

**TOUCHSTONE  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
REGULAR MEETING  
MARCH 12, 2020**

**TOUCHSTONE  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA**

**MARCH 12, 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.

March 12, 2020

Board of Supervisors  
**Touchstone Community Development District**

Dear Board Members:

The Regular Meeting of Touchstone Community Development District will be held on **Thursday, March 12, 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. Discussion on Landscape Enhancements ..... Tab 01
  - B. General Matters of the District
- 4. CONSENT AGENDA**
  - A. Consideration of Minutes of the Regular Meeting February 13, 2020..... Tab 02
  - B. Consideration of Operation and Maintenance Expenditures January 2020..... Tab 03
  - C. Review of Financial Statements Month Ending January 31, 2020..... Tab 04
- 5. VENDOR/STAFF REPORT**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager ..... Tab 05
    - 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

Date: February 12, 2020  
Proposal #: 3009



## QUOTATION

### Mailing Address

Meritus Corp  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

Home Phone:

### Job Address

Touchstone Commons & Ponds CDD  
4223 Globe Thistle Dr.  
Tampa, FL 33619

Business Phone: 813 397-5120

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### Job Summary:

Estimate provided for drain additions with plants in the center islands of The Touchstone Commons. Current conditions prevent standing water from runoff.







<b>Drainage</b>				<b>\$2,535.58</b>
<b>Quantity</b>	<b>Description</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Ext Price</b>
24.00	Construction Laborer	hr	\$40.48	\$971.60
20.00	ADS Drain Pipe single wall w/int. joint 4"x 10ft.	ft	\$1.21	\$24.26
50.00	Mulch - Pine Bark - Mini	bag	\$5.83	\$291.68
20.00	Sakrete Concrete MIX	lb	\$4.69	\$93.80
20.00	Copper Plant	3 gal	\$10.73	\$214.64
100.00	Blue Daze	1 gal	\$4.39	\$439.12
40.00	Fountain Grass White	3 gal	\$9.27	\$370.77
			<b>Quote Total:</b>	<b>\$2,535.58</b>

## Terms and Conditions

Fieldstone will contact underground utilities prior to start date to allow ample time for locate. Any damage to utilities, phone/cable lines or irrigation systems underground will not be covered or repaired unless noted and identified prior to construction by both parties. Fieldstone is not responsible or liable for any utilities, phone/cable lines or irrigation systems underground that are located on private property.

Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

Owner shall agree to pay interest in the amount of 1.5% per month on all accounts not received within 45 days past due. Further, the Owner shall be responsible for any collection costs and attorney fees incurred by Fieldstone Landscape Services LLC., in collection of sums past due under this Agreement. Payment is due upon receipt of invoice.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Meritus Corp



Date: February 11, 2020  
Proposal #: 2981



## QUOTATION

### Mailing Address

Meritus Corp  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

Home Phone:

### Job Address

Touchstone Commons & Ponds CDD  
4223 Globe Thistle Dr.  
Tampa, FL 33619

Business Phone: 813 397-5120

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### Job Summary:

Estimate provided for regrading of plant beds to alleviate standing water. The current conditions are saturating the landscape beds, killing the plants, and redistributing the mulch.







**Plant Installation**

**\$3,323.87**

Quantity	Description	Unit	Unit Price	Ext Price
10.00	Saw Palmetto	3 gal	\$28.82	\$288.24
20.00	Copper Plant	3 gal	\$12.12	\$242.34
30.00	Fountain Grass Red	3 gal	\$10.47	\$313.96
56.00	Mulch - Pine Bark - Mini	bag	\$6.59	\$368.83
4.00	Soil - Topsoil	yd	\$44.06	\$176.24
400.00	Sod St. Augustine Floratam	sq ft	\$1.04	\$414.25
20.00	Maintenance Labor	hr	\$52.76	\$1,055.26
1.00	Rock #57	yd	\$233.52	\$233.52
<b>Quote Total:</b>			<b>\$3,323.87</b>	

## Terms and Conditions

Fieldstone will contact underground utilities prior to start date to allow ample time for locate. Any damage to utilities, phone/cable lines or irrigation systems underground will not be covered or repaired unless noted and identified prior to construction by both parties. Fieldstone is not responsible or liable for any utilities, phone/cable lines or irrigation systems underground that are located on private property.

Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

Owner shall agree to pay interest in the amount of 1.5% per month on all accounts not received within 45 days past due. Further, the Owner shall be responsible for any collection costs and attorney fees incurred by Fieldstone Landscape Services LLC., in collection of sums past due under this Agreement. Payment is due upon receipt of invoice.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Meritus Corp



**TOUCHSTONE  
COMMUNITY DEVELOPMENT DISTRICT**

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**February 13, 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, 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.

**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, February 13, 2020 at 9:32 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	District Manager, Meritus
Nicole Hicks	District Manager, Meritus
Gene Roberts	District Manager, Meritus

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 January 9, 2020**

The Board reviewed the minutes.

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MOTION TO:	Approve the January 9, 2020 minutes.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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

The Board reviewed the December 2019 O&Ms.

MOTION TO:	Approve the December 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

**C. Review of Financial Statements Month Ending December 31, 2019**

The financials were reviewed and accepted. Staff will provide updated construction fund financials.

**5. VENDOR/STAFF REPORTS**

**A. District Counsel**

**B. District Engineer**

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

**C. District Manager**

**i. Community Inspections**

The Board reviewed the community inspection reports and discussed the aquatics contract.

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MOTION TO:	Review the current aquatics contract for purposes of terminating the present vendor.
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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92 **6. SUPERVISOR REQUESTS AND COMMENTS**

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94 Supervisor Evans asked staff to acquire an updated landscape map of new areas for the  
95 addendum.

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98 **7. PUBLIC COMMENTS**

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100 There were no public comments.

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103 **8. ADJOURNMENT**

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

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

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

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

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

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**Signature**

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

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132 **Title:**

133  **Secretary**

134  **Assistant Secretary**

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**Signature**

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**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.	42976	\$ 328.00		Waterway Service - January
Field Stone	3080	1,830.00		Landscape Maintenance - Addendum - November
Field Stone	3017	1,830.00	<b>\$ 3,660.00</b>	Landscape Maintenance - Addendum - December
Meritus Districts	9495	3,754.20		Management Services - January
<b>Monthly Contract Sub-Total</b>			<b>\$ 7,742.20</b>	
<b>Variable Contract</b>				
Straler Robin Vericker	17939	\$ 553.67		Professional Services - General - thru 01/15/20
Straley Robin Vericker	17814	554.80		Professional Services - General - thru 12/15/19
<b>Variable Contract Sub-Total</b>			<b>\$ 1,108.47</b>	
<b>Utilities</b>				
Tampa Electric	221007137385 010820	\$ 2,516.80		Electric Service - thru 01/03/20
<b>Utilities Sub-Total</b>			<b>\$ 2,516.80</b>	
<b>Regular Services</b>				
ADA Site Compliance	927	\$ 1,500.00		Website Accessibility & Compliance - 10/26/19
<b>Regular Services Sub-Total</b>			<b>\$ 1,500.00</b>	
<b>Additional Services</b>				
Field Stone	3503	\$ 1,200.89		Annuals - 12/23/19
Field Stone	3536	45.00	<b>\$ 1,245.89</b>	Irrigation Repairs - 12/23/19



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

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
<b>Additional Services Sub-Total</b>		\$ 1,245.89		
<b>TOTAL:</b>		\$ 14,113.36		

**Approved (with any necessary revisions noted):**

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 #
1/1/2020	42976

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

Customer P.O. No.	Payment Terms	Due Date
	Net 30	1/31/2020

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

Thank you for your business.

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

S3900 - 4609  
GR



4801 122nd Ave. N  
Clearwater, FL 33762

Invoice 3080

<b>Date</b>	<b>PO#</b>
11/01/19	
<b>SalesRep</b>	<b>Terms</b>
Scott LeRoy	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
#2009 - Maintenance Addendum November 2019			\$1,830.00	\$1,830.00

Sales Tax	\$0.00
<b>Grand Total</b>	<b>\$1,830.00</b>

<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 3017

<b>Date</b>	<b>PO#</b>
12/01/19	
<b>SalesRep</b>	<b>Terms</b>
Scott LeRoy	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
#2009 - Maintenance Addendum December 2019			\$1,830.00	\$1,830.00

Sales Tax	\$0.00
<b>Grand Total</b>	<b>\$1,830.00</b>

<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: 9495  
Invoice Date: Jan 1, 2020  
Page: 1

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

Ship to:

Customer ID	Customer PO	Payment Terms	
Touchstone CDD		Net Due	
Shipping Method		Ship Date	Due Date
Best Way			1/1/20

Quantity	Item	Description	Unit Price	Amount
		District Management Services - January		3,750.00
		Postage - November		4.20

Subtotal	3,754.20
Sales Tax	
Total Invoice Amount	3,754.20
Payment/Credit Applied	
<b>TOTAL</b>	<b>3,754.20</b>



**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

January 22, 2020

Client: 001492

Matter: 000001

Invoice #: 17939

Page: 1

RE: General

For Professional Services Rendered Through January 15, 2020

**SERVICES**

Date	Person	Description of Services	Hours	
12/27/2019	LB	PREPARE DRAFT QUARTERLY REPORT TO DISSEMINATION AGENT FOR PERIOD ENDED DECEMBER 31, 2019 RE SERIES 2018 BONDS.	0.2	
1/3/2020	JMV	PREPARE QUARTERLY DISTRICT COUNSEL BOND DISCLOSURE REPORT.	0.3	
1/8/2020	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING.	0.3	
1/9/2020	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.7	
1/9/2020	LB	FINALIZE QUARTERLY REPORT FOR PERIOD ENDED DECEMBER 31, 2019; PREPARE EMAIL TO DISSEMINATION AGENT TRANSMITTING SAME; OFFICE CONFERENCE WITH J. VERICKER RE RESOLUTION FOR EXPANSION OF THE DISTRICT; PREPARE DRAFT RESOLUTION; PREPARE EMAIL TO A. WOLFE AND B. LAMB TRANSMITTING SAME.	0.5	
<b>Total Professional Services</b>			<b>2.0</b>	<b>\$501.50</b>

**PERSON RECAP**

Person	Hours	Amount
JMV John M. Vericker	1.3	\$396.50
LB Lynn Butler	0.7	\$105.00

January 22, 2020  
Client: 001492  
Matter: 000001  
Invoice #: 17939

Page: 2

**DISBURSEMENTS**

<b>Date</b>	<b>Description of Disbursements</b>	<b>Amount</b>
12/5/2019	FEDEX- Federal Express-	\$17.42
12/10/2019	XPRESS DELIVERIES, LLC- Courier Service-	\$34.75
	<b>Total Disbursements</b>	<b>\$52.17</b>
	Total Services	\$501.50
	Total Disbursements	\$52.17
	Total Current Charges	\$553.67

**PAY THIS AMOUNT** **\$553.67**

*Please Include Invoice Number on all Correspondence*

**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

December 19, 2019  
Client: 001492  
Matter: 000001  
Invoice #: 17814

Page: 1

RE: General

For Professional Services Rendered Through December 15, 2019

**SERVICES**

Date	Person	Description of Services	Hours	
12/5/2019	JMV	REVIEW COMMUNICATION FROM M. ALVAREZ; REVIEW LEGAL NOTICE.	0.2	
12/6/2019	VKB	REVIEW CORRESPONDENCE FROM M. BROOKS RE: UTILITY EASEMENTS.	0.2	
12/9/2019	JMV	REVIEW COMMUNICATION FROM M. BROOKS; REVIEW ENCROACHMENT AGREEMENT; TELEPHONE CALL WITH M. BROOKS.	1.3	
Total Professional Services			1.7	\$512.50

**PERSON RECAP**

Person	Hours	Amount
JMV John M. Vericker	1.5	\$457.50
VKB Vivek K. Babbar	0.2	\$55.00

**DISBURSEMENTS**

Date	Description of Disbursements	Amount
12/13/2019	Photocopies (282 @ \$0.15)	\$42.30
Total Disbursements		\$42.30

51400-3107

CR

December 19, 2019  
Client: 001492  
Matter: 000001  
Invoice #: 17814

Page: 2

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Total Services	\$512.50	
Total Disbursements	\$42.30	
Total Current Charges		\$554.80

<b>PAY THIS AMOUNT</b>		<b>\$554.80</b>
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*Please Include Invoice Number on all Correspondence*

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

Statement Date: 01/08/2020  
 Account: 221007137385

Current month's charges:	\$2,519.25
Total amount due:	\$2,516.80
Payment Due By:	01/29/2020

### Your Account Summary

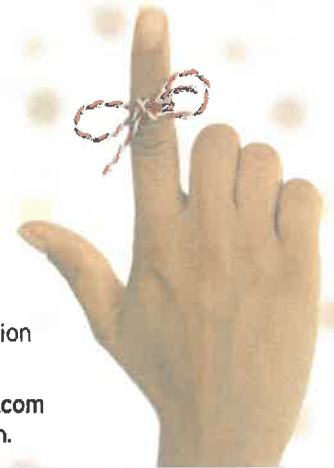
Previous Amount Due	\$2,526.63
Payment(s) Received Since Last Statement	-\$2,526.63
Miscellaneous Credits	-\$2.45
Credit balance after payments and credits	-\$2.45
<b>Current Month's Charges</b>	<b>\$2,519.25</b>
<b>Total Amount Due</b>	<b>\$2,516.80</b>

00002972-0007898-Page 1 of 6

## Go paperless today!

It'll be the easiest  
 new year's resolution  
 you make.

Visit [tecoaccount.com](http://tecoaccount.com)  
 to make the switch.



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

Help protect your new electronics with Zap Cap Systems® Premium Service – advanced surge protection and back-up power.

Receive free installation now through March 31, 2020.

Visit [tampaelectric.com/zapcap](http://tampaelectric.com/zapcap) or call 877 SURGE 22 to learn more and sign up.



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



See reverse side for more information

Account: 221007137385

Current month's charges:	\$2,519.25
Total amount due:	\$2,516.80
Payment Due By:	01/29/2020
<b>Amount Enclosed</b>	<b>\$</b>

679778260705

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



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

6797782607052210071373850000002516804



**Account:** 221007137385  
**Statement Date:** 01/08/2020  
**Current month's charges due** 01/29/2020

## Details of Charges – Service from 12/05/2019 to 01/03/2020

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	01/03/2020	626	550	76 kWh	1	30 Days

Basic Service Charge		\$18.06
Energy Charge	76 kWh @ \$0.06010/kWh	\$4.57
Fuel Charge	76 kWh @ \$0.03016/kWh	\$2.29
Final Tax Savings Credit		-\$0.59
Florida Gross Receipt Tax		\$0.62
<b>Electric Service Cost</b>		<b>\$24.95</b>

### Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)



00002872-0007898-Page 3 of 6

## Details of Charges – Service from 12/03/2019 to 01/02/2020

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

Rate Schedule: Lighting Service

### Lighting Service Items LS-1 (Bright Choices) for 31 days

Lighting Energy Charge	1450 kWh @ \$0.02871/kWh	\$41.63
Fixture & Maintenance Charge	70 Fixtures	\$907.60
Lighting Pole / Wire	70 Poles	\$1502.04
Final Tax Savings Credit		-\$2.49
Lighting Fuel Charge	1450 kWh @ \$0.02989/kWh	\$43.34
Florida Gross Receipt Tax		\$2.18
<b>Lighting Charges</b>		<b>\$2,494.30</b>

**Total Current Month's Charges** **\$2,519.25**

### Miscellaneous Credits

Interest for Cash Security Deposit - Electric -\$2.45

**Total Current Month's Credits** **-\$2.45**



**ADA Site Compliance**  
 6400 Boynton Beach Blvd 742721  
 Boynton Beach, FL 33474  
 accounting@adasitecompliance.com



# Invoice

BILL TO
Touchstone CDD

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
927	10/26/2019	\$1,500.00	11/09/2019	Net 14	

DESCRIPTION	AMOUNT
Website Accessibility & Compliance, Compliance Shield, Accessibility Policy, Technological Auditing	1,500.00

**BALANCE DUE** **\$1,500.00**

51300 - 5103  
 612



4801 122nd Ave. N  
Clearwater, FL 33762

Invoice 3503

<b>Date</b>	<b>PO#</b>
12/24/19	
<b>SalesRep</b>	<b>Terms</b>
Aaron Frazier	Net 30

<b>Bill To</b>
Touchstone Commons & Ponds CDD 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
#2438 - Touchstone Fall Mix Annuals Install (400) 4" Seasonal Annuals with pine fines. <i>Annuals - 12/23/2019</i>			\$1,200.89	\$1,200.89
			\$1,200.89	

Sales Tax	\$0.00
<b>Grand Total</b>	<b>\$1,200.89</b>

53900 - 4607  
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



4801 122nd Ave. N  
Clearwater, FL 33762

Invoice 3536

<b>Date</b>	<b>PO#</b>
12/31/19	
<b>SalesRep</b>	<b>Terms</b>
Barry Bellay	Net 30

<b>Bill To</b>
Touchstone Commons & Ponds CDD 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
#2522 - broken head			\$45.00	\$45.00
Replaced a broken pop-up on the island near the townhomes at the south end of the property.				
<i>Irrigation Repairs - 12/23/2019</i>				
			\$45.00	
			Sales Tax	\$0.00
			<b>Grand Total</b>	<b>\$45.00</b>

53900 - 461  
TR

<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

# Touchstone Community Development District

Preliminary Financial Statements  
(Unaudited)

Period Ending  
January 31, 2020



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 1/31/2020  
(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	162,218	0	0	0	0	162,218
Investment-Revenue 2018 (5000)	0	310,972	0	0	0	310,972
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>162,218</u>	<u>478,334</u>	<u>60</u>	<u>4,821,137</u>	<u>5,280,000</u>	<u>10,741,750</u>
<b>Liabilities</b>						
Accounts Payable	4,214	0	0	0	0	4,214
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>4,214</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,280,000</u>	<u>5,284,214</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	175,793	309,719	0	0	0	485,512
<b>Total Fund Equity &amp; Other Credits</b>	<u>158,005</u>	<u>478,334</u>	<u>60</u>	<u>4,821,137</u>	<u>0</u>	<u>5,457,536</u>
<b>Total Liabilities &amp; Fund Equity</b>	<u>162,218</u>	<u>478,334</u>	<u>60</u>	<u>4,821,137</u>	<u>5,280,000</u>	<u>10,741,750</u>

# Touchstone Community Development District

## Statement of Revenues and Expenditures

001 - General Fund  
From 10/1/2019 Through 1/31/2020  
(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	199,214	96,895	95 %
O&M Assessments - Off Roll	112,125	0	(112,125)	(100)%
Interest Earnings				
Interest Earnings	0	99	99	0 %
Contributions & Donations From Private Sources				
Developer Contributions	351,891	38,773	(313,118)	(89)%
<b>Total Revenues</b>	<b>566,334</b>	<b>238,086</b>	<b>(328,249)</b>	<b>(58)%</b>
<b>Expenditures</b>				
Financial & Administrative				
District Manager	45,000	15,000	30,000	67 %
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	103	897	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	2,237	7,263	76 %
Electric Utility Services				
Electric Utility Services	156,834	7,648	149,186	95 %
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	23,655	101,345	81 %
Repairs & Maintenance	20,000	132	19,868	99 %
Plant Replacement Program	25,000	2,646	22,354	89 %
Waterway Management Services	55,000	2,237	52,763	96 %
Irrigation Maintenance	16,600	127	16,474	99 %
Road & Street Facilities				
Pavement & Drainage Maintenance	25,000	0	25,000	100 %
<b>Total Expenditures</b>	<b>566,334</b>	<b>62,293</b>	<b>504,041</b>	<b>89 %</b>
Excess of Revenues Over (Under) Expenditures	0	175,793	175,793	0 %
Fund Balance, Beginning of Period	0	(35,576)	(35,576)	0 %
Fund Balance, End of Period	0	140,217	140,217	0 %

# Touchstone Community Development District

## Statement of Revenues and Expenditures

200 - Debt Service Fund - Series 2018

From 10/1/2019 Through 1/31/2020

(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	310,500	(23,725)	(7)%
DS Assmts - Developer	0	118,742	118,742	0 %
Interest Earnings				
Interest Earnings	0	921	921	0 %
Total Revenues	334,225	430,163	95,938	29 %
<b>Expenditures</b>				
Debt Service Payments				
Interest Payment	239,225	120,444	118,781	50 %
Principal Payment	95,000	0	95,000	100 %
Total Expenditures	334,225	120,444	213,781	64 %
Excess of Revenues Over (Under) Expenditures	0	309,719	309,719	0 %
Fund Balance, Beginning of Period	0	168,616	168,616	0 %
Fund Balance, End of Period	0	478,334	478,334	0 %



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

300 - Capital Projects Fund - Series 2018  
 From 10/1/2019 Through 1/31/2020  
 (In Whole Numbers)

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

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

900 - General Fixed Assets Account Group  
 From 10/1/2019 Through 1/31/2020  
 (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	0	4,821,137	4,821,137	0 %

Touchstone Community Development District  
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account  
Reconciliation ID: 01/31/20  
Reconciliation Date: 1/31/2020  
Status: Locked

Bank Balance	184,493.83
Less Outstanding Checks/Vouchers	22,275.47
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	162,218.36
Balance Per Books	<u>162,218.36</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: 01/31/20  
Reconciliation Date: 1/31/2020  
Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1126	1/8/2020	Series 2018 FY20 Tax Dist ID 454	22,275.47	Touchstone CDD
Outstanding Checks/Vouchers			22,275.47	

Touchstone Community Development District  
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 01/31/20

Reconciliation Date: 1/31/2020

Status: Locked

Cleared 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
1124	1/2/2020	System Generated Check/Voucher	12,103.13	Meritus Districts
1125	1/9/2020	System Generated Check/Voucher	554.80	Straley Robin Vericker
1127	1/16/2020	System Generated Check/Voucher	1,500.00	ADA Site Compliance
1128	1/16/2020	System Generated Check/Voucher	328.00	Aquatic Weed Control, Inc.
1129	1/16/2020	System Generated Check/Voucher	1,245.89	Field Stone Lanscape Services
1130	1/16/2020	System Generated Check/Voucher	2,516.80	Tampa Electric
Cleared Checks/Vouchers			164,657.66	
			164,657.66	

Touchstone Community Development District  
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 01/31/20

Reconciliation Date: 1/31/2020

Status: Locked

Cleared Deposits

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	CR046	1/7/2020	Tax Distribution - 01.07.20	36,567.18
	CR048	1/15/2020	Interest Distribution - 01.15.20	99.00
				<hr/>
Cleared Deposits				36,666.18
				<hr/> <hr/>



# Meritus

## MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Touchstone

Date: 3/3/20

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
<b>AQUATICS</b>				
DEBRIS	25	20	-5	Construction debris in some of the ponds
INVASIVE MATERIAL (FLOATING)	20	15	-5	Algae/Water Mill
INVASIVE MATERIAL (SUBMERSED)	20	20	0	Ok
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: 3/3/20

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
<b>HIGH IMPACT LANDSCAPING</b>				
ENTRANCE MONUMENT	40	40	0	
RECREATIONAL AREAS	30	30	0	
SUBDIVISION MONUMENTS	30	30	0	
<b>HARDSCAPE ELEMENTS</b>				
WALLS/FENCING	15	15	0	Fence has been repaired
SIDEWALKS	30	28	-2	A section of sidewalk is broke on the exit side of Camden Field
SPECIALTY MONUMENTS	15	15	0	N/A
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	688	-12	98%

Manager's Signature: Gene Roberts

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





## MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

Site: Touchstone

Date: Tuesday, March 3, 2020

MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
---------------	---------------	-------------------	----------------------

### LANDSCAPE MAINTENANCE

TURF	5	5	0	<u>Better</u>
TURF FERTILITY	10	10	0	<u>OK</u>
TURF EDGING	5	5	0	<u>Good</u>
WEED CONTROL - TURF AREAS	5	4	-1	<u>Some broad leaf weeds</u>
TURF INSECT/DISEASE CONTROL	10	10	0	<u>None observed</u>
PLANT FERTILITY	5	3	-2	<u>Plants need fertility</u>
WEED CONTROL - BED AREAS	5	3	-2	<u>Detailing needed</u>
PLANT INSECT/DISEASE CONTROL	5	4	-1	<u>Some fire ant mounds</u>
PRUNING	10	8	-2	<u>Ornamental grasses</u>
CLEANLINESS	5	4	-1	<u>Some trash along the boulevard</u>
MULCHING	5	4	-1	<u>Needs mulching</u>
WATER/IRRIGATION MGMT	8	7	-1	<u>Entrance median remains wet</u>
CARRYOVERS	5	4	-1	<u>Bed detailing/fire ants</u>

### SEASONAL COLOR/PERENNIAL MAINTENANCE

VIGOR/APPEARANCE	7	7	0	<u>Penta's recently installed</u>
INSECT/DISEASE CONTROL	7	7	0	<u></u>
DEADHEADING/PRUNING	3	3	0	<u></u>

**SCORE**

100	88	-12	88%
-----	----	-----	-----

Contractor Signature: \_\_\_\_\_

Manager's Signature: GR

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



Touchstone March



New annuals were recently installed.



The median as you turn onto Wild Senna needs additional plant material





The Viburnum hedge along Camden Field should be trimmed level.



The turf conditions have improved.





Landscape along 78<sup>th</sup> street is looking better.



Median at the entrance still needs some work.





Several fire ant mounds were observed that need to be treated.



Landscape installation along Camden Field extension has been completed.





The ornamental grasses need to be trimmed.





Pond 5 looks good.



Pond 2 has some algae around the perimeter.





The conditions of pond 3 has improved.



Pond 4 has a little algae.





Wetland 1 needs to be treated for Water Mill.