

*Tesoro Community
Development District*

Agenda

November 27, 2018

AGENDA

Tesoro

Community Development District

135 W. Central Blvd., Suite 320, Orlando, FL 32801

Phone: 407-841-5524 – Fax: 407-839-1526

November 20, 2018

Board of Supervisors
Tesoro Community
Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Tesoro Community Development District will be held on **Tuesday, November 27, 2018 at 10:00 a.m. at the Tesoro Club, Grill Room, 2000 SE Via Tesoro Blvd., Port St. Lucie, Florida.** Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period
3. Organizational Matters
 - A. Administration of Oath of Office to Newly Elected Supervisors
 - B. Acceptance of Resignation of Everardo Ortiz
 - C. Appointment of an Individual to Fulfill Board Vacancy with a Term Ending November 2020
 - D. Consideration of Resolution 2019-01 Canvassing and Certifying the Results of the Landowners Election
 - E. Election of Officers
 - F. Consideration of Resolution 2019-02 Electing Officers
4. Approval of Minutes of the August 28, 2018 Meeting
5. Consideration of Second Extension to the Wetland, Lake and Upland Preserve Maintenance Agreement with Native Lands Management, Inc.
6. Consideration of First Extension to the Wetlands Boundary and Lake Banks Landscape Maintenance Agreement with Wellington Pro Lawn Care
7. Review of Proposals and Selection of Firm to Provide Wetland, Lake and Upland Preserve Maintenance Services (RFP 2018-100)
8. Review of Proposal and Selection of Firm to Provide Wetlands Boundary and Lake Banks Landscape Services (RFP 2018-200)
9. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet and Income Statement
 - iii. Field Managers Report
10. Audience Comments
11. Supervisor's Requests
12. Adjournment

The second order of business of the Board of Supervisors Meeting is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The third order of business is the Organizational Matters. Section A is the administration of the Oaths of Office to the newly elected Supervisors. Section B is acceptance of resignation of Everardo Ortiz. A copy of the resignation letter is enclosed for your review. Section C is appointment of individual to fulfill the Board vacancy with a term ending November 2020. Section D is the consideration of Resolution 2019-01 canvassing and certifying the results of the landowners' election. A copy of the Resolution is enclosed for your review. Section E is the election of officers and Section F is the consideration Resolution 2019-02 electing officers. A copy of the Resolution is enclosed for your review.

The fourth order of business is the approval of the minutes of the August 28, 2018 meeting. The minutes are enclosed for your review.

The fifth order of business is consideration of second extension to the Wetland, Lake and Upland Preserve Maintenance Agreement with Native Lands Management, Inc. A copy of the agreement is enclosed for your review.

The sixth order of business is consideration of first extension to the Wetlands Boundary and Lake Banks Landscape Maintenance Agreement with Wellington Pro Lawn Care. A copy of the agreement is enclosed for your review.

The seventh order of business is review of proposals and selection of a firm to provide wetland, lake and upland preserve maintenance services (RFP 2018-100). A selection table is enclosed for your review. The proposals will be provided separately.

The eighth order of business is review of proposal and selection of firm to provide wetlands boundary and lake banks landscape services (RFP 2018-200). A selection table is enclosed for your review. The proposal will be provided separately.

Section C of the ninth order of business is the District Manager's Report. Section 1 includes the check register for approval and Section 2 includes the balance sheet and income statement for your review. Section 3 is the Field Managers Report. A copy of the report is being provided under separate cover.

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please contact me.

Sincerely,



George S. Flint,
District Manager

Cc: William Capko, District Counsel
Butch Terpening, District Engineer
Darrin Mossing, GMS

Enclosures

SECTION III

SECTION B



THE TESORO® CLUB

October 1, 2018

To: The Community Development District Board

Please accept this as official notice of my resignation as a board member of The Community Development District Board, effective immediately.

Sincerely,

Everado Ortiz

SECTION D

RESOLUTION 2019-01

**A RESOLUTION CANVASSING AND CERTIFYING THE
RESULTS OF THE LANDOWNER'S ELECTION OF THE
TESORO COMMUNITY DEVELOPMENT DISTRICT
HELD PURSUANT TO SECTION 190.006(2), FLORIDA
STATUTES**

WHEREAS, pursuant to Section 190.006(2), Florida Statute, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of a Community Development District for the purpose of electing three (3) supervisors for the District; and

WHEREAS, following proper notice of once a week for 2 consecutive weeks in a newspaper of general circulation in the area of the District, the last day of such publication to be not fewer than 14 days or more than 28 days before the date of the election, such landowners meeting was held on November 27, 2018, at which the below-recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board of Supervisors by means of this Resolution desire to canvas the votes and declare and certify the results of said election;

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

1. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as follows:

<u>Supervisor</u>	<u># of Votes</u>	<u>Terms</u>
_____	_____	4-Year Term
_____	_____	4-Year Term
_____	_____	2-Year Term

2. The terms of office shall commence immediately upon the adoption of this Resolution:

Adopted this 27th day of November, 2018.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION F

RESOLUTION 2019-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
TESORO COMMUNITY DEVELOPMENT DISTRICT ELECTING
THE OFFICERS OF THE DISTRICT AND PROVIDING FOR AN
EFFECTIVE DATE**

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

WHEREAS, the Board of Supervisors of the District (“Board”) desires to elect the Officers of the District.

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

Section 1. _____ is elected Chairperson.

Section 2. _____ is elected Vice-Chairperson.

Section 3. _____ is elected Secretary.

Section 4. _____ is elected Assistant Secretary.
_____ is elected Assistant Secretary.
_____ is elected Assistant Secretary.
_____ is elected Assistant Secretary.

Section 5. _____ is elected Treasurer.

Section 6. _____ is elected Assistant Treasurer.

Section 7. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 27th day of November, 2018.

ATTEST:

**TESORO COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

SECTION IV

MINUTES OF MEETING
TESORO COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Tesoro Community Development District was held Tuesday, August 28, 2018 at 10:00 a.m. at the Tesoro Club, 2000 S.E. Via Tesoro, Port St. Lucie, Florida.

Present and constituting a quorum were:

Sal Spano	Chairman
Kathy Fialco	Vice Chairman
Tara Lordi	Secretary
Everardo Ortiz	Assistant Secretary
Hal Fenner	Treasurer

Also present were:

George Flint	District Manager
Bill Capko	District Attorney
William Viasalyers	Field Manager
Paula Loughlin	Castle Group

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the May 29, 2018 Meeting

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor the minutes of the May 29, 2018 meeting were approved as presented.
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FOURTH ORDER OF BUSINESS

Public Hearings

- A. Consideration of Resolution 2018-02 Adopting the Fiscal Year 2019 Budget and Relating to the Annual Appropriations**

Mr. Flint stated next are the public hearings to consider the Fiscal Year 2019 budget and to approve a resolution imposing the assessments and authorizing staff to certify the assessment roll to St. Lucie County.

We will open the public hearing and will note for the record there are no members of the public here to provide comment so we will bring it back to the Board.

The first resolution is 2018-02 and exhibit A to the resolution is the proposed budget, which contemplates the per unit assessment amounts for developed and undeveloped would remain the same; developed is \$40.69 and undeveloped is \$30.52.

Mr. Spano stated last year we adopted a budget for \$397,000 and this year we are adopting a budget for \$398,000 so we are very consistent, there is no great fluctuation in anything that we are doing. I don't want to change the budget number but I do want to check the number of units against the POA number. I know we are at 180 and that says 140.

Mr. Flint stated I have a note to do that.

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor Resolution 2018-02, Adopting the Fiscal Year 2019 Budget and Relating to the Annual Appropriations, was approved.

B. Consideration of Resolution 2018-03 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint stated the next resolution imposes the O&M assessments included in the budget you just adopted. There are two exhibits to this resolution, one is the budget and the other is the assessment roll.

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor Resolution 2018-03, Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint stated we will close the public hearing.

FIFTH ORDER OF BUSINESS

Discussion of Maintenance Contracts

Mr. Flint stated we added a new item five, discussion of maintenance contracts and the reason I added that is because of the bid process that you are going to consider under item six. The current contracts expire on September 30th so my recommendation would be to authorize

staff to draft an addendum to the current contracts extending those contracts on a month to month basis while we are getting bids.

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor staff was authorized to extend the current maintenance contracts on a month to month basis.

SIXTH ORDER OF BUSINESS

Approval of Bid Documents

A. Wetland, Lake and Upland Preserve Maintenance Services

Mr. Flint stated item six is approval of bid documents and the first one is wetland, lake and upland preserve maintenance services. The scope and bid are basically the same as the prior scope and bid the last two or three times we bid it out. We are proposing the evaluation criteria, which include the ability of personnel, experience, understanding of the scope, financial capability of the company and price. You can see the suggested weightings on that and you can choose to change the weighting if you felt it necessary. The way we currently have it, price is about 15% of the total ranking so it gives the Board the ability to look at things other than price, which I think is important. Previously, we bid it out and hired a lower bidder and found out that they weren't able to perform and we had to rebid it. The price sheet is on page 10 and the scope of work, which is Exhibit A, starts on page 35 and the map is Exhibit B, which is on pages 38 and 39.

Mr. Spano stated go back to page 3 and put into the minutes where it says, must submit six copies of required proposal no later than blank, put a date in there. We anticipate having an October meeting.

Mr. Flint stated we discussed having an October meeting on the fourth Tuesday in October, which is the 23rd so the bids will be due at least 10 days before that and that allows us to review and compile those and get copies of the responses to the Board in advance of the meeting.

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor the form of the bid document was approved and staff was authorized to issue the bid.

Mr. Capko stated in the contract document forms, there is a public records law requirement that you have with the addendum for the auditors.

Mr. Flint stated there were a couple legislative changes since the last time you bid it out that will be added.

B. Wetlands Boundary and Lake Banks Landscape Services

Mr. Flint stated the next RFP is for lake bank upland maintenance that is currently performed by Wellington Pro. The same criteria that we had for the prior bid on page 9, the price sheet is on page 10 involves vegetative trimming, weed control and litter removal. Then we have the scope of work on page 36 and the map is on pages 38 and 39. These maps will be more legible and in a larger format when we send the bids to the contractors.

Mr. Spano stated based on our current experience with these vendors are there any flaws in our specs or any problems we are having onsite that we are seeing with our inspections and have they been addressed in here?

Mr. Flint stated I don't believe there are any issues. Part of it may be just the current vendors have been doing it long enough that they understand what needs to be done so there are no flaws that have shown up on the scope because of that. It is not to say a new vendor doesn't come in and we might learn some things that need to be tightened up. I think the scopes are specific enough that it addresses what needs to be done.

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor the form of the bid was approved and staff was authorized to issue the bid.

Ms. Lordi stated under the scope of services on page 35 where it talks about herbicides, as you know with the outbreak of toxic algae bloom, they have determined the majority of the toxic algae bloom is herbicides. Is it possible that we can use a more organic approach and if so is it something we should consider? I come from the world of more hand harvesting and mechanical harvesting because there is a huge problem going on because the invasive weeds have actually developed a resistance to the herbicides so you spray and nothing happens and you spray again and again. I come from New York and the DC forces us to give soil samples and they are very strict, here you can keep spraying and then you have manatees dead on the side of the waterway. Is this the place we discuss that or not?

Mr. Spano asked what are you doing in your other communities?

Mr. Flint responded in my experience the herbicide hasn't been as much of an issue as the fertilizers and fertilizer runoff, which is not something this contractor deals with. They have to apply it according to the label and the label is approved by EPA so with certain herbicides,

there are timeframes between applications. They all have to be approved herbicides and they have to follow the label on the specific herbicide they are using.

Mr. Spano stated we should put as part of our interview process and ask them for the best standard in terms of being green in this area.

Ms. Lordi stated to Sal's point maybe we could exhaust the organic approach as much as possible, it would be better for the homeowners.

Mr. Flint stated we could probably put some language in there just to allow them to propose an alternative. If we are going to change the entire approach then we need to bring in our environmental consultant.

Mr. Spano stated I don't want to set a new standard for the State but I do want to be comfortable enough that we are not doing something that is enabling this condition to get worse.

Mr. Flint stated we will include something in the bid.

SEVENTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2017 Audit Report

Mr. Flint stated item seven is acceptance of the annual audit report and as a governmental entity the District is required to have an annual independent audit performed. You selected Grau & Associates to provide those services and you can see on the report to management on page 25 that there are no findings and that we have met the requirements of the auditor general. It is a clean audit.

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor the Fiscal Year 2017 Audit was accepted and staff authorized to transmit the final document to the State of Florida.

EIGHTH ORDER OF BUSINESS

Consideration of Agreement with Grau & Associates, Inc. to Provide Auditing Services for Fiscal Year 2018

Mr. Flint stated related to that item is authorizing Grau & Associates to provide auditing services for Fiscal Year 2018, which ends on September 30, 2018. You have the engagement letter in the agenda package. The price will not exceed \$2,800. When they bid they provided multi-year pricing and \$2,800 is consistent with what they had provided and we have \$2,800 budgeted.

On MOTION by Mr. Fenner seconded by Ms. Lordi with all in favor the engagement letter with Grau & Associates to perform the Fiscal Year 2018 Audit was approved.

NINTH ORDER OF BUSINESS

Consideration of Proposal with VGlobalTech Regarding ADA Website Compliance

Mr. Capko stated you may remember from years ago there was a group of attorneys and laymen who would go from property owner to property owner, government to government trying to find any ADA discrepancies and file a suit against those parties mainly to get attorney's fees. This is round two of that and it is with website compliance. There have been a number of lawsuits filed by in some cases the same individuals throughout the state in different Districts whereby they claim that the District website is not ADA compliant, primarily for vision impaired people and there is a process you have to undertake to make your website ADA compliant to avoid having litigation filed against the District, primarily just to get fees.

Mr. Flint stated the last count I heard was 23 community development Districts that were subject to this ADA litigation. It is all the same plaintiff it is all the same attorney. There are over 600 CDDs in Florida and I don't know that any of them comply with these ADA guidelines. There are also people out there suing Target and some other private businesses saying that their private websites are also not in compliance. It is not just limited to governments but this one plaintiff and attorney have focused on special Districts. The same insurance company happens to represent all 23 and they are defending the Districts in these lawsuits. Tesoro hasn't been named. It is not something that is specific to Tesoro and our website it is something that all the CDDs have the same issue, we are all dealing with how we will address it. It is a two year proposal, the initial year is the only thing we would recommend at this time. We are required by state statute to have a website and the statute tells us what we have to have on the website. It is not a matter of just getting rid of the website.

Mr. Spano asked are you doing this in your other communities?

Mr. Flint responded yes, all of them.

Mr. Spano asked is this the group you are using for that?

Mr. Flint responded yes. Depending on the type of website we have negotiated three different levels, \$1,200, \$1,700 and \$2,400 and the Tesoro website is our most basic website and it complies with the statutes so for the \$1,200 fee they will go through and redo the website so it is ADA compliant and going forward we can maintain it. There is special software language

they have to write the website in to be able to work with a third party ADA programs. The \$1,200 would be a one-time fee.

Mr. Spano asked is this reflected in the budget?

Mr. Flint stated this came up after the budget was prepared and it would have to come out of contingency.

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor the proposal from VGlobalTech regarding ADA website compliance was approved for the first year.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

Mr. Flint stated we did get an update on their efforts regarding the easements and that global interim resolution that we are trying to get completed to deal with the ownership issue and the maintenance encroachments between the POA, the developer and the CDD. My understanding is they completed their work in East and are almost done with their work in the West. Once they get that done they will meet with Lee Dobbins and get that easement agreement. This has gone on way longer than I think anyone anticipated and Sal can vouch for the fact that I am following up on a regular basis but there is only so much I can do.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor the check registers were approved.

ii. Balance Sheet and Income Statement

A copy of the balance sheet and income statement were included in the agenda package.

iii. Approval of Fiscal Year 2019 Meeting Schedule

Mr. Flint stated in the past the Board has met on an as needed basis so we prepared a notice for that. We will advertise a meeting for October 23rd to consider the bid responses and there will be a landowner election in November, it is not necessarily a Board meeting if there is no need to have the Board meeting then we don't need to schedule it in November. Otherwise we could schedule a Board meeting in conjunction with the landowners meeting.

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor the Board approved a notice indicating that the Board will meet on an as needed basis in Fiscal Year 2019.

Mr. Flint stated William Viasalyers is here today, he is working with Alan to transition Field Management for Tesoro. He is handling a lot of our communities on the east coast so he is going to be working with Tesoro. He will visit the property two times a month, which is what our contract requires.

Mr. Viasalyers distributed the wetland reports.

Mr. Flint stated going forward we will email the wetland reports.

Mr. Spano stated I would like you to email them to Kathy and she will distribute these.

Mr. Flint stated we will also let the POA know when we are onsite so they can do drive throughs with William.

ELEVENTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisor's Requests

There being none,

On MOTION by Mr. Spano seconded by Ms. Lordi with all in favor the meeting adjourned at 10:35 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION V

**SECOND EXTENSION TO THE WETLAND, LAKE AND UPLAND PRESERVE
MAINTENANCE AGREEMENT BY AND BETWEEN NATIVE LANDS
MANAGEMENT, INC., AND THE TESORO COMMUNITY DEVELOPMENT
DISTRICT**

This Extension is made and entered into as of the ____ day of _____, 2018,
by and between:

The **Tesoro Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Brevard County, Florida, and with offices at 135 W. Central Blvd., Suite 320, Orlando, FL 32801, ("District"), and

Native Lands Management, Inc., a Florida corporation located in Vero Beach, Florida, with offices located at 3172 SE Waaler Street, Stuart, FL 34997 ("Contractor").

RECITALS

WHEREAS, the District was established by an ordinance of the Florida Land and Water Adjudicatory Commission for the purpose of providing stormwater management and wetlands mitigation maintenance services to all residences and commercial properties throughout the District; and

WHEREAS, the District currently provides wetland, lake and upland preserve maintenance services within the District; and

WHEREAS, on August 23, 2016, the District and Contractor entered into the Wetland, Lake and Upland Preserve Maintenance Services Agreement ("Agreement") with an effective date of October 1, 2017, attached hereto and incorporated by reference herein as **Exhibit A**; and

WHEREAS, pursuant to Section 5 of the Agreement, "Term", the Agreement may be extended by up to two (2) additional one (1) year terms or a month to month basis upon mutual agreement in writing by both the contractor and District; and

WHEREAS, pursuant to Section 5 of the Agreement, "Term", the parties desire to extend the agreement beginning October 1, 2018 and continuing on a month to month basis; and

WHEREAS, each of the parties hereto has the authority to execute this Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Amendment so that this Amendment constitutes a legal and binding obligation of each party hereto.

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

Section 1. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the parties.

Section 2. Section 5 of the Agreement is hereby amended to extend the term of the Agreement beginning October 1, 2018 and continuing on a month to month basis.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement on the day and year first written above.

ATTEST:

TESORO COMMUNITY
DEVELOPMENT DISTRICT

Secretary

Chairman / Vice Chairman

ATTEST:

NATIVE LANDS MANAGEMENT, INC.



Printed Name: Michael Busafil



Printed Name: Ronald Howell

Exhibit A: Wetland, Lake and Upland Preserve Maintenance Service Agreement
(Dated August 23, 2016)

SECTION VI

**FIRST EXTENSION TO THE WETLANDS BOUNDARY AND LAKE BANKS
LANDSCAPE MAINTENANCE AGREEMENT BY AND BETWEEN WELLINGTON
PRO LAWN CARE AND THE TESORO COMMUNITY DEVELOPMENT DISTRICT**

This Extension is made and entered into as of the ____ day of _____, 2018,
by and between:

The **Tesoro Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Brevard County, Florida, and with offices at 135 W. Central Blvd., Suite 320, Orlando, FL 32801, ("District"), and

Wellington Pro Lawn Care, whose mailing address is 11360 Fortune Circle, Wellington, Florida 33414 ("Contractor").

RECITALS

WHEREAS, the District was established by an ordinance of the Florida Land and Water Adjudicatory Commission for the purpose of providing stormwater management and wetlands mitigation maintenance services to all residences and commercial properties throughout the District; and

WHEREAS, the District currently provides wetlands boundary and lake banks landscape maintenance services within the District; and

WHEREAS, on August 22, 2017, the District and Contractor entered into the Wetlands Boundary and Lake Banks Landscape Maintenance Services Agreement ("Agreement") with an effective date of October 1, 2017, attached hereto and incorporated by reference herein as **Exhibit A**; and

WHEREAS, pursuant to Section 5 of the Agreement, "Term", the Agreement may be extended by up to two (2) additional one (1) year terms upon mutual agreement in writing by both the contractor and District; and

WHEREAS, the parties desire to extend the agreement beginning October 1, 2018 and continuing on a month to month basis; and

WHEREAS, each of the parties hereto has the authority to execute this Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Amendment so that this Amendment constitutes a legal and binding obligation of each party hereto.

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

Section 1. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the parties.

Section 2. Section 5 of the Agreement is hereby amended to extend the term of the Agreement beginning October 1, 2018 and continuing on a month to month basis.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement on the day and year first written above.

ATTEST:

**TESORO COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman / Vice Chairman

ATTEST:

_____

Printed Name: Ami Kirschenhofer

WELLINGTON PRO LAWN CARE

_____

Printed Name: Geoff Phillips

Exhibit A: Wetland, Lake and Upland Preserve Maintenance Service Agreement
(Dated August 23, 2016)

SECTION VII

Tesoro CDD Wetland, Lake and Upland Preserve Maintenance Services Evaluation Criteria

	Personnel (25 pts)	Experience (25 pts)	Understanding of Scope of Work (25 pts)	Finacial Capability (10 pts)	Price (15 pts)	Total	Ranking (1 being highest)
Lake and Wetland Management, Inc					Annual - \$147,432.24 Monthly - \$12,286.02		
Kerner Environmental					Annual - \$140,262.84 Monthly - \$11,688.5		
Native Lands Management, Inc.					Annual - \$151,992 Monthly - \$12,666		

SECTION VIII

Tesoro CDD Wetlands Boundary and Lake Banks Landscape Services Evaluation Criteria

	Personnel (25 pts)	Experience (25 pts)	Understanding of Scope of Work (25 pts)	Finacial Capability (10 pts)	Price (15 pts)	Total	Ranking (1 being highest)
Wellington Pro Lawn Care					Annual - \$94,500 Monthly - \$7,875		

SECTION IX

SECTION C

SECTION 1

Tesoro

Community Development District

Check Run Summary

August 28, 2018 thru November 20, 2018

Fund	Date	Check No.'s		Amount
General Fund	8/28/18	806-807	\$	18,888.00
	9/6/18	808	\$	119.06
	9/13/18	809-812	\$	13,407.79
	9/25/18	813	\$	2,500.00
	9/27/18	814	\$	306.90
	10/5/18	815-817	\$	19,203.13
	10/18/18	818-820	\$	7,831.18
	10/25/18	821	\$	12,666.00
	11/8/18	822	\$	175.00
	11/15/18	823	\$	3,986.87
			\$	79,083.93

AP300R

*** CHECK DATES 08/28/2018 - 11/20/2018 ***

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 11/20/18

PAGE 1

TESORO CDD
BANK A TESORO CDD

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
8/28/18	00022	8/27/18 7508	201808 300-15500-10000		*	180.00	
		FY19 PROPERTY INSURANCE					
		8/27/18 7508	201808 300-15500-10000		*	6,042.00	
		FY19 GEN.LIAB/PUBLIC OFFC					
				EGIS INSURANCE ADVISORS, LLC.			6,222.00 000806
8/28/18	00017	8/27/18 3726	201808 320-53800-46200		*	7,093.00	
		WESTLK/WETLAND MNT-AUG18					
		8/27/18 3726	201808 330-53800-46200		*	5,573.00	
		EASTLK/WETLAND MNT-AUG18					
				NATIVE LANDS MANAGEMENT, INC.			12,666.00 000807
9/06/18	00007	8/28/18 6-290-02	201808 310-51300-42000		*	119.06	
		DELIVERY 8/22/18					
				FEDEX			119.06 000808
9/13/18	00004	9/04/18 279	201809 310-51300-34000		*	2,575.00	
		MANAGEMENT FEES-SEP18					
		9/04/18 279	201809 310-51300-35100		*	41.67	
		INFORMATION TECH-SEP18					
		9/04/18 279	201809 310-51300-51000		*	20.24	
		OFFICE SUPPLIES					
		9/04/18 279	201809 310-51300-42000		*	4.00	
		POSTAGE					
		9/04/18 279	201809 310-51300-42500		*	103.20	
		COPIES					
		9/04/18 280	201809 320-53800-12000		*	1,250.00	
		FIELD MANAGEMENT-SEP18					
				GOVERNMENTAL MANAGEMENT SERVICES			3,994.11 000809
9/13/18	00005	7/31/18 2085116	201807 310-51300-48000		*	107.25	
		NOT.FY19 BUDGET ADOPTION					
				TREASURE COAST NEWSPAPER			107.25 000810
9/13/18	00008	9/06/18 WGC-1264	201808 310-51300-31500		*	1,807.60	
		PREP ATTND MTG/RVW REPORT					
				LEWIS, LONGMAN & WALKER, PA			1,807.60 000811
9/13/18	00026	9/04/18 84652	201809 320-53800-47300		*	7,498.83	
		MTHLY LANDSCAPE MNT-SEP18					
				WELLINGTON PRO LAWN			7,498.83 000812
9/25/18	00004	9/21/18 281	201809 300-15500-10000		*	2,500.00	
		FY19 ASSESSMENT ROLL CERT					
				GOVERNMENTAL MANAGEMENT SERVICES			2,500.00 000813

TES -- TESORO -- APEREGRINO

AP300R

*** CHECK DATES 08/28/2018 - 11/20/2018 ***

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 11/20/18

PAGE 2

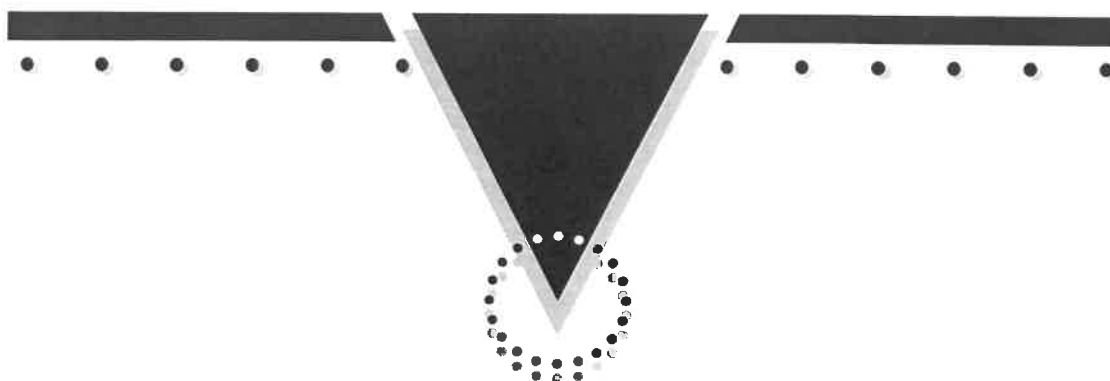
TESORO CDD
BANK A TESORO CDD

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
9/27/18	00005	8/17/18 2085116	201809 310-51300-48000	NOT.FY19 BUDGET ADOPTION	*	306.90	
							306.90 000814
10/05/18	00006	9/24/18 83886	201808 310-51300-31100	DRAIN.EASMT/RTVW/STORMWTR	*	2,531.95	
							2,531.95 000815
10/05/18	00017	9/24/18 3745	201809 320-53800-46200	WESTLK/WETLAND MNT SEP18	*	7,093.00	
		9/24/18 3745	201809 330-53800-46200	EASTLK/WETLAND MNT SEP18	*	5,573.00	
							12,666.00 000816
10/05/18	00004	10/01/18 282	201810 310-51300-34000	MANAGEMENT FEES-OCT18	*	2,652.25	
		10/01/18 282	201810 310-51300-35100	INFORMATION TECH-OCT18	*	41.67	
		10/01/18 282	201810 310-51300-51000	OFFICE SUPPLIES	*	1.02	
		10/01/18 282	201810 310-51300-42000	POSTAGE	*	11.94	
		10/01/18 282	201810 310-51300-42500	COPIES	*	10.80	
		10/01/18 283	201810 320-53800-12000	FIELD MANAGEMENT-OCT18	*	1,287.50	
							4,005.18 000817
10/18/18	00006	10/04/18 84126	201809 310-51300-31100	DRAINAGE EASEMENT PREP.	*	235.00	
							235.00 000818
10/18/18	00005	9/18/18 2118123	201809 310-51300-48000	NOT.OF FY19 MEETINGS	*	97.35	
							97.35 000819
10/18/18	00026	10/07/18 84955	201810 320-53800-47300	MTHLY LNDSCP MAINT-OCT18	*	7,498.83	
							7,498.83 000820
10/25/18	00017	10/22/18 3766	201810 320-53800-46200	WESTLK/WETLAND MNT-OCT18	*	7,093.00	
		10/22/18 3766	201810 330-53800-46200	EASTLK/WETLAND MNT-OCT18	*	5,573.00	
							12,666.00 000821

TES -- TESORO -- APEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/08/18	00028	10/01/18 72495	201810 310-51300-54000		SPECIAL DISTRICT FEE-FY19	*	175.00	
DEPARTMENT OF ECONOMIC OPPORTUNITY								175.00 000822
11/15/18	00004	11/01/18 284	201811 310-51300-34000		MANAGEMENT FEES-NOV18	*	2,652.25	
		11/01/18 284	201811 310-51300-35100		INFORMATION TECH-NOV18	*	41.67	
		11/01/18 284	201811 310-51300-51000		OFFICE SUPPLIES	*	.21	
		11/01/18 284	201811 310-51300-42000		POSTAGE	*	3.59	
		11/01/18 284	201811 310-51300-42500		COPIES	*	1.65	
		11/01/18 285	201811 320-53800-12000		FIELD MANAGEMENT-NOV18	*	1,287.50	
GOVERNMENTAL MANAGEMENT SERVICES								3,986.87 000823
TOTAL FOR BANK A							79,083.93	
TOTAL FOR REGISTER							79,083.93	

SECTION 2



Tesoro

Community Development District

Unaudited Financial Reporting
October 31, 2018



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1	<u>Balance Sheet</u>
2	<u>General Fund</u>
3	<u>Month to Month</u>
4	<u>Assessment Receipt Schedule</u>
5	<u>Stormwater Fee Schedule</u>

Tesoro
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
October 31, 2018

	<u>General</u>
<u>Assets:</u>	
Cash	\$73,760
Assessment Recievable	\$397
Stormwater Fees Recievable	\$23,566
Investment - Custody Account	\$436,114
Total Assets	<u>\$533,836</u>
<u>Liabilities:</u>	
Accounts Payable	\$175
Deferred Revenue	\$23,566
<u>Fund Equity:</u>	
Fund Balances:	
Unassigned	\$398,115
Assigned	\$111,981
Total Liabilites, Fund Equity & Other Credits	<u>\$533,836</u>

Tesoro
COMMUNITY DEVELOPMENT DISTRICT

General Fund
Statement of Revenues & Expenditures
For The Period Ending October 31, 2018

	Adopted Budget	Prorated Thru 10/31/18	Actual Thru 10/31/18	Variance
<u>Revenues:</u>				
Stormwater Fees	\$210,000	\$0	\$0	\$0
Assessments	\$71,321	\$0	\$0	\$0
Interest	\$5,000	\$417	\$402	(\$15)
Total Revenues	\$286,321	\$417	\$402	(\$15)
<u>Expenditures:</u>				
<u>Administrative</u>				
Supervisor Fees	\$4,000	\$1,000	\$0	\$1,000
FICA Expense	\$306	\$26	\$0	\$26
Engineering	\$5,000	\$417	\$0	\$417
Attorney	\$10,000	\$833	\$0	\$833
Annual Audit	\$2,800	\$2,800	\$0	\$2,800
Assessment Roll Administration	\$2,500	\$2,500	\$2,500	\$0
Management Fees	\$31,827	\$2,652	\$2,652	\$0
Computer Time	\$500	\$42	\$42	(\$0)
Telephone	\$150	\$13	\$0	\$13
Postage	\$1,000	\$83	\$12	\$71
Insurance	\$6,844	\$6,844	\$6,222	\$622
Printing & Binding	\$1,000	\$83	\$11	\$73
Legal Advertising	\$1,600	\$133	\$0	\$133
Other Current Charges	\$750	\$63	\$29	\$34
Office Supplies	\$200	\$17	\$1	\$16
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Total Administrative	\$68,652	\$17,680	\$11,643	\$6,037
<u>Maintenance</u>				
<u>Field Operations</u>				
Field Management Fees	\$15,450	\$1,288	\$1,288	\$0
<u>West Side</u>				
Mitigation Maintenance	\$85,116	\$7,093	\$7,093	\$0
Landscaping	\$89,986	\$7,499	\$7,499	\$0
Electric	\$10,000	\$833	\$11	\$822
Plant Replacement	\$5,000	\$417	\$0	\$417
Fountain Repairs	\$5,000	\$417	\$0	\$417
Contingency	\$26,095	\$2,175	\$0	\$2,175
<u>East Side</u>				
Mitigation Monitoring	\$7,500	\$625	\$0	\$625
Mitigation Maintenance	\$66,876	\$5,573	\$5,573	\$0
Plant Replacement	\$5,000	\$417	\$0	\$417
Contingency	\$13,375	\$1,115	\$0	\$1,115
Total Maintenance	\$329,398	\$27,450	\$21,463	\$5,986
Total Expenditures	\$398,050		\$33,107	
Excess Revenues (Expenditures)	(\$111,729)		(\$32,705)	
Fund Balance - Beginning	\$111,729		\$542,801	
Fund Balance - Ending	\$0		\$510,096	

Tesoro CDD
Month to Month

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
<u>Revenues:</u>													
Stormwater Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assessments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$402	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$402
Total Revenues	\$402	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$402
<u>Expenditures:</u>													
Supervisor Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FICA Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Attorney	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assessment Roll Administration	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500
District Management Fees	\$2,652	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,652
Computer Time	\$42	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$12	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12
Insurance	\$6,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,222
Printing & Binding	\$11	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11
Legal Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Current Charges	\$29	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29
Office Supplies	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Total Administrative	\$11,643	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,643
<u>Field Operations</u>													
Field Management Fees	\$1,288	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,288
<u>West Side</u>													
Mitigation Maintenance	\$7,093	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,093
Landscaping	\$7,499	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,499
Plant Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Maintenance Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electric	\$11	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>East Side</u>													
Mitigation Monitoring	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Mitigation Maintenance	\$5,573	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,573
Maintenance Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Maintenance	\$21,463	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,463
Total Expenditures	\$33,107	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,107
Excess Revenues (Expenditures)	(\$32,705)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$32,705)

**TESORO
COMMUNITY DEVELOPMENT DISTRICT**

SPECIAL ASSESSMENT RECEIPTS - FY2019

TAX COLLECTOR

								Gross Assessments	\$	75,985	\$	75,873			
								Net Assessments	\$	71,321	\$	71,321			
Date Received	Dist.	Gross Assessments Received		Discounts/ Penalties		Commissions Paid		Interest Income		Net Amount Received		General Fund 100.00%		Total 100%	
11/9/18	ACH	\$	93.76	\$	-	\$	1.88	\$	-	\$	91.88	\$	91.88	\$	91.88
11/19/18	ACH	\$	664.10	\$	-	\$	13.29	\$	-	\$	650.81	\$	650.81	\$	650.81
		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Totals		\$	757.86	\$	-	\$	15.17	\$	-	\$	650.81	\$	742.69	\$	742.69

Tesoro
COMMUNITY DEVELOPMENT DISTRICT
Stormwater Fee Schedule
Fiscal Year 2019

Date	Check #	Net Receipts
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Total	\$0.00
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