

**SHERWOOD MANOR
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
PUBLIC HEARING & REGULAR MEETING
AUGUST 06, 2020**

SHERWOOD MANOR
COMMUNITY DEVELOPMENT DISTRICT AGENDA
THURSDAY, AUGUST 06, 2020 AT 2:00 P.M.
CALL IN NUMBER: 1-866-906-9330 ACCESS CODE: 4863181

District Board of Supervisors	Chairman Vice-Chairman Supervisor Supervisor Supervisor	Jeff Hills Ryan Motko Nick Dister Alberto Viera Steve Luce
District Manager	Meritus	Debby Nussel
District Attorney	Straley Robin Vericker	John Vericker
District Engineer	Stantec, Inc	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.** Following the **Call to Order**, the public has the opportunity to comment on posted agenda items during the second section called **Public Comments on Agenda Items**. Each individual is limited to **three (3) minutes** for such comment. The Board is not required to take action at this time, but will consider the comments presented as the agenda progresses. The third section is called **Business Items**. This section contains items for approval by the District Board of Supervisors that may require discussion, motions, 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) 873-7300 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 fourth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Vendor/Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The sixth section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the District's needs. The final section is called **Audience Questions, Comments and Discussion Forum**. This portion of the agenda is where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted.

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) 873-7300, at least 48 hours before the meeting. 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.

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.

Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 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

Dear Board Members:

The Public Hearing & Regular Meeting for the Sherwood Manor Community Development District will be held on **Thursday, August 06, 2020 at 2:00 p.m. via conference call at the information listed below.** 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 COMMENTS ON AGENDA ITEMS**
- 3. RECESS TO PUBLIC HEARINGS**
- 4. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2021 BUDGET**
 - A. Open Public Hearing on Proposed Fiscal Year 2021 Budget
 - B. Staff Presentations
 - C. Public Comment
 - D. Consideration of Resolution 2020-08; Adopting Fiscal Year 2021 Budget Tab 01
 - E. Close Public Hearing on Proposed Fiscal Year 2021 Budget
- 5. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**
 - A. Open Public Hearing on Levying O&M Assessments
 - B. Staff Presentations
 - C. Public Comment
 - D. Consideration of Resolution 2020-09; Levying O&M Assessments..... Tab 02
 - E. Close Public Hearing on Levying O&M Assessments
- 6. RETURN TO REGULAR MEETING**
- 7. BUSINESS ITEMS**
 - A. Consideration of Resolution 2020-10; Setting Fiscal Year 2021 Meeting Schedule.....Tab 03
 - B. General Matters of the District
- 8. CONSENT AGENDA**
 - A. Consideration of Minutes of the Regular Meeting June 04, 2020 Tab 04
 - B. Consideration of Operation and Maintenance Expenditures May 2020 Tab 05
 - C. Consideration of Operation and Maintenance Expenditures June 2020 Tab 06
 - D. Review of Financial Statements Month Ending June 30, 2020 Tab 07
- 9. VENDOR/STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 10. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**
- 11. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
- 12. ADJORNMENT**

While it is necessary to hold the above referenced meeting of the District's Board of Supervisors utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, anyone wishing to listen and participate in the meeting can do so telephonically at 1-866-906-9330, Participant Access Code – 4863181. Additionally, participants are encouraged to submit questions and comments to the District Manager in advance at 813-873-7300 to facilitate the Board's consideration of such questions and comments during the meeting.

We look forward to speaking with you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,
Debby Nussel,
District Manager

RESOLUTION 2020-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager submitted, prior to June 15th, to the Board of Supervisors (“**Board**”) of the Sherwood Manor Community Development District (“**District**”) a proposed budget for the next ensuing budget year (“**Proposed Budget**”), along with an explanatory and complete financial plan for each fund, pursuant to the provisions of Sections 189.016(3) and 190.008(2)(a), Florida Statutes;

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

WHEREAS, the Board held a duly noticed public hearing pursuant to Section 190.008(2)(a), Florida Statutes;

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least 2 days before the public hearing pursuant to Section 189.016(4), Florida Statutes;

WHEREAS, the Board is required to adopt a resolution approving 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 pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the Proposed Budget projects 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.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Budget

- a. That the Board has reviewed the 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 below.
- b. That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, 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 2019-2020 and/or revised projections for fiscal year 2020-2021.
- 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, 2020, and Ending September 30, 2021”.

- d. The final adopted budget shall be posted by the District Manager on the District’s website within 30 days after adoption pursuant to Section 189.016(4), Florida Statutes.

Section 2. Appropriations. There is hereby appropriated out of the revenues of the District (the sources of the revenues will be provided for in a separate resolution), for the fiscal year beginning October 1, 2020, and ending September 30, 2021, the sum of \$ 886,877.00, 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	\$ 259,914.00
Total Reserve Fund	\$ -
Total Debt Service Funds	\$ 626,963.00
Total All Funds*	\$ 886,877.00

*Not inclusive of any collection costs or early payment discounts.

Section 3. Budget Amendments. Pursuant to Section 189.016(6), 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. Any other budget amendments shall be adopted by resolution and be consistent with Florida law. This includes increasing any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and making the corresponding change to appropriations or the unappropriated balance.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this section and Section 189.016, 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. above are posted on the District’s website within 5 days after adoption pursuant to Section 189.016(7), Florida Statutes.

Section 4. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 6, 2020.

Attested By:

**Sherwood Manor
Community Development District**

Name: _____
Secretary/Assistant Secretary

Jeffery S. Hills
Chair of the Board of Supervisors

Exhibit A: FY 2020-2021 Adopted Budget

2021



SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2021

FINAL ANNUAL OPERATING BUDGET

AUGUST 6, 2020



SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2021 FINAL ANNUAL OPERATING BUDGET

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AUGUST 6, 2020

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 2021, which begins on October 1, 2020. 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.

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

Facilities of the District

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

Maintenance of the Facilities

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

SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2020 Final Operating Budget	Current Period Actuals 10/1/19 - 2/29/20	Projected Revenues & Expenditures 3/1/20 to 9/30/20	Total Actuals and Projections Through 9/30/20	Over/(Under) Budget Through 9/30/20
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	0.00	0.00	0.00	0.00	0.00
Operations & Maintenance Assmts-Off Roll	0.00	110,858.87	0.00	110,858.87	110,858.87
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$0.00	\$110,858.87	\$0.00	\$110,858.87	\$110,858.87
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	82,425.00	20,983.00	(14,098.00)	6,885.00	(75,540.00)
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$82,425.00	\$20,983.00	(\$14,098.00)	\$6,885.00	(\$75,540.00)
OTHER MISCELLANEOUS REVENUES					
Miscellaneous	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$82,425.00	\$131,841.87	(\$14,098.00)	\$117,743.87	\$35,318.87
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	0.00	0.00	1,600.00	1,600.00	1,600.00
TOTAL LEGISLATIVE	\$0.00	\$0.00	\$1,600.00	\$1,600.00	\$1,600.00
FINANCIAL & ADMINISTRATIVE					
District Manager	30,000.00	7,500.00	22,500.00	30,000.00	0.00
District Engineer	1,500.00	782.10	717.90	1,500.00	0.00
Disclosure Report	8,400.00	0.00	4,200.00	4,200.00	(4,200.00)
Trustee Fees	8,500.00	4,040.63	0.00	4,040.63	(4,459.37)
Accounting Services	4,500.00	0.00	5,250.00	5,250.00	750.00
Auditing Services	6,500.00	523.00	3,977.00	4,500.00	(2,000.00)
Postage, Phone, Faxes, Copies	150.00	6.50	493.50	500.00	350.00
Public Officials Insurance	2,500.00	2,306.00	0.00	2,306.00	(194.00)
Legal Advertising	2,500.00	2,836.00	2,768.00	5,604.00	3,104.00
Bank Fees	200.00	30.00	100.00	130.00	(70.00)
Dues, Licenses, & Fees	175.00	175.00	0.00	175.00	0.00
Email Hosting Vendor	0.00	0.00	0.00	0.00	0.00
ADA Website Compliance	0.00	0.00	0.00	0.00	0.00
Office Supplies	100.00	0.00	0.00	0.00	(100.00)
Website Administration	1,600.00	1,000.00	500.00	1,500.00	(100.00)
TOTAL FINANCIAL & ADMINISTRATIVE	\$66,625.00	\$19,199.23	\$40,506.40	\$59,705.63	(\$6,919.37)
LEGAL COUNSEL					
District Counsel	5,000.00	1,335.00	3,505.00	4,840.00	(160.00)
TOTAL DISTRICT COUNSEL	\$5,000.00	\$1,335.00	\$3,505.00	\$4,840.00	(\$160.00)
UTILITY SERVICES					
Utility Services	0.00	523.97	476.03	1,000.00	1,000.00
TOTAL UTILITY SERVICES	\$0.00	\$523.97	\$476.03	\$1,000.00	\$1,000.00
OTHER PHYSICAL ENVIRONMENT					
General Liability & Property Casualty Insurance	5,000.00	2,819.00	0.00	2,819.00	(2,181.00)
Garbage Collection	0.00	0.00	0.00	0.00	0.00
Water Utility Services	0.00	0.00	0.00	0.00	0.00
Waterway Management Program - Contract	0.00	0.00	7,500.00	7,500.00	7,500.00
Wetland Monitoring	0.00	0.00	0.00	0.00	0.00
Waterway Improvements & Repairs	0.00	0.00	0.00	0.00	0.00
Entrance, Monument & Wall Maintenance & Repair	0.00	0.00	0.00	0.00	0.00
Landscape Maintenance - Contract	0.00	0.00	0.00	0.00	0.00
Plant Replacement	0.00	0.00	0.00	0.00	0.00
Mulch & Tree Trimming	0.00	0.00	0.00	0.00	0.00
Irrigation Maintenance	0.00	0.00	0.00	0.00	0.00
Amenity Center Pest Control	0.00	0.00	0.00	0.00	0.00
Amenity Center Cleaning & Supplies	0.00	0.00	0.00	0.00	0.00
Pool Maintenance - Other	0.00	0.00	0.00	0.00	0.00
Pool Maintenance - Contract	2,800.00	0.00	0.00	0.00	(2,800.00)
Amenity Center Maintenance & Repair	3,000.00	0.00	0.00	0.00	(3,000.00)
Capital Improvements	0.00	14,098.00	(14,098.00)	0.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$10,800.00	\$16,917.00	(\$6,598.00)	\$10,319.00	(\$481.00)
RESERVES					
Reserves	0.00	0.00	40,279.24	40,279.24	40,279.24
TOTAL RESERVES	\$0.00	\$0.00	\$40,279.24	\$40,279.24	\$40,279.24
TOTAL EXPENDITURES	\$82,425.00	\$37,975.20	\$79,768.67	\$117,743.87	\$35,318.87
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$93,866.67	(\$93,866.67)	\$0.00	\$0.00

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

FISCAL YEAR 2020 BUDGET ANALYSIS

SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2020 Final Operating Budget	Total Actuals and Projections Through 9/30/20	Over/(Under) Budget Through 9/30/20	Fiscal Year 2021 Final Operating Budget	Increase / (Decrease) from FY 2020 to FY 2021
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	0.00	0.00	0.00	140,297.95	140,297.95
Operations & Maintenance Assmts-Off Roll	0.00	110,858.87	110,858.87	84,616.05	84,616.05
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$0.00	\$110,858.87	\$110,858.87	\$224,914.00	\$224,914.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	82,425.00	6,885.00	(75,540.00)	0.00	(82,425.00)
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$82,425.00	\$6,885.00	(\$75,540.00)	\$0.00	(\$82,425.00)
RESERVES					
Reserves	0.00	0.00	0.00	35,000.00	35,000.00
TOTAL RESERVES	\$0.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00
TOTAL REVENUES	\$82,425.00	\$117,743.87	\$35,318.87	\$259,914.00	\$177,489.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	0.00	1,600.00	1,600.00	4,000.00	4,000.00
TOTAL LEGISLATIVE	\$0.00	\$1,600.00	\$1,600.00	\$4,000.00	\$4,000.00
FINANCIAL & ADMINISTRATIVE					
District Manager	30,000.00	30,000.00	0.00	30,000.00	0.00
District Engineer	1,500.00	1,500.00	0.00	2,000.00	500.00
Disclosure Report	8,400.00	4,200.00	(4,200.00)	4,200.00	(4,200.00)
Trustee Fees	8,500.00	4,040.63	(4,459.37)	4,200.00	(4,300.00)
Accounting Services	4,500.00	5,250.00	750.00	0.00	(4,500.00)
Auditing Services	6,500.00	4,500.00	(2,000.00)	4,500.00	(2,000.00)
Postage, Phone, Faxes, Copies	150.00	500.00	350.00	500.00	350.00
Public Officials Insurance	2,500.00	2,306.00	(194.00)	2,537.00	37.00
Legal Advertising	2,500.00	5,604.00	3,104.00	2,500.00	0.00
Bank Fees	200.00	130.00	(70.00)	250.00	50.00
Dues, Licenses, & Fees	175.00	175.00	0.00	175.00	0.00
Email Hosting Vendor	0.00	0.00	0.00	600.00	600.00
ADA Website Compliance	0.00	0.00	0.00	1,500.00	1,500.00
Office Supplies	100.00	0.00	(100.00)	0.00	(100.00)
Website Administration	1,600.00	1,500.00	(100.00)	1,500.00	(100.00)
TOTAL FINANCIAL & ADMINISTRATIVE	\$66,625.00	\$59,705.63	(\$6,919.37)	\$54,462.00	(\$12,163.00)
LEGAL COUNSEL					
District Counsel	5,000.00	4,840.00	(160.00)	3,000.00	(2,000.00)
TOTAL DISTRICT COUNSEL	\$5,000.00	\$4,840.00	(\$160.00)	\$3,000.00	(\$2,000.00)
UTILITY SERVICES					
Utility Services	0.00	1,000.00	1,000.00	45,000.00	45,000.00
TOTAL UTILITY SERVICES	\$0.00	\$1,000.00	\$1,000.00	\$45,000.00	\$45,000.00
OTHER PHYSICAL ENVIRONMENT					
General Liability & Property Casualty Insurance	5,000.00	2,819.00	(2,181.00)	8,000.00	3,000.00
Garbage Collection	0.00	0.00	0.00	2,700.00	2,700.00
Water Utility Services	0.00	0.00	0.00	5,000.00	5,000.00
Waterway Management Program - Contract	0.00	7,500.00	7,500.00	11,952.00	11,952.00
Wetland Monitoring	0.00	0.00	0.00	2,100.00	2,100.00
Waterway Improvements & Repairs	0.00	0.00	0.00	1,000.00	1,000.00
Entrance, Monument & Wall Maintenance & Repair	0.00	0.00	0.00	1,000.00	1,000.00
Landscape Maintenance - Contract	0.00	0.00	0.00	89,000.00	89,000.00
Plant Replacement	0.00	0.00	0.00	2,000.00	2,000.00
Mulch & Tree Trimming	0.00	0.00	0.00	7,000.00	7,000.00
Irrigation Maintenance	0.00	0.00	0.00	1,500.00	1,500.00
Amenity Center Pest Control	0.00	0.00	0.00	1,200.00	1,200.00
Amenity Center Cleaning & Supplies	0.00	0.00	0.00	6,500.00	6,500.00
Pool Maintenance - Other	0.00	0.00	0.00	1,000.00	1,000.00
Pool Maintenance - Contract	2,800.00	0.00	(2,800.00)	12,000.00	9,200.00
Amenity Center Maintenance & Repair	3,000.00	0.00	(3,000.00)	1,500.00	(1,500.00)
Capital Improvements	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$10,800.00	\$10,319.00	(\$481.00)	\$153,452.00	\$142,652.00
RESERVES					
Reserves	0.00	40,279.24	40,279.24	0.00	0.00
TOTAL RESERVES	\$0.00	\$40,279.24	\$40,279.24	\$0.00	\$0.00
TOTAL EXPENDITURES	\$82,425.00	\$117,743.87	\$35,318.87	\$259,914.00	\$177,489.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

FISCAL YEAR 2021

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	\$	626,963
TOTAL REVENUES	\$	626,963

EXPENDITURES

Series 2018 May Bond Interest Payment	\$	235,981
Series 2018 November Bond Principal Payment	\$	155,000
Series 2018 November Bond Interest Payment	\$	235,981
TOTAL EXPENDITURES	\$	626,963
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2020	\$	9,405,000
Principal Payment Applied Toward Series 2018 Bonds	\$	155,000
Bonds Outstanding - Period Ending 11/1/2021	\$	9,250,000

SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND SERIES 2020

REVENUES

CDD Debt Service Assessments	\$	-
TOTAL REVENUES	\$	-

EXPENDITURES

Series 2020 May Bond Interest Payment	\$	-
Series 2020 November Bond Principal Payment	\$	-
Series 2020 November Bond Interest Payment	\$	-
TOTAL EXPENDITURES	\$	-
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2020	\$	-
Principal Payment Applied Toward Series 2020 Bonds	\$	-
Bonds Outstanding - Period Ending 11/1/2021	\$	-

* Series 2020 Bonds Principal and Debt Service obligation to be established at issuance

SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS⁽¹⁾

Lot Size	EAU Value	Unit Count	Debt Service Per Unit	O&M Per Unit	FY 2020 Total Assessment	Debt Service Per Unit	O&M Per Unit	FY 2021 Total Assessment	Total Increase / (Decrease) in Annual Assmt
SERIES 2018 - ASSESSMENT AREA ONE									
Single Family 50'	1.00	397	\$1,561.85	\$583.34	\$2,145.19	\$1,561.85	\$555.67	\$2,117.52	-\$27.67
Single Family 60'	1.20	28	\$1,874.23	\$700.00	\$2,574.23	\$1,874.23	\$666.81	\$2,541.04	-\$33.19
Area Subtotal		425							
FUTURE BONDS ISSUANCE - ASSESSMENT AREA TWO									
Single Family 40'	0.80	0							
Single Family 50'	1.00	0							
Single Family 55'	1.10	144							
Single Family 60'	1.20	44							
Area Subtotal		188							
Total		613							

Notations:

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

RESOLUTION 2020-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT IMPOSING ANNUALLY RECURRING OPERATIONS AND MAINTENANCE NON-AD VALOREM SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF ALL DISTRICT SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING FOR CHALLENGES AND PROCEDURAL IRREGULARITIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR 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, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

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

WHEREAS, the Board of Supervisors of the District (“**Board**”) hereby determines to undertake various activities described in the District’s adopted budget for fiscal year 2020-2021 attached hereto as **Exhibit A** (“**FY 2020-2021 Budget**”) and incorporated as a material part of this Resolution by this reference;

WHEREAS, the District must obtain sufficient funds to provide for the activities described in the FY 2020-2021 Budget;

WHEREAS, the provision of the activities described in the FY 2020-2021 Budget is a benefit to lands within the District;

WHEREAS, the District may impose non-ad valorem special assessments on benefited lands within the District pursuant to Chapter 190, Florida Statutes;

WHEREAS, such special assessments may be placed on the County tax roll and collected by the local Tax Collector (“**Uniform Method**”) pursuant to Chapters 190 and 197, Florida Statutes;

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

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

WHEREAS, it is in the best interests of the District to proceed with the imposition, levy, and collection of the annually recurring operations and maintenance non-ad valorem special assessments on all assessable lands in the amount contained for each parcel’s portion of the FY 2020-2021 Budget (“**O&M Assessments**”);

WHEREAS, the Board desires to collect the annual installment for the previously levied debt service non-ad valorem special assessments (“**Debt Assessments**”) in the amounts shown in the FY 2020-2021 Budget;

WHEREAS, the District adopted an assessment roll as maintained in the office of the District Manager, available for review, and incorporated as a material part of this Resolution by this reference (“**Assessment Roll**”);

WHEREAS, it is in the best interests of the District to certify a portion of the Assessment Roll on the parcels designated in the Assessment Roll to the Tax Collector pursuant to the Uniform Method and to directly collect a portion of the Assessment Roll on the parcels designated in the Assessment Roll 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, including the property 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:

Section 1. Benefit from Activities and O&M Assessments. The provision of the activities described in the FY 2020-2021 Budget confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the O&M Assessments allocated to such lands. The allocation of the expenses of the activities to the specially benefited lands is shown in the FY 2020-2021 Budget and in the Assessment Roll.

Section 2. O&M Assessments Imposition. Pursuant to Chapter 190, Florida Statutes and procedures authorized by Florida law for the levy and collection of special assessments, the O&M Assessments are hereby imposed and levied on benefited lands within the District in accordance with the FY 2020-2021 Budget and Assessment Roll. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.

Section 3. Collection and Enforcement of District Assessments.

- a. **Uniform Method for certain Debt Assessments and certain O&M Assessments.** The collection of the Debt Assessments and O&M Assessments on certain lands designated for collection using the Uniform Method as described in the Assessment Roll, shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method. All assessments collected by the Tax Collector shall be due, payable, and enforced pursuant to Chapter 197, Florida Statutes.
- b. **Direct Bill for Certain Debt Assessments.**
 - i. The Debt Assessments on undeveloped and unplatted lands will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
 - ii. Debt Assessments directly collected by the District are due in full on November 1, 2020; provided, however, that, to the extent permitted by law, the Debt

Assessments due may be paid in several partial, deferred payments and according to the following schedule:

1. 50% due no later than November 1, 2020
 2. 25% due no later than February 1, 2021
 3. 25% due no later than May 1, 2021
- iii. In the event that a Debt Assessment payment is not made in accordance with the schedule stated above, the whole Debt Assessment – including any remaining partial or deferred payments for Fiscal Year 2020-2021 as well as any future installments of the Debt Assessment – shall immediately become due and payable. Such Debt Assessment shall accrue interest (at the applicable rate of any bonds or other debt instruments secured by the Debt Assessment), statutory penalties in the amount of 1% per month, and all costs of collection and enforcement. Such Debt Assessment 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.
- iv. In the event a Debt 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, Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

c. Direct Bill for Certain O&M Assessments.

- i. The O&M Assessments on certain lands (as designated for direct collection in the Assessment Roll) will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
- ii. O&M Assessments directly collected by the District are due in full on December 1, 2020; provided, however, that, to the extent permitted by law, the O&M Assessments due may be paid in several partial, deferred payments and according to the following schedule:
 1. 50% due no later than December 1, 2020
 2. 25% due no later than February 1, 2021
 3. 25% due no later than April 1, 2021
- iii. In the event that an O&M Assessment payment is not made in accordance with the schedule stated above, the whole O&M Assessment may immediately become due and payable. Such O&M Assessment shall accrue statutory penalties in the amount of 1% per month and all costs of collection and enforcement. Such O&M Assessment 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 and costs of collection and enforcement.

- d. 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.

Section 4. Certification of Assessment Roll. The Assessment Roll is hereby certified and authorized to be transmitted to the Tax Collector.

Section 5. Assessment Roll Amendment. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the 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. Assessment Challenges. The adoption of this Resolution shall be the final determination of all issues related to the O&M Assessments as it relates to property owners whose benefited property is subject to the O&M Assessments (including, but not limited to, the determination of special benefit and fair apportionment to the assessed property, the method of apportionment, the maximum rate of the O&M Assessments, and the levy, collection, and lien of the O&M Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 30 days from adoption date of this Resolution.

Section 7. Procedural Irregularities. Any informality or irregularity in the proceedings in connection with the levy of the O&M Assessments shall not affect the validity of the same after the adoption of this Resolution, and any O&M Assessments as finally approved shall be competent and sufficient evidence that such O&M Assessment was duly levied, that the O&M Assessment was duly made and adopted, and that all other proceedings adequate to such O&M Assessment were duly had, taken, and performed as required.

Section 8. 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 9. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 6, 2020.

Attested By:

**Sherwood Manor
Community Development District**

Name: _____
Secretary/Assistant Secretary

Jeffery S. Hills
Chair of the Board of Supervisors

Exhibit A: FY 2020-2021 Budget

2021



SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2021

FINAL ANNUAL OPERATING BUDGET

AUGUST 6, 2020

SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2021

FINAL ANNUAL OPERATING BUDGET

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AUGUST 6, 2020

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 2021, which begins on October 1, 2020. 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.

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

Facilities of the District

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

Maintenance of the Facilities

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

SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2020 Final Operating Budget	Current Period Actuals 10/1/19 - 2/29/20	Projected Revenues & Expenditures 3/1/20 to 9/30/20	Total Actuals and Projections Through 9/30/20	Over/(Under) Budget Through 9/30/20
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	0.00	0.00	0.00	0.00	0.00
Operations & Maintenance Assmts-Off Roll	0.00	110,858.87	0.00	110,858.87	110,858.87
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$0.00	\$110,858.87	\$0.00	\$110,858.87	\$110,858.87
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	82,425.00	20,983.00	(14,098.00)	6,885.00	(75,540.00)
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$82,425.00	\$20,983.00	(\$14,098.00)	\$6,885.00	(\$75,540.00)
OTHER MISCELLANEOUS REVENUES					
Miscellaneous	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$82,425.00	\$131,841.87	(\$14,098.00)	\$117,743.87	\$35,318.87
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	0.00	0.00	1,600.00	1,600.00	1,600.00
TOTAL LEGISLATIVE	\$0.00	\$0.00	\$1,600.00	\$1,600.00	\$1,600.00
FINANCIAL & ADMINISTRATIVE					
District Manager	30,000.00	7,500.00	22,500.00	30,000.00	0.00
District Engineer	1,500.00	782.10	717.90	1,500.00	0.00
Disclosure Report	8,400.00	0.00	4,200.00	4,200.00	(4,200.00)
Trustee Fees	8,500.00	4,040.63	0.00	4,040.63	(4,459.37)
Accounting Services	4,500.00	0.00	5,250.00	5,250.00	750.00
Auditing Services	6,500.00	523.00	3,977.00	4,500.00	(2,000.00)
Postage, Phone, Faxes, Copies	150.00	6.50	493.50	500.00	350.00
Public Officials Insurance	2,500.00	2,306.00	0.00	2,306.00	(194.00)
Legal Advertising	2,500.00	2,836.00	2,768.00	5,604.00	3,104.00
Bank Fees	200.00	30.00	100.00	130.00	(70.00)
Dues, Licenses, & Fees	175.00	175.00	0.00	175.00	0.00
Email Hosting Vendor	0.00	0.00	0.00	0.00	0.00
ADA Website Compliance	0.00	0.00	0.00	0.00	0.00
Office Supplies	100.00	0.00	0.00	0.00	(100.00)
Website Administration	1,600.00	1,000.00	500.00	1,500.00	(100.00)
TOTAL FINANCIAL & ADMINISTRATIVE	\$66,625.00	\$19,199.23	\$40,506.40	\$59,705.63	(\$6,919.37)
LEGAL COUNSEL					
District Counsel	5,000.00	1,335.00	3,505.00	4,840.00	(160.00)
TOTAL DISTRICT COUNSEL	\$5,000.00	\$1,335.00	\$3,505.00	\$4,840.00	(\$160.00)
UTILITY SERVICES					
Utility Services	0.00	523.97	476.03	1,000.00	1,000.00
TOTAL UTILITY SERVICES	\$0.00	\$523.97	\$476.03	\$1,000.00	\$1,000.00
OTHER PHYSICAL ENVIRONMENT					
General Liability & Property Casualty Insurance	5,000.00	2,819.00	0.00	2,819.00	(2,181.00)
Garbage Collection	0.00	0.00	0.00	0.00	0.00
Water Utility Services	0.00	0.00	0.00	0.00	0.00
Waterway Management Program - Contract	0.00	0.00	7,500.00	7,500.00	7,500.00
Wetland Monitoring	0.00	0.00	0.00	0.00	0.00
Waterway Improvements & Repairs	0.00	0.00	0.00	0.00	0.00
Entrance, Monument & Wall Maintenance & Repair	0.00	0.00	0.00	0.00	0.00
Landscape Maintenance - Contract	0.00	0.00	0.00	0.00	0.00
Plant Replacement	0.00	0.00	0.00	0.00	0.00
Mulch & Tree Trimming	0.00	0.00	0.00	0.00	0.00
Irrigation Maintenance	0.00	0.00	0.00	0.00	0.00
Amenity Center Pest Control	0.00	0.00	0.00	0.00	0.00
Amenity Center Cleaning & Supplies	0.00	0.00	0.00	0.00	0.00
Pool Maintenance - Other	0.00	0.00	0.00	0.00	0.00
Pool Maintenance - Contract	2,800.00	0.00	0.00	0.00	(2,800.00)
Amenity Center Maintenance & Repair	3,000.00	0.00	0.00	0.00	(3,000.00)
Capital Improvements	0.00	14,098.00	(14,098.00)	0.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$10,800.00	\$16,917.00	(\$6,598.00)	\$10,319.00	(\$481.00)
RESERVES					
Reserves	0.00	0.00	40,279.24	40,279.24	40,279.24
TOTAL RESERVES	\$0.00	\$0.00	\$40,279.24	\$40,279.24	\$40,279.24
TOTAL EXPENDITURES	\$82,425.00	\$37,975.20	\$79,768.67	\$117,743.87	\$35,318.87
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$93,866.67	(\$93,866.67)	\$0.00	\$0.00

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

FISCAL YEAR 2020 BUDGET ANALYSIS

SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2020 Final Operating Budget	Total Actuals and Projections Through 9/30/20	Over/(Under) Budget Through 9/30/20	Fiscal Year 2021 Final Operating Budget	Increase / (Decrease) from FY 2020 to FY 2021
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	0.00	0.00	0.00	140,297.95	140,297.95
Operations & Maintenance Assmts-Off Roll	0.00	110,858.87	110,858.87	84,616.05	84,616.05
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$0.00	\$110,858.87	\$110,858.87	\$224,914.00	\$224,914.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	82,425.00	6,885.00	(75,540.00)	0.00	(82,425.00)
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$82,425.00	\$6,885.00	(\$75,540.00)	\$0.00	(\$82,425.00)
RESERVES					
Reserves	0.00	0.00	0.00	35,000.00	35,000.00
TOTAL RESERVES	\$0.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00
TOTAL REVENUES	\$82,425.00	\$117,743.87	\$35,318.87	\$259,914.00	\$177,489.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	0.00	1,600.00	1,600.00	4,000.00	4,000.00
TOTAL LEGISLATIVE	\$0.00	\$1,600.00	\$1,600.00	\$4,000.00	\$4,000.00
FINANCIAL & ADMINISTRATIVE					
District Manager	30,000.00	30,000.00	0.00	30,000.00	0.00
District Engineer	1,500.00	1,500.00	0.00	2,000.00	500.00
Disclosure Report	8,400.00	4,200.00	(4,200.00)	4,200.00	(4,200.00)
Trustee Fees	8,500.00	4,040.63	(4,459.37)	4,200.00	(4,300.00)
Accounting Services	4,500.00	5,250.00	750.00	0.00	(4,500.00)
Auditing Services	6,500.00	4,500.00	(2,000.00)	4,500.00	(2,000.00)
Postage, Phone, Faxes, Copies	150.00	500.00	350.00	500.00	350.00
Public Officials Insurance	2,500.00	2,306.00	(194.00)	2,537.00	37.00
Legal Advertising	2,500.00	5,604.00	3,104.00	2,500.00	0.00
Bank Fees	200.00	130.00	(70.00)	250.00	50.00
Dues, Licenses, & Fees	175.00	175.00	0.00	175.00	0.00
Email Hosting Vendor	0.00	0.00	0.00	600.00	600.00
ADA Website Compliance	0.00	0.00	0.00	1,500.00	1,500.00
Office Supplies	100.00	0.00	(100.00)	0.00	(100.00)
Website Administration	1,600.00	1,500.00	(100.00)	1,500.00	(100.00)
TOTAL FINANCIAL & ADMINISTRATIVE	\$66,625.00	\$59,705.63	(\$6,919.37)	\$54,462.00	(\$12,163.00)
LEGAL COUNSEL					
District Counsel	5,000.00	4,840.00	(160.00)	3,000.00	(2,000.00)
TOTAL DISTRICT COUNSEL	\$5,000.00	\$4,840.00	(\$160.00)	\$3,000.00	(\$2,000.00)
UTILITY SERVICES					
Utility Services	0.00	1,000.00	1,000.00	45,000.00	45,000.00
TOTAL UTILITY SERVICES	\$0.00	\$1,000.00	\$1,000.00	\$45,000.00	\$45,000.00
OTHER PHYSICAL ENVIRONMENT					
General Liability & Property Casualty Insurance	5,000.00	2,819.00	(2,181.00)	8,000.00	3,000.00
Garbage Collection	0.00	0.00	0.00	2,700.00	2,700.00
Water Utility Services	0.00	0.00	0.00	5,000.00	5,000.00
Waterway Management Program - Contract	0.00	7,500.00	7,500.00	11,952.00	11,952.00
Wetland Monitoring	0.00	0.00	0.00	2,100.00	2,100.00
Waterway Improvements & Repairs	0.00	0.00	0.00	1,000.00	1,000.00
Entrance, Monument & Wall Maintenance & Repair	0.00	0.00	0.00	1,000.00	1,000.00
Landscape Maintenance - Contract	0.00	0.00	0.00	89,000.00	89,000.00
Plant Replacement	0.00	0.00	0.00	2,000.00	2,000.00
Mulch & Tree Trimming	0.00	0.00	0.00	7,000.00	7,000.00
Irrigation Maintenance	0.00	0.00	0.00	1,500.00	1,500.00
Amenity Center Pest Control	0.00	0.00	0.00	1,200.00	1,200.00
Amenity Center Cleaning & Supplies	0.00	0.00	0.00	6,500.00	6,500.00
Pool Maintenance - Other	0.00	0.00	0.00	1,000.00	1,000.00
Pool Maintenance - Contract	2,800.00	0.00	(2,800.00)	12,000.00	9,200.00
Amenity Center Maintenance & Repair	3,000.00	0.00	(3,000.00)	1,500.00	(1,500.00)
Capital Improvements	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$10,800.00	\$10,319.00	(\$481.00)	\$153,452.00	\$142,652.00
RESERVES					
Reserves	0.00	40,279.24	40,279.24	0.00	0.00
TOTAL RESERVES	\$0.00	\$40,279.24	\$40,279.24	\$0.00	\$0.00
TOTAL EXPENDITURES	\$82,425.00	\$117,743.87	\$35,318.87	\$259,914.00	\$177,489.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

FISCAL YEAR 2021
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	\$	626,963
TOTAL REVENUES	\$	626,963

EXPENDITURES

Series 2018 May Bond Interest Payment	\$	235,981
Series 2018 November Bond Principal Payment	\$	155,000
Series 2018 November Bond Interest Payment	\$	235,981
TOTAL EXPENDITURES	\$	626,963
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2020	\$	9,405,000
Principal Payment Applied Toward Series 2018 Bonds	\$	155,000
Bonds Outstanding - Period Ending 11/1/2021	\$	9,250,000

SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND SERIES 2020

REVENUES

CDD Debt Service Assessments	\$	-
TOTAL REVENUES	\$	-

EXPENDITURES

Series 2020 May Bond Interest Payment	\$	-
Series 2020 November Bond Principal Payment	\$	-
Series 2020 November Bond Interest Payment	\$	-
TOTAL EXPENDITURES	\$	-
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2020	\$	-
Principal Payment Applied Toward Series 2020 Bonds	\$	-
Bonds Outstanding - Period Ending 11/1/2021	\$	-

* Series 2020 Bonds Principal and Debt Service obligation to be established at issuance

SHERWOOD MANOR

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS⁽¹⁾

Lot Size	EAU Value	Unit Count	Debt Service Per Unit	O&M Per Unit	FY 2020 Total Assessment	Debt Service Per Unit	O&M Per Unit	FY 2021 Total Assessment	Total Increase / (Decrease) in Annual Assmt
SERIES 2018 - ASSESSMENT AREA ONE									
Single Family 50'	1.00	397	\$1,561.85	\$583.34	\$2,145.19	\$1,561.85	\$555.67	\$2,117.52	-\$27.67
Single Family 60'	1.20	28	\$1,874.23	\$700.00	\$2,574.23	\$1,874.23	\$666.81	\$2,541.04	-\$33.19
Area Subtotal		425							
FUTURE BONDS ISSUANCE - ASSESSMENT AREA TWO									
Single Family 40'	0.80	0							
Single Family 50'	1.00	0							
Single Family 55'	1.10	144							
Single Family 60'	1.20	44							
Area Subtotal		188							
Total		613							

Notations:

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

RESOLUTION 2020-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, the District’s Board of Supervisors (hereinafter the “Board”), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; 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 District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District’s meetings.

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

Section 1. The annual public meeting schedule of the Board of Supervisors of the for the Fiscal Year 2021 attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with the requirements of Florida law.

Section 2. The District Manager is hereby directed to submit a copy of the Fiscal Year 2021 annual public meeting schedule to Hillsborough County and the Department of Economic Opportunity.

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

PASSED AND ADOPTED THIS 6TH DAY OF AUGUST, 2020

ATTEST:

**SHERWOOD MANOR
COMMUNITY DEVELOPMENT
DISTRICT**

SECRETARY/ASSISTANT SECRETARY

CHAIRMAN

EXHIBIT A

**BOARD OF SUPERVISORS MEETING DATES
SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2021**

FISCAL YEAR 2020/2021

October 01, 2020	2:00 p.m.
November 05, 2020	2:00 p.m.
December 03, 2020	2:00 p.m.
January 07, 2021	2:00 p.m.
February 04, 2021	2:00 p.m.
March 04, 2021	2:00 p.m.
April 01, 2021	2:00 p.m.
May 06, 2021	2:00 p.m.
June 03, 2021	2:00 p.m.
July 01, 2021	2:00 p.m.
August 05, 2021	2:00 p.m.
September 02, 2021	2:00 p.m.

**All meetings will convene at the Offices of Meritus located at 2005 Pan Am Circle, Suite 300,
Tampa, FL 33607**

**SHERWOOD MANOR
COMMUNITY DEVELOPMENT DISTRICT**

June 4, 2020 Minutes of the Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for the Sherwood Manor Community Development District was held on **Thursday, June 4, 2020 at 2:00 p.m. via conference call at 1-866-906-9330 with access code 4863181.**

1. CALL TO ORDER/ROLL CALL

Debby Nussel called the Regular Meeting of the Board of Supervisors of the Sherwood Manor Community Development District to order on **Thursday, June 4, 2020 at 2:12 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:

Debby Nussel	District Manager, Meritus
John Vericker	District Counsel, Straley Robin Vericker

There were no members of the general public in attendance.

2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

3. BUSINESS ITEMS

A. Consideration of Resolution 2020-05; Approving Fiscal Year 2021 Proposed Budget

Mrs. Nussel went over the resolution and budget with the Board.

MOTION TO:	Approve Resolution 2020-05.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

B. General Matters of the District

There were no general matters of the District to discuss at this time.

4. CONSENT AGENDA

A. Consideration of Minutes of the Special Meeting May 7, 2020

B. Consideration of Operations and Maintenance Expenditures April 2020

C. Review of Financial Statements Month Ending April 30, 2020

The Board reviewed the Consent Agenda items.

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

5. VENDOR/STAFF REPORTS

A. District Counsel

B. District Engineer

C. District Manager

There were no additional staff reports at this time.

6. SUPERVISOR REQUESTS

There were no supervisor requests.

7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

There were no audience comments.

8. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	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

Signature

Printed Name

Printed Name

Title:

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

Title:

- ☐ **Chairman**
☐ **Vice Chairman**

Official District Seal

Recorded by Records Administrator

Signature

Date

Sherwood Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	9758	\$ 2,557.40		District Management Service Charge - May 2020
Monthly Contract Sub-Total		\$ 2,557.40		
Variable Contract				
Variable Contract Sub-Total		\$ 0.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Albert Viera	AV050720	\$ 200.00		Supervisors Fee - 05/07/2020
Jeff Hills	JH050720	200.00		Supervisors Fee - 05/07/2020
Nick Dister	ND050720	200.00		Supervisors Fee - 05/07/2020
Ryan Motko	RM050720	200.00		Supervisors Fee - 05/07/2020
Regular Services Sub-Total		\$ 800.00		
Additional Services				
Meritus Districts	9795	\$ 2,100.00		Dissemination Services FY 2020 Bond Series 2018 Annual, Q1 &2
Straley Robin Vericker	18258	1,378.88		Professional Services Thru 04/15/2020
Tampa Bay Times	78672 042220	631.00		Telephonic Meeting - 04/22/2020
Additional Services Sub-Total		\$ 4,109.88		
TOTAL:		\$ 7,467.28		

Approved (with any necessary revisions noted):

Sherwood Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
--------	---------------------------	--------	-----------------	----------------------

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

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


INVOICE

Invoice Number: 9758
Invoice Date: May 1, 2020
Page: 1

Bill To:
Sherwood Manor CDD 2005 Pan Am Circle Suite 300 Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Sherwood Manor CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		5/1/20

Quantity	Item	Description	Unit Price	Amount
		District Management Services - May		2,500.00
		Website Administration		50.00
		Postage - March		7.40
				

Subtotal	2,557.40
Sales Tax	
Total Invoice Amount	2,557.40
Payment/Credit Applied	
TOTAL	2,557.40

SHERWOOD MANOR CDD
MEETING DATE: May 07, 2020

DMS: Debby Nussel

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills	✓	Salary Accepted	\$200.00
Ryan Motko	✓	Salary Accepted	\$200.00
Nick Dister	✓	Salary Accepted	\$200.00
Albert Viera	✓	Salary Accepted	\$200.00
Steve Luce	✓	Salary Accepted	\$200.00

AV050720

SHERWOOD MANOR CDD
MEETING DATE: May 07, 2020

DMS: Debby Nussel

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills	✓	Salary Accepted	\$200.00
Ryan Motko	✓	Salary Accepted	\$200.00
Nick Dister	✓	Salary Accepted	\$200.00
Albert Viera	✓	Salary Accepted	\$200.00
Steve Luce	✓	Salary Accepted	\$200.00

JH 050720

SHERWOOD MANOR CDD
MEETING DATE: May 07, 2020

DMS: Debby Nussel

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills	✓	Salary Accepted	\$200.00
Ryan Motko	✓	Salary Accepted	\$200.00
Nick Dister	✓	Salary Accepted	\$200.00
Albert Viera	✓	Salary Accepted	\$200.00
Steve Luce	✓	Salary Accepted	\$200.00

ND 050720

SHERWOOD MANOR CDD
MEETING DATE: May 07, 2020

DMS: Debby Nussel

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills	✓	Salary Accepted	\$200.00
Ryan Motko	✓	Salary Accepted	\$200.00
Nick Dister	✓	Salary Accepted	\$200.00
Albert Viera	✓	Salary Accepted	\$200.00
Steve Luce	✓	Salary Accepted	\$200.00

RM050720

Meritus Districts

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

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

INVOICE

Invoice Number: 9795
Invoice Date: May 6, 2020
Page: 1

Bill To:

Sherwood Manor CDD
2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Sherwood Manor CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		5/6/20

Quantity	Item	Description	Unit Price	Amount
		Dissemination Services Fiscal Year 2020 Bond Series 2018: Annual, Quarters 1 & 2		2,100.00

Subtotal	2,100.00
Sales Tax	
Total Invoice Amount	2,100.00
Payment/Credit Applied	
TOTAL	2,100.00

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 300
Tampa, FL 33607

April 23, 2020

Client: 001497

Matter: 000001

Invoice #: 18258

Page: 1

RE: General

For Professional Services Rendered Through April 15, 2020

SERVICES

Date	Person	Description of Services	Hours
3/16/2020	LB	PREPARE DRAFT AMENDED NOTICE OF ESTABLISHMENT.	0.5
3/17/2020	JMV	PREPARE AND FILE BOUNDARY AMENDMENT NOTICE.	0.4
3/17/2020	LB	PREPARE AMENDED NOTICE OF ESTABLISHMENT FOR RECORDING.	0.2
3/24/2020	JMV	PREPARE RESOLUTIONS FOR CDD BOARD MEETING.	0.8
3/24/2020	LB	PREPARE DRAFT QUARTERLY REPORT TO DISSEMINATION AGENT.	0.2
3/25/2020	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING.	0.3
3/26/2020	JMV	REVIEW COMMUNICATION FROM B. CRUTCHFIELD; PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.5
3/31/2020	LB	REVIEW STATUS OF RECEIVING AUDITOR LETTER FOR FISCAL YEAR ENDED SEPTEMBER 30, 2019; PREPARE EMAIL TO DISTRICT MANAGER'S OFFICE RE STATUS OF AUDIT RE SAME; REVIEW AUDITOR REQUEST LETTER; PREPARE DRAFT AUDIT RESPONSE LETTER FOR FISCAL YEAR ENDED SEPTEMBER 30, 2019.	0.6
4/1/2020	JMV	REVIEW CDD AUDIT NOTICE; PREPARE DISTRICT COUNSEL RESPONSE.	0.8
4/7/2020	JMV	PREPARE QUARTERLY DISTRICT COUNSEL REPORT FOR CDD BONDHOLDERS.	0.3

April 23, 2020

Client: 001497

Matter: 000001

Invoice #: 18258

Page: 2

SERVICES

Date	Person	Description of Services	Hours	
4/9/2020	LB	FINALIZE QUARTERLY REPORT FOR MARCH 31, 2020; PREPARE EMAIL TO DISSEMINATION AGENT TRANSMITTING SAME.	0.3	
4/9/2020	LB	PREPARE DRAFT RESOLUTION ELECTING TO USE DEFAULT STATUTORY ALTERNATIVE INVESTMENT POLICY.	0.4	
Total Professional Services			5.3	\$1,275.50

PERSON RECAP

Person		Hours	Amount
JMV	John M. Vericker	3.1	\$945.50
LB	Lynn Butler	2.2	\$330.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
3/6/2020	XPRESS DELIVERIES, LLC- Courier Service-	\$21.75
3/17/2020	Clerk, Circuit Court, Hillsborough County- Recording Fees- Recording Fees re: Amended Notice of Establishment	\$44.00
3/17/2020	XPRESS DELIVERIES, LLC- Courier Service-	\$30.88
4/15/2020	Photocopies (45 @ \$0.15)	\$6.75
Total Disbursements		\$103.38

April 23, 2020

Client: 001497

Matter: 000001

Invoice #: 18258

Page: 3

Total Services	\$1,275.50	
Total Disbursements	\$103.38	
Total Current Charges		\$1,378.88

PAY THIS AMOUNT

\$1,378.88

Please Include Invoice Number on all Correspondence

51400
3107
KM

Tampa Bay Times

tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
04/22/20		SHERWOOD MANOR CDD	
Billing Date		Sales Rep	Customer Account
04/22/2020		Deirdre Almeida	176837
Total Amount Due			Ad Number
\$631.00			0000078672

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
04/22/20	04/22/20	0000078672	Times	Legals CLS	Telephonic Meeting	1	2x75 L	\$629.00
04/22/20	04/22/20	0000078672	Tampabay.com	Legals CLS	Telephonic Meeting AffidavitMaterial	1	2x75 L	\$0.00 \$2.00

51300
4801
AM

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates		Advertiser Name	
04/22/20		SHERWOOD MANOR CDD	
Billing Date		Sales Rep	Customer Account
04/22/2020		Deirdre Almeida	176837
Total Amount Due			Ad Number
\$631.00			0000078672

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

Received

APR 24 2020

REMIT TO:

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

SHERWOOD MANOR CDD

C/O MERITUS

2005 PAN AM CIRCLE #300

TAMPA, FL 33607

Tampa Bay Times
Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

} ss

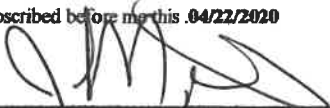
Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Telephonic Meeting** was published in **Tampa Bay Times** 4/22/20 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 Affiant

Sworn to and subscribed before me this **04/22/2020**



Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced _____

**Notice of Telephonic Meetings of the
Board of Supervisors of
the Sherwood Manor
Community Development District**

Notice is hereby given that, pursuant to Governor DeSantis' Executive Order 20-69 relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, the previously noticed regular meetings, workshops, and/or public hearings of the Board of Supervisors (the "Board") of the Sherwood Manor Community Development District (the "District") to be held on the dates and times listed below will now be conducted by telephonic technology and not at the physical location previously noticed:

May 07, 2020	2:00 p.m.
June 04, 2020	2:00 p.m.
July 02, 2020	2:00 p.m.
August 06, 2020	2:00 p.m.
September 03, 2020	2:00 p.m.

In the event Executive Order 20-69 is rescinded or expires the District may cancel any scheduled telephonic meetings or if feasible it may revert to having the meeting at the date, time, and physical location previously noticed. The District will provide updates on its website, www.sherwoodmanorccd.com of any such changes as soon as possible.

The Board deems it necessary to hold the above-referenced meetings utilizing telephonic technology to conduct all necessary business properly coming before it. The District fully encourages public participation in its telephonic meeting in an orderly and efficient manner. Anyone wishing to listen to and/or participate during the designated audience comments portion of the meeting may do so by dialing 1-866-906-9330 and entering the following code 4863181.

Pursuant to applicable requirements and guidance relating to COVID-19 the District will not provide any locations where communications media technology facilities will be available. To best facilitate public comments, participants are encouraged to submit questions or comments to the District Manager in advance of the meeting by email. Additional details on how to listen to or participate in the meeting will be available on the District's website. Copies of the agenda will be available on the District's website or by emailing the District Manager at: debby.nussel@merituscorp.com

The District Manager's office can be reached telephonically at 813-873-7300.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts and Executive Order 20-69, as may be amended. The meeting may be continued in progress without additional notice to a date, time, and place (either physical, telephonic, or virtual) to be specified on the record at the meeting.

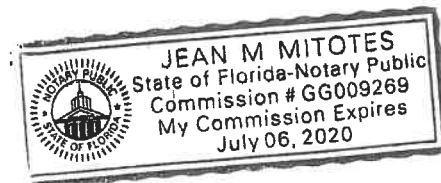
Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in the meeting is asked to advise the District Manager's office at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), for assistance in contacting the District Manager's office.

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

Debby Nussel
District Manager

Publication date: April 22, 2020

0000078672



Sherwood Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
First Choice Aquatic Weed Management, LLC	48274	\$ 996.00		Monthly Waterway Service - May 2020
First Choice Aquatic Weed Management, LLC	48411	556.00	\$ 1,552.00	Monthly Waterway Service - June 2020
Meritus Districts	9838	2,561.70		District Management Service Charge - June 2020
Monthly Contract Sub-Total		\$ 4,113.70		
Variable Contract				
Variable Contract Sub-Total		\$ 0.00		
Utilities				
Tampa Electric	211019020679 060220	\$ 344.72		Electric Service - thru 05/28/2020
Tampa Electric	211019020687 060220	356.91		Electric Service - thru 05/28/2020
Tampa Electric	211019020695 060220	344.72	\$ 1,046.35	Electric Service - thru 05/28/2020
Utilities Sub-Total		\$ 1,046.35		
Regular Services				
Albert Viera	AV060420	\$ 200.00		Supervisors Fee - 06/04/2020
Jeff Hills	JH060420	200.00		Supervisors Fee - 06/04/2020
Nick Dister	ND060420	200.00		Supervisors Fee - 06/04/2020
Ryan Motko	RM060420	200.00		Supervisors Fee - 06/04/2020
Steve Luce	SL050720	200.00		Supervisors Fee - 05/07/2020
Regular Services Sub-Total		\$ 1,000.00		
Additional Services				
Carson's Lawn & Landscaping Services	5962	\$ 3,950.00		Lawn Care Maintenance Service from 04/23

Sherwood Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
				to 05/14
Carson's Lawn & Landscaping Services	6036	3,950.00	\$ 7,900.00	Lawn Care Maintenance Service from 05/21/20 to 06/11/20
Straley Robin Vericker	18378	960.00		Professional Services - thru May 15, 2020
Straley Robin Vericker	18501	1,176.00	\$ 2,136.00	Professional Services - thru June 15, 2020
Additional Services Sub-Total		\$ 10,036.00		
TOTAL:		\$ 16,196.05		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

First Choice Aquatic Weed Management, LLC

P.O. Box 593258
Orlando, FL 32859

Phone: 407-859-2020
Fax: 407-859-3275

Invoice

Date	Invoice #
5/31/2020	48274

Bill To

Sherwood Manor
c/o Meritus Corp
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

Customer P.O. No.	Payment Terms	Due Date
May Service	Net 30	6/30/2020

Description	Amount
Monthly waterway service for 9 waterways, 1 wetland	996.00

Thank you for your business.

Total	\$996.00
Payments/Credits	\$0.00
Balance Due	\$996.00

Service Report

Customer: Sherwood Manor Date: 5/28/2020

Technician	Todd
------------	------

- ☐ New
- ☒ Scheduled Service
- ☒ Trash Pick Up
- ☐ Work Order
- ☐ Removal
- ☐ Follow-up Service

[illegible]

Comments	THANK YOU
----------	-----------

First Choice

Aquatic Weed Management, LLC

6536 Pinecastle Blvd. Ste. A

Orlando, FL 32809

800-543-6694

- Algae and Aquatic Weed Control
- Wetland Restoration and Management
- Native Plantings
- Physical Weed Removals
- Fish Stocking & Custom Barriers



Creating a balance
with nature

First Choice is a division of Aquatic Weed Control, Inc
www.aquaticweedcontrol.net

53900 4307
53

Service Report

Customer: Sherwood Manor Date: 6/18/2020

Technician: Todd

- ☐ New
- ☒ Scheduled Service
- ☒ Trash Pick Up
- ☐ Work Order
- ☐ Removal
- ☐ Follow-up Service

Site / Lake Number	Inspection	Treatment	Boat	ATV	Truck	Backpack	Algae	Grasses	Submersed	Floating	Chemistry	Water Level	# Day Restriction	Water Conditions
1		✓	✓			✓	✓				N/A	High	N/A	Good
2		✓	✓			✓	✓	✓			↓	↓	↓	
3		✓	✓			✓	✓	✓			↓	↓	↓	
4		✓	✓			✓	✓	✓			↓	↓	↓	
5		✓	✓			✓	✓	✓			↓	↓	↓	

Comments: THANK you

First Choice

Aquatic Weed Management, LLC

6536 Pinecastle Blvd. Ste. A
Orlando, FL 32809
800-543-6694

- Algae and Aquatic Weed Control
- Wetland Restoration and Management
- Native Plantings
- Physical Weed Removals
- Fish Stocking & Custom Barriers



Creating a balance
with nature

Meritus Districts

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

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

INVOICE


Invoice Number: 9839
Invoice Date: Jun 1, 2020
Page: 1

Bill To:

Sherwood Manor CDD
2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Sherwood Manor CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		6/1/20

Quantity	Item	Description	Unit Price	Amount
		District Management Services - June		2,500.00
		Website Administration		50.00
		Postage - April		11.70
				

Subtotal	2,561.70
Sales Tax	
Total Invoice Amount	2,561.70
Payment/Credit Applied	
TOTAL	2,561.70



ACCOUNT INVOICE

tampaelectric.com



Statement Date: 06/02/2020

Account: 211019020679

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
1109 TIDAL ROCK AVE, FOUNTAIN
RUSKIN, FL 33570

Current month's charges:	\$344.72
Total amount due:	\$344.72
Payment Due By:	06/23/2020

Your Account Summary

Previous Amount Due	\$0.00
Payment(s) Received Since Last Statement	\$0.00
Current Month's Charges	\$344.72
Total Amount Due	\$344.72

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- Review balance due
- Pull up billing & payment history
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- Sign up for programs

Log in at tecoaccount.com today!

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

As hurricane season begins, maintaining reliable electric service is even more important.
That's why Tampa Electric completed nearly \$60M in reliability-improvement projects during the
past year. More reliability for you and one less worry during the months ahead.

Visit tampaelectric.com/reliability.

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 211019020679

Current month's charges:	\$344.72
Total amount due:	\$344.72
Payment Due By:	06/23/2020

Amount Enclosed

\$

602000697417

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
2005 PAN AM CIR, STE 120
TAMPA, FL 33607-2529

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6020006974172110190206790000000344729

Account: 211019020679
Statement Date: 06/02/2020
Current month's charges due 06/23/2020



Details of Charges – Service from 04/29/2020 to 05/28/2020

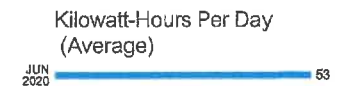
Service for: 1109 TIDAL ROCK AVE, FOUNTAIN, RUSKIN, FL 33570

Rate Schedule: General Service - Non Demand

Meter Location: FOUNTAIN

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
G37926	05/28/2020	1,604		0		1,604 kWh	1	30 Days
Basic Service Charge Energy Charge Fuel Charge COVID-19 Fuel Credit Florida Gross Receipt Tax Electric Service Cost State Tax							\$18.06 1,604 kWh @ \$0.05991/kWh 1,604 kWh @ \$0.02638/kWh -\$23.10 \$3.42 \$136.79 \$12.93	
Total Electric Cost, Local Fees and Taxes							\$149.72	
Other Fees and Charges								
Electric Security Deposit							\$120.00	
Elec Connection Chrg Initial							\$75.00	
Total Other Fees and Charges							\$195.00	
Total Current Month's Charges							\$344.72	

Tampa Electric Usage History



Important Messages

Welcome to Tampa Electric!

Please visit tampaelectric.com/rates for information about your electric rates and charges.

LOWER BILLS – AGAIN!

The unprecedented circumstances of the coronavirus pandemic and lower fuel costs led Tampa Electric to seek approval from the Florida Public Service Commission to lower Tampa Electric bills. All customers will see a COVID-19 fuel credit on their bills in June through August. Residential customers will see a 20 percent reduction on summer bills, including an estimated \$90 savings through December. Commercial and industrial customers can expect a total bill reduction of up to 14 to 20 percent, depending on usage and rate class through December. Tampa Electric's bills continue to be among the lowest in Florida and are more than 20 percent below the national average.

Statement Date: 06/02/2020

Account: 211019020687

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
815 18TH AVE SE
RUSKIN, FL 33570

Current month's charges: \$356.91
Total amount due: \$356.91
Payment Due By: 06/23/2020

Your Account Summary

Previous Amount Due	\$0.00
Payment(s) Received Since Last Statement	\$0.00
Current Month's Charges	\$356.91
Total Amount Due	\$356.91

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Amount not paid by due date may be assessed a late payment charge and an additional deposit.

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Visit tampaelectric.com/reliability.

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 211019020687

Current month's charges: \$356.91
Total amount due: \$356.91
Payment Due By: 06/23/2020

Amount Enclosed \$

602000697418

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
2005 PAN AM CIR, STE 120
TAMPA, FL 33607-2529

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Account: 211019020687
Statement Date: 06/02/2020
Current month's charges due 06/23/2020



Details of Charges – Service from 04/29/2020 to 05/28/2020

Service for: 815 18TH AVE SE, RUSKIN, FL 33570

Rate Schedule: General Service - Non Demand

Meter Location: FOUNTAIN

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
J01161	05/28/2020	1,755		0		1,755 kWh	1	30 Days

Basic Service Charge		\$18.06
Energy Charge	1,755 kWh @ \$0.05991/kWh	\$105.14
Fuel Charge	1,755 kWh @ \$0.02638/kWh	\$46.30
COVID-19 Fuel Credit		-\$25.27
Florida Gross Receipt Tax		\$3.70
Electric Service Cost		\$147.93
State Tax		\$13.98

Total Electric Cost, Local Fees and Taxes

\$161.91

Other Fees and Charges

Electric Security Deposit	\$120.00
Elec Connection Chrg Initial	\$75.00

Total Other Fees and Charges

\$195.00

Total Current Month's Charges

\$356.91

Tampa Electric Usage History

Kilowatt-Hours Per Day
(Average)



00000057-00000630- Page 5 of 20

Important Messages

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Statement Date: 06/02/2020

Account: 211019020695

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
816 18TH AVE SE
RUSKIN, FL 33570



Current month's charges: \$344.72
Total amount due: \$344.72
Payment Due By: 06/23/2020

Your Account Summary

Previous Amount Due	\$0.00
Payment(s) Received Since Last Statement	\$0.00
Current Month's Charges	\$344.72
Total Amount Due	\$344.72

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To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 211019020695

Current month's charges: \$344.72
Total amount due: \$344.72
Payment Due By: 06/23/2020

Amount Enclosed \$

602000697419

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
2005 PAN AM CIR, STE 120
TAMPA, FL 33607-2529

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Account: 211019020695
Statement Date: 06/02/2020
Current month's charges due 06/23/2020




Details of Charges – Service from 04/29/2020 to 05/28/2020

Service for: 816 18TH AVE SE, RUSKIN, FL 33570

Rate Schedule: General Service - Non Demand

Meter Location: FOUNTAIN

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
K87264	05/28/2020	1,604		0		1,604 kWh	1	30 Days
Basic Service Charge						\$18.06	Tampa Electric Usage History Kilowatt-Hours Per Day (Average) 	
Energy Charge						1,604 kWh @ \$0.05991/kWh \$96.10		
Fuel Charge						1,604 kWh @ \$0.02638/kWh \$42.31		
COVID-19 Fuel Credit						-\$23.10		
Florida Gross Receipt Tax						\$3.42		
Electric Service Cost						\$136.79		
State Tax						\$12.93		
Total Electric Cost, Local Fees and Taxes						\$149.72		
Other Fees and Charges								
Electric Security Deposit						\$120.00		
Elec Connection Chrg Initial						\$75.00		
Total Other Fees and Charges						\$195.00		
Total Current Month's Charges						\$344.72		

Important Messages

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SHERWOOD MANOR CDD

MEETING DATE: June 04, 2020

DMS: Debby Nussel

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills	✓	Salary Accepted	\$200.00
Ryan Motko	✓	Salary Accepted	\$200.00
Nick Dister	✓	Salary Accepted	\$200.00
Albert Viera	✓	Salary Accepted	\$200.00
Steve Luce	✓	Salary Accepted	\$200.00

AV 060420

SHERWOOD MANOR CDD
MEETING DATE: June 04, 2020

DMS: Debby Nussel

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills	✓	Salary Accepted	\$200.00
Ryan Motko	✓	Salary Accepted	\$200.00
Nick Dister	✓	Salary Accepted	\$200.00
Albert Viera	✓	Salary Accepted	\$200.00
Steve Luce	✓	Salary Accepted	\$200.00

JH060420

SHERWOOD MANOR CDD
MEETING DATE: June 04, 2020

DMS: Debby Nussel

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills	✓	Salary Accepted	\$200.00
Ryan Motko	✓	Salary Accepted	\$200.00
Nick Dister	✓	Salary Accepted	\$200.00
Albert Viera	✓	Salary Accepted	\$200.00
Steve Luce	✓	Salary Accepted	\$200.00

ND 060420

SHERWOOD MANOR CDD
MEETING DATE: June 04, 2020

DMS: Debby Nussel

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills	✓	Salary Accepted	\$200.00
Ryan Motko	✓	Salary Accepted	\$200.00
Nick Dister	✓	Salary Accepted	\$200.00
Albert Viera	✓	Salary Accepted	\$200.00
Steve Luce	✓	Salary Accepted	\$200.00

Rm 060420

SHERWOOD MANOR CDD
MEETING DATE: May 07, 2020

DMS: Debby Nussel

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills	✓	Salary Accepted	\$200.00
Ryan Motko	✓	Salary Accepted	\$200.00
Nick Dister	✓	Salary Accepted	\$200.00
Albert Viera	✓	Salary Accepted	\$200.00
Steve Luce	✓	Salary Accepted	\$200.00

SL 050720

INVOICE

DATE: 5/18/2020
Invoice # 5962

[illegible]**Payment due upon receipt**

E-mail
carsonwd@yahoo.com

INVOICE

DATE: 6/15/2020
Invoice # 6036

[illegible]**Payment due upon receipt**

E-mail
carsonwd@yahoo.com

carsonwd@yahoo.com

53900
68
4604

nm

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 300
Tampa, FL 33607

May 26, 2020

Client: 001497

Matter: 000001

Invoice #: 18378

Page: 1

RE: General

For Professional Services Rendered Through May 15, 2020

SERVICES

Date	Person	Description of Services	Hours
4/16/2020	JMV	REVIEW COMMUNICATION RE: TECO AGREEMENT.	0.3
4/16/2020	LB	REVIEW EMAIL FROM B. CRUTCHFIELD RE BUDGET FOR FY 2020/2021; DRAFT RESOLUTION APPROVING PROPOSED BUDGET AND SETTING PUBLIC HEARING RE FY 2020/2021.	0.6
4/17/2020	JMV	REVIEW COMMUNICATIONS RE: TECO AGREEMENT.	0.2
4/20/2020	JMV	PREPARE RESOLUTION FOR CDD BOARD MEETING.	0.3
4/20/2020	LB	WORK ON RESOLUTION RESCINDING PRIOR INVESTMENT POLICIES AND ELECTING TO USE STATUTORY DEFAULT INVESTMENT POLICIES.	0.2
4/23/2020	LB	REVIEW MEETING DATES AND DETERMINE MEETING FOR ADOPTING RESOLUTION SCHEDULING LANDOWNER'S ELECTION.	0.1
4/27/2020	LB	PREPARE DRAFT RESOLUTION AND RELATED EXHIBITS FOR LANDOWNERS ELECTION AND MEETING.	0.6
4/28/2020	JMV	PREPARE INVESTMENT POLICY RESOLUTION.	0.3
4/28/2020	JMV	PREPARE LANDOWNER ELECTION RESOLUTION.	0.3
4/28/2020	LB	FINALIZE RESOLUTION RE INVESTMENT POLICY, RESOLUTION RE FY 2020/2021 BUDGET AND SETTING PUBLIC HEARING ON SAME AND RESOLUTION RE LANDOWNERS ELECTION; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING RESOLUTIONS FOR BOARD MEETING.	0.2

May 26, 2020

Client: 001497

Matter: 000001

Invoice #: 18378

Page: 2

SERVICES

Date	Person	Description of Services	Hours	
5/7/2020	KMS	REVIEW AGENDA; PREPARE FOR AND ATTEND BOARD OF SUPERVISORS MEETING VIA CONFERENCE CALL.	0.6	
5/7/2020	LB	OFFICE CONFERENCE WITH K. SCHALTER AND EMAIL TO D. NUSSEL RE STATUS OF APPROVING RESOLUTION TO APPROVE PROPOSED BUDGET AND SET PUBLIC HEARING.	0.1	
5/8/2020	KMS	REVISE RESOLUTION APPROVING PROPOSED BUDGET AND SETTING PUBLIC HEARING ON FINAL BUDGET; SEND TO GROUP.	0.2	
5/8/2020	LB	REVIEW EMAIL FROM D. NUSSEL RE BOARD TABLED RESOLUTION TO APPROVE PROPOSED BUDGET UNTIL JUNE 4TH MEETING; UPDATE FILE NOTES RE SAME.	0.1	
Total Professional Services			4.1	\$912.00

PERSON RECAP

Person		Hours	Amount
JMV	John M. Vericker	1.4	\$427.00
KMS	Kristen M. Schalter	0.8	\$200.00
LB	Lynn Butler	1.9	\$285.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
3/11/2020	XPRESS DELIVERIES, LLC- Courier Service-	\$42.75
5/15/2020	Photocopies (35 @ \$0.15)	\$5.25
Total Disbursements		\$48.00

May 26, 2020

Client: 001497

Matter: 000001

Invoice #: 18378

Page: 3

Total Services	\$912.00	
Total Disbursements	\$48.00	
Total Current Charges		\$960.00

PAY THIS AMOUNT

\$960.00

Please Include Invoice Number on all Correspondence

51400
3707
Wm

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 300
Tampa, FL 33607

June 18, 2020
Client: 001497
Matter: 000001
Invoice #: 18501

Page: 1

RE: General

For Professional Services Rendered Through June 15, 2020

SERVICES

Date	Person	Description of Services	Hours
5/21/2020	KMS	REVIEW COMMUNICATION FROM R. MOTKO; REVIEW FORM OF MITIGATION EASEMENT AGREEMENT; DRAFT REDLINE OF MITIGATION EASEMENT AGREEMENT.	0.7
5/22/2020	KMS	DRAFT REDLINE OF MITIGATION EASEMENT AGREEMENT WITH EPC (CONTINUED); SEND TO R. MOTKO; REVIEW COMMUNICATION FROM R. MOTKO.	0.7
5/26/2020	KMS	REVIEW COMMUNICATIONS FROM R. MOTKO AND B. BALLARD.	0.2
5/27/2020	KMS	REVIEW COMMUNICATIONS AND EXHIBITS FROM R. MOTKO AND B. BALLARD.	0.5
5/29/2020	JMV	REVIEW COMMUNICATION FROM B. CRUTCHFIELD; REVIEW LEGAL NOTICE.	0.2
6/3/2020	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING.	0.2
6/4/2020	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.2
6/4/2020	KMS	REVIEW COMMUNICATIONS AND EASEMENT DOCUMENTS FROM R. MOTKO AND B. BALLARD.	0.3
6/4/2020	LB	REVIEW PROPOSED BUDGET FOR FY 2020/2021; PREPARE DRAFT PUBLICATION ADS (FIRST AND SECOND RUN PUBLICATIONS) RE: PUBLIC HEARING ON O&M BUDGET AND ASSESSMENTS FOR FY 2020/2021; PREPARE DRAFT MAILED NOTICE LETTER RE INCREASE IN O&M ASSESSMENTS FOR FY 2020/2021.	1.2
6/8/2020	JMV	PREPARE LEGAL NOTICE FOR CDD BOARD MEETING.	0.6

June 18, 2020

Client: 001497

Matter: 000001

Invoice #: 18501

Page: 2

SERVICES

Date	Person	Description of Services	Hours
6/8/2020	LB	FINALIZE MAILED NOTICE LETTER AND PUBLICATIONS RE FY 2020/2021 BUDGET; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING SAME.	0.2
Total Professional Services			5.0
			\$1,176.00

PERSON RECAP

Person	Hours	Amount
JMV John M. Vericker	1.2	\$366.00
KMS Kristen M. Schalter	2.4	\$600.00
LB Lynn Butler	1.4	\$210.00
Total Services		\$1,176.00
Total Disbursements		\$0.00
Total Current Charges		\$1,176.00

PAY THIS AMOUNT

\$1,176.00

Please Include Invoice Number on all Correspondence

51400
3107
73
AM

Sherwood Manor Community Development District

Financial Statements
(Unaudited)

Period Ending
June 30, 2020



District Management Services, LLC
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Sherwood Manor CDD

Balance Sheet
As of 6/30/2020
(In Whole Numbers)

	General Fund	Debt Service Fund - Series 2018	Capital Project Fund - Series 2018	General Fixed Assets Account Group	General Long Term Debt	Total
Assets						
Cash - Operating Account	55,134	0	0	0	0	55,134
Investments - Revenue 6000 Series 2018	0	60,780	0	0	0	60,780
Investments - Interest 6001 Series 2018	0	0	0	0	0	0
Investments - Reserve 6003 Series 2018	0	473,878	0	0	0	473,878
Investments - Prepayment 6004 Series 2018	0	0	0	0	0	0
Investments - Acquisition & Construction - Gen 6005 S 2018	0	0	1,543	0	0	1,543
Investments - Acquisition & Construction - Amenity 6006 18	0	0	272,046	0	0	272,046
Investments - Costs of Issuance 6007 Series 2018	0	0	0	0	0	0
Due from Developer	0	0	0	0	0	0
Prepaid General Liability Insurance	0	0	0	0	0	0
Prepaid Public Officials Insurance	0	0	0	0	0	0
Construction Work In Progress	0	0	42,328	7,811,712	0	7,854,040
Amount Available - Debt Service	0	0	0	0	715,256	715,256
Amount To Be Provided - Debt Service	0	0	0	0	8,839,744	8,839,744
Total Assets	55,134	534,659	315,917	7,811,712	9,555,000	18,272,422
Liabilities						
Accounts Payable	0	0	0	0	0	0
Accounts Payable Other	0	0	0	0	0	0
Accrued Expenses Payable	0	0	0	0	0	0
Revenue Bond Payable Series 2018	0	0	0	0	9,555,000	9,555,000
Total Liabilities	0	0	0	0	9,555,000	9,555,000

Fund Equity & Other Credits Capital
Contribution

Sherwood Manor CDD

Balance Sheet
As of 6/30/2020
(In Whole Numbers)

	General Fund	Debt Service Fund - Series 2018	Capital Project Fund - Series 2018	General Fixed Assets Account Group	General Long Term Debt	Total
Fund Balance - All Other Reserves	0	715,256	956,206	0	0	1,671,462
Fund Balance - Unreserved	(14,097)	0	0	0	0	(14,097)
Investments In General Fixed Assets	0	0	42,328	7,811,712	0	7,854,040
Other	55,135	(180,597)	(682,617)	0	0	(808,079)
Total Fund Equity & Other Credits	<u>41,037</u>	<u>534,659</u>	<u>315,917</u>	<u>7,811,712</u>	<u>0</u>	<u>8,703,325</u>
Capital Contribution						
Total Liabilities & Fund Equity	<u><u>41,037</u></u>	<u><u>534,659</u></u>	<u><u>315,917</u></u>	<u><u>7,811,712</u></u>	<u><u>9,555,000</u></u>	<u><u>18,258,325</u></u>

Sherwood Manor CDD
Statement of Revenues & Expenditures
001 - General Fund
From 10/1/2019 Through 6/30/2020
(In Whole Numbers)

	<u>Total Budget - Original</u>	<u>Current Period Actual</u>	<u>Total Budget Variance - Original</u>	<u>Percent Total Budget Remaining - Original</u>
Revenues				
Special Assessments - Service Charge				
O & M Assmts - Off Roll	0	110,859	110,859	0 %
Contributions & Donations From Private Sources				
Developer Contributions	82,425	7,081	(75,344)	(91)%
Total Revenues	<u>82,425</u>	<u>117,940</u>	<u>35,515</u>	<u>43 %</u>
Expenditures				
Legislative				
Supervisor Fee	0	2,000	(2,000)	0 %
Financial & Administrative				
District Manager	30,000	16,500	13,500	45 %
District Engineer	1,500	846	654	44 %
Disclosure Report	8,400	2,100	6,300	75 %
Trustee Fees	8,500	4,041	4,459	52 %
Accounting Services	4,500	0	4,500	100 %
Auditing Services	6,500	4,223	2,277	35 %
Postage, Phone, Faxes, Copies	150	28	122	81 %
Public Officials Insurance	2,500	2,306	194	8 %
Legal Advertising	2,500	5,604	(3,104)	(124)%
Bank Fees	200	30	170	85 %
Dues, Licenses, & Fees	175	175	0	0 %
Office Supplies	100	0	100	100 %
Website Administration	1,600	1,200	400	25 %
Legal Council				
District Council	5,000	6,976	(1,976)	(40)%
Utility Services				
Other Electric Services	0	1,264	(1,264)	0 %
Other Physical Environment				
Waterway Management System	0	3,544	(3,544)	0 %
General Liability & Property Casualty Insurance	5,000	2,819	2,181	44 %
Landscape Maintenance	0	9,150	(9,150)	0 %

Sherwood Manor CDD
Statement of Revenues & Expenditures
001 - General Fund
From 10/1/2019 Through 6/30/2020
(In Whole Numbers)

	<u>Total Budget - Original</u>	<u>Current Period Actual</u>	<u>Total Budget Variance - Original</u>	<u>Percent Total Budget Remaining - Original</u>
Pool Maintenance	2,800	0	2,800	100 %
Cabana Maintenance	<u>3,000</u>	<u>0</u>	<u>3,000</u>	<u>100 %</u>
Total Expenditures	<u>82,425</u>	<u>62,806</u>	<u>19,619</u>	<u>24 %</u>
Excess of Revenue Over (Under) Expenditures	<u>0</u>	<u>55,135</u>	<u>55,135</u>	<u>0 %</u>
Fund Balance: Beginning of Period	0	(14,097)	(14,097)	0 %
Fund Balance: End of Period	<u><u>0</u></u>	<u><u>41,037</u></u>	<u><u>41,037</u></u>	<u><u>0 %</u></u>

Sherwood Manor CDD
Statement of Revenues & Expenditures
200 - Debt Service Fund - Series 2018
From 10/1/2019 Through 6/30/2020
(In Whole Numbers)

	<u>Total Budget - Original</u>	<u>Current Period Actual</u>	<u>Total Budget Variance - Original</u>	<u>Percent Total Budget Remaining - Original</u>
Revenues				
Special Assessments - Capital Improvements				
DS Assmts - Off Roll	627,963	296,816	(331,147)	(53)%
Interest Earned				
Interest Earned	0	549	549	0 %
Total Revenues	<u>627,963</u>	<u>297,365</u>	<u>(330,598)</u>	<u>(53)%</u>
Expenditures				
DS Payments				
Interest Payment	477,962	477,963	(1)	(0)%
Princiapal Payment	150,000	0	150,000	100 %
Total Expenditures	<u>627,962</u>	<u>477,963</u>	<u>150,000</u>	<u>24 %</u>
Excess of Revenue Over (Under) Expenditures	<u>1</u>	<u>(180,597)</u>	<u>(180,598)</u>	<u>(18,059,818)%</u>
Fund Balance: Beginning of Period	0	715,256	715,256	0 %
Fund Balance: End of Period	<u>1</u>	<u>534,659</u>	<u>534,658</u>	<u>53,465,759 %</u>

Sherwood Manor CDD
Statement of Revenues & Expenditures
300 - Capital Project Fund - Series 2018
From 10/1/2019 Through 6/30/2020
(In Whole Numbers)

	<u>Total Budget - Original</u>	<u>Current Period Actual</u>	<u>Total Budget Variance - Original</u>	<u>Percent Total Budget Remaining - Original</u>
Revenues				
Interest Earned				
Interest Earned	<u>0</u>	<u>682</u>	<u>682</u>	<u>0 %</u>
Total Revenues	<u>0</u>	<u>682</u>	<u>682</u>	<u>0 %</u>
Expenditures				
Other Physical Environment				
Investments Other Than Buildings	<u>0</u>	<u>683,299</u>	<u>(683,299)</u>	<u>0 %</u>
Total Expenditures	<u>0</u>	<u>683,299</u>	<u>(683,299)</u>	<u>0 %</u>
Excess of Revenue Over (Under) Expenditures	<u>0</u>	<u>(682,617)</u>	<u>(682,617)</u>	<u>0 %</u>
Fund Balance: Beginning of Period	<u>0</u>	<u>998,533</u>	<u>998,533</u>	<u>0 %</u>
Fund Balance: End of Period	<u><u>0</u></u>	<u><u>315,917</u></u>	<u><u>273,589</u></u>	<u><u>0 %</u></u>

Sherwood Manor CDD
Statement of Revenues & Expenditures
900 - General Fixed Assets Account Group
From 10/1/2019 Through 6/30/2020
(In Whole Numbers)

	<u>Total Budget - Original</u>	<u>Current Period Actual</u>	<u>Total Budget Variance - Original</u>	<u>Percent Total Budget Remaining - Original</u>
Fund Balance: Beginning of Period	0	7,811,712	7,811,712	0 %
Fund Balance: End of Period	<u>0</u>	<u>7,811,712</u>	<u>7,170,741</u>	<u>0 %</u>

Sherwood Manor CDD
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash - Operating Account
Reconciliation ID: 06/30/2020
Reconciliation Date: 6/30/2020
Status: Locked

Bank Balance	59,484.29
Less Outstanding Checks/Vouchers	4,350.00
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	55,134.29
Balance Per Books	<u>55,134.29</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: 06/30/2020

Reconciliation Date: 6/30/2020

Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
187	6/25/2020	System Generated Check/Voucher	3,950.00	Carson's Lawn & Landscaping Maintenance
189	6/25/2020	System Generated Check/Voucher	400.00	Steven K. Luce
Outstanding Checks/Vouchers			4,350.00	

Sherwood Manor CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash - Operating Account

Reconciliation ID: 06/30/2020

Reconciliation Date: 6/30/2020

Status: Locked

Cleared Checks/Vouchers

Document Number	Document Date	Document Description	Document Amount	Payee
174	5/21/2020	System Generated Check/Voucher	200.00	Alberto Viera
176	5/21/2020	System Generated Check/Voucher	200.00	Nicholas J. Dister
177	6/1/2020	System Generated Check/Voucher	2,561.70	Meritus Districts
178	6/1/2020	System Generated Check/Voucher	200.00	Ryan Motko
179	6/4/2020	System Generated Check/Voucher	3,950.00	Carson's Lawn & Landscaping Maintenance
180	6/4/2020	System Generated Check/Voucher	996.00	First Choice Aquatic Weed Management, LLC
181	6/4/2020	System Generated Check/Voucher	960.00	Straley Robin Vericker
182	6/11/2020	System Generated Check/Voucher	200.00	Alberto Viera
183	6/11/2020	System Generated Check/Voucher	200.00	Jeffery S. Hills
184	6/11/2020	System Generated Check/Voucher	200.00	Nicholas J. Dister
185	6/11/2020	System Generated Check/Voucher	200.00	Ryan Motko
186	6/11/2020	System Generated Check/Voucher	1,046.35	Tampa Electric
188	6/25/2020	System Generated Check/Voucher	556.00	First Choice Aquatic Weed Management, LLC
190	6/25/2020	System Generated Check/Voucher	1,176.00	Straley Robin Vericker
Cleared Checks/Vouchers			12,646.05	