

**TOUCHSTONE
COMMUNITY DEVELOPMENT DISTRICT**

October 6, 2017 Minutes of the Continued Special Organizational Meeting

Minutes of the Continued Special Organizational Meeting

The Continued Special Organizational Meeting of the Board of Supervisors for the Touchstone Community Development District was held on **Friday, October 6, 2017 at 10:00 a.m.** at the offices of Lennar Homes, located at 4600 W. Cypress Street, Suite 200, Tampa, FL 33607.

1. CALL TO ORDER/ROLL CALL

Brian Lamb called the Continued Special Organizational Meeting of the Board of Supervisors of the Touchstone Community Development District to order on **Friday, October 6, 2017 at 10:00 a.m.**

Board Members Present and Constituting a Quorum:

Brady Lefere	Supervisor
Laura Coffey	Supervisor
Becky Wilson	Supervisor

Staff Members Present:

Brian Lamb	Meritus	
Brian Howell	Meritus	
John Vericker	District Counsel	<i>via speakerphone</i>
Todd C. Amaden	District Engineer	
Steve Sanford	Bond Counsel	<i>via speakerphone</i>

There were no members of the general public in attendance.

2. PUBLIC COMMENT PERIOD

There were no public comments.

3. ADMINISTER OATHS OF OFFICE TO BOARD ASSIGNED IN PETITION

Mr. Lamb stated that he had already sworn in all three present Board members that were appointed in the establishment petition filed with the County.

4. SEAT NEW BOARD MEMBERS

A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities

Mr. Lamb restated that Oaths had already been administered, and he also said that the Board members are familiar with the Sunshine Amendment, Code of Ethics, and Supervisor responsibilities.

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5. APPOINTMENT OF OFFICERS – Resolution 2018-01

- A. Chairman**
- B. Vice Chairman**
- C. Secretary**
- D. Treasurer**
- E. Assistant Secretaries**

Mr. Lamb went over the resolution. Supervisor Lefere will be serving as Chair, Supervisor Coffey as Vice Chair, with the balance of the Board as Assistant Secretaries. Mr. Lamb will serve as Secretary, and Mr. Davidson will serve as Treasurer.

MOTION TO:	Approve Resolution 2018-01.
MADE BY:	Supervisor Lefere
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

6. APPOINTMENT OF CONSULTANTS

- A. Consider Appointment of District Manager/Financial Advisor/Investment Representative – Resolution 2018-02.**
- B. Designation of Registered Agent/Office – Resolution 2018-03**
- C. Consider Appointment of District General Counsel – Resolution 2018-04**
- D. Consider Appointment of Interim District Engineer – By Motion**
 - i. Authorize RFQ for District Engineer**
- E. Consider Appointment of Bond Counsel**
- F. Consider Appointment of Investment Banker**
- G. Consider Appointment of Trustee – By Motion**

Mr. Lamb briefly reviewed the Appointment of Consultants resolutions and motions with the Board.

MOTION TO:	Approve Appointment of Consultants Items 6A-G.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

93 **7. BUSINESS MATTERS**

- 94 **A. Consider Plat Approval – By Motion**
95 **B. Approve Notice of Establishment – Resolution 2018-05**
96 **C. Consider Policy of Compensation for Board Members – Resolution 2018-06**
97 **D. Consider Policy of Reimbursement of District Travel Expenses – Resolution**
98 **2018-07**
99 **E. Consider Designation of Local Records Officer – Resolution 2018-08**
100 **F. Consider District Records Retention Schedule – Resolution 2018-09**
101 **G. Consider Fiscal Year 2018 Regular Meeting Schedule and Location – Resolution**
102 **2018-10**
103 **H. Consider Landowners’ Meeting Date, Time, and Location – Resolution 2018-11**
104 **I. Consider Proposed FY 2018 Annual Budget & Set Public Hearing – Resolution**
105 **2018-12**
106 **J. Consider Budget Funding Agreement**
107 **K. Set Public Hearing for Uniform Methodology – Resolution 2018-13**
108 **L. Consider Rules of Procedure & Setting Public Hearing – Resolution 2018-14**
109 **M. Consider Policy Re: Support & Legal Defense for Board & Staff – Resolution**
110 **2018-15**
111 **N. Authorization to Obtain General Liability and Public Officers Insurance – By**
112 **Motion**
113 **O. Consider Designation of a Qualified Public Depository – Resolution 2018-16**
114 **P. Authorization of Signatories – Resolution 2018-17**
115 **Q. Authorization to Disburse Funds for Expenses – Resolution 2018-18**
116 **R. Consideration Adoption of Investment Policy – Resolution 2018-19**
117 **S. Consider Approval of Florida Statewide Mutual Aid Agreement – Resolution**
118 **2018-20**
119 **T. Consider Provisions for Public Comments – Resolution 2018-21**

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121 Mr. Lamb reviewed the Business Matters resolutions with the Board.

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123 *The entire discussion is available on audio.*
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125 MOTION TO:	Approve Business Items 7A-T, recognizing that there
126	are no plat items at this time.
127 MADE BY:	Supervisor Lefere
128 SECONDED BY:	Supervisor Coffey
129 DISCUSSION:	None further
130 RESULT:	Called to Vote: Motion PASSED
131	3/0 - Motion Passed Unanimously

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134 **8. PRELIMINARY REPORT PRESENTATION – ASSESSMENT BONDS**

135 **A. Preliminary Report of Engineer**
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137 Mr. Amaden went over the Preliminary Engineer’s report.

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139 *The entire discussion is available on audio.*
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MOTION TO:	Approve the Report of the Engineer in substantial form.
MADE BY:	Supervisor Lefere
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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149 **B. Preliminary Special Assessment Allocation (Methodology) Report**
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151 Mr. Lamb went over the Master Assessment Methodology Report. The Board asked some
152 questions about the report, and Mr. Lamb answered the questions. The public hearing will be on
153 November 9, 2017 at 9:00 a.m.

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155 *The entire discussion is available on audio.*
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MOTION TO:	Approve the Methodology Report in substantial form.
MADE BY:	Supervisor Lefere
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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164 **C. Consider Declaring Special Assessments – Resolution 2018-22**
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166 Mr. Lamb reviewed the resolution with the Board.
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MOTION TO:	Approve Resolution 2018-22.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Lefere
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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175 **D. Set Public Hearing for Declaring Special Assessments – Solution 2018-23**
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177 Mr. Lamb briefly explained the resolution.
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MOTION TO:	Approve Resolution 2018-23.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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E. Authorizing Issuance of Bonds/Filing of Validation Complaint – Resolution 2017-24
i. Master Trust Indenture
ii. First Supplemental Trust Indenture

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Mr. Sanford went over the resolution. Mr. Lamb and Mr. Sanford discussed the amount and noted a change to the not-to-exceed amount in the resolution.

The entire discussion is available on audio.

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MOTION TO:	Approve Resolution 2018-24 in substantial form with the discussed change to a not-to-exceed amount of \$41,500,000.
MADE BY:	Supervisor Lefere
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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F. Consider Authorization of Chairman to Accept or Execute Certain Documents – Resolution 2017-25

Mr. Lamb explained the resolution.

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MOTION TO:	Approve Resolution 2018-25.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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218 **G. Other Matters Relating to Financing**

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220 Mr. Sanford asked about the validation date. Mr. Lamb and Mr. Vericker said the plan is to fill as
221 soon as possible.

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224 **9. ADMINISTRATIVE MATTERS**

225 **A. Request for Working Capital – By Motion**

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228 **10. STAFF REPORTS**

229 **A. District Counsel**

230 **B. District Manager**

231 **C. District Engineer**

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233 There were no further reports from District staff.

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236 **11. BOARD MEMBERS' COMMENTS**

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238 There were no board member comments.

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241 **12. PUBLIC COMMENTS**

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243 There were no public comments.

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246 **13. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

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256 *Please note the entire meeting is available on disc.

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258 *These minutes were done in summary format.

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

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265 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
266 noticed meeting held on 11-09-2017.

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Signature


Brian Lamb

Printed Name

Title:

- Secretary
 Assistant Secretary

Signature


Brady Liden

Printed Name

Title:

- Chairman
 Vice Chairman

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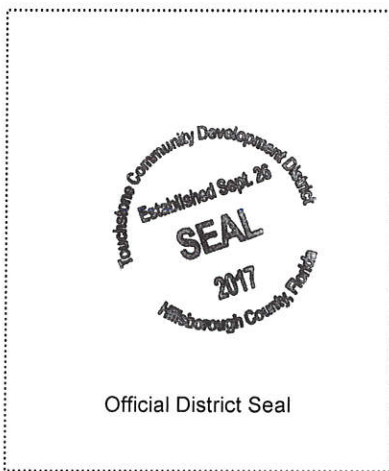
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Recorded by Records Administrator


Signature

11-14-2017

Date