

**TOUCHSTONE  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
REGULAR MEETING  
FEBRUARY 13, 2020**

**TOUCHSTONE  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA**

**FEBRUARY 13, 2020 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 Lori Campagna
<b>District Manager</b>	Meritus Meritus	Brian Lamb Gene Roberts
<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 regular meeting will begin at **9:00 a.m.** with the third section called **Business Items**. The business items 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) 873-7300 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 fourth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Vendor/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 of Supervisors Request and 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) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, 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.

February 13, 2020

Board of Supervisors  
**Touchstone Community Development District**

Dear Board Members:

The Regular Meeting of Touchstone Community Development District will be held on **Thursday, February 13, 2020 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**

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
  - A. Matters of the District
- 4. CONSENT AGENDA**
  - A. Consideration of Minutes of the Regular Meeting January 9, 2020 ..... Tab 01
  - B. Consideration of Operation and Maintenance Expenditures December 2019..... Tab 02
  - C. Review of Financial Statements Month Ending December 31, 2019..... Tab 03
- 5. VENDOR/STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager ..... Tab 04
    - i. Community Inspection
- 6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**
- 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) 873-7300.

Sincerely,

Gene Roberts,  
District Manager

**TOUCHSTONE  
COMMUNITY DEVELOPMENT DISTRICT**

**January 9, 2020 Minutes of the Regular Meeting**

**Minutes of the Regular Meeting**

The Regular Meeting of the Board of Supervisors for the Touchstone Community Development District was held on **Thursday, January 9, 2020 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**

Gene Roberts called the Regular Meeting of the Touchstone Community Development District out of recess and to order on **Thursday, January 9, 2020 at 9:15 a.m.**

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

Kelly Evans	Chair
Laura Coffey	Vice Chair
Becky Wilson	Supervisor
Lori Campagna	Supervisor

**Staff Members Present:**

Brian Lamb	Meritus
Nicole Hicks	Meritus
Gene Roberts	Meritus
John Vericker	Straley Robin Vericker

There were no members of the general public in attendance.

**2. PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments.

**3. BUSINESS ITEMS**

**A. General Matters of the District**

There were no general matters to discuss at this time.

**4. CONSENT AGENDA**

**A. Consideration of Minutes of the Regular Meeting November 14, 2019**

The Board reviewed the minutes.



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MOTION TO:	Approve the November 14, 2019 minutes.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**B. Consideration of the Operation and Maintenance Expenditures October 2019**

56 The Board reviewed the October 2019 O&Ms.  
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MOTION TO:	Approve the October 2019 O&Ms.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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

67 The Board reviewed the November 2019 O&Ms.  
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MOTION TO:	Approve the November 2019 O&Ms.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**D. Review of Financial Statements Month Ending November 30, 2019**

78 The financials were reviewed and accepted.  
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81 **5. VENDOR/STAFF REPORTS**

82 **A. District Counsel**

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Mr. Vericker discussed the status of the bond and went over that with the possibility of the acquisition of a private clubhouse and making it public, they would need to do another validation and would need an Engineer's report, a bond validation report, and from Steve Sanford a bond

87 delegation resolution. A complaint will then need to be filed with the court. Mr. Lamb  
88 recommended starting the process in May 2020.

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90 **B. District Engineer**

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92 There was nothing to report from the Engineer at this time.

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94 **C. District Manager**

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**i. Community Inspection**

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97 The Board reviewed the community inspection report. Mr. Roberts told the Board that he still  
98 needs to meet with Fieldstone to inspect the recent landscape enhancements.

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101 **6. SUPERVISOR REQUESTS AND COMMENTS**

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103 Supervisor Evans was concerned about the quality of the recent installation of annuals. She also  
104 asked Mr. Roberts to meet with Joe Craig about submitting an aquatics maintenance proposal.

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107 **7. PUBLIC COMMENTS**

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109 There were no public comments.

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112 **8. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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

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

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

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

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

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**Printed Name**

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141 **Title:**

142  **Secretary**

143  **Assistant Secretary**

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**Signature**

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

**Title:**

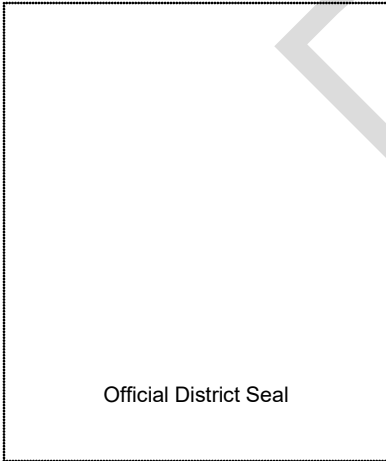
**Chairman**

**Vice Chairman**

*Recorded by Records Administrator*

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

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



**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.	42000	\$ 328.00		Waterway Service - December
Meritus Districts	9535	3,753.15		Management Services - December
<b>Monthly Contract Sub-Total</b>		<b>\$ 4,081.15</b>		
<b>Variable Contract</b>				
Straley Robin Vericker	17724	\$ 680.45		Professional Services - General - thru 11/15/19
<b>Variable Contract Sub-Total</b>		<b>\$ 680.45</b>		
<b>Utilities</b>				
Tampa Electric	221007137385 120619	\$ 2,526.63		Electric Service - thru 12/04/19
<b>Utilities Sub-Total</b>		<b>\$ 2,526.63</b>		
<b>Regular Services</b>				
<b>Regular Services Sub-Total</b>		<b>\$ 0.00</b>		
<b>Additional Services</b>				
Field Stone	3164	\$ 46.50		Irrigation Repair - 10/24/19
Field Stone	2842	35.00		Repaired Drip Line - 11/12/19
Field Stone	3242	4,900.00	<b>\$ 4,981.50</b>	Mulch Installation - 12/06/19
Meritus Districts	9542	93.68		Express Shipping - 12/12/19
<b>Additional Services Sub-Total</b>		<b>\$ 5,075.18</b>		
<b>TOTAL:</b>		<b>\$ 12,363.41</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 #
12/1/2019	42000

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

Customer P.O. No.	Payment Terms	Due Date
	Net 30	12/31/2019

Description	Amount
Monthly waterway service for the month this invoice is dated for 7 lakes associated with Touchstone CDD, Tampa.	328.00
53900.4609 12.7.19 	

Thank you for your business.

<b>Total</b>	\$328.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$328.00

**Meritus Districts**

2005 Pan Am Circle  
 Suite 300  
 Tampa, FL 33607

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

**INVOICE**

Invoice Number: 9535  
 Invoice Date: Dec 1, 2019  
 Page: 1

<b>Bill To:</b>
Touchstone CDD 2005 Pan Am Circle Suite 300 Tampa, FL 33607

<b>Ship to:</b>

Customer ID	Customer PO	Payment Terms	
Touchstone CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		12/1/19

Quantity	Item	Description	Unit Price	Amount
		District Management Services - December		3,750.00
		Postage - October		3.15

Subtotal	3,753.15
Sales Tax	
Total Invoice Amount	3,753.15
Payment/Credit Applied	
<b>TOTAL</b>	<b>3,753.15</b>

REVIEWED dthomas 12/2/2019

**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

November 22, 2019  
Client: 001492  
Matter: 000001  
Invoice #: 17724

Page: 1

RE: General

For Professional Services Rendered Through November 15, 2019

**SERVICES**

Date	Person	Description of Services	Hours	
10/16/2019	JMV	REVIEW EMAIL FROM S. SANFORD.	0.2	
10/21/2019	LB	REVIEW AND REVISE RESOLUTION AUTHORIZING THE EXPANSION OF THE DISTRICT.	0.2	
10/22/2019	JMV	PREPARE RESOLUTION FOR CDD BOARD MEETING.	0.4	
10/22/2019	LB	FINALIZE RESOLUTION RE EXPANSION OF THE DISTRICT; PREPARE EMAIL TO M. ALVAREZ TRANSMITTING SAME; REVIEW DISCREPANCY IN MEETING DATES AND REQUEST UPDATED INFORMATION FROM M. ALVAREZ RE SAME.	0.3	
10/28/2019	VKB	REVIEW EMAILS RE: ACREAGE OF ASSESSMENT AREA.	0.2	
11/1/2019	VKB	REVIEW AND REPLY TO EMAIL FROM B. FENDER RE: ASSESSMENTS.	0.1	
11/7/2019	JMV	REVIEW COMMUNICATION FROM M. ALVAREZ; REVIEW LEGAL NOTICE.	0.2	
11/8/2019	JMV	REVIEW LEGAL NOTICE RE: CDD BOARD MEETING.	0.1	
11/14/2019	VKB	PREPARE FOR AND ATTEND BOARD MEETING.	0.8	
Total Professional Services			2.5	\$652.00

51400-3107  
12-3-19  
LD



November 22, 2019  
Client: 001492  
Matter: 000001  
Invoice #: 17724

Page: 2

**PERSON RECAP**

Person		Hours	Amount
JMV	John M. Vericker	0.9	\$274.50
VKB	Vivek K. Babbar	1.1	\$302.50
LB	Lynn Butler	0.5	\$75.00

**DISBURSEMENTS**

Date	Description of Disbursements		Amount
10/16/2019	XPRESS DELIVERIES, LLC- Courier Service-		\$28.45
	Total Disbursements		\$28.45
	Total Services	\$652.00	
	Total Disbursements	\$28.45	
	Total Current Charges		\$680.45
	<b>PAY THIS AMOUNT</b>		<b>\$680.45</b>

*Please Include Invoice Number on all Correspondence*

Statement Date: 12/06/2019  
Account: 221007137385

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

Current month's charges: \$2,526.63  
Total amount due: \$2,526.63  
Payment Due By: 12/27/2019

**Your Account Summary**

Previous Amount Due	\$2,525.68
Payment(s) Received Since Last Statement	-\$2,525.68
<b>Current Month's Charges</b>	<b>\$2,526.63</b>
<b>Total Amount Due</b>	<b>\$2,526.63</b>

00006704-0014143-Page 1 of 6

**Help neighbors in need  
this holiday season.**



Our Share program makes it easy for you to help customers in need pay their electric and/or natural gas bills.  
Visit [tampaelectric.com/share](http://tampaelectric.com/share) and [peoplesgas.com/share](http://peoplesgas.com/share) to learn more.

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



**We're shedding new light on dark winter nights.**

**New LED lighting will bring:**

- **Energy savings** – up to 60% more efficient
- **Performance** – longer life and superior lighting
- **Safety** – wide, consistent light pattern improves visibility

Visit [tampaelectric.com/newLEDs](http://tampaelectric.com/newLEDs) to learn more about the benefits and when we'll be in a neighborhood near you.

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: \$2,526.63  
Total amount due: \$2,526.63  
Payment Due By: 12/27/2019

**Amount Enclosed** \$  
662494329441

00006704 01 AV 0.38 33607 FTECO112061923341310 00000 02 01000000 015 03 13612 003

TOUCHSTONE COMMUNITY DEVELOPMENT DISTRICT  
2005 PAN AM CIR, STE 300  
TAMPA, FL 33607-6008



**Received**

DEC 11 2019

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

**Account:** 221007137385  
**Statement Date:** 12/06/2019  
**Current month's charges due** 12/27/2019

## Details of Charges – Service from 11/02/2019 to 12/04/2019

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

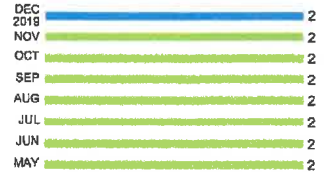
Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
J25981	12/04/2019	550		468		82 kWh	1	33 Days

Basic Service Charge						\$18.14
Energy Charge		82 kWh @ \$0.05916/kWh				\$4.85
Fuel Charge		82 kWh @ \$0.03227/kWh				\$2.65
Florida Gross Receipt Tax						\$0.66
<b>Electric Service Cost</b>						<b>\$26.30</b>

### Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)



00006704-0014144-Page 3 of 6

## Details of Charges – Service from 11/01/2019 to 12/02/2019

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

Rate Schedule: Lighting Service

### Lighting Service Items LS-1 (Bright Choices) for 32 days

Lighting Energy Charge	1450 kWh @ \$0.02904/kWh	\$42.11
Fixture & Maintenance Charge	70 Fixtures	\$907.60
Lighting Pole / Wire	70 Poles	\$1502.04
Lighting Fuel Charge	1450 kWh @ \$0.03194/kWh	\$46.31
Florida Gross Receipt Tax		\$2.27

**Lighting Charges** **\$2,500.33**

**Total Current Month's Charges** **\$2,526.63**





4801 122nd Ave. N  
Clearwater, FL 33762

*Rec'd 12/3/19*

Invoice 3164

<b>Date</b>	<b>PO#</b>
10/31/19	
<b>SalesRep</b>	<b>Terms</b>
Aaron Frazier	Net 30

<b>Bill To</b>
Touchstone Commons & Ponds CDD c/o Meritus Corp 2005 Pan Am Circle, Suite 300 Tampa, FL 33607

<b>Property Address</b>
Touchstone Commons & Ponds CDD 4223 Globe Thistle Dr. Tampa, FL 33619

Item	Qty / UOM	Rate	Ext. Price	Amount
#1881 - T&M Irrigation Repair			\$46.50	\$46.50

replaced batteries in battery valve at 7667

*Repairs - 10/24/2019*

\$46.50

Sales Tax	\$0.00
<b>Grand Total</b>	<b>\$46.50</b>

*53900-4612  
12.9.19  
OR*

<b>Phone #</b>	<b>Fax #</b>	<b>E-mail</b>	<b>Web Site</b>
(727) 822-7866	(727) 269-5490	accounting@fieldstonels.com	www.fieldstonels.com



# Aquatic Weed Control, Inc.

P.O. Box 593258  
Orlando, FL 32859

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

# Invoice

Date	Invoice #
12/1/2019	42000

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

Customer P.O. No.	Payment Terms	Due Date
	Net 30	12/31/2019

Description	Amount
Monthly waterway service for the month this invoice is dated for 7 lakes associated with Touchstone CDD, Tampa.	328.00
<p><i>53900.4609</i> <i>12.7.19</i> <i>UR</i></p>	

Thank you for your business.

<b>Total</b>	\$328.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$328.00



4801 122nd Ave. N  
Clearwater, FL 33762

Invoice 2842

<b>Date</b>	<b>PO#</b>
11/15/19	
<b>SalesRep</b>	<b>Terms</b>
Aaron Frazier	Net 30

<b>Bill To</b>
Touchstone Commons & Ponds CDD c/o Meritus Corp 2005 Pan Am Circle, Suite 300 Tampa, FL 33607

<b>Property Address</b>
Touchstone Commons & Ponds CDD 4223 Globe Thistle Dr. Tampa, FL 33619

Item	Qty / UOM	Rate	Ext. Price	Amount
#2156 - Front Entrance Dripline			\$35.00	\$35.00
Repaired drip line along front entrance.				
Repairs - 11/12/2019			\$35.00	
			Sales Tax	\$0.00
			<b>Grand Total</b>	<b>\$35.00</b>

53900 - 4611  
12.3.19  
GIC

<b>Phone #</b>	<b>Fax #</b>	<b>E-mail</b>	<b>Web Site</b>
(727) 822-7866	(727) 269-5490	accounting@fieldstonels.com	www.fieldstonels.com



4801 122nd Ave. N  
Clearwater, FL 33762

Invoice 3242

<b>Date</b>	<b>PO#</b>
12/07/19	
<b>SalesRep</b>	<b>Terms</b>
Aaron Frazier	Net 30

<b>Bill To</b>
Touchstone Commons & Ponds CDD c/o Meritus Corp 2005 Pan Am Circle, Suite 300 Tampa, FL 33607

<b>Property Address</b>
Touchstone Commons & Ponds CDD 4223 Globe Thistle Dr. Tampa, FL 33619

Item	Qty / UOM	Rate	Ext. Price	Amount
#2319 - Mulch Installation			\$4,900.00	\$4,900.00
Estimate provided for mulch install along the facial and focal points of The Touchstone Commons.				
<i>Mulch - 12/06/2019</i>				
			\$4,900.00	

Sales Tax	\$0.00
<b>Grand Total</b>	<b>\$4,900.00</b>

53960 - 4604  
12.17.19  
GR

<b>Phone #</b>	<b>Fax #</b>	<b>E-mail</b>	<b>Web Site</b>
(727) 822-7866	(727) 269-5490	accounting@fieldstonels.com	www.fieldstonels.com

**Meritus Districts**

2005 Pan Am Circle  
Suite 300  
Tampa, FL 33607

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

**INVOICE**

Invoice Number: 9542  
Invoice Date: Dec 12, 2019  
Page: 1

<b>Bill To:</b>
Touchstone CDD 2005 Pan Am Circle Suite 300 Tampa, FL 33607


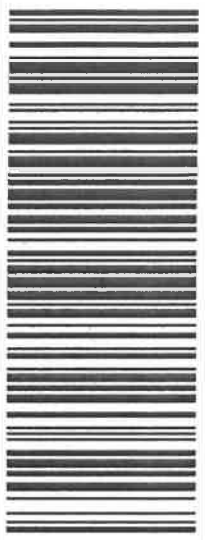

<b>Ship to:</b>

Customer ID	Customer PO	Payment Terms	
Touchstone CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		12/12/19


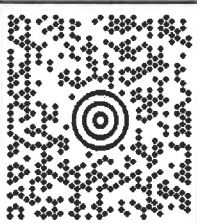
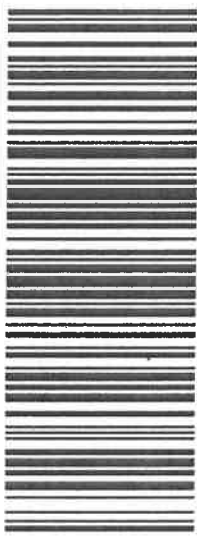

Quantity	Item	Description	Unit Price	Amount
		Express shipping 12/3/19, 12/6/19		93.68

Subtotal	93.68
Sales Tax	
Total Invoice Amount	93.68
Payment/Credit Applied	
<b>TOTAL</b>	<b>93.68</b>



<p>BRITTANY CRUTCHFIELD 8138737300 MERITUS CORPORATION 2005 PAN AM CIRCLE TAMPA FL 33607</p> <p><b>SHIP TO:</b> STRALEY ROBIN VERICKER 8138737300 JOHN M. VERICKER 1510 W. CLEVELAND ST <b>TAMPA FL 33606</b></p>	<p><b>FL 336 9-01</b></p> 	<p><b>UPS NEXT DAY AIR SAVER 1P</b> TRACKING #: 1Z A7E 454 13 9084 9793</p>		<p>BILLING: P/P</p> <p>Reference No.1: Touchstone CDD</p> <p>XOL19:10:10    NV4S 20.0A 10/2019</p> 
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32.08

<p>BRITTANY CRUTCHFIELD 8133975120 MERITUS CORPORATION 2005 PAN AM CIRCLE TAMPA FL 33607</p> <p><b>SHIP TO:</b> STACEY JOHNSON 4078353805 US BANK, NA STE 250 225 E ROBINSON ST <b>ORLANDO FL 32801</b></p>	<p><b>FL 328 9-01</b></p>  	<p><b>UPS NEXT DAY AIR</b></p> <p>TRACKING #: 1Z A7E 454 44 9093 0618</p> <p><b>1 S</b></p>		<p>BILLING: P/P</p> <p>Reference No.1: Touchstone CDD</p> <p>XOL19.10.10 NWS 20.0A 10/2019</p> 
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61.60

# Touchstone Community Development District

Preliminary Financial Statements  
(Unaudited)

Period Ending  
December 31, 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 12/31/2019  
(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	166,076	0	0	0	0	166,076
Investment-Revenue 2018 (5000)	0	288,402	0	0	0	288,402
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	60	0	0	60
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
Prepaid Trustee Fees	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 Available-Debt Service	0	0	0	0	168,616	168,616
Amount To Be Provided-Debt Service	0	0	0	0	5,111,385	5,111,385
Other	0	0	0	0	0	0
<b>Total Assets</b>	<u>166,076</u>	<u>455,765</u>	<u>60</u>	<u>4,821,137</u>	<u>5,280,000</u>	<u>10,723,038</u>
<b>Liabilities</b>						
Accounts Payable	11,650	0	0	0	0	11,650
Accounts Payable - Other	0	0	0	0	0	0
Due to Developer	0	0	0	0	0	0
Unearned Revenue	0	0	0	0	0	0
Due To Debt Service Fund	0	0	0	0	0	0
Accrued Expenses Payable	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>11,650</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,280,000</u>	<u>5,291,650</u>
<b>Fund Equity &amp; Other Credits</b>						
Fund Balance-Unreserved	(17,788)	168,616	59	0	0	150,887
Investment In General Fixed Assets	0	0	0	4,821,137	0	4,821,137
Other	172,215	287,149	0	0	0	459,364
<b>Total Fund Equity &amp; Other Credits</b>	<u>154,427</u>	<u>455,765</u>	<u>60</u>	<u>4,821,137</u>	<u>0</u>	<u>5,431,389</u>
<b>Total Liabilities &amp; Fund Equity</b>	<u>166,076</u>	<u>455,765</u>	<u>60</u>	<u>4,821,137</u>	<u>5,280,000</u>	<u>10,723,038</u>

# Touchstone Community Development District

## Statement of Revenues and Expenditures

001 - General Fund  
From 10/1/2019 Through 12/31/2019  
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
<b>Revenues</b>				
Special Assessments - Service Charges				
O&M Assmts - Tax Roll	102,319	184,922	82,603	81 %
O&M Assessments - Off Roll	112,125	0	(112,125)	(100)%
Contributions & Donations From Private Sources				
Developer Contributions	351,891	38,773	(313,118)	(89)%
<b>Total Revenues</b>	<u>566,334</u>	<u>223,695</u>	<u>(342,639)</u>	<u>(61)%</u>
<b>Expenditures</b>				
Financial & Administrative				
District Manager	45,000	11,250	33,750	75 %
District Engineer	7,500	0	7,500	100 %
Disclosure Report	8,400	0	8,400	100 %
Trustees Fees	8,500	1,678	6,822	80 %
Accounting Services	1,500	0	1,500	100 %
Auditing Services	6,500	0	6,500	100 %
Postage, Phone, Faxes, Copies	1,000	99	901	90 %
Public Officials Insurance	2,500	2,306	194	8 %
Legal Advertising	2,500	0	2,500	100 %
Bank Fees	500	30	470	94 %
Dues, Licenses & Fees	200	175	25	13 %
Miscellaneous Fees	300	0	300	100 %
Website Administration	1,500	1,500	0	0 %
Legal Counsel				
District Counsel	9,500	1,683	7,817	82 %
Electric Utility Services				
Electric Utility Services	156,834	5,131	151,703	97 %
Water-Sewer Combination Services				
Water Utility Services	25,000	0	25,000	100 %
Waterway Management Services	7,500	0	7,500	100 %
Other Physical Environment				
Property & Casualty Insurance	12,000	0	12,000	100 %
General Liability Insurance	3,000	2,819	181	6 %
Landscape Maintenance - Contract	125,000	19,995	105,005	84 %
Repairs & Maintenance	20,000	132	19,868	99 %
Plant Replacement Program	25,000	2,646	22,354	89 %
Waterway Management Services	55,000	1,909	53,091	97 %
Irrigation Maintenance	16,600	127	16,474	99 %
Road & Street Facilities				
Pavement & Drainage Maintenance	25,000	0	25,000	100 %
<b>Total Expenditures</b>	<u>566,334</u>	<u>51,480</u>	<u>514,854</u>	<u>91 %</u>
Excess of Revenues Over (Under) Expenditures	0	172,215	172,215	0 %
Fund Balance, Beginning of Period	0	(35,576)	(35,576)	0 %
Fund Balance, End of Period	<u>0</u>	<u>136,639</u>	<u>136,639</u>	<u>0 %</u>

# Touchstone Community Development District

## Statement of Revenues and Expenditures

200 - Debt Service Fund - Series 2018

From 10/1/2019 Through 12/31/2019

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
<b>Revenues</b>				
Special Assessments - Capital Improvements				
DS Assmts - Tax Roll	334,225	288,225	(46,000)	(14)%
DS Assmts - Developer	0	118,742	118,742	0 %
Interest Earnings				
Interest Earnings	<u>0</u>	<u>627</u>	<u>627</u>	<u>0 %</u>
<b>Total Revenues</b>	<u>334,225</u>	<u>407,593</u>	<u>73,368</u>	<u>22 %</u>
<b>Expenditures</b>				
Debt Service Payments				
Interest Payment	239,225	120,444	118,781	50 %
Principal Payment	<u>95,000</u>	<u>0</u>	<u>95,000</u>	<u>100 %</u>
<b>Total Expenditures</b>	<u>334,225</u>	<u>120,444</u>	<u>213,781</u>	<u>64 %</u>
<b>Excess of Revenues Over (Under) Expenditures</b>	<u>0</u>	<u>287,149</u>	<u>287,149</u>	<u>0 %</u>
<b>Fund Balance, Beginning of Period</b>	0	168,616	168,616	0 %
<b>Fund Balance, End of Period</b>	<u>0</u>	<u>455,765</u>	<u>455,765</u>	<u>0 %</u>

**Touchstone Community Development District**  
**Statement of Revenues and Expenditures**

300 - Capital Projects Fund - Series 2018  
 From 10/1/2019 Through 12/31/2019  
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	<u>0</u>	<u>0</u>	<u>0</u>	<u>0 %</u>
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	59	59	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>60</u></u>	<u><u>60</u></u>	<u><u>0 %</u></u>

**Touchstone Community Development District**  
**Statement of Revenues and Expenditures**

900 - General Fixed Assets Account Group  
 From 10/1/2019 Through 12/31/2019  
 (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>4,821,137</u>	<u>0 %</u>



Touchstone Community Development District  
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account  
Reconciliation ID: 12/31/19  
Reconciliation Date: 12/31/2019  
Status: Locked

Bank Balance	312,485.31
Less Outstanding Checks/Vouchers	146,409.04
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	166,076.27
Balance Per Books	<u>166,076.27</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: 12/31/19  
Reconciliation Date: 12/31/2019  
Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1122	12/12/2019	Series 2018 FY20 Tax Dist ID 451	146,409.04	Touchstone CDD
Outstanding Checks/Vouchers			146,409.04	

Touchstone Community Development District  
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 12/31/19

Reconciliation Date: 12/31/2019

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1115	11/20/2019	Series 2018 FY20 Tax Dist ID 445	3,035.81	Touchstone CDD
1114	11/22/2019	Series 2018 FY20 Tax Dist ID 447	2,202.61	Touchstone CDD
1116	12/6/2019	Series 2018 FY20 Tax Dist ID 449	136,577.40	Touchstone CDD
1117	12/12/2019	System Generated Check/Voucher	656.00	Aquatic Weed Control, Inc.
1118	12/12/2019	System Generated Check/Voucher	10,327.51	Field Stone Lanscape Services
1119	12/12/2019	System Generated Check/Voucher	132.45	Ryder Residential and Commercial, LLC
1120	12/12/2019	System Generated Check/Voucher	680.45	Straley Robin Vericker
1121	12/12/2019	System Generated Check/Voucher	2,526.63	Tampa Electric
1123	12/19/2019	System Generated Check/Voucher	4,900.00	Field Stone Lanscape Services
Cleared Checks/Vouchers			161,038.86	

Touchstone Community Development District  
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 12/31/19

Reconciliation Date: 12/31/2019

Status: Locked

Cleared Deposits

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	CR040	12/4/2019	Tax Distribution - 12.04.19	224,204.06
	CR042	12/6/2019	Tax Distribution - 12.06.19	<u>240,343.58</u>
Cleared Deposits				<u><u>464,547.64</u></u>



# Meritus

## MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Touchstone

Date: 1/27/20

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
<b>AQUATICS</b>				
DEBRIS	25	20	-5	Trash in several of the ponds
INVASIVE MATERIAL (FLOATING)	20	15	-5	Duckweed in pond 3 and wetland 1
INVASIVE MATERIAL (SUBMERSED)	20	15	-5	Some grass weeds around the perimeter
FOUNTAINS/AERATORS	20	20	0	N/A
DESIRABLE PLANTS	15	15	0	N/A
<b>AMENITIES</b>				
CLUBHOUSE INTERIOR	4	4	0	
CLUBHOUSE EXTERIOR	3	3	0	
POOL WATER	10	10	0	
POOL TILES	10	10	0	
POOL LIGHTS	5	5	0	
POOL FURNITURE/EQUIPMENT	8	8	0	
FIRST AID/SAFETY ITEMS	10	10	0	
SIGNAGE (rules, pool, playground)	5	5	0	
PLAYGROUND EQUIPMENT	5	5	0	
RECREATIONAL FACILITIES	7	7	0	
RESTROOMS	6	6	0	
HARDSCAPE	10	10	0	
ACCESS & MONITORING SYSTEM	3	3	0	
IT/PHONE SYSTEM	3	3	0	
TRASH RECEPTACLES	3	3	0	
WATER FOUNTAINS	8	8	0	
<b>MONUMENTS AND SIGNS</b>				
CLEAR VISIBILITY (Landscaping)	25	25	0	Good
PAINTING	25	25	0	Good
CLEANLINESS	25	25	0	Good
GENERAL CONDITION	25	25	0	Good



# Meritus

## MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Touchstone

Date: 1/27/20

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
<b>HIGH IMPACT LANDSCAPING</b>				
ENTRANCE MONUMENT	40	35	-5	Trash along Camden Fields/ Annuals look poor.
RECREATIONAL AREAS	30	30	0	
SUBDIVISION MONUMENTS	30	30	0	
<b>HARDSCAPE ELEMENTS</b>				
WALLS/FENCING	15	15	0	Good
SIDEWALKS	30	28	-2	A section of sidewalk is broke on the exit side of Camden Field
SPECIALTY MONUMENTS	15	15	0	Good
STREETS	25	25	0	
PARKING LOTS	15	15	0	N/A
<b>LIGHTING ELEMENTS</b>				
STREET LIGHTING	33	33	0	?
LANDSCAPE UP LIGHTING	22	22	0	
MONUMENT LIGHTING	30	30	0	
AMENITY CENTER LIGHTING	15	15	0	
<b>GATES</b>				
ACCESS CONTROL PAD	25	25	0	N/A
OPERATING SYSTEM	25	25	0	N/A
GATE MOTORS	25	25	0	N/A
GATES	25	25	0	N/A
<b>SCORE</b>	700	678	-22	97%

Manager's Signature: Gene Roberts

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



## MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

Site: Touchstone

Date: Monday, January 27, 2020

MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
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### LANDSCAPE MAINTENANCE

TURF	5	4	-1	Fair
TURF FERTILITY	10	8	-2	Turf is off color
TURF EDGING	5	5	0	Good
WEED CONTROL - TURF AREAS	5	4	-1	Mimosa Vine- carry over
TURF INSECT/DISEASE CONTROL	10	10	0	None observed
PLANT FERTILITY	5	4	-1	Jasmine
WEED CONTROL - BED AREAS	5	3	-2	Detailing needed
PLANT INSECT/DISEASE CONTROL	5	4	-1	Some fire ant mounds
PRUNING	10	8	-2	Ornamental grasses
CLEANLINESS	5	4	-1	Lots of trash in landscape beds
MULCHING	5	4	-1	Needs mulching
WATER/IRRIGATION MGMT	8	8	0	Better
CARRYOVERS	5	4	-1	Turf weeds

### SEASONAL COLOR/PERENNIAL MAINTENANCE

VIGOR/APPEARANCE	7	4	-3	Petunias are looking rough
INSECT/DISEASE CONTROL	7	7	0	
DEADHEADING/PRUNING	3	3	0	

**SCORE**

100	84	-16	84%
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Contractor Signature: \_\_\_\_\_

Manager's Signature: GR

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



Touchstone

1/27/2020



The annuals are in poor condition.







The landscape in the median on Wild Senna is sparse and needs additional plants.



The Muhly grass along Camden Fields needs to be trimmed.





Flax lily plants in the center median need to be replaced, would be a good location for Copper Leaf or Crotons to add some color.



Some of the tree straps are beginning to girdle the trunks and need to be removed.





The turf and some of the plants along 78<sup>th</sup> street is off color due to the recent cold temperatures.



Crepe myrtle trees need to be pruned before they begin to flush out.





The Jasmine along Wild Senna look chlorotic and need to be fertilized.



The Camden Fields extension is in the process of being landscaped.





White fountain grass at the pocket park on Wild Senna needs to be trimmed.



Pond 5 is in good condition.





Pond 2 has some trash and the bank needs to be mowed.



Pond 3 needs to be treated for Duckweed.



Pond 4 looks decent.