

**SHERWOOD MANOR
COMMUNITY DEVELOPMENT
DISTRICT**

MAY 02, 2024

AGENDA PACKAGE



2005 PAN AM CIRLE SUITE 300
TAMPA FL, 33607

Sherwood Manor Community Development District

Board of Supervisors

Carlos de la Ossa, Chairman
Nick Dister, Vice Chairperson
Kyle Smith, Assistant Secretary
Alberto Viera, Assistant Secretary
Ryan Motko, Assistant Secretary

District Staff

Bryan Radcliff, District Manager
John Vericker, District Counsel
Tonja Stewart, District Engineer

Regular Meeting Agenda

Thursday, May 02, 2024 at 2:00 p.m.

The Regular Meeting of the **Sherwood Manor Community Development District** will be held May 02, 2024 at **2:00 p.m. at the Offices of Inframark located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607**. Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

[Join the meeting now](#)

Meeting ID: 215 817 490 035 **Passcode:** 45UmMF
Dial-in by phone +1 646-838-1601 **Pin:** 227 773 399#

All cellular phones and pagers must be turned off during the meeting.

REGULAR MEETING OF BOARD OF SUPERVISORS

1. CALL TO ORDER/ROLL CALL
2. PUBLIC COMMENT
3. BUSINESS ITEMS
 - A. Consideration of Resolution 2024-04; Approving FY 2025 Proposed Budget & Setting Public Hearing
 - B. Annual Notice of Qualified Electors – *Under Separate Cover*
 - C. Consideration of Resolution 2024-05; Announcing Landowner Election – *Under Separate Cover*
4. CONSENT AGENDA
 - A. Approval of Minutes of the April 04, 2024 Regular Meeting
 - B. Consideration of Operation and Maintenance March 2024
 - C. Acceptance of the Financials and Approval of the Check Register for March 2024
5. STAFF REPORTS
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - i. Field Inspections Report
6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS
7. ADJOURNMENT

*Next regularly scheduled meeting is **June 06, 2024** at 2:00 p.m.

RESOLUTION 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2024/2025; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Sherwood Manor Community Development District (“**District**”) prior to June 15, 2024 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE:	July 11, 2024
HOUR:	2:00 p.m.
LOCATION:	Offices of Inframark 2005 Pan Am Circle, Suite 300 Tampa, Florida 33607

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON MAY 2, 2024.

Attest:

**Sherwood Manor Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2024/2025

Sherwood Manor
Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2025

Preliminary Budget

Prepared by:



Sherwood Manor
Community Development District

Budget Overview
Fiscal Year 2025

Sherwood Manor

Community Development District

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Sherwood Manor
Community Development District

Operating Budget
Fiscal Year 2025

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ADOPTED	TOTAL	ANNUAL
	BUDGET	PROJECTED	BUDGET
	FY 2024	FY 2024	FY 2025
REVENUES			
Interest - Investments	\$ -	\$ -	\$ -
Operations & Maintenance Assmts - On Roll	706,058	706,058	315,379
Special Assmnts- CDD Collected	-	470,975	424,679
Rental Income	-	100	-
Other Miscellaneous Revenues	-	575	-
TOTAL REVENUES	\$ 706,058	\$ 1,177,708	\$ 740,058
EXPENDITURES			
Financial and Administrative			
Supervisor Fees	\$ 12,000	\$ 12,000	\$ 12,000
Onsite Staff	66,708	-	70,000
District Management	30,000	30,000	30,000
Field Management	12,000	12,000	12,000
Accounting Services	8,200	8,200	12,000
Dissemination Agent/Reporting	8,400	8,400	-
Website Admin Services	1,500	1,500	1,500
District Engineer	4,000	4,000	4,000
District Counsel	7,500	16,365	7,500
Trustees Fees	8,200	8,200	8,200
Auditing Services	6,200	6,200	6,200
Postage, Phone, Faxes, Copies	500	500	500
Legal Advertising	3,000	3,000	3,000
Bank Fees	250	250	250
Dues, Licenses & Fees	500	599	500
Website ADA Compliance	1,500	1,500	1,500
Disclosure Report	-	5,100	8,400
Email Hosting Vendor	600	600	600
Total Financial and Administrative	\$ 171,058	\$ 118,414	\$ 178,150

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

<i>ACCOUNT DESCRIPTION</i>	ADOPTED	TOTAL	ANNUAL
	BUDGET	PROJECTED	BUDGET
	FY 2024	FY 2024	FY 2025
<i>Insurance</i>			
General Liability	\$ 30,000	\$ 30,000	\$ 30,000
Public Officials Insurance	2,700	2,788	2,700
Deductible	2,500	2,500	2,500
Total Insurance	\$ 35,200	\$ 35,288	\$ 35,200
<i>Utility Services</i>			
Electric Utility Services	\$ 100,000	\$ 100,000	\$ 100,000
Amenity Internet	1,800	1,800	1,800
Water/Waste	4,500.00	17,926	4,500
Total Utility Services	\$ 106,300	\$ 119,726	\$ 106,300
<i>Amenity</i>			
Pool Monitor	\$ 12,000	\$ 12,000	\$ 12,000
Janitorial - Contract	-	-	-
Janitorial - Supplies/Other	9,300	9,300	8,000
Garbage Dumpster - Rental/Collection	5,000	5,000	5,000
Amenity Pest Control	2,000	2,000	2,000
Amenity R&M	40,000	2,192	27,208
Key Card Distribution	2,500	2,500	2,500
Entrance Monuments, Gates, Walls R&M	7,500	7,500	7,500
Pool Maintenance - Contract	13,200	13,200	13,200
Pool Treatments & Other R&M	2,000	-	2,000
Security Monitoring Services	1,500	1,500	1,500
Special Events	-	-	10,000
Contingency	-	-	10,000
Total Amenity	\$ 95,000	\$ 55,192	\$ 100,908

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ADOPTED	TOTAL	ANNUAL
	BUDGET	PROJECTED	BUDGET
	FY 2024	FY 2024	FY 2025
<i>Landscape and Pond Maintenance</i>			
Landscape Maintenance - Contract	\$ 175,000	\$ 105,195	\$ 235,000
Landscaping - Mulch	14,000	14,000	14,000
Landscaping - Plant Replacement Program	5,000	5,000	5,000
Irrigation Maintenance	3,500	7,050	3,500
Aquatics - Contract	-	-	17,000
Aquatics - Plant Replacement	-	-	-
Waterway Management Program	15,000	33,919	16,000
Debris Cleanup	-	-	9,000
Wildlife Control	-	-	-
R&M-Other Reserves	50,000	50,000	
R&M-Wetland Monitoring	20,000	20,000	20,000
R&M-Wetland	16,000	16,000	
<i>Total Landscape and Pond Maintenance</i>	\$ 298,500	\$ 251,164	\$ 319,500
TOTAL EXPENDITURES	\$ 706,058	\$ 579,785	\$ 740,058

Sherwood Manor

Community Development District

General Fund

Budget Narrative
Fiscal Year 2025**EXPENDITURES****Insurance****Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with Egis Insurance Advisors, LLC. The budgeted amount allows for a projected increase in the premium.

Public Officials Insurance

The District will incur expenditures for public officials' liability insurance for the Board and Staff and may incur a 10% premium increase.

Property & Casualty Insurance

The District will incur fees to insure items owned by the district for its property needs.

Deductible

District's share of expenses for insured property when a claim is filed.

EXPENDITURES**Utility Services****Electric Utility Services**

Electricity for accounts with the local Utilities Commissions for the swim club, parks, and irrigation. Fees are based on historical costs for metered use.

Streetlights

Local Utility Company charges electricity usage (maintenance fee). The budget is based on historical costs.

Lighting Replacement

Cost of replacing defective lights and bulbs in CDD facilities.

Decorative Light Maintenance

Cost of replacement and repair of decorative lighting fixtures.

Amenity Internet

Internet service for clubhouse and other amenity locations.

Water/Waste

The District charges each new water/sewer system customer an Accrued Guaranteed Revenue Fee (AGRF) for wastewater service in accordance with the adopted rate schedule.

Gas

Cost of natural gas for CDD facilities. Regular fuel costs (automobile etc.)

Facility A/C & Heating R&M

Cost of repairs and regular maintenance of Air Conditioning and central heating of CDD facilities.

Utilities – Other

Utility expenses not otherwise specified in above categories.

Sherwood Manor

Community Development District

General Fund

Budget Narrative

Fiscal Year 2025

EXPENDITURES**Financial and Administrative** (continued)**Auditing Services**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is an estimate based on prior year costs.

Postage, Phone, Faxes, Copies

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

Mailings

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Professional Services – Arbitrage Rebate

The District is required to annually calculate the arbitrage rebate liability on its Series 2013A and 2020 bonds.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings and other public hearings in the newspaper of general circulation.

Bank Fees

This represents the cost of bank charges and other related expenses that are incurred during the year.

Dues, Licenses and Fees

This represents the cost of the District's operating license as well as the cost of memberships in necessary organizations.

Onsite Office Supplies

This represents the cost of supplies used to prepare agenda packages, create required mailings, and perform other special projects. The budget for this line item also includes the cost for supplies in the District office.

Website ADA Compliance

Cost of maintaining district website's compliance with the Americans with Disabilities Act of 1990.

Disclosure Report

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

Annual Stormwater Report

Cost to produce annual report on CDD stormwater infrastructure.

Miscellaneous Administrative

All other administrative costs not otherwise specified above.

Budget Narrative
Fiscal Year 2025

EXPENDITURES

Financial and Administrative (continued)

Recording Secretary

Inframark provides recording services with near verbatim minutes.

Construction Accounting

Accounting services as described within the Accounting Services but specifically regarding construction.

Financial/Revenue Collections

Service includes all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a collection agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Rentals and Leases

The anticipated cost of rental expenses including but not limited to renting meeting room space for district board meetings.

Data Storage

Cost of server maintenance and technical support for CDD related IT needs.

Accounting Services

Services including the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Dissemination Agent/Reporting

The District is required by the Securities and Exchange Commission to comply with rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

Website Administration Services

The cost of web hosting and regular maintenance of the District's website by Inframark Management Services.

District Engineer

The District's engineer provides general engineering services to the District, i.e., attendance and preparation for board meetings when requested, review of invoices, and other specifically requested assignments.

District Counsel

The District's attorney provides general legal services to the District, i.e., attendance and preparation for Board meetings, review of contracts, agreements, resolutions, and other research as directed or requested by the BOS District Manager.

Trustee Fees

The District pays US Bank an annual fee for trustee services on the Series 2014 and Series 2015 Bonds. The budgeted amount for the fiscal year is based on previous year plus any out-of-pocket expenses.

Budget Narrative
Fiscal Year 2025

REVENUES

Interest-Investments

The District earns interest on its operating accounts.

Operations & Maintenance Assessments – On Roll

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year. The collection will be provided by the Tax Collector pursuant to Section 197.3632, Florida Statutes, which is the Uniform Collection Methodology.

Developer Contributions

The district will direct bill and collect non-ad valorem assessments on assessable property in order to pay for the debt service expenditures during the fiscal year.

Other Miscellaneous Revenues

Additional revenue sources not otherwise specified by other categories.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments only when collected by the Tax Collector. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Financial and Administrative

Supervisor Fees

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon four supervisors attending 14 meetings.

Onsite Staff

The district may incur expenses for employees or other staff members needed for recreational facilities such as clubhouse staff.

District Management

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.

Field Management

The District has a contract with Inframark Infrastructure Management Services. for services in the administration and operation of the Property and its contractors.

Administration

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services.

Sherwood Manor

Community Development District

General Fund

Budget Narrative
Fiscal Year 2025**EXPENDITURES****Amenity****Pool Monitor**

Cost of staff members to facilitate pool safety services.

Janitorial – Contract

Cost of janitorial labor for CDD Facilities.

Janitorial Supplies/Other

Cost of janitorial supplies for CDD Facilities.

Garbage Dumpster – Rental and Collection

Cost of dumpster rental and trash collection at CDD facilities.

Amenity Pest Control

Cost of exterminator and pesticides at CDD amenities and facilities.

Amenity R&M

Cost of repairs and regular maintenance of CDD amenities.

Amenity Furniture R&M

Cost of repairs and maintenance to amenity furniture.

Access Control R&M

Cost of repairs and maintenance to electronic locks, gates, and other security fixtures.

Key Card Distribution

Cost of providing keycards to residents to access CDD Facilities.

Recreation/Park Facility Maintenance

Cost of upkeep and repairs to all parks and recreation facilities in the CDD

Athletic Courts and Field Maintenance

Cost of upkeep and repairs for athletic fields and courts (ex. Basketball Courts) on CDD property.

Park Restroom Maintenance

Upkeep and cleaning of park restrooms on CDD property.

Playground Equipment and Maintenance

Cost of acquisition and upkeep of playground equipment for CDD parks.

Clubhouse Office Supplies

Cost of supplies for clubhouse clerical duties (pens, paper, ink, etc.)

Clubhouse IT Support

Cost of IT services and for clubhouse operational needs.

Dog Waste Station Service & Supplies

Cost of cleaning and resupplying dog waste stations.

Sherwood Manor

Community Development District

General Fund

Budget Narrative
Fiscal Year 2025**EXPENDITURES****Amenity (Continued)****Entrance Monuments, Gates, Walls R&M**

Cost of repairs and regular maintenance for entryways, walls, and gates.

Sidewalk, Pavement, Signage R&M

Cost of repairs and regular maintenance to sidewalks, pavements, and signs.

Trail/Bike Path Maintenance

Cost of upkeep to bike paths and trails on CDD property.

Boardwalk and Bridge Maintenance

Cost of upkeep for boardwalks and bridges on CDD property.

Pool and Spa Permits

Cost of permits required for CDD pool and spa operation as required by law.

Pool Maintenance – Contract

Cost of Maintenance for CDD pool facilities.

Pool Treatments & Other R&M

Cost of chemical pool treatments and similar such maintenance.

Security Monitoring Services

Cost of CDD security personnel and equipment.

Special Events

Cost of holiday celebrations and events hosted on CDD property.

Community Activities

Cost of recreational events hosted on CDD property.

Holiday Decorations

Cost of decorations for major holidays (i.e., Christmas)

Miscellaneous Amenity

Amenity Expenses not otherwise specified.

EXPENDITURES**Landscape and Pond Maintenance****R&M – Stormwater System**

Cost of repairs and regular maintenance to the CDD's stormwater and drainage infrastructure.

Landscape Maintenance - Contract

Landscaping company to provide maintenance consisting of mowing, edging, trimming, blowing, fertilizing, and applying pest and disease control chemicals to turf throughout the District.

Landscaping - R&M

Cost of repairs and regular maintenance to landscaping equipment.

Sherwood Manor

Community Development District

General Fund

Budget Narrative
Fiscal Year 2025**EXPENDITURES****Landscape and Pond Maintenance (Continued)****Landscaping – Plant Replacement Program**

Cost of replacing dead or damaged plants throughout the district.

Irrigation Maintenance

Purchase of irrigation supplies. Unscheduled maintenance consists of major repairs and replacement of system components including weather station and irrigation lines.

Aquatics – Contract

Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Wetlands Maintenance and Monitoring

Cost of upkeep and protection of wetlands on CDD property.

Aquatics – Plant Replacement

The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

Waterway Management Program

Cost of maintaining waterways and rivers on district property.

Debris Cleanup

Cost of cleaning up debris on district property.

Wildlife Control

Management of wildlife on district property.

EXPENDITURES**Contingency/Reserves****Contingency**

Funds set aside for projects, as determined by the district's board.

Capital Improvements

Funding of major projects and building improvements to CDD property.

R&M Other Reserves

The board may set aside monetary reserves for necessary for maintenance projects as needed.

Sherwood Manor
Community Development District

Debt Service Budgets
Fiscal Year 2025

Sherwood Manor

Community Development District

Series 2018 Debt Service

**Series 2018 Bonds
Fiscal Year 2025**

REVENUES		
CDD Debt Service Assessments	\$	629,269
TOTAL REVENUES	\$	629,269
EXPENDITURES		
Series 2018 November Bond Interest Payment	\$	222,134
Series 2018 November Bond Principal Payment	\$	185,000
Series 2018 May Bond Interest Payment	\$	222,134
TOTAL EXPENDITURES	\$	629,269
EXCESS OF REVENUES OVER EXPENDITURES	\$	-
ANALYSIS OF BONDS OUTSTANDING		
Bonds Outstanding - Period Ending 11/1/2024	\$	8,740,000
Principal Payment Applied Toward Series 2018 Bonds	\$	185,000
Bonds Outstanding - Period Ending 11/1/2025	\$	8,555,000

Sherwood Manor

Community Development District

Series 2018 Debt Service

**Sherwood Manor CDD
Special Assessment Bonds, Series 2018**

Period Ending	Bond Balance	Principal	Coupon	Interest	Debt Service
5/1/2025	\$ 8,740,000			\$ 222,134	\$ 222,134
11/1/2025	\$ 8,740,000	\$ 185,000	4.625%	\$ 222,134	\$ 407,134
5/1/2026	\$ 8,555,000			\$ 217,856	\$ 217,856
11/1/2026	\$ 8,555,000	\$ 195,000	4.625%	\$ 217,856	\$ 412,856
5/1/2027	\$ 8,360,000			\$ 213,347	\$ 213,347
11/1/2027	\$ 8,360,000	\$ 205,000	4.625%	\$ 213,347	\$ 418,347
5/1/2028	\$ 8,155,000			\$ 208,606	\$ 208,606
11/1/2028	\$ 8,155,000	\$ 210,000	4.625%	\$ 208,606	\$ 418,606
5/1/2029	\$ 7,945,000			\$ 203,750	\$ 203,750
11/1/2029	\$ 7,945,000	\$ 220,000	4.625%	\$ 203,750	\$ 423,750
5/1/2030	\$ 7,725,000			\$ 198,663	\$ 198,663
11/1/2030	\$ 7,725,000	\$ 230,000	5.000%	\$ 198,663	\$ 428,663
5/1/2031	\$ 7,495,000			\$ 192,913	\$ 192,913
11/1/2031	\$ 7,495,000	\$ 245,000	5.000%	\$ 192,913	\$ 437,913
5/1/2032	\$ 7,250,000			\$ 186,788	\$ 186,788
11/1/2032	\$ 7,250,000	\$ 255,000	5.000%	\$ 186,788	\$ 441,788
5/1/2033	\$ 6,995,000			\$ 180,413	\$ 180,413
11/1/2033	\$ 6,995,000	\$ 270,000	5.000%	\$ 180,413	\$ 450,413
5/1/2034	\$ 6,725,000			\$ 173,663	\$ 173,663
11/1/2034	\$ 6,725,000	\$ 280,000	5.000%	\$ 173,663	\$ 453,663
5/1/2035	\$ 6,445,000			\$ 166,663	\$ 166,663
11/1/2035	\$ 6,445,000	\$ 295,000	5.000%	\$ 166,663	\$ 461,663
5/1/2036	\$ 6,150,000			\$ 159,288	\$ 159,288
11/1/2036	\$ 6,150,000	\$ 310,000	5.000%	\$ 159,288	\$ 469,288
5/1/2037	\$ 5,840,000			\$ 151,538	\$ 151,538
11/1/2037	\$ 5,840,000	\$ 325,000	5.000%	\$ 151,538	\$ 476,538
5/1/2038	\$ 5,515,000			\$ 143,413	\$ 143,413
11/1/2038	\$ 5,515,000	\$ 345,000	5.000%	\$ 143,413	\$ 488,413
5/1/2039	\$ 5,170,000			\$ 134,788	\$ 134,788
11/1/2039	\$ 5,170,000	\$ 360,000	5.000%	\$ 134,788	\$ 494,788
5/1/2040	\$ 4,810,000			\$ 125,788	\$ 125,788
11/1/2040	\$ 4,810,000	\$ 380,000	5.000%	\$ 125,788	\$ 505,788
5/1/2041	\$ 4,430,000			\$ 116,288	\$ 116,288

Sherwood Manor

Community Development District

Series 2018 Debt Service

Continued

Period Ending	Bond Balance	Principal	Coupon	Interest	Debt Service
11/1/2041	\$ 4,430,000	\$ 395,000	5.250%	116,287,50	\$ 511,288
5/1/2042	\$ 4,035,000			\$ 105,919	\$ 105,919
11/1/2042	\$ 4,035,000	\$ 420,000	0.0525	\$ 105,919	\$ 525,919
5/1/2043	\$ 3,615,000			\$ 94,894	\$ 94,894
11/1/2043	\$ 3,615,000	\$ 440,000	0.0525	\$ 94,894	\$ 534,894
5/1/2044	\$ 3,175,000			\$ 83,344	\$ 83,344
11/1/2044	\$ 3,175,000	\$ 465,000	0.0525	\$ 83,344	\$ 548,344
5/1/2045	\$ 2,710,000			\$ 71,138	\$ 71,138
11/1/2045	\$ 2,710,000	\$ 485,000	0.0525	\$ 71,138	\$ 556,138
5/1/2046	\$ 2,225,000			\$ 58,406	\$ 58,406
11/1/2046	\$ 2,225,000	\$ 515,000	0.0525	\$ 58,406	\$ 573,406
5/1/2047	\$ 1,710,000			\$ 44,888	\$ 44,888
11/1/2047	\$ 1,710,000	\$ 540,000	0.0525	\$ 44,888	\$ 584,888
5/1/2048	\$ 1,170,000			\$ 30,713	\$ 30,713
11/1/2048	\$ 1,170,000	\$ 570,000	0.0525	\$ 30,713	\$ 600,713
5/1/2049	\$ 600,000			\$ 15,750	\$ 15,750
11/1/2049	\$ 600,000	\$ 600,000	0.0525	\$ 15,750	\$ 615,750
		\$ 8,740,000		\$ 6,885,600	\$ 15,741,888

Sherwood Manor

Community Development District

Series 2023 Debt Service

**Series 2023 Bonds
Fiscal Year 2025**

REVENUES		
CDD Debt Service Assessments	\$	643,156
TOTAL REVENUES	\$	643,156
EXPENDITURES		
Series 2023 May Bond Principal Payment	\$	140,000
Series 2023 May Bond Interest Payment	\$	253,197
Series 2023 November Bond Interest Payment	\$	249,959
TOTAL EXPENDITURES	\$	643,156
EXCESS OF REVENUES OVER EXPENDITURES	\$	-
ANALYSIS OF BONDS OUTSTANDING		
Bonds Outstanding - Period Ending 11/1/2024	\$	9,245,000
Principal Payment Applied Toward Series 2023 Bonds	\$	140,000
Bonds Outstanding - Period Ending 11/1/2025	\$	9,105,000

Sherwood Manor

Community Development District

Series 2023 Debt Service

**Sherwood Manor CDD
Special Assessment Bonds, Series 2023**

Period Ending	Bond Balance	Principal	Coupon	Interest	Debt Service
5/1/2025	\$ 9,245,000	\$ 140,000	4.625%	\$ 253,197	\$ 393,197
11/1/2025	\$ 9,105,000			\$ 249,959	\$ 249,959
5/1/2026	\$ 9,105,000	\$ 145,000	4.625%	\$ 249,959	\$ 394,959
11/1/2026	\$ 8,960,000			\$ 246,606	\$ 246,606
5/1/2027	\$ 8,960,000	\$ 155,000	4.625%	\$ 246,606	\$ 401,606
11/1/2027	\$ 8,805,000			\$ 243,022	\$ 243,022
5/1/2028	\$ 8,805,000	\$ 160,000	4.625%	\$ 243,022	\$ 403,022
11/1/2028	\$ 8,645,000			\$ 239,322	\$ 239,322
5/1/2029	\$ 8,645,000	\$ 165,000	4.625%	\$ 239,322	\$ 404,322
11/1/2029	\$ 8,480,000			\$ 235,506	\$ 235,506
5/1/2030	\$ 8,480,000	\$ 175,000	4.625%	\$ 235,506	\$ 410,506
11/1/2030	\$ 8,305,000			\$ 231,459	\$ 231,459
5/1/2031	\$ 8,305,000	\$ 185,000	5.500%	\$ 231,459	\$ 416,459
11/1/2031	\$ 8,120,000			\$ 226,372	\$ 226,372
5/1/2032	\$ 8,120,000	\$ 195,000	5.500%	\$ 226,372	\$ 421,372
11/1/2032	\$ 7,925,000			\$ 221,009	\$ 221,009
5/1/2033	\$ 7,925,000	\$ 205,000	5.500%	\$ 221,009	\$ 426,009
11/1/2033	\$ 7,720,000			\$ 215,372	\$ 215,372
5/1/2034	\$ 7,720,000	\$ 215,000	5.500%	\$ 215,372	\$ 430,372
11/1/2034	\$ 7,505,000			\$ 209,459	\$ 209,459
5/1/2035	\$ 7,505,000	\$ 230,000	5.500%	\$ 209,459	\$ 439,459
11/1/2035	\$ 7,275,000			\$ 203,134	\$ 203,134
5/1/2036	\$ 7,275,000	\$ 240,000	5.500%	\$ 203,134	\$ 443,134
11/1/2036	\$ 7,035,000			\$ 196,534	\$ 196,534
5/1/2037	\$ 7,035,000	\$ 255,000	5.500%	\$ 196,534	\$ 451,534
11/1/2037	\$ 6,780,000			\$ 189,522	\$ 189,522
5/1/2038	\$ 6,780,000	\$ 270,000	5.500%	\$ 189,522	\$ 459,522
11/1/2038	\$ 6,510,000			\$ 182,097	\$ 182,097
5/1/2039	\$ 6,510,000	\$ 285,000	5.500%	\$ 182,097	\$ 467,097
11/1/2039	\$ 6,225,000			\$ 174,259	\$ 174,259
5/1/2040	\$ 6,225,000	\$ 300,000	5.500%	\$ 174,259	\$ 474,259
11/1/2040	\$ 5,925,000			\$ 166,009	\$ 166,009
5/1/2041	\$ 5,925,000	\$ 320,000	5.500%	\$ 166,009	\$ 486,009
5/1/2037	\$ 5,840,000			\$ 151,538	\$ 151,538
11/1/2037	\$ 5,840,000	\$ 325,000	5.000%	\$ 151,538	\$ 476,538
5/1/2038	\$ 5,515,000			\$ 143,413	\$ 143,413
11/1/2038	\$ 5,515,000	\$ 345,000	5.000%	\$ 143,413	\$ 488,413
5/1/2039	\$ 5,170,000			\$ 134,788	\$ 134,788
11/1/2039	\$ 5,170,000	\$ 360,000	5.000%	\$ 134,788	\$ 494,788
5/1/2040	\$ 4,810,000			\$ 125,788	\$ 125,788
11/1/2040	\$ 4,810,000	\$ 380,000	5.000%	\$ 125,788	\$ 505,788
5/1/2041	\$ 4,430,000			\$ 116,288	\$ 116,288

Sherwood Manor

Community Development District

Series 2023 Debt Service

Continued

Period Ending	Bond Balance	Principal	Coupon	Interest	Debt Service
11/1/2041	\$ 5,605,000			\$ 157,209	\$ 157,209
5/1/2042	\$ 5,605,000	\$ 335,000	5.500%	\$ 157,209	\$ 492,209
11/1/2042	\$ 5,270,000			\$ 147,997	\$ 147,997
5/1/2043	\$ 5,270,000	\$ 355,000	5.500%	\$ 147,997	\$ 502,997
11/1/2043	\$ 4,915,000			\$ 138,234	\$ 138,234
5/1/2044	\$ 4,915,000	\$ 375,000	5.625%	\$ 138,234	\$ 513,234
11/1/2044	\$ 4,540,000			\$ 127,688	\$ 127,688
5/1/2045	\$ 4,540,000	\$ 400,000	5.625%	\$ 127,688	\$ 527,688
11/1/2045	\$ 4,140,000			\$ 116,438	\$ 116,438
5/1/2046	\$ 4,140,000	\$ 420,000	5.625%	\$ 116,438	\$ 536,438
11/1/2046	\$ 3,720,000			\$ 104,625	\$ 104,625
5/1/2047	\$ 3,720,000	\$ 445,000	5.625%	\$ 104,625	\$ 549,625
11/1/2047	\$ 3,275,000			\$ 92,109	\$ 92,109
5/1/2048	\$ 3,275,000	\$ 470,000	5.625%	\$ 92,109	\$ 562,109
11/1/2048	\$ 2,805,000			\$ 78,891	\$ 78,891
5/1/2049	\$ 2,805,000	\$ 500,000	5.625%	\$ 78,891	\$ 578,891
11/1/2049	\$ 2,305,000			\$ 64,828	\$ 64,828
5/1/2050	\$ 2,305,000	\$ 530,000	0.05625	\$ 64,828	\$ 594,828
11/1/2050	\$ 1,775,000			\$ 49,922	\$ 49,922
5/1/2051	\$ 1,775,000	\$ 560,000	0.05625	\$ 49,922	\$ 609,922
11/1/2051	\$ 1,215,000			\$ 34,172	\$ 34,172
5/1/2052	\$ 1,215,000	\$ 590,000	0.05625	\$ 34,172	\$ 624,172
11/1/2052	\$ 625,000			\$ 17,578	\$ 17,578
5/1/2053	\$ 625,000	\$ 625,000	0.05625	\$ 17,578	\$ 642,578
		\$ 10,655,000		\$ 10,599,203	\$ 21,254,203

Sherwood Manor

Community Development District

*Debt Service Fund***Budget Narrative**
Fiscal Year 2025**REVENUES****Interest-Investments**

The District earns interest on its operating accounts.

Operations & Maintenance Assessments – On Roll

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year. The collection will be provided by the Tax Collector pursuant to Section 197.3632, Florida Statutes, which is the Uniform Collection Methodology.

Developer Contributions

The district will direct bill and collect non-ad valorem assessments on assessable property in order to pay for the debt service expenditures during the fiscal year.

Other Miscellaneous Revenues

Additional revenue sources not otherwise specified by other categories.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments only when collected by the Tax Collector. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES**Debt Service****Principal Debt Retirement**

The district pays regular principal payments to annually to pay down/retire the debt.

Interest Expense

The District Pays interest Expenses on the debt twice a year.

Sherwood Manor

Community Development District

Supporting Budget Schedules

Fiscal Year 2025

Sherwood Manor

Community Development District

All Funds

**Assessment Summary
Fiscal Year 2025 vs. Fiscal Year 2024**

ASSESSMENT ALLOCATION

Assessment Area One- Series 2018

Product	Units	O&M Assessment			Debt Service Series 2018			Total Assessments per Unit		
		FY 2025	FY 2024	Dollar Change	FY 2025	FY 2024		FY 2025	FY 2024	Dollar Change
Single Family 50'	397	\$ 951.53	\$ 907.81	\$ 43.72	\$ 1,561.85	\$ 1,561.85	\$ -	\$ 2,513.38	\$ 2,469.66	\$ 43.72
Single Family 60'	28	\$ 1,141.84	\$ 1,089.38	\$ 52.46	\$ 1,874.23	\$ 1,874.23	\$ -	\$ 3,016.07	\$ 2,963.61	\$ 52.46
	425									

Assessment Area Two- Series 2023

Product	Units	O&M Assessment			Debt Service Series 2023			Total Assessments per Unit		
		FY 2025	FY 2024	Dollar Change	FY 2025	FY 2024		FY 2025	FY 2024	Dollar Change
Single Family 55'	148	\$ 1,046.68	\$ 998.60	\$ 48.08	\$ 1,901.45	\$ 1,901.45	\$ -	\$ 2,948.13	\$ 2,900.05	\$ 48.08
Single Family 60'	195	\$ 1,141.84	\$ 1,089.38	\$ 52.46	\$ 2,074.31	\$ 2,074.31	\$ -	\$ 3,216.15	\$ 3,163.69	\$ 52.46
	343									

RESOLUTION 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME, AND LOCATION FOR A LANDOWNERS’ MEETING FOR THE PURPOSE OF ELECTING 1 MEMBER OF THE BOARD; PROVIDING FOR PUBLICATION; PROVIDING SAMPLE NOTICE, INSTRUCTIONS, PROXY, AND BALLOTS; AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, the District was established on February 14, 2018 by Ordinance No. 18-7, as amended by Ordinance No. 20-6, and as amended by Ordinance No. 22-22 of the Hillsborough County Board of County Commissioners;

WHEREAS, the Board of Supervisors of the District (the “**Board**”) previously amended the terms of office for Board seats to align with the general elections held in November during even years;

WHEREAS, the terms for Board seat **5**, are set to expire in November 2024; and

WHEREAS, the District is statutorily required to announce a meeting of the landowners of the District for the purpose of electing 1 member of the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. In accordance with Section 190.006(2)(b), Florida Statutes the landowners’ meeting to elect 3 members of the Board, to Board seat **5**, will be held on Tuesday November 5, 2024, at 2:00 p.m. at the **Offices of Inframark located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.**

Section 2. The District’s Secretary is hereby directed to publish notice of this landowners’ meeting in accordance with the requirements of Section 190.006(2)(a), Florida Statutes.

Section 3. Pursuant to Section 190.006(2)(b), Florida Statutes, a sample notice of landowners’ meeting and election, instructions on how all landowners may participate in the election, a sample proxy, and sample ballot forms are attached hereto as **Exhibit A**. Copies of such documents can be obtained from the District Manager’s office.

Section 4. This Resolution shall become effective immediately upon its adoption.

Passed and Adopted on May 2, 2024.

Attest:

**Sherwood Manor
Community Development District**

Print Name: _____
Secretary/ Assistant Secretary

Print Name: _____
Chair/ Vice Chair of the Board of Supervisors

**Notice of Landowners' Meeting and Election and
Meeting of the Board of Supervisors of the
Sherwood Manor Community Development District**

Notice is hereby given to the public and all landowners within the Sherwood Manor Community Development District (the "**District**"), comprised of approximately 221.484 acres in Hillsborough County, Florida, advising that a landowners' meeting will be held for the purpose of electing 1 member of the Board of Supervisors of the District. Immediately following the landowners' meeting there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

Date: Tuesday, November 5, 2024
Time: 2:00 p.m.
Place: The Offices of Inframark
2005 Pan Am Circle, Suite 300
Tampa, Florida 33607

Each landowner may vote in person or authorize a proxy holder to vote in person on their behalf. Proxy forms and instructions relating to landowners' meeting may be obtained upon request at the office of the District Manager located at 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607. A copy of the agenda for these meetings may be obtained from the District Manager at the above address.

The landowners' meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. There may be an occasion where one or more supervisors will participate by telephone.

Pursuant to the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to contact the District Manager at (813) 873-7300, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Manager.

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

Bryan Radcliff, District Manager

Run Date(s): _____

**Instructions Relating to Landowners' Meeting
of the Sherwood Manor Community Development District
for the Election of Members of the Board of Supervisors**

Date: Tuesday November 5, 2024
Time: 2:00 p.m.
Location: The Offices of Inframark
2005 Pan Am Circle, Suite 300
Tampa, Florida 33607

Pursuant to Chapter 190, Florida Statutes, and after a community development district (“**District**”) has been established and the landowners have held their initial election, there shall be subsequent landowners’ meeting for the purpose of electing members of the Board of Supervisors of the District (“**Board**”) every 2 years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner within the District may vote in person at the landowners’ meeting or the landowner may nominate a proxy holder to vote in person at the meeting in place of the landowner. Landowners or proxy holders need to bring a government issued ID for verification purposes.

Whether in person or by proxy, each landowner shall be entitled to cast 1 vote per un-platted acre of land owned by him or her and located within the District, for each seat on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as 1 acre, entitling the landowner to 1 vote with respect thereto. Please note that a particular parcel of real property is entitled to only 1 vote for each eligible acre of land or fraction thereof; therefore, 2 or more people who own real property in common, that is 1 acre or less, are together entitled to only 1 vote for that real property. Platted lots shall be counted individually and entitled to 1 vote. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner’s proxy.

At the landowners’ meeting, the landowners will elect a chair to conduct the meeting. The meeting chair can be any person present at the meeting and does not need to be a landowner. If the meeting chair is a landowner or proxy holder of a landowner, they may also nominate candidates, make or second motions, and participate in the voting process. Candidates must be nominated and then shall be elected by a vote of the landowners. Mailed in ballots or proxies are not accepted because the landowners or proxy holders nominate candidates first for each seat in the election and then the ballots are casted. Furthermore, the District does not have the ability to verify the signatures of mailed in ballots or request clarification if there is an issue with any ballot or proxy.

This year, 1 seat on the Board will be up for election by landowners. The candidate receiving the highest number of votes will receive a 4-year term. The term of office for each successful candidate shall commence upon election on November 19, 2024.

A proxy is available upon request. To be valid, each proxy must be signed by 1 of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property, or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than 1 vote, each property must be listed and the number of un-platted acres of each property must be included. The signature on a proxy does not need to be notarized. Electronic signatures are not accepted because the integrity and security control processes required by Sections 668.001-.006, Florida Statutes are not feasible for the District at this time.

Landowner Proxy

Sherwood Manor Community Development District Landowners' Meeting – November 5, 2024

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“**Proxy Holder**”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Sherwood Manor Community Development District to be held at Offices of Inframark located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607, on November 5, 2024, at 2:00 p.m., and at any adjournments thereof, according to the number of un-platted acres of land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner Signature of Legal Owner _____
Date

Address/Legal/or Parcel ID #	# of Un-platted Acreage/ or # of Platted Lots	Authorized Votes
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax parcel identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES:

1. Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as 1 acre entitling the landowner to 1 vote with respect thereto.
2. 2 or more persons who own real property in common that is 1 acre or less are together entitled to only 1 vote for that real property.
3. If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).
4. Electronic signatures are not accepted because the integrity and security control processes required by Sections 668.001-.006, Florida Statutes are not feasible for the District at this time.

Official Ballot for Landowners

Sherwood Manor Community Development District Landowners' Meeting – November 5, 2024 (Election of 1 Supervisor)

The undersigned certifies that he/she/it is a fee simple owner of land located within the Sherwood Manor Community Development District and described as follows:

Address/Legal/or Parcel ID #	# of Un-platted Acreage/ or # of Platted Lots	Authorized Votes
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax parcel identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

I do cast my votes as a Landowner as follows:

	Name of Candidate	Number of Votes
Seat _____	_____	_____
Seat _____	_____	_____
Seat _____	_____	_____

Date: _____

Signature: _____

Printed Name: _____

Official Ballot for Proxy Holders

Sherwood Manor Community Development District Landowners' Meeting – November 5, 2024 (Election of 1 Supervisor)

The undersigned certifies that he/she/it is the proxy holder for fee simple owners of land located within the Sherwood Manor Community Development District and described in the attached proxies.

Information in the dotted line below is to be filled out by District Staff prior to being returned to the proxy holder for casting the ballot:

Total Number of Proxies _____

Total Number of Un-platted Acreage _____

Total Number of Platted Lots _____

Total Number of Authorized Votes _____

I do cast my votes, in my capacity as a proxy holder for certain Landowners, as follows:

	Name of Candidate	Number of Votes
Seat _____	_____	_____
Seat _____	_____	_____
Seat _____	_____	_____

Date: _____

Signature: _____

Printed Name: _____

**MINUTES OF MEETING
SHERWOOD MANOR
COMMUNITY DEVELOPMENT DISTRICT**

1 The regular meeting of the Board of Supervisors of Sherwood Manor Community
2 Development District was held on Thursday, April 04, 2024, and called to order at 2:31 p.m. at
3 the Offices of Inframark located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.

4
5 Present and constituting a quorum were:

6 Carlos de la Ossa	Chairperson
7 Nicholas Dister	Vice Chairperson <i>(via phone)</i>
8 Kyle Smith	Assistant Secretary <i>(via phone)</i>
9 Alberto Viera	Assistant Secretary
10 Ryan Motko	Assistant Secretary <i>(via phone)</i>

11
12
13 Also present were:

14 Bryan Radcliff	District Manager
15 Angie Grunwald	District Manager
16 Kathryn Hopkins	District Counsel
17 John Vericker	District Counsel
18 Gary Schwartz	Field Inspector

19
20
21 *The following is a summary of the discussions and actions taken.*

22
23 **FIRST ORDER OF BUSINESS** **Call To Order/Roll Call**

24 Mr. Radcliff called the meeting to order, and a quorum was established.

25
26 **SECOND ORDER OF BUSINESS** **Public Comment**

27 There being no members of the public present, the next order of business followed.

28
29 **THIRD ORDER OF BUSINESS** **Business Items**

30 **A. Consideration of Pool Gate Proposal**

- 31 • The Board reviewed proposals for the replacement of gates at the rear of the pool and front
- 32 amenity entrance. The Board agreed to Table these proposals and requested new proposals with
- 33 no spikes on top.

34
35 **FOURTH ORDER OF BUSINESS** **Consent Agenda**

36 **A. Approval of Minutes of the March 07 2024, Regular Meeting**

37 **B. Consideration of Operation and Maintenance Expenditures February 2024**

38 **C. Acceptance of the Financials and Approval of the Check Register for February 2024**
39

40 On MOTION by Mr. de la Ossa seconded by Mr. Dister, with
41 all in favor, the Consent Agenda was approved. 5-0

42
43

April 04, 2024

SHERWOOD MANOR CDD

44 **FIFTH ORDER OF BUSINESS** **Staff Reports**

45 **A. District Counsel**

46 **B. District Engineer**

47 **C. District Manager**

48 There being no reports, the next item followed.

49 **i. Field Inspections Report**

50 The Field Inspections Report was presented, a copy of which was included in the
51 agenda package.

52
53 **SIXTH ORDER OF BUSINESS** **Board of Supervisors' Requests and**
54 **Comments**

55 There being none, the next order of business followed.

56
57 **SEVENTH ORDER OF BUSINESS** **Adjournment**

58 There being no further business,

59
60

On MOTION by Mr. de la Ossa seconded by Mr. Motko, with 61 all in favor, the meeting was adjourned at 2:36 p.m. 5-0
--

62
63
64
65 _____
66 Brian Radcliff
District Manager

Chairperson/Vice Chairperson

March 2024 Meeting

SHERWOOD MANOR CDD
Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
CARSONS LAWN &	7981	\$9,135.00		LAWN MAINT. - MARCH 2024
CARSONS LAWN &	7985	\$505.00	\$9,640.00	AMENITY MAINT.
CHARTER COMMUNICATIONS	2458267030124	\$198.92		INTERNET - MARCH 2024
FIRST CHOICE AQUATIC	94571	\$748.00		WATERWAY - APRIL 2024
INFRAMARK LLC	111478	\$3,975.00		DISTRICT INVOICE MARCH 2024
INFRAMARK LLC	112646	\$7.00	\$3,982.00	DISTRICT SERVICES MARCH 2024
ZEBRA CLEANING TEAM	6888	\$1,050.00		POOL MAINT. - MARCH 2024
Monthly Contract Subtotal		\$15,618.92		
Variable Contract				
ALBERTO VIERA	AV 030724	\$200.00		SUPERVISOR FEE - 03/07/24
CARLOS DE LA OSSA	CDLO 030724	\$200.00		SUPERVISOR FEE - 03/07/24
KYLE SMITH	KS 030724	\$200.00		SUPERVISOR FEE - 03/07/24
NICHOLAS J. DISTER	ND 030724	\$200.00		SUPERVISOR FEE - 03/07/24
RYAN MOTKO	RM 030724	\$200.00		SUPERVISOR FEE - 03/07/24
STRALEY ROBIN VERICKER	24216	\$780.00		GENERAL CONSULTING - PROFESSIONAL SERVICES THRU - 02/29/24
Variable Contract Subtotal		\$1,780.00		
Utilities				
BOCC	022924-63466	\$1,382.42		WATER - 01/29/24-02/27/24
TECO	030624-6005 ACH	\$5,894.24		BULK BILLING - ELECTRIC
TECO	022024-26005 ACH	\$5,745.00		BULK BILLING - ELECTRIC REVISED
TECO	2211009045651 030424	\$135.17	\$11,774.41	ELECTRIC - 01/30/24-02/27/24
Utilities Subtotal		\$13,156.83		
Regular Services				
Disclosure Technology Services, LLC	1049	\$3,000.00		SUBSCRIPTION
FLA POOLS INC	01194104	\$1,100.00		REMOVAL AND REINSTALL OF 13 FEET OF COPING AND POOL TILE
SPEAREM ENTERPRISES	5970	\$455.00		LABER - WEEKLY CLEANING
SPEAREM ENTERPRISES	5995	\$455.00	\$910.00	LABER - WEEKLY CLEANING
STANTEC CONSULTING SERVICES	2203241	\$1,466.00		2024 FY GENERAL CONSULTING
Regular Services Subtotal		\$6,476.00		
Additional Services				

March 2024 Meeting

SHERWOOD MANOR CDD Summary of Operations and Maintenance Invoices
--

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
CARSONS LAWN &	7986	\$3,480.00		POOL MAINT
CARSONS LAWN &	7987	\$2,700.00	\$6,180.00	LAWN AND LANDSCAPING
FLA POOLS INC	01194105	\$1,100.00		POOL LABOR SERVICES
Additional Services Subtotal		\$7,280.00		
TOTAL		\$44,311.75		

Approved (with any necessary revisions noted):

Signature:

Title (Check one):

Chariman Vice Chariman Assistant Secretary

Sherwood Manor Community Development District

Financial Statements
(Unaudited)

Period Ending
March 31, 2024

Prepared by:



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

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

As of March 31, 2024

(In Whole Numbers)

ACCOUNT DESCRIPTION	GENERAL	SERIES 2018	SERIES 2023	SERIES 2018	SERIES 2023	GENERAL	GENERAL	TOTAL
	FUND	DEBT SERVICE FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	CAPITAL PROJECTS FUND	FIXED ASSETS FUND	LONG-TERM DEBT FUND	
ASSETS								
Cash - Operating Account	\$ 477,138	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 477,138
Due From Other Funds	-	2,414	-	-	203,678	-	-	206,092
Investments:								
Acquisition & Construction Account	-	-	-	-	42,311	-	-	42,311
Construction Fund	-	-	-	-	1,875,968	-	-	1,875,968
Prepayment Account	-	1	-	-	-	-	-	1
Reserve Fund	-	473,878	644,750	-	-	-	-	1,118,628
Revenue Fund	-	481,518	792,246	-	-	-	-	1,273,764
Deposits	119	-	-	-	-	-	-	119
Fixed Assets								
Construction Work In Process	-	-	-	-	-	17,772,701	-	17,772,701
Amount Avail In Debt Services	-	-	-	-	-	-	2,130,797	2,130,797
Amount To Be Provided	-	-	-	-	-	-	25,583,440	25,583,440
TOTAL ASSETS	\$ 477,257	\$ 957,811	\$ 1,436,996	\$ -	\$ 2,121,957	\$ 17,772,701	\$ 27,714,237	\$ 50,480,959
LIABILITIES								
Accounts Payable	\$ 18,147	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,147
Accounts Payable - Other	36,032	-	-	-	-	-	-	36,032
Due To Developer	-	-	-	758,719	-	-	-	758,719
Bonds Payable	-	-	-	-	-	-	18,334,238	18,334,238
Bonds Payable - Series 2023	-	-	-	-	-	-	9,380,000	9,380,000
Due To Other Funds	3,899	-	202,193	-	-	-	-	206,092
TOTAL LIABILITIES	58,078	-	202,193	758,719	-	-	27,714,238	28,733,228

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

As of March 31, 2024

(In Whole Numbers)

ACCOUNT DESCRIPTION	GENERAL	SERIES 2018	SERIES 2023	SERIES 2018	SERIES 2023	GENERAL	GENERAL	TOTAL
	FUND	DEBT SERVICE FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	CAPITAL PROJECTS FUND	FIXED ASSETS FUND	LONG-TERM DEBT FUND	
<u>FUND BALANCES</u>								
Restricted for:								
Debt Service	-	957,811	1,234,803	-	-	-	-	2,192,614
Capital Projects	-	-	-	-	2,121,957	-	-	2,121,957
Unassigned:	419,179	-	-	(758,719)	-	17,772,701	(1)	17,433,160
TOTAL FUND BALANCES	419,179	957,811	1,234,803	(758,719)	2,121,957	17,772,701	(1)	21,747,731
TOTAL LIABILITIES & FUND BALANCES	\$ 477,257	\$ 957,811	\$ 1,436,996	\$ -	\$ 2,121,957	\$ 17,772,701	\$ 27,714,237	\$ 50,480,959

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2024
General Fund (001)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
Rental Income	\$ -	\$ 100	\$ 100	0.00%
Special Assmnts- Tax Collector	294,916	256,665	(38,251)	87.03%
Special Assmnts- CDD Collected	411,142	470,975	59,833	114.55%
Other Miscellaneous Revenues	-	575	575	0.00%
TOTAL REVENUES	706,058	728,315	22,257	103.15%
<u>EXPENDITURES</u>				
<u>Administration</u>				
Supervisor Fees	12,000	5,000	7,000	41.67%
ProfServ-Trustee Fees	8,200	4,041	4,159	49.28%
Disclosure Report	8,400	5,100	3,300	60.71%
District Counsel	7,500	8,138	(638)	108.51%
District Engineer	4,000	2,474	1,526	61.85%
District Manager	30,000	15,000	15,000	50.00%
Accounting Services	8,200	-	8,200	0.00%
Auditing Services	6,200	-	6,200	0.00%
Website Compliance	1,500	750	750	50.00%
Email Hosting Vendor	600	-	600	0.00%
Postage, Phone, Faxes, Copies	500	37	463	7.40%
Public Officials Insurance	2,700	2,788	(88)	103.26%
Legal Advertising	3,000	-	3,000	0.00%
Bank Fees	250	-	250	0.00%
Website Administration	1,500	750	750	50.00%
Dues, Licenses, Subscriptions	500	599	(99)	119.80%
Total Administration	95,050	44,677	50,373	47.00%
<u>Utility Services</u>				
Utility - Electric	100,000	54,543	45,457	54.54%
Total Utility Services	100,000	54,543	45,457	54.54%

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2024
General Fund (001)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>Other Physical Environment</u>				
Payroll-Pool Monitors	12,000	-	12,000	0.00%
ProfServ-Pool Maintenance	2,000	6,605	(4,605)	330.25%
Waterway Management	15,000	16,867	(1,867)	112.45%
Field Manager	12,000	6,000	6,000	50.00%
Amenity Center Cleaning & Supplies	9,300	4,085	5,215	43.92%
Contracts-Pools	13,200	1,050	12,150	7.95%
Contracts - Landscape	175,000	52,310	122,690	29.89%
Amenity Center Pest Control	2,000	-	2,000	0.00%
Onsite Staff	66,708	-	66,708	0.00%
Security Monitoring Services	1,500	1,391	109	92.73%
Telephone, Cable & Internet Service	1,800	-	1,800	0.00%
Utility - Water	4,500	8,914	(4,414)	198.09%
Insurance - General Liability	30,000	18,792	11,208	62.64%
Insurance Deductible	2,500	-	2,500	0.00%
R&M-Other Reserves	50,000	-	50,000	0.00%
R&M-Wetland Monitoring	20,000	-	20,000	0.00%
R&M-Wetland	16,000	5,092	10,908	31.83%
Amenity Maintenance & Repairs	40,000	1,090	38,910	2.73%
R&M-Monument, Entrance & Wall	7,500	1,141	6,359	15.21%
Plant Replacement Program	5,000	-	5,000	0.00%
Mulch & Tree Trimming	14,000	-	14,000	0.00%
Garbage Collection	5,000	1,435	3,565	28.70%
Irrigation Maintenance	3,500	7,050	(3,550)	201.43%
Entry System-Key Fob	2,500	-	2,500	0.00%
Total Other Physical Environment	511,008	131,822	379,186	25.80%
TOTAL EXPENDITURES	706,058	231,042	475,016	32.72%
Excess (deficiency) of revenues Over (under) expenditures	-	497,273	497,273	0.00%
<u>OTHER FINANCING SOURCES (USES)</u>				
Interfund Transfer - In	-	1	1	0.00%
TOTAL FINANCING SOURCES (USES)	-	1	1	0.00%
Net change in fund balance	\$ -	\$ 497,274	\$ 497,274	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		(78,095)		
FUND BALANCE, ENDING		\$ 419,179		

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2024
Series 2018 Debt Service Fund (200)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 19,113	\$ 19,113	0.00%
Special Assmnts- Tax Collector	507,390	438,775	(68,615)	86.48%
Special Assmnts- CDD Collected	123,373	119,770	(3,603)	97.08%
TOTAL REVENUES	630,763	577,658	(53,105)	91.58%
<u>EXPENDITURES</u>				
<u>Debt Service</u>				
Principal Debt Retirement	175,000	170,000	5,000	97.14%
Interest Expense	455,763	229,581	226,182	50.37%
Total Debt Service	630,763	399,581	231,182	63.35%
TOTAL EXPENDITURES	630,763	399,581	231,182	63.35%
Excess (deficiency) of revenues Over (under) expenditures	-	178,077	178,077	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		779,734		
FUND BALANCE, ENDING		\$ 957,811		

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2024
Series 2023 Debt Service Fund (201)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 20,052	\$ 20,052	0.00%
Special Assmnts- Tax Collector	-	1,485	1,485	0.00%
Special Assmnts- CDD Collected	647,638	811,764	164,126	125.34%
TOTAL REVENUES	647,638	833,301	185,663	128.67%
<u>EXPENDITURES</u>				
<u>Debt Service</u>				
Principal Debt Retirement	135,000	-	135,000	0.00%
Interest Expense	512,638	256,319	256,319	50.00%
Total Debt Service	647,638	256,319	391,319	39.58%
TOTAL EXPENDITURES	647,638	256,319	391,319	39.58%
Excess (deficiency) of revenues Over (under) expenditures	-	576,982	576,982	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		657,821		
FUND BALANCE, ENDING		\$ 1,234,803		

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2024
Series 2018 Capital Projects Fund (300)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES				
TOTAL REVENUES	-	-	-	0.00%
EXPENDITURES				
TOTAL EXPENDITURES	-	-	-	0.00%
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	0.00%
OTHER FINANCING SOURCES (USES)				
Operating Transfers-Out	-	(1)	(1)	0.00%
TOTAL FINANCING SOURCES (USES)	-	(1)	(1)	0.00%
Net change in fund balance	\$ -	\$ (1)	\$ (1)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		(758,718)		
FUND BALANCE, ENDING		\$ (758,719)		

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2024
Series 2023 Capital Projects Fund (301)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 81,192	\$ 81,192	0.00%
TOTAL REVENUES	-	81,192	81,192	0.00%
<u>EXPENDITURES</u>				
<u>Construction In Progress</u>				
Construction in Progress	-	1,978,713	(1,978,713)	0.00%
Total Construction In Progress	-	1,978,713	(1,978,713)	0.00%
TOTAL EXPENDITURES	-	1,978,713	(1,978,713)	0.00%
Excess (deficiency) of revenues Over (under) expenditures	-	(1,897,521)	(1,897,521)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		4,019,478		
FUND BALANCE, ENDING		\$ 2,121,957		

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2024
General Fixed Assets Fund (900)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
TOTAL REVENUES	-	-	-	0.00%
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	-	0.00%
Excess (deficiency) of revenues				
Over (under) expenditures	-	-	-	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		17,772,701		
FUND BALANCE, ENDING		<u>\$ 17,772,701</u>		

SHERWOOD MANOR COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2024
General Long-Term Debt Fund (950)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
TOTAL REVENUES	-	-	-	0.00%
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	-	0.00%
Excess (deficiency) of revenues				
Over (under) expenditures	-	-	-	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		(1)		
FUND BALANCE, ENDING		<u>\$ (1)</u>		

Bank Account Statement

Sherwood Manor CDD

Bank Account Statement: Bank Account No.: 9155, Statement No.: 24-03

Currency Code

Statement Date	03/31/24	Statement Balance	497,969.46
Balance Last Statement	559,856.22	Outstanding Bank Transactions	0.00
Statement Ending Balance	497,969.46	Subtotal	497,969.46
		Outstanding Checks	-20,831.17
G/L Balance at 03/31/24	477,138.29	Bank Account Balance	477,138.29

Transaction Date	Type	Document No.	Description	Value Date	Applied Entries	Applied Amount	Statement Amount
Statement No. 24-03							
01/18/24	Bank Account Ledger Entry	814	Check for Vendor V00052		1	-200.00	-200.00
02/09/24	Bank Account Ledger Entry	823	Check for Vendor V00052		1	-200.00	-200.00
02/22/24	Bank Account Ledger Entry	824	Check for Vendor V00026		1	-125.00	-125.00
02/22/24	Bank Account Ledger Entry	825	Check for Vendor V00006		1	-10,435.00	-10,435.00
02/22/24	Bank Account Ledger Entry	826	Check for Vendor V00023		1	-5,092.00	-5,092.00
02/22/24	Bank Account Ledger Entry	827	Check for Vendor V00022		1	-182.96	-182.96
02/22/24	Bank Account Ledger Entry	828	Check for Vendor V00005		1	-748.00	-748.00
02/22/24	Bank Account Ledger Entry	829	Check for Vendor V00049		1	-7,954.41	-7,954.41
02/22/24	Bank Account Ledger Entry	830	Check for Vendor V00069		1	-250.00	-250.00
02/22/24	Bank Account Ledger Entry	832	Check for Vendor V00018		1	-455.00	-455.00
02/22/24	Bank Account Ledger Entry	833	Check for Vendor V00025		1	-1,630.00	-1,630.00
02/29/24	Bank Account Ledger Entry	835	Check for Vendor V00006		1	-8,635.00	-8,635.00
03/05/24	Bank Account Ledger Entry	836	Check for Vendor V00057		1	-1,382.42	-1,382.42
03/13/24	Bank Account Ledger Entry	JE000361	ACH - TECO 6005		1	-5,745.00	-5,745.00
03/14/24	Bank Account Ledger Entry	837	Check for Vendor V00026		1	-125.00	-125.00
03/14/24	Bank Account Ledger Entry	838	Check for Vendor V00048		1	-200.00	-200.00
03/14/24	Bank Account Ledger Entry	839	Check for Vendor V00061		1	-200.00	-200.00
03/14/24	Bank Account Ledger Entry	840	Check for Vendor V00022		1	-198.92	-198.92
03/14/24	Bank Account Ledger Entry	841	Check for Vendor V00071		1	-3,000.00	-3,000.00
03/14/24	Bank Account Ledger Entry	842	Check for Vendor V00067		1	-2,350.00	-2,350.00
03/14/24	Bank Account Ledger Entry	843	Check for Vendor V00070		1	-2,200.00	-2,200.00
03/14/24	Bank Account Ledger Entry	844	Check for Vendor V00049		1	-3,980.01	-3,980.01

Bank Account Statement

Sherwood Manor CDD

Currency Code

Statement Date	03/31/24	Statement Balance	497,969.46
Balance Last Statement	559,856.22	Outstanding Bank Transactions	0.00
Statement Ending Balance	497,969.46	Subtotal	497,969.46
		Outstanding Checks	-20,831.17
G/L Balance at 03/31/24	477,138.29	Bank Account Balance	477,138.29

Transaction Date	Type	Document No.	Description	Value Date	Applied Entries	Applied Amount	Statement Amount
03/14/24	Bank Account Ledger Entry	846	Check for Vendor V00034		1	-200.00	-200.00
03/14/24	Bank Account Ledger Entry	848	Check for Vendor V00025		1	-780.00	-780.00
03/25/24	Bank Account Ledger Entry	JE000362	ACH - TECO 6005		1	-5,894.24	-5,894.24
03/25/24	Bank Account Ledger Entry	JE000363	Cash Reciept tarrmor HOA CK#246		1	276.20	276.20
Total						-61,886.76	-61,886.76

Outstanding Payments

Posting Date	Document Type	Document No.	Description	Statement Amount
Quantity		0		Total

Outstanding Checks

Posting Date	Document Type	Check No.	Description	Statement Amount
02/22/24	Payment	834	Check for Vendor V00020	-1,050.00
03/14/24	Payment	845	Check for Vendor V00066	-200.00
03/14/24	Payment	847	Check for Vendor V00052	-200.00
03/14/24	Payment	849	Check for Vendor V00020	-1,050.00
03/26/24	Payment	850	Check for Vendor V00006	-15,820.00
03/26/24	Payment	851	Check for Vendor V00018	-910.00
03/26/24	Payment	852	Check for Vendor V00009	-1,466.00
03/26/24	Payment	853	Check for Vendor V00047	-135.17
Quantity		8		Total
				-20,831.17

SHERWOOD MANOR SITE INSPECTION. 4/17/24, 4:06 PM

Sherwood Manor CDD.

Wednesday, April 17, 2024

Prepared For Board of supervisors.

46 Issue Identified



12th ST SE.

Assigned To Carsons.

The amenity center parking lot entrance sign looks good.



12th ST SE.

Assigned To Carsons.

The parking lot is clean and looks good.



12th ST SE.

Assigned To Clubhouse manager.
The mailbox pavilion is clean and looks good.



12th ST SE.

Assigned To Carsons.
The playground needs mulch.



12th ST SE.

Assigned To Carsons.

The weeds in the playground mulch need to be removed.



12th ST SE.

Assigned To Clubhouse manager.

The amenity center is clean and looks good. The bathrooms are clean and look good.



12th ST SE.

Assigned To Carsons.

The plants, trees, and turf are healthy and look good.



12th ST SE.

Assigned To Clubhouse manager.

The table and chairs are clean and look good.



12th ST SE.

Assigned To Carsons.

Trim the plant growth growing through the fence.



12th ST SE.

Assigned To Zebra.

The pool is clean and looks good.



12th ST SE.

Assigned To Carsons.

The plants and trees are healthy and look good.



12th ST SE.

Assigned To Carsons.

The newly installed Trinet plants are healthy and look good.



12th ST SE.

Assigned To Carsons.

The Liriope plants need to be evaluated for a fertilization deficiency. Check the soil to see if it is too wet. Report your findings back to Inframark.



12th ST SE.

Assigned To Carsons.

The Zoysia turf fertility is poor but it is showing slight improvement.



12th ST SE.

Assigned To Clubhouse manager.
The basketball court looks good.



12th ST SE.

Assigned To Carsons.
The Awabuki Viburnum plant needs to be trimmed just under the fence line.



12th ST SE.

Assigned To Carsons.

The entrance sign is clean and looks good.



21st Ave.

Assigned To Carsons.

Heading West on the sidewalk looks good.



9th ST SE.

Assigned To Carsons.

The entrance sign is clean and looks good.



21st Ave.

Assigned To Carsons.

Heading East on the sidewalk looks good.



6th ST SE.

Assigned To Carsons.

The entrance sign is clean and looks good.



Tidal Rock.

Assigned To Carsons.

Heading East on the sidewalk looks good.



Tidal Rock.

Assigned To District Manager.

The contractor installed Bahia turf.

There is no irrigation in this area, and until it rains this turf will not look good.



6th ST SE.

Assigned To Carsons.

Heading North on the sidewalk looks good.



9th ST SE.

Assigned To Carsons.

The dog park parking lot is clean and looks good.



9th ST SE.

Assigned To Carsons.

The dog park looks good.



9th ST SE.

Assigned To Clubhouse manager.
The mailbox pavilion is clean and looks good



Ace Outlaw.

Assigned To District manager.
Home construction has begun.



SE 16th Ave.

Assigned To Carsons.

The Bahia turf fertility will improve with the rains.



SE 16th Ave.

Assigned To District manager.

The retention bank will need to be maintained.



13:11 4/16/24

9th ST SE.

Assigned To Carsons.

Heading West on the sidewalk looks good.



12:51 4/16/24

Pond # 1.

Assigned To First Choice Aquatics.

The pond looks good.



Pond # 2.

Assigned To First Choice Aquatics.
The pond looks good.



Pond # 3.

Assigned To First Choice Aquatics.
The pond looks good.



Pond # 4.

Assigned To First Choice Aquatics.
The pond is clean and looks good.



Pond # 5.

Assigned To First Choice Aquatics.
The pond looks good.



Sourwood West pond.

Assigned To District manager.

The pond has wash-outs. First Choice Aquatics will begin servicing the ponds.



Sourwood East pond.

Assigned To District Manager.

The pond bank overgrowth will need to be cut back.



Will Scarlett pond.

Assigned To District manager.
Washouts on the pond.



Will Scarlett South pond.

Assigned To District manager.
The pond looks good.



Will Scarlett.

Assigned To District manager.
Heading East on the street.



12th ST SE.

Assigned To District manager.
Hillsborough county was contacted
to maintain their property.



SE 16th Ave.

Assigned To District manager.

Heading East on the newly constructed sidewalk looks good.



SE 16th Ave.

Assigned To District manager.

Future development site.



Colding.

Assigned To District manager.
Heading East on the street.



Swaying Sawgrass.

Assigned To District manager.
Heading East on the street.