECAP

| Person              | Hours | Amount   |
|---------------------|-------|----------|
| VKB Vivek K. Babbar | 0.1   | \$25.00  |
| LB Lynn Butler      | 1.1   | \$165.00 |

## DISBURSEMENTS

| Date                | Description of Disbursements             | Amount  |
|---------------------|--|---------|
| 6/12/2018           | XPRESS DELIVERIES, LLC- Courier Service- | \$18.50 |
| 7/15/2018           | Photocopies (1 @ \$0.15)                 | \$0.15  |
| Total Disbursements |  | \$18.65 |

July 20, 2018  
Client: 001497  
Matter: 000001  
Invoice #: 15990

Page: 3

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|                       |          |          |
|-----------------------|----------|----------|
| Total Services        | \$190.00 |          |
| Total Disbursements   | \$18.65  |          |
| Total Current Charges |          | \$208.65 |

|                        |                 |
|------------------------|-----------------|
| <b>PAY THIS AMOUNT</b> | <b>\$208.65</b> |
|------------------------|-----------------|

*Please Include Invoice Number on all Correspondence*

**INVOICE**

Invoice Number: 698944  
Account Number: 5713  
P.O. Number: TERESA  
Per: TERESA FARLOW  
Cont Phone: (813) 397-5120-340  
Wednesday July 18, 2018  
Bill Email:

SHERWOOD MANOR COMMUNITY  
2005 PAN AM CIR #120  
TAMPA, FL 33607-2529

| Item                   | Description             | Quantity | Price   |
|------------------------|-------------------------|----------|---------|
| 1                      | DEPOSIT ONLY STAMP S844 | 1        | 20.30   |
| Subtotal For All Items |                         |          | 20.30   |
| Shipping - Cust P/U    |                         |          | 0.00    |
| Sales Tax              |                         |          | 0.00    |
| Subtotal For Invoice   |                         |          | 20.30   |
| Invoice Total          |                         |          | \$20.30 |

Received By: \_\_\_\_\_

**REMIT PAYMENT TO:**

ALPHAGRAPHICS TAMPA 671  
4209 W KENNEDY BLVD  
TAMPA, FL 33609-2230

PHONE (813) 289-4663

FAX (813) 287-5733

**C. O. D.**

THANK YOU FOR CHOOSING ALPHAGRAPHICS.



PAGE 1

4236 Grissom Drive  
Batavia, Ohio 45103  
(800) 607-8824  
FAX (513) 735-1157

STATEMENT

CUSTOMER NO: 003078453  
DATE: 6/26/2018

Promotional Advertising • Calendars • Wearables • Business Gifts

## To:

SHERWOOD MANOR CDD  
2005 PAN AM CIRCLE  
SUITE# 120  
TAMPA FL 33607

## Authorized Dealer:

MG Promotional Products  
PHONE: 8139499000  
DEALER #: 88178Received  
JUN 29 2018

| INVOICE # | SHIP DATE | DESCRIPTION               | AMOUNT         | BALANCE DUE | DAYS OLD | BUYER         | CUSTOMER PO |
|-----------|-----------|---------------------------|----------------|-------------|----------|---------------|-------------|
| 80411384  | 4/17/18   | 1 250-LASER CHECKS, MARBL | 100.22         | 100.22      | 62       | TERESA FARLOW | SHERWOOD MA |
|           |           |                           | FINANCE CHARGE | 1.58        |          |               |             |
|           |           |                           | TOTAL DUE      | 101.80      |          |               |             |

## YOUR ACCOUNT IS NOW PAST DUE

Please pay your account promptly to keep your account in good standing! Accounts that reach 90 days may lose their open account privileges. Should you have any questions regarding an invoice, or would like to make a payment on your account, please call our office at 1-800-607-8824. We accept all major credit cards, or payment can be made from your checking account at no additional charge to you.

If payment has already been made, please disregard this notice.

4236 Grissom Drive  
Batavia, Ohio 45103  
(800) 607-8824

## REMITTANCE

CUSTOMER NO: 003078453  
DATE: 6/26/2018Customer SHERWOOD MANOR CDD  
2005 PAN AM CIRCLE  
SUITE# 120  
TAMPA FL 33607

Please list invoice(s) paid

To Pay By Credit Card  
☐ VISA ☐ M/C ☐ DISCOVER ☐ AMEX

Amount Paid



113

Exp. Date \_\_\_\_/\_\_\_\_/\_\_\_\_

SIGNATURE



**Meritus Districts**

2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

**INVOICE**

Invoice Number: 8508  
Invoice Date: Jul 31, 2018  
Page: 1

Voice: 813-397-5121  
Fax: 813-873-7070

**Bill To:**

Sherwood Manor CDD  
2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

**Ship to:**

| Customer ID        | Customer PO     | Payment Terms |          |
|--------------------|-----------------|---------------|----------|
| Sherwood Manor CDD |                 | Net Due       |          |
| Sales Rep ID       | Shipping Method | Ship Date     | Due Date |
|                    |                 |               | 7/31/18  |

| Quantity               | Item | Description  | Unit Price | Amount        |
|------------------------|------|--|------------|---------------|
|                        |      | Meritus Districts payment of Kaeser & Blair<br>inv #80411384 |            | 103.28        |
| Subtotal               |      |  |            | 103.28        |
| Sales Tax              |      |  |            |               |
| Total Invoice Amount   |      |  |            | 103.28        |
| Payment/Credit Applied |      |  |            |               |
| <b>TOTAL</b>           |      |  |            | <b>103.28</b> |

Check/Credit Memo No:

**To:** Teresa Farlow  
**Subject:** Sherwood invoice

Teresa, any word on payment status for below?

order # 80411384 - SHERWOOD MANOR CDD - 250-LASER CHECKS, MARBLE BLUE -  
invoice date: 04/25/18 - amount: 103.28 - days: 092

Mike Graham

**MG Promotional Products**

**cell: 813-417-4611**

[mikeg@mgpromotionalproducts.com](mailto:mikeg@mgpromotionalproducts.com)

Authorized **Kaeser & Blair** dealer #88178 (billing co)

[www.mgpromotionalproducts.com](http://www.mgpromotionalproducts.com)

Promo Specials: [www.kbbestbuys.com](http://www.kbbestbuys.com) [www.kbwindjammer.com](http://www.kbwindjammer.com)

Clothing: [www.companycasuals.com/mgpromotionalproducts](http://www.companycasuals.com/mgpromotionalproducts)

Connect with me on LinkedIn: [www.linkedin.com/in/mgpromotionalproducts](http://www.linkedin.com/in/mgpromotionalproducts)

**Refer a friend and get a \$25 Publix Gift Card if they order!!**



Kaeser &amp; Blair Authorized Dealer

4236 Grissom Drive  
Batavia, Ohio 45103  
(800) 607-8824  
FAX (800) 322-6000  
credit@kaeser-blair.com

## INVOICE

Promotional Advertising • Corporate Identity Wearables • Writing Implements • Calendars

INVOICE NO. 80411384  
DATE: 4/25/18

CUSTOMER NUMBER 003078453

DEALER NUMBER 88178

## BILL TO:

SHERWOOD MANOR CDD  
ATTN:TERESA FARLOW  
2005 PAN AM CIRCLE, SUITE 120  
TAMPA, FL 33607

## SHIP TO:

SHERWOOD MANOR CDD  
ATTN:TERESA FARLOW  
2005 PAN AM CIRCLE, SUITE 120  
TAMPA, FL 33607

YOUR PO NUMBER  
SHERWOOD MANOR

DATE SHIPPED  
4/17/18

SHIP VIA  
OTHER

TERMS  
NET-30

| QUANTITY | PRODUCT NO | DESCRIPTION                   | UNIT PRICE | AMOUNT |
|----------|------------|-------------------------------|------------|--------|
| 1        | L1037MB    | 250-LASER CHECKS, MARBLE BLUE | 86.0000    | 86.00  |
| 1        |            | PROOF                         | .0000      | .00    |

YOUR AUTHORIZED K&B DEALER IS  
MG Promotional Products  
TO REORDER CALL 813-949-9000  
OR EMAIL TO mikeg@mgpromotionalproducts.com

You can now pay your invoice online at  
paykaeser.com

SUBTOTAL 86.00  
\*\* SALES TAX .00  
LESS: PAYMENT/DEPOSIT .00  
SHIPPING & HANDLING 14.22  
TOTAL DUE 100.22

PLEASE MAKE ALL CHECKS PAYABLE TO KAESER &amp; BLAIR, INC.

Please enclose remittance coupon with payment. See back for additional information.



3771 Solutions Center  
Chicago, IL 60677-3007

003078453

88178

## REMITTANCE

INVOICE NO. 80411384  
DATE: 4/25/18

TOTAL DUE: 100.22  
Amount Paid

☐ IF PAYING BY CREDIT CARD,  
CHECK THIS BOX AND SEE THE  
BACK OF THIS FORM.

SHERWOOD MANOR CDD  
ATTN:TERESA FARLOW  
2005 PAN AM CIRCLE, SUITE 120  
TAMPA, FL 33607

Vendor: Kaeser & Blair, Inc.

Check Number: 61027

Remittor: Meritus Districts

Check Date: Jul 31, 2018

Check Amount: \$103.28

| Item to be Paid - Description | Discount Taken | Amount Paid |
|-------------------------------|----------------|-------------|
| Inv 804 11384                 |                | 103.28      |

**MERITUS DISTRICTS**

2005 PAN AM CIRCLE, SUITE 120  
TAMPA, FLORIDA 33607  
PH. (813) 397-5121

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A COLORED BACKGROUND AND MICROPRINTING IN THE BORDER

*Bank of the Ozarks*

61027

Jul 31, 2018

PAY One Hundred Three and 28/100 Dollars

\$ 103.28

TO THE ORDER OF

Kaeser & Blair, Inc.  
4236 Grissom Dr.  
Batavia, OH 45103

SECURITY FEATURES INCLUDED. DETAILS ON BACK

61027 10631141371018530521

*(Signature)*

**Tampa Bay Times**  
tampabay.com

Account Rep:  
Credit Rep: 727-893-8282  
Fed Tax ID: 59-0482470

PAGE 1

CUSTOMER SUMMARY FOR  
SHERWOOD MANOR CDD

|                    |                   |
|--------------------|-------------------|
| PERIOD ENDING      | 02/28/18          |
| PREVIOUS BALANCE   | \$3,140.00        |
| CURRENT CHARGES    | \$738.46          |
| ADJUSTMENTS        | \$0.00            |
| PAYMENTS           | (\$1,876.00)      |
| <b>BALANCE DUE</b> | <b>\$2,002.46</b> |

## ADVERTISING STATEMENT AND INVOICE

**Terms of Payment:** Net 30

| Start    | Stop     | Ad Number | Zone                          | Class | Description<br>PO Number | Insertions | Size     | Net Amount   |
|----------|----------|-----------|-------------------------------|-------|--------------------------|------------|----------|--------------|
|          |          |           |                               |       | BALANCE FORWARD          |            |          | \$3,140.00   |
|          | 02/12/18 |           |                               |       | Payment #60951           |            |          | (\$1,876.00) |
|          | 02/28/18 |           |                               |       | FINANCE CHARGE           |            |          | \$18.96      |
| 01/12/18 | 02/02/18 | 581224    | Tampa<br>Tribune<br>Southeast | 0     | Hearing 2/13/18          | 1          | 2x 14.00 | \$420.00     |
| 02/09/18 | 02/09/18 | 592293    |                               | 405   | Supervisors              | 2          | 2x 3.35  | \$299.50     |

Finance charge

**Tampa Bay Times**  
tampabay.com

Amount due: \$2,002.46

Due Date: 3/30/2018 Amount Paid: 18.96

| Billing Period      | Advertiser Name | Account Number | Agency Name | Agency Number | Prepaid* |
|---------------------|-----------------|----------------|-------------|---------------|----------|
| 02/01/18 - 02/28/18 | SHERWOOD MANOR  | 176837         |             |               |          |
| Total Amount Due    | Current Period  | 30 Days        | 60 Days     | 90 Days       | 120 Days |
| \$2,002.46          | \$738.46        | \$1,264.00     | \$0.00      | \$0.00        | \$0.00   |

REMIT TO:  
TAMPA BAY TIMES  
DEPT 3396  
P O BOX 123396  
DALLAS, TX 75312-3396



MAY 03 2018

Times Publishing Company  
490 1st Ave South  
St. Petersburg FL 33701

**Tampa Bay Times**  
tampabay.com

Account Rep:  
Credit Rep: 727-893-8282  
Fed Tax ID: 59-0482470

PAGE 1

ACCOUNT NUMBER  
176837

**BILLING PERIOD**  
04/01/18 - 04/30/18

**AMOUNT DUE:**  
\$6,801.89

## CUSTOMER SUMMARY FOR SHERWOOD MANOR CDD

## ACCOUNT NAME

SHERWOOD MANOR CDD  
C/O MERITUS  
2005 PAN AM CIRCLE SUITE 120  
TAMPA FL 33607

|                    |                   |
|--------------------|-------------------|
| PERIOD ENDING      | 04/30/18          |
| PREVIOUS BALANCE   | \$4,925.50        |
| CURRENT CHARGES    | \$3,878.85        |
| ADJUSTMENTS        | \$0.00            |
| PAYMENTS           | (\$2,002.46)      |
| <b>BALANCE DUE</b> | <b>\$6,801.89</b> |

**Sales Rep:** Unassigned

## ADVERTISING STATEMENT AND INVOICE

**Terms of Payment:** Net 30

| Start    | Stop     | Ad Number | Zone                       | Class | Description<br>PO Number | Insertions | Size     | Net Amount   |
|----------|----------|-----------|----------------------------|-------|--------------------------|------------|----------|--------------|
|          |          |           |                            |       | BALANCE FORWARD          |            |          | \$4,925.50   |
|          | 04/09/18 |           |                            |       | Payment CC               |            |          | (\$2,002.46) |
|          | 04/30/18 |           |                            |       | FINANCE CHARGE           |            |          | \$43.85      |
| 03/30/18 | 04/06/18 | 612260    | Tampa Tribune<br>Southeast | 0     | Method of Collection     | 1          | 2x 15.00 | \$450.00     |
| 04/13/18 | 04/13/18 | 622572    | Tampa Tribune<br>Southeast | 0     | Special Assessments      | 1          | 4x 14.00 | \$844.00     |
| 04/06/18 | 04/13/18 | 612339    |                            | 405   | Budget Hearing           | 4          | 2x 4.40  | \$801.00     |
| 03/30/18 | 04/13/18 | 612260    | Tampa Tribune<br>Southeast | 0     | Method of Collection     | 1          | 2x 15.00 | \$450.00     |
| 04/13/18 | 04/20/18 | 622572    | Tampa Tribune<br>Southeast | 0     | Special Assessments      | 1          | 4x 14.00 | \$840.00     |
| 03/30/18 | 04/20/18 | 612260    | Tampa Tribune<br>Southeast | 0     | Method of Collection     | 1          | 2x 15.00 | \$450.00     |

**Tampa Bay Times**  
tampabay.com

**Amount due: \$6,801.89**

Due Date: 5/30/2018 Amount Paid:

|                     |           |
|---------------------|-----------|
| <b>Billing Date</b> | 4/30/2018 |
|---------------------|-----------|

| Billing Period      | Advertiser Name | Account Number | Agency Name | Agency Number | Prepaid* |
|---------------------|-----------------|----------------|-------------|---------------|----------|
| 04/01/18 - 04/30/18 | SHERWOOD MANOR  | 176837         |             |               |          |
| Total Amount Due    | Current Period  | 30 Days        | 60 Days     | 90 Days       | 120 Days |
| \$6,801.89          | \$3,878.85      | \$2,923.04     | \$0.00      | \$0.00        | \$0.00   |

SHERWOOD MANOR CDD  
C/O MERITUS  
2005 PAN AM CIRCLE SUITE 120  
TAMPA FL 33607

REMIT TO:  
TAMPA BAY TIMES  
DEPT 3396  
P O BOX 123396  
DALLAS, TX 75312-3396

[illegible]





**Tampa Bay Times**  
Published Daily

STATE OF FLORIDA                    } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Special Meeting** was published in **Tampa Bay Times: 6/29/18**, in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

Signature of Affiant

Sworn to and subscribed before me this 06/29/2018.

Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced \_\_\_\_\_



**NOTICE OF THE SPECIAL BOARD MEETING**  
**SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Sherwood Manor Community Development District will hold a meeting on Tuesday, July 10, 2018 at 2:00 p.m. to be held at the offices of Meritus located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607.

These meetings are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. Copies of the agenda for any of the board's meetings may be obtained by contacting the District Manager's Office at (813) 397-5120. Affected parties and others interested may appear at these meetings and be heard.

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that interested persons can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

If any person decides to appeal any decision made by the Board with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made, at his or her own expense, and which record includes the testimony and evidence on which the appeal is based.

Brian Lamb  
District Manager

Run Date:06-29-2018

648494






**Tampa Bay Times**  
Published Daily

STATE OF FLORIDA                    } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Budget** was published in **Tampa Bay Times: 7/13/18, 7/20/18**. in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

  
\_\_\_\_\_  
Signature of Affiant

Sworn to and subscribed before me this 07/20/2018.

  
\_\_\_\_\_  
Signature of Notary Public

Personally known \_\_\_\_\_ or produced identification

Type of identification produced \_\_\_\_\_



**SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION  
OF THE FISCAL YEAR 2018/2019 BUDGETS; AND NOTICE OF  
REGULAR BOARD OF SUPERVISORS' MEETING.**

The Board of Supervisors ("Board") of the Sherwood Manor Community Development District ("District") will hold a public hearing on September 6, 2018 at 2:00 p.m. at the office of Meritus located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607 for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2018 and ending September 30, 2019 ("Fiscal Year 2018/2019"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, (813) 397-5120 ("District Manager's Office"), during normal business hours.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of 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 such appeal is to be based.

Brian Lamb  
District Manager

Run Date: 7/13/2018 & 7/20/2018

656978

# Sherwood Manor Community Development District

Financial Statements  
(Unaudited)

Period Ending  
July 31, 2018



District Management Services, LLC  
2005 Pan Am Circle ~ Suite 120 ~ Tampa, Florida 33607  
Phone (813) 873-7300 ~ Fax (813) 873-7070

**Sherwood Manor CDD**

## Balance Sheet

As of 7/31/2018

|  | <u>General Fund</u> | <u>Total</u>       |
|--|---------------------|--------------------|
| Assets   |                     |                    |
| Cash   |                     |                    |
| Cash - Operating Account                               | <u>49.66</u>        | <u>49.66</u>       |
| Total Cash   | <u>49.66</u>        | <u>49.66</u>       |
| Prepaid Items  |                     |                    |
| Prepaid Insurance                                      | <u>753.50</u>       | <u>753.50</u>      |
| Total Prepaid Items                                    | <u>753.50</u>       | <u>753.50</u>      |
| Total Assets   | <u>803.16</u>       | <u>803.16</u>      |
| Liabilities  |                     |                    |
| Accounts Payable                                       |                     |                    |
| Accounts Payable                                       | 13,030.31           | 13,030.31          |
| Accounts Payable Other                                 | <u>3,878.46</u>     | <u>3,878.46</u>    |
| Total Accounts Payable                                 | <u>16,908.77</u>    | <u>16,908.77</u>   |
| Total Liabilities                                      | <u>16,908.77</u>    | <u>16,908.77</u>   |
| Fund Equity & Other Credits Capital Contribution       |                     |                    |
| Fund Balance - Unreserved                              |                     |                    |
|  | <u>(16,105.61)</u>  | <u>(16,105.61)</u> |
| Total Fund Equity & Other Credits Capital Contribution | <u>(16,105.61)</u>  | <u>(16,105.61)</u> |



**Sherwood Manor CDD**  
Statement of Revenues & Expenditures  
001 - General Fund  
From 10/1/2017 Through 7/31/2018

|  | Total Budget -<br>Original | Current Period<br>Actual | Total Budget<br>Variance -<br>Original | Percent Total<br>Budget<br>Remaining -<br>Original |
|--|----------------------------|--------------------------|--|--|
| Revenues   |                            |                          |  |  |
| Contributions & Donations From<br>Private Sources          |                            |                          |  |  |
| Contributions & Donations<br>From Private Sources          |                            |                          |  |  |
| Developer Contributions                                    | 49,725.00                  | 13,343.43                | (36,381.57)                            | (73.17)%   |
| Total Contributions &<br>Donations From Private<br>Sources | 49,725.00                  | 13,343.43                | (36,381.57)                            | (73.17)%   |
| Total Revenues   | 49,725.00                  | 13,343.43                | (36,381.57)                            | (73.17)%   |
| Expenditures   |                            |                          |  |  |
| Financial & Administrative                                 |                            |                          |  |  |
| Financial & Administrative                                 |                            |                          |  |  |
| District Manager   | 24,000.00                  | 5,000.00                 | 19,000.00                              | 79.17%   |
| District Engineer  | 2,000.00                   | 0.00                     | 2,000.00                               | 100.00%  |
| Disclosure Report  | 3,000.00                   | 0.00                     | 3,000.00                               | 100.00%  |
| Trustee Fees   | 3,000.00                   | 0.00                     | 3,000.00                               | 100.00%  |
| Postage, Phone, Faxes,<br>Copies                           | 150.00                     | 0.00                     | 150.00                                 | 100.00%  |
| Public Officials Insurance                                 | 2,500.00                   | 994.62                   | 1,505.38                               | 60.22%   |
| Legal Advertising  | 3,000.00                   | 17,134.02                | (14,134.02)                            | (471.13)%  |
| Bank Fees  | 200.00                     | 209.92                   | (9.92)                                 | (4.96)%  |
| Dues, Licenses, & Fees                                     | 175.00                     | 125.00                   | 50.00                                  | 28.57%   |
| Office Supplies  | 100.00                     | 320.15                   | (220.15)                               | (220.15)%  |
| Website Administration                                     | 600.00                     | 600.00                   | 0.00                                   | 0.00%  |
| Total Financial & Administrative                           | 38,725.00                  | 24,383.71                | 14,341.29                              | 37.03%   |
| Legal Council  |                            |                          |  |  |
| Legal Council  |                            |                          |  |  |
| Dist Council   | 5,000.00                   | 3,799.45                 | 1,200.55                               | 24.01%   |
| Total Legal Council  | 5,000.00                   | 3,799.45                 | 1,200.55                               | 24.01%   |
| Other Physical Environment                                 |                            |                          |  |  |
| Other Physical Environment                                 |                            |                          |  |  |
| General Liability &<br>Property Casualty<br>Insurance      | 6,000.00                   | 1,265.88                 | 4,734.12                               | 78.90%   |
| Total Other Physical<br>Environment                        | 6,000.00                   | 1,265.88                 | 4,734.12                               | 78.90%   |
| Total Expenditures   | 49,725.00                  | 29,449.04                | 20,275.96                              | 40.78%   |

Sherwood Manor CDD  
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash - Operating Account

Reconciliation ID: 07/31/2018

Reconciliation Date: 7/31/2018

Status: Locked

|                                  |                    |
|----------------------------------|--------------------|
| Bank Balance                     | 49.66              |
| Less Outstanding Checks/Vouchers | 0.00               |
| Plus Deposits in Transit         | 0.00               |
| Plus or Minus Other Cash Items   | 0.00               |
| Plus or Minus Suspense Items     | <u>0.00</u>        |
| Reconciled Bank Balance          | 49.66              |
| Balance Per Books                | <u>49.66</u>       |
| Unreconciled Difference          | <u><u>0.00</u></u> |

Click the Next Page toolbar button to view details.

Sherwood Manor CDD  
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash - Operating Account

Reconciliation ID: 07/31/2018

Reconciliation Date: 7/31/2018

Status: Locked

Cleared Checks/Vouchers

| Document Number         | Document Date | Document Description              | Document Amount | Payee                        |
|-------------------------|---------------|-----------------------------------|-----------------|------------------------------|
| 106                     | 6/22/2018     | System Generated<br>Check/Voucher | 1,517.00        | Times Publishing Company     |
| 107                     | 7/20/2018     | System Generated<br>Check/Voucher | 3,014.00        | Egis Insurance Advisors, LLC |
| Cleared Checks/Vouchers |               |                                   | 4,531.00        |                              |

**Sherwood Manor CDD**  
**Reconcile Cash Accounts**

**Detail**

**Cash Account: 10101 Cash - Operating Account**

**Reconciliation ID: 07/31/2018**

**Reconciliation Date: 7/31/2018**

**Status: Locked**

**Cleared Deposits**

| <u>Deposit Number</u> | <u>Document Number</u> | <u>Document Date</u> | <u>Document Description</u>   | <u>Document Amount</u> |
|-----------------------|------------------------|----------------------|-------------------------------|------------------------|
|                       | 005                    | 7/17/2018            | CK 2014 Sherwood - Ruskin LLC | 3,014.00               |
|                       | 006                    | 7/31/2018            | July Bank Activity            | <u>(24.81)</u>         |
| Cleared Deposits      |                        |                      |                               | <u>2,989.19</u>        |

SUNTRUST BANK  
PO BOX 305183  
NASHVILLE TN 37230-5183



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36/E00/0175/0/42  
07/31/2018  
0000

## Account Statement

SHERWOOD MANOR COMMUNITY DEVE  
2005 PAN AM CIR STE 120  
TAMPA FL 33607-2529

Questions? Please call  
1-800-786-8787

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| Account Summary | Account Type                | Account Number | Statement Period        |
|-----------------|-----------------------------|----------------|-------------------------|
|                 | PUB FUNDS ANALYZED CHECKING |                | 07/01/2018 - 07/31/2018 |

| Description        | Amount     | Description                        | Amount   |
|--------------------|------------|------------------------------------|----------|
| Beginning Balance  | \$1,591.47 | Average Balance                    | \$599.93 |
| Deposits/Credits   | \$3,014.00 | Average Collected Balance          | \$308.25 |
| Checks             | \$4,531.00 | Number of Days in Statement Period | 31       |
| Withdrawals/Debits | \$24.81    |                                    |          |
| Ending Balance     | \$49.66    |                                    |          |

| Overdraft Protection   | Account Number | Protected By |
|--|----------------|--------------|
|  |                | Not enrolled |
| For more information about SunTrust's Overdraft Services, visit <a href="http://www.suntrust.com/overdraft">www.suntrust.com/overdraft</a> . |                |              |

| Deposits/Credits    | Date  | Amount   | Serial # | Description              | Date | Amount | Serial # | Description |
|---------------------|-------|----------|----------|--------------------------|------|--------|----------|-------------|
|                     | 07/20 | 3,014.00 |          | DEPOSIT                  |      |        |          |             |
| Deposits/Credits: 1 |       |          |          | Total Items Deposited: 1 |      |        |          |             |

| Checks    | Check Number | Amount   | Date Paid | Check Number | Amount   | Date Paid |
|-----------|--------------|----------|-----------|--------------|----------|-----------|
|           | 106          | 1,517.00 | 07/02     | 107          | 3,014.00 | 07/25     |
| Checks: 2 |              |          |           |              |          |           |

| Withdrawals/Debits    | Date Paid | Amount | Serial # | Description          |
|-----------------------|-----------|--------|----------|----------------------|
|                       | 07/20     | 24.81  |          | ACCOUNT ANALYSIS FEE |
| Withdrawals/Debits: 1 |           |        |          |                      |

| Balance Activity History | Date  | Balance  | Collected Balance | Date  | Balance  | Collected Balance |
|--------------------------|-------|----------|-------------------|-------|----------|-------------------|
|                          | 07/01 | 1,591.47 | 1,591.47          | 07/23 | 3,063.66 | 3,063.66          |
|                          | 07/02 | 74.47    | 74.47             | 07/25 | 49.66    | 49.66             |
|                          | 07/20 | 3,063.66 | 49.66             |       |          |                   |

The Ending Daily Balances provided do not reflect pending transactions or holds that may have been outstanding when your transactions posted that day. If your available balance wasn't sufficient when transactions posted, fees may have been assessed.

SUNTRUST BANK  
PO BOX 305183  
NASHVILLE TN 37230-5183

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36/E00/0175/0/42  
07/31/2018



## Account Statement

|  |  |                 |
|--|--|-----------------|
| SHERWOOD MANOR CDD<br>2005 PAVAN CIRCLE, SUITE 122<br>TAMPA, FL 33607<br>(813) 878-7960                        |  | DATE 106<br>106 |
| ***One Thousand Five Hundred Seventeen and 00/100 Dollars  |  | AMOUNT \$       |
| 8/22/2018 \$1,517.00   |  |                 |
| VOID AFTER 180 DAYS<br>TWO SIGNATURES REQUIRED   |  |                 |
| PAY TO THE ORDER OF<br>Times Publishing Company<br>Dept 3398<br>P O Box 123358<br>Dallas, TX 75312-3358<br>USA |  |                 |
| *000106* 10631021521000214479155*  |  |                 |

Ck # 106 07/02 \$1,517.00

|  |  |                 |
|--|--|-----------------|
| SHERWOOD MANOR CDD<br>2005 PAVAN CIRCLE, SUITE 122<br>TAMPA, FL 33607<br>(813) 878-7960                                |  | DATE 107<br>107 |
| ***Three Thousand Fourteen and 00/100 Dollars  |  | AMOUNT \$       |
| 7/20/2018 \$3,014.00   |  |                 |
| VOID AFTER 180 DAYS<br>TWO SIGNATURES REQUIRED   |  |                 |
| PAY TO THE ORDER OF<br>Eg's Insurance Advisors, LLC<br>Lockbox 234021<br>PO Box 81021<br>Chicago, IL 60689-4000<br>USA |  |                 |
| *000107* 10631021521000214479155*  |  |                 |

Ck # 107 07/25 \$3,014.00