

**TOUCHSTONE
COMMUNITY DEVELOPMENT DISTRICT**

January 10, 2019 Minutes of the Regular Meeting and Audit Meeting

Minutes of the Regular Meeting and Audit Meeting

The Regular Meeting and Audit Meeting of the Board of Supervisors for the Touchstone Community Development District was held on **Thursday, January 10, 2019 at 9:00 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

Nicole Hicks called the Regular Meeting and Audit Meeting of the Touchstone Community Development District out of recess and to order on **Thursday, January 10, 2019 at 9:08 a.m.**

Board Members Present and Constituting a Quorum:

Kelly Evans	Chair
Becky Wilson	Supervisor
Paulo Beckert	Supervisor

Staff Members Present:

Nicole Hicks	Meritus
Gene Roberts	Meritus
Vivek Babbar	Straley Robin Vericker
Lori Campagna	Lennar

There were no members of the general public in attendance.

RECESS TO AUDIT COMMITTEE MEETING

2. AUDIT COMMITTEE MEETING

A. Open the Audit Committee Meeting

MOTION TO:	Open the Audit Committee Meeting.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

43 **B. Evaluate and Rank the Audit Proposals**

44 **i. Grau & Associates**

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46 Ms. Hicks said she only received one proposal from Grau and Associates. She went over the cost
47 for auditing services included in the proposal. Ms. Hicks said the budgeted amount for auditing
48 services is \$6,000, so the cost is within the budgeted amount.
49

50 **C. Finalize the Ranking and Consideration of Audit Committee Recommendation**

51
52 The Board reviewed the proposal.
53

54	MOTION TO:	Accept the Grau & Associates proposal for auditing
55		services.
56	MADE BY:	Supervisor Evans
57	SECONDED BY:	Supervisor Wilson
58	DISCUSSION:	None further
59	RESULT:	Called to Vote: Motion PASSED
60		3/0 - Motion Passed Unanimously

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62 **D. Close the Audit Committee Meeting**

64	MOTION TO:	Close the Audit Committee Meeting.
65	MADE BY:	Supervisor Evans
66	SECONDED BY:	Supervisor Wilson
67	DISCUSSION:	None further
68	RESULT:	Called to Vote: Motion PASSED
69		3/0 - Motion Passed Unanimously

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72 **RETURN AND PROCEED TO REGULAR MEETING**

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74 **3. PUBLIC COMMENTS ON AGENDA ITEMS**

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76 There were no public comments.
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79 **4. VENDOR/STAFF REPORTS**

80 **A. District Counsel**

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82 Mr. Babbar stated that he will continue to monitor the legislative cycle.
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84 **B. District Engineer**

85 **C. District Manager**

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5. BUSINESS ITEMS

A. Consideration of Audit Committee Recommendations and Evaluations

The Board reviewed the recommendations.

MOTION TO:	Accept the Audit Committee recommendations.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

B. Consideration and Ratification of Landscape Agreement

The Board discussed the agreement.

MOTION TO:	Approve the Landscape Agreement.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

Supervisor Evans asked if the addendum is included. The Board discussed.

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

C. General Matters of the District

124 **6. CONSENT AGENDA**

125 **A. Consideration of Minutes of the Regular Meeting August 9, 2018**

126
127 The Board reviewed the minutes.
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129	MOTION TO:	Approve the August 9, 2018 minutes.
130	MADE BY:	Supervisor Wilson
131	SECONDED BY:	Supervisor Evans
132	DISCUSSION:	None further
133	RESULT:	Called to Vote: Motion PASSED
134		3/0 - Motion Passed Unanimously

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136 **B. Consideration of Operation and Maintenance Expenditures August 2018**

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138 The Board reviewed the August 2018 O&Ms.
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140	MOTION TO:	Approve the August 2018 O&Ms.
141	MADE BY:	Supervisor Evans
142	SECONDED BY:	Supervisor Wilson
143	DISCUSSION:	None further
144	RESULT:	Called to Vote: Motion PASSED
145		3/0 - Motion Passed Unanimously

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147 **C. Consideration of the Operation and Maintenance Expenditures September 2018**

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149 The Board reviewed the September 2018 O&Ms.
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151	MOTION TO:	Approve the September 2018 O&Ms.
152	MADE BY:	Supervisor Wilson
153	SECONDED BY:	Supervisor Evans
154	DISCUSSION:	None further
155	RESULT:	Called to Vote: Motion PASSED
156		3/0 - Motion Passed Unanimously

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158 **D. Consideration of the Operation and Maintenance Expenditures October 2018**

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160 The Board reviewed the October 2018 O&Ms. Supervisor Evans said she would like more
161 information regarding the \$1,450 for ADA compliance.
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MOTION TO:	Approve the October 2018 O&Ms without the \$1,450 for ADA compliance.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

E. Consideration of the Operation and Maintenance Expenditures November 2018

The Board reviewed the November 2018 O&Ms.

MOTION TO:	Approve the November 2018 O&Ms.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

F. Review of Financial Statements Month Ending November 30, 2018

The financials were reviewed and accepted.

7. SUPERVISOR REQUESTS AND COMMENTS

Supervisor Evans asked if there are any updates with field services. Mr. Roberts said the sign for Sunflower is almost finished and overall, the property looks better. The center island has not been completed yet. Campagna said that Fieldstone is doing the work on the center island. They do not have a proposal right now because they wanted the current work to be finished first. The work is almost complete, and then they will get a proposal. Ms. Campagna also stated that the agreement for the street lights has been signed, and they are just waiting on TECO. Supervisor Beckert said they are working on the amenity and then will move onto the parks.

8. PUBLIC COMMENTS

There were no public comments.

205 **9. ADJOURNMENT**

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MOTION TO:	Adjourn at 9:23 a.m.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Wilson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

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

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216 **These minutes were done in summary format.*

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

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223 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
224 **noticed meeting held on 05-09-19.**

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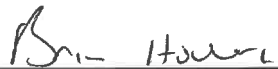
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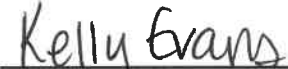
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Printed Name



Printed Name

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Title:
 Secretary
 Assistant Secretary

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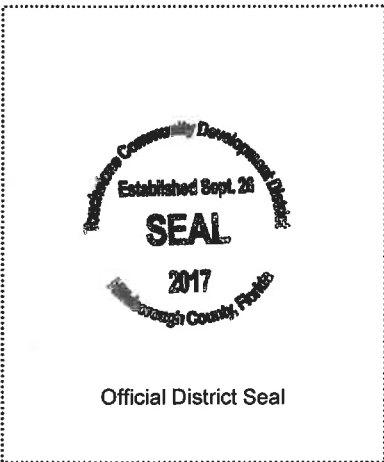
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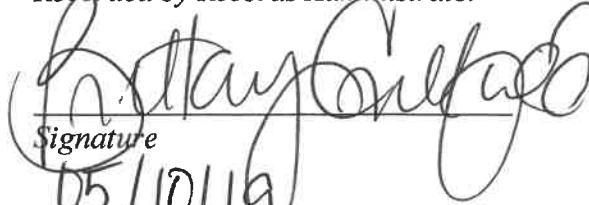
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Recorded by Records Administrator



Signature

05/10/19

Date