

Sunbridge Stewardship District

3501 Quadrangle Blvd., Suite 270, Orlando, FL 32817

Phone: 407-723-5935

<https://www.sunbridgesd.com>

Notice is hereby given that the Sunbridge Stewardship District will hold a meeting of the Board of Supervisors on **Thursday, September 4, 2025, at 11:00 a.m. at 6900 Tavistock Lakes Blvd, Ste 200, Orlando, FL 32827**. Questions or comments on the Board Meeting or proposed agenda may be addressed to Lynne Mullins at mullinsl@pfm.com or (407) 723-5900. A quorum (consisting of at least three of the five Board Members) will be confirmed prior to the start of the Board Meeting.

Please use the following information to join the telephonic conferencing:

Phone: 1-844-621-3956

Participant Code: 2539 187 8943

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Roll Call to Confirm a Quorum
- Public Comment Period
- 1. Consideration of the Minutes of the August 7, 2025, Board of Supervisors' Meeting
- 2. Consideration of **Resolution 2025-11, Amending the Annual Meeting Schedule for FY 2026**

Business Matters

3. Consideration of Conveyance Parcel of Lake Myrtle Island
4. Ratification of Work Authorization for Bridge Light and Driver Repairs
5. Ratification of Operation and Maintenance Expenditures Paid in July 2025 in an amount totaling \$22,556.80
6. Review of District's Financial Position and Budget to Actual YTD

Other Business

- A. Staff Reports
 1. District Counsel
 2. District Manager
 3. District Engineer
 4. District Landscape Supervisor

- B. Supervisor Requests

Adjournment



Sunbridge Stewardship District

**Minutes of the August 7, 2025,
Board of Supervisors' Meeting**

**SUNBRIDGE STEWARDSHIP DISTRICT
 BOARD OF SUPERVISORS' MEETING
 Thursday, August 7, 2025, at 11:00 a.m.
 6900 Tavistock Lakes Blvd., Ste. 200, Orlando, FL 32827**

Board Members Present:

Rob Adams	Vice Chair
Frank Paris	Assistant Secretary
Katia Moraes	Assistant Secretary
Ron Domingue	Assistant Secretary

Also Present:

Lynne Mullins	PFM	
Amanda Lane	PFM	(via phone)
Kevin Plenzler	PFM	(via phone)
Jennifer Walden	PFM	(via phone)
Blake Firth	PFM	(via phone)
Jonathan Johnson	Kutak Rock	(via phone)
JD Humphreys	SLR	
DJ Batten	Berman	
Carlos Negrón	Berman	
Rudy Bautista	Tavistock	
Cristyann Courtney	Tavistock	(via phone)
Todd Jenkins	Resident	(via phone)

FIRST ORDER OF BUSINESS

ORGANIZATIONAL MATTERS

Roll Call to Confirm a Quorum

The meeting was called to order at 11:00 a.m. The Board Members, staff, and public in attendance are outlined above.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Mullins opened the floor for public comments. There were no public comments.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of June 25, 2025, Board of Supervisors' Meeting

The Board reviewed the minutes.

On MOTION by Mr. Adams, seconded by Ms. Moraes, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District approved the Minutes of the June 25, 2025, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-06, Adopting the Annual Meeting Schedule for FY 2026

Ms. Mullins reviewed the meeting schedule and noted the meeting would be held in the same location, at 11:00 a.m.

On MOTION by Mr. Paris, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District approved Resolution 2025-06, Adopting the Annual Meeting Schedule for FY 2026.

FIFTH ORDER OF BUSINESS

BUSINESS MATTERS

Discussion Regarding the Recommendation of Renewing Cherrylake Landscape for FY 2026

Ms. Mullins stated that Berman recommended moving forward and there are no deficiencies to be noted.

On MOTION by Mr. Adams, seconded by Mr. Moraes, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District approved the Renewing of the Cherrylake Landscape for FY 2026.

SIXTH ORDER OF BUSINESS

Public Hearing on the Adoption of the District's Annual Budget

- a) Public Comments and Testimony
- b) Board Comments
- c) Consideration of Resolution 2025-07, Adopting the Fiscal Year 2026 Budget and Appropriating Funds
- d) Consideration of Resolution 2025-08, Adopting an Assessment Roll for Fiscal Year 2026 and Certifying Special Assessments for Collection

Ms. Mullins noted the Public Hearing was noticed per statutory requirements.

On MOTION by Mr. Adams, seconded by Mr. Paris, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District opened the Public Hearing on the Adoption of the District's Annual Budget.

Ms. Mullins reviewed the exhibit and noted the budget is the same overall budget as previously viewed by the Board. The expenses for Orange County are considered within the budget.

There were no public comments.

There were no Board comments.

On MOTION by Mr. Paris, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District closed the Public Hearing on the Adoption of the District's Annual Budget.

On MOTION by Mr. Adams, seconded by Mr. Paris, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District approved Resolution 2025-07, Adopting the Fiscal Year 2026 Budget and Appropriating Funds.

SEVENTH ORDER OF BUSINESS

Public Hearing on the Adoption of the District's Imposition of Special Assessments
a) Public Comments and Testimony
b) Board Comments
c) Consideration of Resolution 2025-08, Adopting an Assessment Roll for Fiscal Year 2026 and Certifying Special Assessments for Collection

Ms. Mullins noted the Public Hearing was noticed per statutory requirements.

On MOTION by Mr. Paris, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District opened the Public Hearing on the Adoption of the District's Imposition of Special Assessments.

Ms. Mullins reviewed the resolution.

A resident asked for clarification on the assessments. Ms. Mullins noted the assessments fund the budget on the tax roll but is not an additional special assessment.

There were no further public comments.

There were no Board comments.

On MOTION by Mr. Paris, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District closed the Public Hearing on the Adoption of the District's Imposition of Special Assessments.

On MOTION by Mr. Paris, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District approved Resolution 2025-08, Adopting an Assessment Roll for Fiscal Year 2026 and Certifying Special Assessments for Collection.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-09, Adopting Goals, Objectives, and Performance Measures and Standards for FY 2026

Ms. Mullins noted these were the same goals and objectives as the previous year. They are re-adopted every year.

On MOTION by Mr. Adams, seconded by Mr. Paris, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District approved Resolution 2025-09, Adopting Goals, Objectives, and Performance Measures and Standards for FY 2026.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-10, Setting the Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments

Ms. Mullins noted this must be done since the District is now in Orange County. The suggested date is October 2, 2025, at 11:00 a.m., at the same location.

On MOTION by Mr. Adams, seconded by Mr. Paris, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District approved Resolution 2025-10, Setting the Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments.

TENTH ORDER OF BUSINESS

Consideration of Sunbridge Transfer of Permit 15786 Pond BD & C-30 Canal

Ms. Courtney gave an overview of the permit transfer and location.

Mr. Johnson noted a previously approved resolution would allow the Chair or Vice Chair to address matters such as permit transfers, if there were no upcoming meeting. The recommendation is to approve.

On MOTION by Mr. Adams, seconded by Mr. Paris, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District approved the Sunbridge Transfer of Permit 15786 Pond BD & C-30 Canal.

ELEVENTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in June 2025 in an amount totaling \$93,159.62

Ms. Mullins noted these were previously approved and paid. This is solely for ratification.

On MOTION by Mr. Adams, seconded by Ms. Moraes, with all in favor, the Board of Supervisors for the Sunbridge Stewardship District ratified the Operation and Maintenance Expenditures Paid in June 2025 in an amount totaling \$93,159.62.

TWELFTH ORDER OF BUSINESS

Review of District's Financial Position and Budget to Actual YTD

Ms. Mullins stated that as of June 2025, the District has spent 92% of their budget.

No action was required by the Board.

THIRTEENTH ORDER OF BUSINESS

OTHER BUSINESS

Staff Reports

District Counsel – Mr. Johnson noted the Legislative Boundary Amendment has been completed. This was for the extension into Orange County.

District Manager – Ms. Mullins noted the next meeting is September 4, 2025. New calendar invites will be emailed for the new fiscal year. She reminded the Board of their required annual Ethics Training due by December 31. Links and reminders will be sent out.

District Engineer – No report.

District Landscape – No report.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests & Audience Comments

There was a request for an update on the construction on Cyril. It was noted it is a bit ahead of schedule and should be completed by the first quarter of next year. There was a brief discussion regarding the location of where the connection will go.

There were no further audience comments or Supervisor requests at this time.

FIFTEENTH ORDER OF BUSINESS

Adjournment

Ms. Mullins called for a motion to adjourn.

On MOTION by Mr. Adams, seconded by Mr. Paris, with all in favor, the August 7, 2025, Meeting of the Board of Supervisors for the Sunbridge Stewardship District was adjourned.

Secretary / Assistant Secretary

Chair / Vice Chair

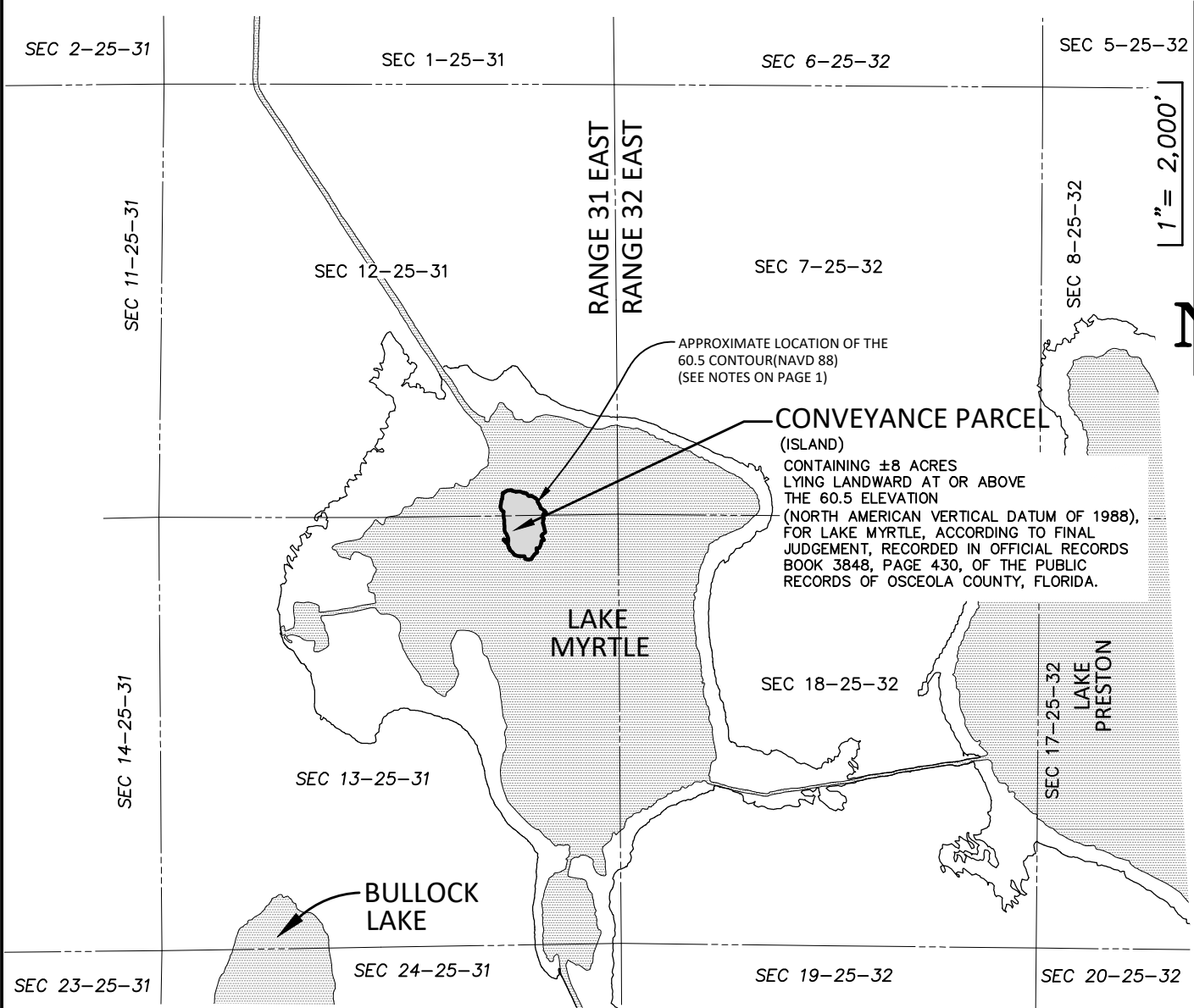
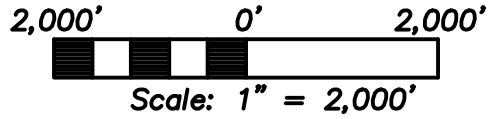


Sunbridge Stewardship District

Conveyance Parcel of Lake Myrtle Island

EXHIBIT

THIS IS NOT A SURVEY



CONVEYANCE PARCEL
CENTRAL FLORIDA PROPERTY HOLDINGS 400, LLC TO
TAVISTOCK EAST V, LLC



DONALD W. McINTOSH ASSOCIATES, INC.
ENGINEERS PLANNERS SURVEYORS
1950 SUMMIT PARK DRIVE, SUITE 600, ORLANDO, FLORIDA 32810 (407) 644-4068
CERTIFICATE OF AUTHORIZATION NO. LB68

DRAWN BY: <u>PH</u>	CHECKED BY: <u>SG</u>	JOB NO. <u>DWMA</u>	SCALE <u>1"=2,000'</u>	SHEET <u>1</u>
DATE: <u>6/11/2025</u>				OF <u>1</u>



Sunbridge Stewardship District

**Resolution 2025-11,
Amending the Annual Meeting Schedule for FY 2026**

RESOLUTION 2025-11

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUNBRIDGE STEWARDSHIP DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2025-2026; PROVIDING FOR PUBLICATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Sunbridge Stewardship District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 220, Laws of Florida (the “Act”) and Chapter 189, Florida Statutes, being situated entirely within Osceola County, Florida; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

WHEREAS, the Board desires to adopt a Fiscal Year 2025-2026 annual meeting schedule attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SUNBRIDGE STEWARDSHIP DISTRICT:

SECTION 1. The Fiscal Year 2025-2026 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

SECTION 2. This Resolution shall become effective immediately upon its

adoption. **PASSED AND ADOPTED** this 4th day of September 2025.

Attest:

SUNBRIDGE STEWARDSHIP DISTRICT

Secretary/Assistant Secretary

Chairman/Vice Chairman

Exhibit A: Fiscal Year 2025-2026 Annual Meeting Schedule

EXHIBIT "A"

**SUNBRIDGE STEWARDSHIP DISTRICT
BOARD OF SUPERVISORS MEETING DATES
FISCAL YEAR 2025-2026**

The Board of Supervisors of the Sunbridge Stewardship District will hold their regular meetings for Fiscal Year 2025-2026 at 6900 Tavistock Lakes Blvd, Ste 200, Orlando, FL 32827 at 11:00 a.m. unless otherwise indicated as follows:

October 2, 2025
November 6, 2025
December 4, 2025
January 8, 2026
February 5, 2026
March 5, 2026
April 2, 2026
May 7, 2026
June 4, 2026
July 2, 2026
August 6, 2026
September 3, 2026

**SUNBRIDGE STEWARDSHIP DISTRICT
CONSTRUCTION COMMITTEE
FISCAL YEAR 2025-2026**

The Construction Committee of the Sunbridge Stewardship District Fiscal Year 2026 in the office of Tavistock Development Company, 6900 Tavistock Lakes Blvd #200, Orlando, FL 32827 at 2:30 p.m. each month as follows:

October 14, 2025
November 11, 2025
December 9, 2025
January 13, 2026
February 10, 2026
March 10, 2026
April 14, 2026
May 12, 2026
June 9, 2026
July 14, 2026
August 11, 2026
September 8, 2026

The meetings are open to the public and will be conducted in accordance with the provision of Florida law. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from 3501 Quadrangle Blvd., Suite 270, Orlando, Florida 32817 or by calling (407) 723-5900.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 723-5935 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

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



Sunbridge Stewardship District

Work Authorization for Bridge Light and Driver Repairs

WORK AUTHORIZATION FOR MAINTENANCE SERVICES

This Work Authorization (the "Work Authorization"), dated 8/14/25, 2025, authorizes certain work in accordance with that certain *AGREEMENT BETWEEN THE SUNBRIDGE STEWARDSHIP DISTRICT AND BERMAN CONSTRUCTION, LLC FOR GENERAL MAINTENANCE SERVICES* (the "Agreement"), dated April 1, 2021, by and between:

Sunbridge Stewardship District, a local unit of special-purpose government established pursuant to Chapter 189 *Florida Statutes*, being situated in Osceola County, and whose mailing address is 12051 Corporate Boulevard, Orlando, Florida 32817 (the "District"); and

Berman Construction, LLC, a Florida limited liability company, with a mailing address of 9801 Lake Nona Club Drive, Orlando, Florida 32827 (hereinafter "Contractor", together with District the "Parties").

Section 1. Scope of Services. Contractor shall provide Electrical maintenance services, as set forth in the attached **Exhibit A**, which is incorporated herein by reference, all in accordance with the terms of the Agreement (collectively, the "Services").

Section 2. Compensation and Term. It is understood and agreed that the payment of compensation for the Services under this Work Authorization shall be in the amount and for the term set forth in the attached **Exhibit A**, and in the manner set forth in the Agreement.

Section 3. Acceptance. Acceptance of this Work Authorization will authorize the Contractor to complete the Services as outlined above and is indicated by the signature of the authorized representative of the District and the Contractor in the spaces provided below. Contractor shall commence the aforesaid Services as provided herein and shall perform the same in accordance with the terms and conditions of the Agreement, which, except to the extent expressly altered or changed in this Work Authorization, remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this Work Authorization to be executed the day and year first above written.

SUNBRIDGE STEWARDSHIP DISTRICT

Richard Levey

Secretary

By: Richard Levey

Its: Chairman

BERMAN CONSTRUCTION, LLC

Edward Padua

Witness

By: Eddie Padua

Its: _____

Exhibit A: Proposal/Scope of Services

Exhibit A:
Proposal/Scope of Services

Proposal: Light and Driver Repairs SSD

Proposal Date: 8/14/2025

Project Name: Light and Driver Repairs SSD

Client Contact: PFM

Work Order #: 92523

Project Scope

Berman proposes to furnish all labor and materials for the following:

Scope:

- Repair six (6) lights/LED strips on the Cyrils Drive Bridge.
- Replace two (2) LED drivers.
- Materials & Pricing:
 - LED Lights/Strips: \$270 each × 6 units = \$1,620
 - LED Drivers: \$300 each × 2 units = \$600

Estimated Time of Completion: Work will be completed in the most expedient time frame as possible. All work will be performed at client discretion

Payment Schedule: Upon Completion

Payment Terms

Total: \$2,220.00

Proposal: Light and Driver Repairs SSD

Additional Notes

Please contact our office upon receipt and approval of this contract, and any questions you might have. Should you accept the terms outlined above please sign below and return.

We can then schedule your services at that time. This proposal will become binding once executed by both parties.

Thank You

We appreciate your business and look forward to our continued partnership. Please don't hesitate to reach out with any questions.

Approvals

PFM

By: Jennifer Walden

Berman

By: Eddie Padua

About Berman

Berman is a national full-service property management, security and facility services company based in Lake Nona, Florida. Our team is highly skilled in providing dependable, professional and cost-effective solutions across facility, janitorial, on-demand repairs, maintenance staffing, security and all other ancillary facility services to help you run your facility as smoothly as possible.

We pride ourselves on being a single point for all facility and property needs. Quality and integrity are at the heart of what we do.

We are a tech-forward team, serving our clients with swift and diligent work, to ensure our client properties are well taken care of. We embrace problems quickly and tackle solutions intelligently in a unique, customized manner for each clients' needs.

Our Services

- ✓ **Property & Facility Management**
- ✓ **Property Maintenance**
- ✓ **24/7 Emergency Repairs**
- ✓ **General Construction**
- ✓ **Janitorial Services**
- ✓ **Security**
- ✓ **Pressure Washing**
- ✓ **Landscaping**
- ✓ **Disaster Response**

Image 1





Sunbridge Stewardship District

**Operation and Maintenance Expenditures Paid in
July 2025 in an amount totaling \$22,556.80**

SUNBRIDGE STEWARDSHIP DISTRICT

DISTRICT OFFICE • 3501 QUADRANGLE BLVD STE 270 • ORLANDO, FL 32817
PHONE: (407) 723-5900 • FAX: (407) 723-5901

Operation and Maintenance Expenditures For Board Approval

Attached please find the check register listing Operations and Maintenance expenditures paid from July 1, 2025 through July 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$22,556.80**

Approval of Expenditures:

____ Chairman

____ Vice Chairman

____ Assistant Secretary

Sunbridge Stewardship District
 AP Check Register (Current by Bank)
 Check Dates: 7/1/2025 to 7/31/2025

Check No.	Date	Status*	V ndor ID	Payee Name	Amount
BANK ID: OM6557 - VALLEY BANK					001-101-0000-00-01
1606	7/09/25	P	CMG	Cherrylake Maintenance Group	\$8,333.33
1607	7/09/25	P	ARC	Arbitrage Rebate Counselors	\$350.00
1608	7/09/25	P	KUTAK	Kutak Rock	\$2,891.50
1609	7/09/25	P	VGLOBA	VGlobalTech	\$300.00
1610	7/29/25	P	BERMAN	Berman Construction	\$625.00
1611	7/29/25	P	PFMGC	PFM Group Consulting	\$6,666.67
1612	7/29/25	P	VGLOBA	VGlobalTech	\$110.00
BANK OM6557 REGISTER TOTAL:					\$19,276.50
BANK ID: OM-ACH - VALLEY BANK - ACH & WIRES					001-101-0000-00-01
70046	7/04/25	M	TOHO	TOHO Water Authority	\$781.37
70047	07/11	M	OUC	Orlando Utilities Commission	\$2,498.93
BANK OM-ACH REGISTER TOTAL:					\$3,280.30
GRAND TOTAL :					\$22,556.80

19,276.50	Checks 1606-1612
2,498.93	PA 305 - OUC paid online
781.37	PA 305 - TOHO Water Authority paid online
22,556.80	O&M cash spent

* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date); "A" - Application; "E" - EFT
 ** Denotes broken check sequence.

Sunbridge Stewardship District
July 2025 AP Remittance Report

BANK:	OM-ACH	CHECK:	70046	AMOUNT:	\$781.37	DATE:	07/04/25	VEND ID:	TOHO
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
06/18/25	70561-061825	PA 305 - 6200 Cyrils Dr irriga				\$0.00	\$781.37		
TOTALS:						\$0.00	\$781.37		
BANK:	OM6557	CHECK:	1606	AMOUNT:	\$8,333.33	DATE:	07/09/25	VEND ID:	CMG
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
06/06/25	135789	PA 303 - Jun. Weslyn Park land				\$0.00	\$8,333.33		
TOTALS:						\$0.00	\$8,333.33		
BANK:	OM6557	CHECK:	1607	AMOUNT:	\$350.00	DATE:	07/09/25	VEND ID:	ARC
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
07/01/25	2025.07.01-DW	PA 306 - Del Webb arbitration				\$0.00	\$350.00		
TOTALS:						\$0.00	\$350.00		
BANK:	OM6557	CHECK:	1608	AMOUNT:	\$2,891.50	DATE:	07/09/25	VEND ID:	KUTAK
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
06/27/25	3584190	PA 306 - Gen. legal thru 05/31				\$0.00	\$2,891.50		
TOTALS:						\$0.00	\$2,891.50		
BANK:	OM6557	CHECK:	1609	AMOUNT:	\$300.00	DATE:	07/09/25	VEND ID:	VGLOBA
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
06/30/25	7442	PA 306 - Apr. - Jun. 2025 ADA				\$0.00	\$300.00		
TOTALS:						\$0.00	\$300.00		
BANK:	OM-ACH	CHECK:	70047	AMOUNT:	\$2,498.93	DATE:	07/11/25	VEND ID:	OUC
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
06/24/25	05831-062425	PA 305 - OUC 2025.06.24 - Stre				\$0.00	\$2,360.80		
06/24/25	05831-062425	PA 305 - OUC 2025.06.24 - Elec				\$0.00	\$138.13		
TOTALS:						\$0.00	\$2,498.93		
BANK:	OM6557	CHECK:	1610	AMOUNT:	\$625.00	DATE:	07/29/25	VEND ID:	BERMAN
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
07/01/25	2094	PA 306 - Jul. irrigation & adm				\$0.00	\$625.00		
TOTALS:						\$0.00	\$625.00		
BANK:	OM6557	CHECK:	1611	AMOUNT:	\$6,666.67	DATE:	07/29/25	VEND ID:	PFMGC
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
07/07/25	137231	PA 307 - 2025.Q3 quarterly dis				\$0.00	\$1,250.00		
07/07/25	137231	PA 307 - 2025.Q3 quarterly dis				\$0.00	\$1,250.00		
07/01/25	DM-07-2025-56	PA 307 - DM fee: Jul. 2025				\$0.00	\$4,166.67		
TOTALS:						\$0.00	\$6,666.67		
BANK:	OM6557	CHECK:	1612	AMOUNT:	\$110.00	DATE:	07/29/25	VEND ID:	VGLOBA
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
07/01/25	7485	PA 307 - Jul. website maint.				\$0.00	\$110.00		
TOTALS:						\$0.00	\$110.00		



Sunbridge Stewardship District

District's Financial Position and Budget to Actual YTD



Sunbridge Stewardship District

July 2025 Financial Package

July 31, 2025

PFM Group Consulting LLC
3501 Quadrangle Boulevard
Suite 270
Orlando, FL 32817-8329
(407) 723-5900



Sunbridge Stewardship District
 Statement of Financial Position
 As of 7/31/2025

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt Fund	Total
<u>Assets</u>					
<u>Current Assets</u>					
General Checking Account	\$ 134,337.57				\$ 134,337.57
Sustainability Reserve	61,060.93				61,060.93
Infrastructure Capital Reserve	21,587.08				21,587.08
Accounts Receivable	4,166.66				4,166.66
Deposits	240.00				240.00
S2022 (DW) - Debt Service Reserve		\$ 478,462.50			478,462.50
S2022 (WP) - Debt Service Reserve		795,976.25			795,976.25
S2022 (DW) - Revenue		479,672.48			479,672.48
S2022 (WP) - Revenue		834,142.08			834,142.08
S2022 (DW) - Prepayment		352.22			352.22
S2022 (DW) - Acquisition/Construction			\$ 3,533,523.93		3,533,523.93
S2022 (WP) - Acquisition/Construction			31,094.88		31,094.88
Total Current Assets	\$ 221,392.24	\$ 2,588,605.53	\$ 3,564,618.81	\$ -	\$ 6,374,616.58
<u>Investments</u>					
Amount Available in Debt Service Funds				\$ 2,588,605.53	\$ 2,588,605.53
Amount To Be Provided				33,756,394.47	33,756,394.47
Total Investments	\$ -	\$ -	\$ -	\$ 36,345,000.00	\$ 36,345,000.00
Total Assets	\$ 221,392.24	\$ 2,588,605.53	\$ 3,564,618.81	\$ 36,345,000.00	\$ 42,719,616.58



Sunbridge Stewardship District
 Statement of Financial Position
 As of 7/31/2025

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt Fund	Total
<u>Liabilities and Net Assets</u>					
<u>Current Liabilities</u>					
Accounts Payable	\$ 47,668.08				\$ 47,668.08
Due to Developer	149,000.00				149,000.00
Deferred Revenue	4,166.66				4,166.66
Total Current Liabilities	<u>\$ 200,834.74</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,834.74</u>
 <u>Long Term Liabilities</u>					
Revenue Bonds Payable - Long-Term				\$ 36,345,000.00	\$ 36,345,000.00
Total Long Term Liabilities	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 36,345,000.00</u>	<u>\$ 36,345,000.00</u>
 Total Liabilities	 <u>\$ 200,834.74</u>	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ 36,345,000.00</u>	 <u>\$ 36,545,834.74</u>
 <u>Net Assets</u>					
Net Assets, Unrestricted	\$ (227,908.70)				\$ (227,908.70)
Current Year Net Assets, Unrestricted	(22,000.00)				(22,000.00)
Net Assets - General Government	301,926.76				301,926.76
Current Year Net Assets - General Government	(31,460.56)				(31,460.56)
Net Assets, Unrestricted		\$ 2,541,034.22			2,541,034.22
Current Year Net Assets, Unrestricted		47,571.31			47,571.31
Net Assets, Unrestricted			\$ 3,450,749.64		3,450,749.64
Current Year Net Assets, Unrestricted			113,869.17		113,869.17
Total Net Assets	<u>\$ 20,557.50</u>	<u>\$ 2,588,605.53</u>	<u>\$ 3,564,618.81</u>	<u>\$ -</u>	<u>\$ 6,173,781.84</u>
 Total Liabilities and Net Assets	 <u>\$ 221,392.24</u>	 <u>\$ 2,588,605.53</u>	 <u>\$ 3,564,618.81</u>	 <u>\$ 36,345,000.00</u>	 <u>\$ 42,719,616.58</u>



Sunbridge Stewardship District
Statement of Activities
As of 7/31/2025

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt Fund	Total
<u>Revenues</u>					
On-Roll Assessments	\$ 402,961.10				\$ 402,961.10
Other Income & Other Financing Sources	18,382.77				18,382.77
Landscaping Contribution	79,166.64				79,166.64
Sustainability Revenue	22,000.00				22,000.00
On-Roll Assessments		\$ 2,542,832.19			2,542,832.19
Total Revenues	<u>\$ 522,510.51</u>	<u>\$ 2,542,832.19</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,065,342.70</u>
<u>Expenses</u>					
D&O Insurance	\$ 2,998.00				\$ 2,998.00
Trustee Services	7,089.66				7,089.66
Management	41,666.70				41,666.70
Engineering	5,000.00				5,000.00
Disclosure	7,500.00				7,500.00
Property Appraiser	496.42				496.42
District Counsel	20,476.40				20,476.40
Assessment Administration	15,000.00				15,000.00
Audit	8,000.00				8,000.00
Arbitrage Calculation	350.00				350.00
Travel and Per Diem	110.93				110.93
Postage & Shipping	51.07				51.07
Legal Advertising	751.53				751.53
Web Site Maintenance	2,000.00				2,000.00
Dues, Licenses, and Fees	175.00				175.00
Electric	1,236.63				1,236.63
General Insurance	6,997.00				6,997.00
Property & Casualty	1,030.00				1,030.00
Irrigation	8,838.39				8,838.39
Irrigation Parts	671.35				671.35
Landscaping Maintenance & Material	388,580.63				388,580.63
Landscape Improvements	6,797.22				6,797.22
Tree Trimming	10,925.00				10,925.00
Pest Control	1,500.00				1,500.00



Sunbridge Stewardship District
 Statement of Activities
 As of 7/31/2025

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt Fund	Total
Sustainability Agreement	\$ 22,000.00				\$ 22,000.00
Streetlights	21,225.60				21,225.60
Personnel Leasing Agreement	6,250.00				6,250.00
Principal Payments - Del Webb		\$ 230,000.00			230,000.00
Principal Payments - Weslyn Park		395,000.00			395,000.00
Interest Payments - Del Webb		734,327.50			734,327.50
Interest Payments - Weslyn Park		1,202,072.50			1,202,072.50
Other Debt Service Costs		37,369.88			37,369.88
Total Expenses	<u>\$ 587,717.53</u>	<u>\$ 2,598,769.88</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,186,487.41</u>
<u>Other Revenues (Expenses) & Gains (Losses)</u>					
Interest Income	\$ 11,746.46				\$ 11,746.46
Dividend Income		\$ 103,509.00			103,509.00
Dividend Income			\$ 113,869.17		113,869.17
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$ 11,746.46</u>	<u>\$ 103,509.00</u>	<u>\$ 113,869.17</u>	<u>\$ -</u>	<u>\$ 229,124.63</u>
Change In Net Assets	\$ (53,460.56)	\$ 47,571.31	\$ 113,869.17	\$ -	\$ 107,979.92
Net Assets At Beginning Of Year	<u>\$ 74,018.06</u>	<u>\$ 2,541,034.22</u>	<u>\$ 3,450,749.64</u>	<u>\$ -</u>	<u>\$ 6,065,801.92</u>
Net Assets At End Of Year	<u><u>\$ 20,557.50</u></u>	<u><u>\$ 2,588,605.53</u></u>	<u><u>\$ 3,564,618.81</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 6,173,781.84</u></u>



Sunbridge Stewardship District
 Budget to Actual
 For the Month Ending 7/31/2025

	YTD Actual	YTD Budget	YTD Variance	FY 2025 Adopted Budget	Percentage Used
Revenues					
On-Roll Assessments	\$ 402,961.10	\$ 335,082.88	\$ 67,878.22	\$ 402,099.45	100.21%
Other Income & Other Financing Sources	18,382.77	-	18,382.77	-	
Landscaping Contribution Agreement - TE3	37,499.94	41,666.60	(4,166.66)	49,999.92	75.00%
Landscaping Contribution Agreement - TOHO	41,666.70	41,666.70	-	50,000.04	83.33%
Sustainability Contributions	22,000.00	41,666.67	(19,666.67)	50,000.00	44.00%
Carry Forward Revenue	16,666.67	16,666.67	-	20,000.00	83.33%
Net Revenues	\$ 539,177.18	\$ 476,749.52	\$ 62,427.66	\$ 572,099.41	94.25%
General & Administrative Expenses					
D&O Insurance	\$ 2,998.00	\$ 2,685.25	\$ 312.75	\$ 3,222.30	93.04%
Trustee Services	7,089.66	7,093.55	(3.89)	8,512.26	83.29%
Management	41,666.70	41,666.67	0.03	50,000.00	83.33%
Engineering	5,000.00	6,666.67	(1,666.67)	8,000.00	62.50%
Disclosure	7,500.00	4,166.67	3,333.33	5,000.00	150.00%
Property Appraiser	496.42	458.33	38.09	550.00	90.26%
District Counsel	20,476.40	33,333.33	(12,856.93)	40,000.00	51.19%
Assessment Administration	15,000.00	12,500.00	2,500.00	15,000.00	100.00%
Reamortization Schedules	-	104.17	(104.17)	125.00	0.00%
Audit	8,000.00	6,833.33	1,166.67	8,200.00	97.56%
Arbitrage Calculation	350.00	583.33	(233.33)	700.00	50.00%
Travel and Per Diem	110.93	416.67	(305.74)	500.00	22.19%
Telephone	-	20.83	(20.83)	25.00	0.00%
Postage & Shipping	51.07	125.00	(73.93)	150.00	34.05%
Copies	-	125.00	(125.00)	150.00	0.00%
Legal Advertising	751.53	2,958.33	(2,206.80)	3,550.00	21.17%
Miscellaneous	-	41.67	(41.67)	50.00	0.00%
Web Site Maintenance	2,000.00	2,100.00	(100.00)	2,520.00	79.37%
Dues, Licenses, and Fees	175.00	145.83	29.17	175.00	100.00%
Electric	1,236.63	833.33	403.30	1,000.00	123.66%
Infrastructure Capital Reserve	-	8,333.33	(8,333.33)	10,000.00	0.00%
General Insurance	6,997.00	6,266.54	730.46	7,519.85	93.05%
Property & Casualty Insurance	1,030.00	958.33	71.67	1,150.00	89.57%
Irrigation	8,838.39	29,166.67	(20,328.28)	35,000.00	25.25%
Irrigation Parts	671.35	5,833.33	(5,161.98)	7,000.00	9.59%
Landscaping Maintenance & Material	388,580.63	213,500.00	175,080.63	256,200.00	151.67%
Landscape Improvements	6,797.22	8,333.33	(1,536.11)	10,000.00	67.97%
Tree Trimming	10,925.00	4,166.70	6,758.30	5,000.00	218.50%
Contingency	-	7,750.00	(7,750.00)	9,300.00	0.00%
Pest Control	1,500.00	833.33	666.67	1,000.00	150.00%
Signage & Amenities Repair	-	833.33	(833.33)	1,000.00	0.00%



Sunbridge Stewardship District
Budget to Actual
For the Month Ending 7/31/2025

	YTD Actual	YTD Budget	YTD Variance	FY 2025 Adopted Budget	Percentage Used
UF Research Agreement	\$ 22,000.00	\$ 41,666.67	\$ (19,666.67)	\$ 50,000.00	44.00%
Streetlights	21,225.60	24,166.67	(2,941.07)	29,000.00	73.19%
Personnel Leasing Agreement	6,250.00	6,250.00	-	7,500.00	83.33%
Total General & Administrative Expenses	\$ 587,717.53	\$ 480,916.19	\$ 106,801.34	\$ 577,099.41	101.84%
Total Expenses	\$ 587,717.53	\$ 480,916.19	\$ 106,801.34	\$ 577,099.41	101.84%
Income (Loss) from Operations	\$ (48,540.35)	\$ (4,166.67)	\$ (44,373.68)	\$ (5,000.00)	
<u>Other Income (Expense)</u>					
Interest Income	\$ 11,746.46	\$ 4,166.67	\$ 7,579.79	\$ 5,000.00	234.93%
Total Other Income (Expense)	\$ 11,746.46	\$ 4,166.67	\$ 7,579.79	\$ 5,000.00	234.93%
Net Income (Loss)	\$ (36,793.89)	\$ -	\$ (36,793.89)	\$ -	



Sunbridge Stewardship District
Cash Flow

	Beg. Cash	FY24 Inflows	FY24 Outflows	FY25 Inflows	FY25 Outflows	End. Cash
8/1/2024	31,658.13	21,432.07	(36,235.97)	-	(3,183.35)	13,670.88
9/1/2024	13,670.88	37,807.36	(17,779.92)	-	(11,100.53)	22,597.79
10/1/2024	22,597.79	23,910.20	(41,996.28)	84,504.37	(28,844.32)	60,171.76
11/1/2024	60,171.76	-	-	229,106.74	(218,053.81)	71,224.69
12/1/2024	71,224.69	-	-	2,614,042.61	(2,371,929.94)	313,337.36
1/1/2025	313,337.36	-	-	59,680.09	(156,315.59)	216,701.86
2/1/2025	216,701.86	-	-	35,833.43	(38,840.74)	213,694.55
3/1/2025	213,694.55	-	-	22,986.52	(128,218.00)	108,463.07
4/1/2025	108,463.07	-	-	198,450.89	(75,873.07)	231,040.89
5/1/2025	231,040.89	-	-	4,380.82	(25,476.97)	209,944.74
6/1/2025	209,944.74	-	-	24,969.67	(101,217.17)	133,697.24
7/1/2025	133,697.24	-	-	23,197.13	(22,556.80)	134,337.57
8/1/2025	134,337.57	-	-	4,166.66	(68,762.71)	69,741.52 as of 08/10/2025
		83,149.63	(96,012.17)	3,301,318.93	(3,250,373.00)	