

**TOUCHSTONE  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
REGULAR MEETING  
AUGUST 8, 2019**

# TOUCHSTONE COMMUNITY DEVELOPMENT DISTRICT AGENDA

**AUGUST 8, 2019 at 9:00 a.m.**

The offices of Lennar Homes

Located at 4600 W. Cypress Street - Suite 200, Tampa, FL 33607

<b>District Board of Supervisors</b>	Chairman Vice-Chair Assistant Secretary Assistant Secretary Assistant Secretary	Kelly Evans Laura Coffey Paulo Beckert Becky Wilson Michael Ragan
<b>District Manager</b>	Meritus Meritus	Brian Lamb Gene Roberts Nicole Hicks
<b>District Attorney</b>	Straley Robin Vericker	John Vericker
<b>District Engineer</b>	Landmark Engineering	Todd C. Amaden

***All cellular phones and pagers must be turned off while in the meeting room***

**The District Agenda is comprised of four different sections:**

The meeting will begin at **9:00 a.m.** with the section called **Business Matters**. The business matters section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The ninth section is called **Administrative Matters**. The Administrative Matters section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The tenth section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final sections are called **Board Members Comments and Public Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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 the appeal is to be based.

August 8, 2019

Board of Supervisors  
**Touchstone Community Development District**

Dear Board Members:

The Regular Meeting of Touchstone Community Development District will be held on **Thursday, August 8, 2019 at 9:00 a.m.** at the offices of Lennar Homes, located at 4600 W. Cypress Street - Suite 200, Tampa, FL 33607. Following is the Agenda for the Meeting:

**Call In Number: 1-866-906-9330**

**Access Code: 4863181**

**REGULAR MEETING OF THE BOARD OF SUPERVISORS**

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
  - A.Consideration of Resolution 2019-06; Re-Deignation of Officers.....Tab 01
  - B. Discussion on Extending Contract with Grau
- 4. CONSENT AGENDA**
  - A. Consideration of Minutes of the Public Hearing and Regular Meeting July 11, 2019.....Tab 02
  - B. Consideration of Operation and Maintenance Expenditures June, 2019.....Tab 03
  - C. Review of Financial Statements Month Ending June 30, 2019.....Tab 04
- 5. VENDOR/STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager.....Tab 05
    - a. Community Inspection
- 6. BOARD OF SUPERVISORS REQUESTS AND COMMENTNS**
- 7. PUBLIC COMMENTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,



Brian Lamb  
District Manager

**RESOLUTION 2019-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS  
DESIGNATING THE OFFICERS OF TOUCHSTONE  
COMMUNITY DEVELOPMENT DISTRICT, AND  
PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Touchstone Community Development District (the “District”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the County of Hillsborough; and

**WHEREAS**, the initial supervisors have taken and subscribed to the oath of office per F.S. 190.006(4); and

**WHEREAS**, the Board of Supervisors (hereinafter the “Board”) now desires to organize by designating the Officers of the District per F.S. 190.006(6).

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

1. The following persons are elected to the offices shown, to wit:

<u>Kelly Evans</u>	Chairman
<u>Laura Coffey</u>	Vice-Chairman
<u>Brian Lamb</u>	Secretary
<u>Eric Davidson</u>	Treasurer
<u>Gene Roberts</u>	Assistant Secretary
<u>Nicole Hicks</u>	Assistant Secretary
<u>Paulo Beckert</u>	Assistant Secretary
<u>Becky Wilson</u>	Assistant Secretary
<u>Michael Regan</u>	Assistant Secretary

2. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 8<sup>th</sup> DAY OF AUGUST, 2019.**

**ATTEST:**

**TOUCHSTONE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairman



**TOUCHSTONE  
COMMUNITY DEVELOPMENT DISTRICT**

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**July 11, 2019 Minutes of the Public Hearing and Regular Meeting**

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**Minutes of the Public Hearing and Regular Meeting**

The Public Hearing and Regular Meeting of the Board of Supervisors for the Touchstone Community Development District was held on **Thursday, July 11, 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 Public Hearing and Regular Meeting of the Touchstone Community Development District out of recess and to order on **Thursday, July 11, 2019 at 9:00 a.m.**

**Board Members Present and Constituting a Quorum:**

Kelly Evans	Chair
Laura Coffey	Vice Chair
Becky Wilson	Supervisor

**Staff Members Present:**

Nicole Hicks	Meritus
Gene Roberts	Meritus
Eric Davidson	Meritus

There were no members of the general public in attendance.

**2. PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments.

**3. RECESS TO PUBLIC HEARING**

Ms. Hicks directed the Board to recess to the Public Hearing.

**4. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2020 BUDGET**

**A. Open the Public Hearing on Adopting Proposed Fiscal Year 2020 Budget**

MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**B. Staff Presentations**

Ms. Hicks went over the resolution and budget line items with the Board.

**C. Public Comments**

There were no public comments.

**D. Consideration of Resolution 2019-02; Adopting Fiscal Year 2020 Budget**

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2019-02.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**E. Close the Public Hearing on Adopting Proposed Fiscal Year 2020 Budget**

MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**5. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**

**A. Open the Public Hearing on Levying O&M Assessments**

MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**B. Staff Presentations**

Ms. Hicks went over resolution with the Board.

**C. Public Comments**

There were no public comments.

**D. Consideration of Resolution 2019-03; Levying O&M Assessments**

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2019-03.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**E. Close the Public Hearing on Levying O&M Assessments**

MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**6. RETURN AND PROCEED TO THE REGULAR MEETING**

Ms. Hicks directed the Board to return and proceed to the regular meeting.

**7. BUSINESS ITEMS**

**A. Consideration of Resolution 2019-04; Setting Fiscal Year 2020 Meeting Schedule**

Ms. Hicks went over the resolution and meeting schedule with the Board.

MOTION TO:	Approve Resolution 2019-04.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

**B. Consideration of Resolution 2019-05; Extending the Terms of Office to Coincide with General Elections**

Ms. Hicks explained the resolution to the Board.

MOTION TO:	Approve Resolution 2019-05.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

**C. General Matters of the District**

**8. CONSENT AGENDA**

**A. Consideration of Minutes of the Regular Meeting May 9, 2019**

The Board reviewed the minutes.

MOTION TO: Approve the May 9, 2019 minutes.  
MADE BY: Supervisor Coffey  
SECONDED BY: Supervisor Evans  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
3/0 - Motion Passed Unanimously

**B. Consideration of Operation and Maintenance Expenditures April 2019**

The Board reviewed the April 2019 O&Ms. Supervisor Evans asked what the additional invoice from Meritus was and asked for management to provide backup.

MOTION TO: Approve the April 2019 O&Ms without the additional invoice from Meritus.  
MADE BY: Supervisor Evans  
SECONDED BY: Supervisor Wilson  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
3/0 - Motion Passed Unanimously

**C. Consideration of the Operation and Maintenance Expenditures May 2019**

The Board reviewed the May 2019 O&Ms.

MOTION TO: Approve the May 2019 O&Ms,  
MADE BY: Supervisor Evans  
SECONDED BY: Supervisor Wilson  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
3/0 - Motion Passed Unanimously

**D. Review of Financial Statements Month Ending May 31, 2019**

The financials were reviewed and accepted.

**9. VENDOR/STAFF REPORTS**

**A. District Counsel**

**B. District Engineer**

**C. District Manager**

**i. Aquatics Report**

**ii. Community Inspection Report**

The Board reviewed the management reports. Mr. Roberts stated that the turf looks better. The vendor was overwatering, and they will be dialing it back a bit. There was further discussion on the landscaping and whether the contract needs to be amended to add new areas.

**10. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

There were no supervisor requests or audience comments.

**11. ADJOURNMENT**

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

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

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

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Secretary**  
☐ **Assistant Secretary**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Chairman**  
☐ **Vice Chairman**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

## Touchstone Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
<b>Monthly Contract</b>				
Aquatic Weed Control, Inc.	37004	\$ 380.00		Waterway Service - May
Meritus Districts	9141	3,753.94		Management Services - June
<b>Monthly Contract Sub-Total</b>		<b>\$ 4,133.94</b>		
<b>Variable Contract</b>				
Landmark	2170033 05	\$ 375.00		Senior Professional Engineer - thru 06/08/19
Straley Robin Vericker	17099	305.00		Professional Services - General - thru 05/15/19
<b>Variable Contract Sub-Total</b>		<b>\$ 680.00</b>		
<b>Utilities</b>				
Tampa Electric	221007137385 060619	\$ 24.51		Electric Service - thru 05/31/19
<b>Utilities Sub-Total</b>		<b>\$ 24.51</b>		
<b>Regular Services</b>				
<b>Regular Services Sub-Total</b>		<b>\$ 0.00</b>		
<b>Additional Services</b>				
Field Stone	24285	\$ 525.00		WYC Lot Mow - 04/18/19
<b>Additional Services Sub-Total</b>		<b>\$ 525.00</b>		
<b>TOTAL:</b>		<b>\$ 5,363.45</b>		

Approved (with any necessary revisions noted):



## Touchstone Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
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Signature

Printed Name

**Title (check one):**

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary



## Aquatic Weed Control, Inc.

P.O. Box 593258  
Orlando, FL 32859

Phone: 407-859-2020  
Fax: 407-859-3275

# Invoice

Date	Invoice #
5/31/2019	37004

**Bill To**

Touchstone CDD/Meritus  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

Customer P.O. No.	Payment Terms	Due Date
	Net 30	6/30/2019

Description	Amount
Monthly waterway service for the month this invoice is dated for 7 lakes associated with Touchstone CDD, Tampa. Completed 05/11/2019.  <i>53 gw</i> <i>we 04</i> <i>151</i>	380.00

Thank you for your business.

<b>Total</b>	\$380.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$380.00

REVIEWEDthomas 6/21/2019

**Meritus Districts**

2005 Pan Am Circle  
Suite 300  
Tampa, FL 33607

Voice: 813-397-5121  
Fax: 813-873-7070

**INVOICE**

Invoice Number: 9141  
Invoice Date: Jun 1, 2019  
Page: 1

**Bill To:**

Touchstone CDD  
2005 Pan Am Circle  
Suite 300  
Tampa, FL 33607

**Ship to:****Customer ID**

Touchstone CDD

**Customer PO****Payment Terms**


Net Due

**Shipping Method**

Best Way

**Ship Date****Due Date**

6/1/19

Quantity	Item	Description	Unit Price	Amount
		District Management Services - June		3,750.00
		Postage - April		3.94
				

Subtotal	3,753.94
Sales Tax	
Total Invoice Amount	3,753.94
Payment/Credit Applied	
<b>TOTAL</b>	<b>3,753.94</b>

REVIEWED Thomas 6/3/2019



8515 Palm River Road, Tampa, FL 33619-4315 | 813-621-7841 | Fax 813-621-6761 | mail@lesc.com | www.lesc.com

## Invoice

Ms. Maria A Sedo  
Meritus  
c/o Meritus  
2005 Pan Am Circle Drive  
Tampa, FL 33607

Invoice Date: Jun 13, 2019  
Invoice Num: 2170033-05  
Billing Through: Jun 8, 2019

Touchstone CDD (2170033:)

Phase ID	Phase Description	Contract Amount	% Complete	Contract Billed To Date	Current Services
2.1-DE	District Engineer				\$375.00
	Review & Sign Requisitions				
	<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
	Senior Professional Engineer	2.50	\$150.00	\$375.00	

Amount Due This Invoice: \$375.00

5/13/20  
3103  
12/1

(Page 1 of 1)

INVOICES ARE DUE UPON RECEIPT - NO DISCOUNTS. UNPAID AMOUNTS WILL BEAR INTEREST AT 1-1/2% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. PURCHASER AGREES TO PAY ALL COSTS AND FEES FOR COLLECTION ON ACCOUNTS REMAINING UNPAID IN EXCESS OF 30 DAYS INCLUDING, BUT NOT LIMITED TO, ATTORNEYS FEES AND ATTORNEYS FEES ON APPEAL. ALL PAYMENTS RECEIVED ON PAST DUE ACCOUNTS WILL BE APPLIED FIRST TO INTEREST, THEN TO PRINCIPAL.

# Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 \* Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Touchstone Community Development District  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

May 22, 2019

Client: 001492

Matter: 000001

Invoice #: 17099

Page: 1

RE: General

For Professional Services Rendered Through May 15, 2019

## SERVICES

Date	Person	Description of Services	Hours	
5/8/2019	JMV	REVIEW AGENDA AND PREPARE FOR CDD BOARD MEETING.	0.4	
5/9/2019	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.6	
Total Professional Services			1.0	\$305.00

## PERSON RECAP

Person	Hours	Amount
JMV John M. Vericker	1.0	\$305.00

Handwritten notes: "2107" and "STUD"

REVIEWEDdtomas 6/17/2019

May 22, 2019  
Client: 001492  
Matter: 000001  
Invoice #: 17099

Page: 2

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Total Services	\$305.00	
Total Disbursements	\$0.00	
Total Current Charges		\$305.00

<b>PAY THIS AMOUNT</b>	<b>\$305.00</b>
------------------------	-----------------

***Please Include Invoice Number on all Correspondence***

Statement Date: 06/06/2019

Account: 221007137385

TOUCHSTONE COMMUNITY DEVELOPMENT DISTRICT  
4299 S 78TH ST  
TAMPA, FL 33619-6961

Current month's charges:	\$24.51
Total amount due:	\$24.51
Payment Due By:	06/27/2019

### Your Account Summary

Previous Amount Due	\$233.85
Payment(s) Received Since Last Statement	-\$233.85
<b>Current Month's Charges</b>	<b>\$24.51</b>
<b>Total Amount Due</b>	<b>\$24.51</b>

### Sign up for free Power Updates this storm season

Should severe weather lead to outages, you can receive updates about your power right to your mobile device.

Learn more at  
[tampaelectric.com/powerupdates](http://tampaelectric.com/powerupdates).



Amount not paid by due date may be assessed a late payment charge and an additional deposit.



### Billing and payments made easy!

We offer many convenient and free ways to receive and pay your electric bill, such as Paperless Billing and Direct Debit. For more on our convenient options, log into [tecoaccount.com](http://tecoaccount.com) or visit [tampaelectric.com/billpay](http://tampaelectric.com/billpay).

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



#### WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221007137385

Current month's charges:	\$24.51
Total amount due:	\$24.51
Payment Due By:	06/27/2019
<b>Amount Enclosed</b>	<b>\$</b>

640272058943

00002833 01 AV 0.38 33607 FTECO105071900140010 00000 03 01000000 006 04 17127 002

TOUCHSTONE COMMUNITY DEVELOPMENT DISTRICT  
2005 PAN AM CIR, STE 300  
TAMPA, FL 33607-2359



MAIL PAYMENT TO:  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318

Received  
JUN 10 2019

# ACCOUNT INVOICE

tampaelectric.com



**Account:** 221007137385  
**Statement Date:** 06/06/2019  
**Current month's charges due** 06/27/2019

## Details of Charges – Service from 05/03/2019 to 05/31/2019

Service for: 4299 S 78TH ST, TAMPA, FL 33619-6961

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
J25981	05/31/2019	133		70		63 kWh	1	29 Days

Basic Service Charge

\$18.14

Energy Charge

63 kWh @ \$0.05916/kWh

\$3.73

Fuel Charge

63 kWh @ \$0.03227/kWh

\$2.03

Florida Gross Receipt Tax

\$0.61

**Electric Service Cost**
**\$24.51**
**Other Fees and Charges**

Deposit Payment(Receipt #100001078860\*)

\$200.00

Keep this receipt as proof of payment for deposit

**Total Other Fees and Charges**
**\$0.00**
**Total Current Month's Charges**
**\$24.51**

### Tampa Electric Usage History

 Kilowatt-Hours Per Day  
 (Average)


00002833-0005740-Page 3 of 4







4801 122nd Avenue N  
Clearwater, FL 33762  
Tel 727-822-7866  
Fax 727-269-5490

Invoice		
Purchase Order	Invoice #	Date
	24285	4/18/2019
Job	Job #	Terms
Lennar- WYC Lot Mow April 19	24956	

Touchstone Common-c/o Meritus Group  
2005 Pan Am Circle., STE 120  
Tampa, FL 33607

Description	Amount
WYC LOT MOW	525.00
Total	\$525.00

53000  
4604 (RSH)

REVIEWEDdthomas 6/17/2019

# Touchstone Community Development District

Preliminary Financial Statements  
(Unaudited)

Period Ending  
June 30, 2019



Meritus Districts  
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607  
Phone (813) 873-7300 ~ Fax (813) 873-7070

# Touchstone Community Development District

## Balance Sheet

As of 6/30/2019  
(In Whole Numbers)

	General Fund	Debt Service Fund - Series 2018	Capital Projects Fund - Series 2018	General Fixed Assets Account Group	General Long-Term Debt	Total
<b>Assets</b>						
Cash-Operating Account	36,542	0	0	0	0	36,542
Investment-Revenue 2018 (5000)	0	357	0	0	0	357
Investment-Interest 2018 (5001)	0	0	0	0	0	0
Investment-Sinking 2018 (5002)	0	0	0	0	0	0
Investment-Reserve 2018 (5003)	0	167,363	0	0	0	167,363
Investment-Construction 2018 (5005)	0	0	59	0	0	59
Investment-Cost of Issuance 2018 (5006)	0	0	0	0	0	0
Accounts Receivable - Other	0	0	0	0	0	0
Due From Developer	0	0	0	0	0	0
Prepaid Expenses	0	0	0	0	0	0
Prepaid General Liability Insurance	0	0	0	0	0	0
Prepaid Professional Liability	0	0	0	0	0	0
Deposits	0	0	0	0	0	0
Construction Work In Progress	0	0	0	4,821,137	0	4,821,137
Amount To Be Provided-Debt Service	0	0	0	0	5,280,000	5,280,000
<b>Total Assets</b>	<u>36,542</u>	<u>167,720</u>	<u>59</u>	<u>4,821,137</u>	<u>5,280,000</u>	<u>10,305,458</u>
<b>Liabilities</b>						
Accounts Payable	880	0	0	0	0	880
Accounts Payable - Other	0	0	0	0	0	0
Due To Debt Service Fund	0	0	0	0	0	0
Revenue Bonds Payable-Series 2018	0	0	0	0	5,280,000	5,280,000
<b>Total Liabilities</b>	<u>880</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,280,000</u>	<u>5,280,880</u>
<b>Fund Equity &amp; Other Credits</b>						
Fund Balance-Unreserved	(35,576)	168,782	151,537	0	0	284,743
Investment In General Fixed Assets	0	0	0	4,821,137	0	4,821,137
Other	53,450	(1,062)	(151,478)	0	0	(99,090)
<b>Total Fund Equity &amp; Other Credits</b>	<u>17,874</u>	<u>167,720</u>	<u>59</u>	<u>4,821,137</u>	<u>0</u>	<u>5,006,790</u>
<b>Total Liabilities &amp; Fund Equity</b>	<u>18,754</u>	<u>167,720</u>	<u>59</u>	<u>4,821,137</u>	<u>5,280,000</u>	<u>10,287,670</u>

# Touchstone Community Development District

## Statement of Revenues and Expenditures

001 - General Fund  
From 10/1/2018 Through 6/30/2019  
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Service Charges				
O&M Assmts - Tax Roll	102,319	0	(102,319)	(100)%
O&M Assmts - Developer	0	102,319	102,319	0 %
O&M Assessments - Off Roll	112,125	0	(112,125)	(100)%
Contributions & Donations From Private Sources				
Developer Contributions	351,891	31,250	(320,641)	(91)%
Total Revenues	<u>566,334</u>	<u>133,569</u>	<u>(432,765)</u>	<u>(76)%</u>
Expenditures				
Financial & Administrative				
District Manager	45,000	33,750	11,250	25 %
District Engineer	15,000	375	14,625	98 %
Disclosure Report	6,000	0	6,000	100 %
Trustees Fees	10,000	0	10,000	100 %
Accounting Services	1,500	0	1,500	100 %
Auditing Services	6,000	4,223	1,777	30 %
Postage, Phone, Faxes, Copies	1,000	14	986	99 %
Public Officials Insurance	5,000	2,250	2,750	55 %
Legal Advertising	4,000	1,560	2,441	61 %
Bank Fees	500	41	459	92 %
Dues, Licenses & Fees	200	175	25	13 %
Miscellaneous Fees	300	0	300	100 %
Website Administration	0	2,950	(2,950)	0 %
Legal Counsel				
District Counsel	13,000	2,550	10,450	80 %
Electric Utility Services				
Electric Utility Services	156,834	567	156,267	100 %
Water-Sewer Combination Services				
Water Utility Services	25,000	0	25,000	100 %
Other Physical Environment				
Property & Casualty Insurance	12,000	0	12,000	100 %
General Liability Insurance	0	2,750	(2,750)	0 %
Landscape Maintenance - Contract	125,000	22,832	102,168	82 %
Repairs & Maintenance	15,000	1,020	13,980	93 %
Plant Replacement Program	25,000	0	25,000	100 %
Waterway Management Services	55,000	5,062	49,938	91 %
Irrigation Maintenance	10,000	0	10,000	100 %
Road & Street Facilities				
Pavement & Drainage Maintenance	35,000	0	35,000	100 %
Total Expenditures	<u>566,334</u>	<u>80,119</u>	<u>486,216</u>	<u>86 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>53,450</u>	<u>53,450</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	(35,576)	(35,576)	0 %
Fund Balance, End of Period	<u>0</u>	<u>17,874</u>	<u>35,662</u>	<u>0 %</u>

# Touchstone Community Development District

## Statement of Revenues and Expenditures

200 - Debt Service Fund - Series 2018

From 10/1/2018 Through 6/30/2019

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
DS Assmts - Tax Roll	332,463	0	(332,463)	(100)%
DS Assmts - Developer	0	329,954	329,954	0 %
Interest Earnings				
Interest Earnings	0	3,021	3,021	0 %
Total Revenues	332,463	332,975	512	0 %
Expenditures				
Debt Service Payments				
Interest Payment	242,463	244,038	(1,575)	(1)%
Principal Payment	90,000	90,000	0	0 %
Total Expenditures	332,463	334,038	(1,575)	(0)%
Excess of Revenues Over (Under) Expenditures	0	(1,062)	(1,062)	0 %
Fund Balance, Beginning of Period	0	168,782	168,782	0 %
Fund Balance, End of Period	0	167,720	167,720	0 %

# Touchstone Community Development District

## Statement of Revenues and Expenditures

300 - Capital Projects Fund - Series 2018

From 10/1/2018 Through 6/30/2019

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	1,214	1,214	0 %
Total Revenues	0	1,214	1,214	0 %
Expenditures				
Other Physical Environment				
Improvements Other Than Buildings	0	152,692	(152,692)	0 %
Total Expenditures	0	152,692	(152,692)	0 %
Excess of Revenues Over (Under) Expenditures	0	(151,478)	(151,478)	0 %
Fund Balance, Beginning of Period	0	151,537	151,537	0 %
Fund Balance, End of Period	0	59	59	0 %

# Touchstone Community Development District

## Statement of Revenues and Expenditures

900 - General Fixed Assets Account Group

From 10/1/2018 Through 6/30/2019

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Fund Balance, Beginning of Period	0	4,821,137	4,821,137	0 %
Fund Balance, End of Period	<u>0</u>	<u>4,821,137</u>	<u>4,668,446</u>	<u>0 %</u>

Touchstone Community Development District  
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 06/30/19

Reconciliation Date: 6/30/2019

Status: Locked

Bank Balance	36,541.84
Less Outstanding Checks/Vouchers	0.00
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	36,541.84
Balance Per Books	<u>36,541.84</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.



Touchstone Community Development District  
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 06/30/19

Reconciliation Date: 6/30/2019

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1073	6/1/2019	System Generated Check/Voucher	3,753.94	Meritus Districts
1074	6/6/2019	System Generated Check/Voucher	525.00	Field Stone Lanscape Services
1075	6/6/2019	System Generated Check/Voucher	305.00	Straley Robin Vericker
1076	6/13/2019	System Generated Check/Voucher	24.51	Tampa Electric
1077	6/20/2019	System Generated Check/Voucher	380.00	Aquatic Weed Control, Inc.
Cleared Checks/Vouchers			4,988.45	

SUNTRUST BANK  
PO BOX 305183  
NASHVILLE TN 37230-5183

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36/E00/0175/0/42

06/30/2019



## Account Statement

TOUCHSTONE COMMUNITY DEVELOPM  
2005 PAN AM CIR STE 120  
TAMPA FL 33607-2529

Questions? Please call  
1-800-786-8787

Account Summary	Account Type	Account Number	Statement Period
	PUBLIC FUNDS PRIMARY CHECKING		06/01/2019 - 06/30/2019

Description	Amount	Description	Amount
Beginning Balance	\$41,530.29	Average Balance	\$37,530.10
Deposits/Credits	\$0.00	Average Collected Balance	\$37,530.10
Checks	\$4,988.45	Number of Days in Statement Period	30
Withdrawals/Debits	\$0.00		
Ending Balance	\$36,541.84		

Overdraft Protection	Account Number	Protected By
		Not enrolled
For more information about SunTrust's Overdraft Services, visit <a href="http://www.suntrust.com/overdraft">www.suntrust.com/overdraft</a> .		

Checks	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid
	1073	3,753.94	06/04	1075	305.00	06/11	1077	380.00	06/25
	1074	525.00	06/12	1076	24.51	06/19			
Checks: 5									

Balance Activity History	Date	Balance	Collected Balance	Date	Balance	Collected Balance
	06/01	41,530.29	41,530.29	06/12	36,946.35	36,946.35
	06/04	37,776.35	37,776.35	06/19	36,921.84	36,921.84
	06/11	37,471.35	37,471.35	06/25	36,541.84	36,541.84

The Ending Daily Balances provided do not reflect pending transactions or holds that may have been outstanding when your transactions posted that day. If your available balance wasn't sufficient when transactions posted, fees may have been assessed.

As of 7/1/19, Mastercard(R) will update their Guide to Benefits for debit cards and will no longer offer the Price Protection benefit. A new Mastercard Guide to Benefits will be available on 7/1/19 at [suntrust.com/debitcards](http://suntrust.com/debitcards).



District Management Services, LLC

**MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET**

Site: Touchstone

Date: Tuesday, July 30, 2019

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
<b>LANDSCAPE MAINTENANCE</b>				
TURF	5	5	0	<u>OK</u>
TURF FERTILITY	10	9	-1	<u>Starting to leach from the rain</u>
TURF EDGING	5	5	0	<u>Overall good</u>
WEED CONTROL - TURF AREAS	5	4	-1	<u>Broadleaf weeds</u>
TURF INSECT/DISEASE CONTROL	10	10	0	<u>None observed</u>
PLANT FERTILITY	5	5	0	<u>Overall good</u>
WEED CONTROL - BED AREAS	5	4	-1	<u>Needs improvement</u>
PLANT INSECT/DISEASE CONTROL	5	3	-2	<u>Viburnums/Flax lilies/Plumbago</u>
PRUNING	10	10	0	<u>Good condition</u>
CLEANLINESS	5	4	-1	<u>Dirt in street from construction</u>
MULCHING	5	3	-2	<u>Needs mulching</u>
WATER/IRRIGATION MGMT	8	6	-2	<u>Needs to be dialed back</u>
CARRYOVERS	5	4	-1	<u>Dead plant material</u>

**SEASONAL COLOR/PERENNIAL MAINTENANCE**

VIGOR/APPEARANCE	7	5	-2	<u>Look weak</u>
INSECT/DISEASE CONTROL	7	7	0	<u></u>
DEADHEADING/PRUNING	3	3	0	<u></u>

**SCORE**

100	87	-13	87%
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Contractor Signature: \_\_\_\_\_

Manager's Signature: GR 7/30/2019

Supervisor's Signature: \_\_\_\_\_

## Lennar - WCI Communities Monthly Maintenance Checklist

Community \_\_\_\_ Touchstone

Date\_\_\_\_\_ 7/30/2019

Form Completed By \_\_\_\_\_

For each item check "Yes" if you agree with statement or "No" if you do not. If "No", assign responsible party and date for completion

YES	NO	SIGNAGE	Notes
Entry Monument / Perimeter Signage			
<input type="checkbox"/>	<input type="checkbox"/>	Entry monument in good condition	
<input type="checkbox"/>	<input type="checkbox"/>	Lighting is working properly	
<input type="checkbox"/>	<input type="checkbox"/>	All Entrance Features are Working and in good condition	
Comments:			

YES	NO	LANDSCAPING (COMMON AREAS, PERIMETERS, AND MODEL COMPLEX)	Notes
<b>Common Areas / Amenity Landscape</b>			
y		Lawn/turf in good shape (there are no dead or bare spots in any lawn areas, no excessive weed growth)	
	n	Flowers are fresh and seasonal	Coleus are drooping
	n	There is no dead plant material, shrubbery or ground cover	Several dead plants
	n	Pine straw/mulch is fresh looking	Needs freshening
	n	Planting beds look fresh, no bare dirt, all open ground covered	Rain has washed away mulch
y		There is no trash or debris in planter areas	
y		No need for pest control	
	n	There is no excess dirt and mud, debris on streets, gutters, parking lots, walkways	Lots of dirt from construction traffic
y		Sprinklers only operating during non-business hours and not spraying doors, windows, or walkways	
		Landscape lighting in working order	n/a
y		If there is a fountain, spa or pool, must be clean and working	n/a
<b>Comments:</b>			

Entry / Perimeter Landscape		
y		Lawn/turf in good shape (there are no dead or bare spots in any lawn areas, no weeds visible in turf areas)
	n	No dead or distressed shrubs and/or trees
	n	Flowers are fresh and seasonal
	n	There is no dead plant material, shrubbery or ground cover
	n	Pine straw/mulch replacement fresh looking
y		No need for pest control
	n	There is no excess dirt and mud, debris on streets, gutters, parking lots, walkways
y		There is no graffiti on perimeter walls, trash, fallen and/or dead trees or shrubs
y		Sprinklers only operating during non-business hours and not spraying doors, windows, or walkways
		Landscape lighting in working order
		Flags are in good condition
		If there is a fountain, spa or pool, must be clean and working
Comments:		

Some broad leaf weeds
Several dead plants
A little stressed
Needs freshing up
From the new construction
n/a

YES	NO	AMENITY - CLUBHOUSE APPEARANCE	Notes
		Access to Amenity - Clubs are easily accessible	n/a
		No dead or distressed shrubs and/or trees in common areas	
		Vacant lots and common areas are mowed and free of construction debris	
		Fitness centers are clean and machines are working properly	
		Community rooms are clean and fresh smelling	
		Pools are clean and all mechanicals are working properly	
		Pool Decking is free of stains and debris	
		Pool furniture is cleaned	
		Fobs-Access cards are working properly and time are up to date	
		Mail Kiosks are clean-lights working-free of debris-no bees nests or mudd dobbers	
		Gas Grills, Gas Fire Pit & Gas Lanterns are working properly and cleaned	
		Playground - Community Park - Gates are working properly and area is clean and free of debris	
		Dog Parks - Gates are working properly, water stations are clean & working & dog stations are clean & empty	
		Bulletin Boards - Permits Current, Old Notices Removed & all Contacts are posted (HOA, CDD & Amenities)	
Comments:			

YES		NO		Pond Maintenance	Notes
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ponds are Properly Mowed	Pond in phase 1 has neen missed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ponds are clean and free of algae	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fountains are working properly	n/a
Comments:					

YES	NO	Common Areas	Notes
		Lift Station (Private) - Fencing is clean and operational - Proper signage is posted	public
		Streetlights - Streetlights are working and damage free	
		Street Signs - Damage Free	

Other:



## Touchstone August



The coleus is looking weak and should have pine fines added to the beds to assist in weed prevention.







Additional viburnum plants have died since last inspection.



The landscape along 78<sup>th</sup> street looks decent. The swale was too wet to mow.





The community was serviced yesterday by the landscapers and weeds are present in the beds. Need better detailing.



A fence slat is missing along Camden Fields.





The sod in the common area on Wild Sienna has a lot of broadleaf weeds.



There's a lot of mimosa vine growing in the sod at the exit side of Camden Fields that needs to be treated with herbicide.





The blue plumbago is struggling, doesn't like a lot of moisture and not a good selection for the location.



This Ligustrum tree is in the median next to the sales office looks poor and should be replaced.





More trees are dying at the entrance to the Townhomes.



Flax lilies also don't like wet feet and are dying.





Dead magnolia tree on the right side of the entrance.



Turf color along the entrance boulevard looks decent?