

RESOLUTION 2021-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TESORO COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Tesoro Community Development District (“**District**”) prior to June 15, 2021, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”); and

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

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 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.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE:	August 16, 2021
HOUR:	10:00 a.m.
LOCATION:	The Tesoro Club 2000 SE Via Tesoro Blvd. Port St. Lucie, FL 34984

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 St. Lucie County and the City of Port St. Lucie 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 approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, 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 in Florida law.

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

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

PASSED AND ADOPTED THIS 28th DAY OF APRIL, 2021.

ATTEST:

**TESORO COMMUNITY
DEVELOPMENT DISTRICT**



Secretary

By: 
Its: CHAIR

Tesoro
Community Development District

Proposed Budget
FY 2022

GMS

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 General Fund Narrative

Tesoro
Community Development District
General Fund Budget

	Adopted Budget FY2021	Actual thru 3/31/21	Projected Next 6 Months	Projected thru 9/30/21	Proposed Budget FY2022
Revenues					
Stormwater Fees	\$220,000	\$225,814	\$0	\$225,814	\$227,000
Maintenance Assessments	\$71,321	\$89,617	\$0	\$89,617	\$71,321
Interest Income	\$7,500	\$264	\$264	\$528	\$7,500
Carry Forward Surplus	\$75,008	\$93,847	\$0	\$93,847	\$71,975
Total Revenues	\$ 373,830	\$ 409,541	\$ 264	\$ 409,805	\$ 377,796

Expenditures

Administrative

Supervisor Fees	\$4,000	\$0	\$2,000	\$2,000	\$4,000
FICA Expense	\$306	\$0	\$153	\$153	\$306
Engineering	\$5,000	\$211	\$500	\$711	\$5,000
Attorney	\$10,000	\$2,880	\$2,781	\$5,671	\$10,000
Annual Audit	\$2,900	\$0	\$2,900	\$2,900	\$3,000
Assessment Administration	\$2,500	\$2,500	\$0	\$2,500	\$2,500
District Management Fees	\$31,827	\$15,914	\$15,913	\$31,827	\$32,782
Information Technology	\$500	\$250	\$250	\$500	\$950
Website Administration	\$0	\$0	\$0	\$0	\$850
Telephone	\$150	\$0	\$50	\$50	\$150
Postage	\$1,000	\$19	\$300	\$319	\$1,000
Insurance	\$7,016	\$6,707	\$0	\$6,707	\$7,378
Printing & Binding	\$1,000	\$11	\$200	\$211	\$1,000
Legal Advertising	\$1,600	\$491	\$780	\$1,271	\$1,600
Other Current Charges	\$750	\$919	\$388	\$1,302	\$2,000
Office Supplies	\$200	\$1	\$50	\$51	\$200
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Administrative Expenses	\$ 68,924	\$ 30,087	\$ 26,260	\$ 56,347	\$ 72,891

Field Operations

Field Management Fees	\$15,914	\$7,957	\$7,957	\$15,914	\$15,914
West Side					
Mitigation Maintenance	\$85,116	\$42,558	\$42,558	\$85,116	\$85,116
Landscaping	\$94,500	\$39,375	\$55,125	\$94,500	\$94,500
Electric	\$10,000	\$1,438	\$2,390	\$3,828	\$10,000
Plant Replacement	\$5,000	\$0	\$1,500	\$1,500	\$5,000
Fountain Repairs	\$5,000	\$0	\$1,500	\$1,500	\$5,000
Contingency	\$5,000	\$0	\$3,000	\$3,000	\$5,000
East Side					
Mitigation Monitoring	\$7,500	\$0	\$3,750	\$3,750	\$7,500
Mitigation Maintenance	\$66,876	\$33,438	\$33,438	\$66,876	\$66,876
Plant Replacement	\$5,000	\$0	\$2,500	\$2,500	\$5,000
Contingency	\$5,000	\$0	\$3,000	\$3,000	\$5,000
Field Operations Expenses	\$ 304,906	\$ 124,766	\$ 156,717	\$ 281,483	\$ 304,906

Total Expenditures	\$ 373,830	\$ 154,853	\$ 182,977	\$ 337,830	\$ 377,796
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Excess Revenues / (Expenditures)	\$ 0	\$ 254,688	\$ (182,713)	\$ 71,975	\$ (0)
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Net Assessments	\$71,321
Add: Discounts & Collections	\$4,552
Gross Assessments	\$75,873

SF Lots*	Per Unit Gross Maintenance Assessment				
	FY2018	FY2019	FY2020	FY2021	FY2022
Developed	\$40.69	\$40.69	\$40.69	\$40.69	\$40.69
Tracts	\$40.69	\$40.69	\$40.69	\$40.69	\$40.69
Undeveloped	\$30.52	\$30.52	\$30.52	\$30.52	\$30.52

*Undeveloped SF Lots assessed at .75 units

Tesoro
Community Development District
 GENERAL FUN DBUDGET

REVENUES:

Stormwater Fees

The District has entered into an agreement with the City of St. Lucie requiring the City to refund to the District 75% of all stormwater fees collected within the District's boundaries.

Description	Amount
Gross Stormwater Revenue	\$325,612
Less: Discount, Tax Collector & Property Appraiser @ 7% (.93)	\$302,819
CDD Amount (75%)	\$227,114
Allowance for Delinquencies	\$(7,114)
NET BUDGET	\$220,000

Maintenance Assessments

The District will levy a non-ad valorem special assessment on all taxable property within the District, to fund General Operating and Maintenance Expenditures for the Fiscal Year. This represents the net assessments after discounts and collection fees.

Interest Income

The District will invest surplus funds with State Board of Administration.

Carry Forward Surplus

The District will utilize a portion of excess funds collected in previous fiscal years.

EXPENDITURES:

Administrative:

Supervisor Fees

The Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,800 in one year. The amount for the fiscal year is based upon 5 supervisors attending 4 monthly meetings.

FICA Expense

Represents the Employer's share of Social Security and Medicare taxes withheld from the Board of Supervisors checks.

Engineering

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices, etc.

Attorney

The District's legal counsel will be providing general legal services to the District, e.g. attendance and preparation for monthly meetings, review operating & maintenance contracts, etc.

Tesoro
Community Development District
GENERAL FUND BUDGET

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. The District is contracted with Grau and Associates, CPA.

Assessment Administration

The District has contracted with Governmental Management Services-CF, LLC to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

District Management Fees

The District has contracted with Governmental Management Services - Central Florida, LLC to provide management, accounting and recording secretary services. These services include but are not limited to, advertising, recording and transcribing of Board meetings, administrative services, budget preparation, financial reporting, and assisting with annual audits.

Information Technology

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc.

Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

Telephone

The District incurs charges for telephone and facsimile services.

Postage

Mailing of agenda packages, overnight deliveries, checks for vendors and other required correspondence.

Insurance

The District's general liability and public officials liability coverage is provide by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings etc. in a newspaper of general circulation.

Tesoro
Community Development District
 GENERAL FUND BUDGET

Other Current Charges

Includes bank charges and any other miscellaneous expenses that are incurred during the year.

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Field Operations:

Field Management Fees

The District has contracted with Governmental Management Services – Central Florida, LLC to provide onsite field management of contracts for the District Services such as landscape and lake maintenance. Services to include onsite inspections, meetings with contractors and monitoring of utility accounts.

West Side

Mitigation Maintenance

Includes the cutting and removal of exotic and nuisance vegetation from all wetland preserves and their associated buffers within the limits of the US Army Corps of Engineers permit and the SFWMD permit previously issued for the parcel west of Via Tesoro Boulevard within the limits of the Tesoro West project area. Due to the native vegetation on the site and in accordance with the conditions of the Agency permits, hand cutting of vegetation will occur where possible and application of an appropriate herbicide to the cut stumps to inhibit further growth. The District has contracted with Native Lands Management, Inc. for this service.

Description	Monthly	Annually
Mitigation Maintenance	\$7,093	\$85,116
TOTAL		\$85,116

Landscaping

Scheduled maintenance consists of trimming vegetation, weed control, edging, blowing, application of herbicides (as permitted), and the removal of debris and trash within the service area. The District has contracted with Wellington Pro Lawn Care for this service.

Description	Monthly	Annually
Landscape Maintenance	\$7,875	\$94,500
TOTAL		\$94,500

Tesoro
Community Development District
 GENERAL FUND BUDGET

Electric

To record cost of electric services to an irrigation pump. The District has the following utility account with Florida Power & Light.

Description	Monthly	Annually
167 SE Bella Strano #Pump	\$833	\$10,000
TOTAL		\$10,000

Plant Replacement

Unscheduled maintenance consists of tree, shrub, and other plant material replacements in various communities.

Fountain Repairs

Includes expenses for equipment, supplies, and maintenance for the fountains at the District.

Contingency

The current year contingency represents 20% of the mitigation maintenance and 10% of the landscaping costs for any maintenance expenses not included in budget categories or not anticipated in specific line items.

East Side

Mitigation Monitoring

The District will schedule monitoring of mitigation areas.

Mitigation Maintenance

Includes the cutting and removal of exotic and nuisance vegetation from all wetland preserves and their associated buffers within the limits of the US Army corps of Engineers permit and the SFWMD permit previously issued for the parcel east of Via Tesoro Boulevard within the limits of the Tesoro East project area. Due to the native vegetation on the site and in accordance with the conditions of the Agency permits, hand cutting of vegetation will occur where possible and application of an appropriate herbicide to the cut stumps to inhibit further growth. The District has contracted with Native Lands Management, Inc. for this service.

Description	Monthly	Annually
Mitigation Maintenance	\$5,573	\$66,876
TOTAL		\$66,876

Plant Replacement

Unscheduled maintenance consists of tree, shrub, and other plant material replacements.

Contingency

The current year contingency represents 20% of the mitigation maintenance and 10% of the landscaping costs for any maintenance expenses not anticipated in budget categories.