INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES

Touchstone Community Development District

November 10, 2026

Agenda Package

TEAMS MEETING INFORMATION

Meeting ID: 245 787 704 332 452

Call In Number: 1-314-798-1835

Passcode: gX7xY9Ck

Conference ID: 341 951 004#

2005 Pan Am Circle, Suite 300
TAMPA, FL 33607

CLEAR PARTNERSHIPS



Touchstone
Community Development District

Board of Supervisors
Anson Angail, Chairman
Gregory Elliot, Vice Chairperson
Timothy Fisher, Assistant Secretary
Kelly Hanlon, Assistant Secretary
Corliss Ball, Assistant Secretary

District Staff
Alba Sanchez, District Manager
Cari Webster, District Counsel
Todd Amaden, District Engineer
Bill Conrad, Steadfast Alliance
Sandra MacGregor, District Accountant
Kushamaal Johnson-Franklin, Onsite Manager
Christy Fowler, Field Inspection Coordinator
Kareen Baker, District Admin

Regular Meeting Agenda

Tuesday, November 10, 2026, at 8:00 a.m.

The Regular Meeting of the **Touchstone Community Development District** will be held on **Tuesday, November 10, 2026, at 8:00 a.m. at the Touchstone Clubhouse, located at 4205 Wild Senna Boulevard, Tampa, Florida 33619.** Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Join the Meeting

Meeting ID: 245 787 704 322 452 **Passcode:** gX7xY9Ck

Dial-in by Phone: 1-314-798-1835 **Phone Conference ID:** 341 951 004#

THE REGULAR MEETING OF BOARD OF SUPERVISORS

1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF AGENDA**
3. **AUDIENCE COMMENTS**

   (Each individual has the opportunity to comment and is limited to three (3) minutes for such comment)
4. **SPECIAL BUSINESS ITEMS**

   A. Consideration of Resolution 2027-01, Declaring Seat #4 Vacant

   B. Discussion of Resume for the Vacant Seat

   i. Kativa Sullins
5. **STAFF REPORTS**

   A. Field Inspection Reports

   B. Steadfast Aquatics Reports

   C. Landscape

   i. Steadfast Estimate #SCA5105- Removal of Current Rock Path Located Behind Playground

   D. District Engineer

   E. District Counsel

   F. District Manager

   i. Consideration of Fiscal Year 2026 Completed Performance Measures/Standards and Annual Reporting Form

   G. Onsite Manager

   i. Consideration of Inframark Estimate #519 – Back Gate Repair at Spring Snowflake (Pond 9)

   ii. Consideration of Inframark Estimate #472 – Provide and Install Owner-Supplied Curtains and Curtain Rods

   iii. Consideration of Inframark Estimate #577 – Pressure Wash and Debris Removal – Pond 9 – Spring Snowflake Road

iv. Consideration of Inframark Estimate #596 – Bench Cleaning and Painting

6. BUSINESS ITEMS

A. Discussion Regarding Monthly Cleaning Services for the Clubhouse (Supervisor Ball)

B. Discussion Regarding Stocking District Pond with Mosquitofish (Supervisor Ball)

7. BUSINESS ADMINISTRATION

A. Consideration of the Minutes of the September 8, 2026, Regular Meeting

B. Financial Snapshot and Cash Flow Projection

8. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

9. RECESS INTO WORKSHOP FOR MANDATORY ETHICS TRAINING

RESOLUTION 2027-01

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOUCHSTONE COMMUNITY DEVELOPMENT DISTRICT DECLARING A VACANCY OF SEAT 4 ON THE BOARD OF SUPERVISORS

WHEREAS, the Touchstone Community Development District (the "**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, on November 3, 2026, Seat 4 of the Board of Supervisors (the "**Board**") is to be elected by "**Qualified Electors**," as that term is defined in Section 190.003, *Florida Statutes*; and

WHEREAS, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

WHEREAS, at the close of the qualifying period, no one qualified to run for Seat 4; and

WHEREAS, pursuant to Section 190.006(3)(b), *Florida Statutes*, the Board shall declare Seat 4 vacant, effective the second Tuesday following the general election; and

WHEREAS, a Qualified Elector is to be appointed to a vacant seat within 90 days thereafter; and

WHEREAS, the Board finds that it is in the best interests of the District to adopt this Resolution declaring that Seat 4 will become vacant and open for appointment.

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

SECTION 1. The following seat is hereby declared vacant effective as of November 17, 2026:

Seat #4 (currently held by Timothy Fisher)

SECTION 2. Until such time as the District Board nominates a Qualified Elector to fill the vacancies declared in Section 1 above, the incumbent Board Supervisors of that seat shall remain in office.

PASSED AND ADOPTED on November 10, 2026.

ATTEST:	**TOUCHSTONE COMMUNITY DEVELOPMENT DISTRICT**
By:_____	By:_____
Name:_____	Name:_____
☐Secretary/☐Assistant Secretary	☐Chair/☐Vice Chair of the Board of Supervisors

KATIVA SULLINS

Tampa, FL 33619 · 813.894.0585 · Ksullins27@gmail.com

Motivated and highly organized professional with over 5 years of administrative support experience. Strengths include coordinating company events, developing internal communications, and maintaining operational excellence.

SKILLS

- Professional and Courteous
- Appointment Coordination
- Task Prioritization
- Report Preparation
- Multi-Tasking and Time Management
- Multi-Line Telephone Systems
- Microsoft Office Suite & Excel
- Meticulous Attention to Detail

EXPERIENCE

Administrative Specialist
United Way Suncoast – Tampa, FL
April 2023 – Current

- Provide administrative support to leadership and departmental teams to ensure smooth daily operations.
- Coordinate meetings, appointments, and community engagement events.
- Maintain and update reports, documentation, and correspondence.
- Support donor relations and community initiatives with professionalism and attention to detail.

Operations Team Lead
SET Comprehensive Care
August 2022 – January 2023

- Prepared daily quota reports for each individual.

- Created and updated workflow processes.
- Reviewed staffed items for workers' compensation patients.
- Confirmed appointments and managed intake items for Workers' Comp claims.
- Generated provider relations reports.

Executive Office Manager
Morgan Auto Group – Tampa, FL
March 2021 – August 2022

- Developed organizational procedures and systems for filing, renewals, annual reports, and corporate documentation.
- Managed appointment scheduling, employee and event itineraries, and accounts to improve productivity.
- Communicated company objectives across divisions through regular correspondence and updates.

Financial Services Assistant
Morgan Auto Group – Tampa, FL
July 2019 – March 2020

- Reviewed all documents for financial services managers.
- Receipted cash and card transactions for 500+ deals per month.
- Built and retained relationships with multiple financial institutions.

Senior Administrative Assistant
Morgan Auto Group – Tampa, FL
November 2014 – November 2020

- Provided exceptional customer service in a high-volume car dealership.
- Efficiently managed a front desk with multiple phone lines.
- Oversaw administrative functions for over 200 employees.
- Trained and onboarded new staff and managed inventory.

Receptionist
Kulinary Kitchen Catering – Aliquippa, PA
September 2008 – January 2012

Residential Assistant

Aliquippa, PA
April 2010 – December 2010

EDUCATION

Associate of Science, Criminal Justice
Hillsborough Community College – Tampa, FL
2nd Year Student

High School Diploma
Hopewell Area High School – Aliquippa, PA

CERTIFICATION

CNP – Certified Notary Public



Touchstone CDD September 2026

Field Inspection Report

Tuesday, September 15 2026

Prepared For Board Of Supervisors

17 Issues Identified

17 Issues Incomplete

Christy Fowler

Inframark

Outstanding Items from previous report

August 18th Report

Issue 5 S 49th Avenue and Utility area at Pond 9 area (Trash remains a problem)

July 21 Report

Issue 6 from previous report. Gate repair for Spring Snowflake - Followed up - Awaiting update

Issue 23 the gravel path, will follow up.

Issue 29 downspout tray was submitted for proposal. - Followed up - Awaiting update

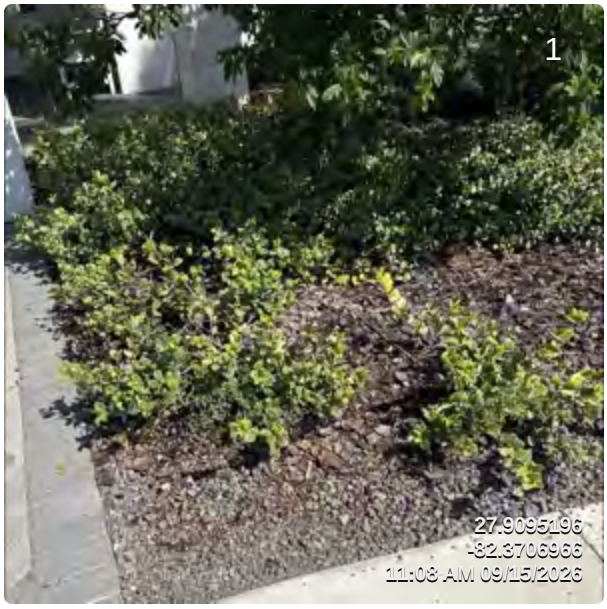
Issue 1

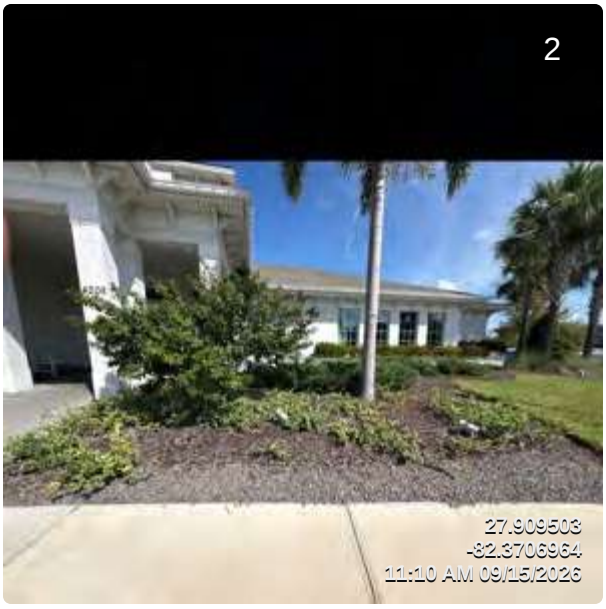
Assigned To: Steadfast

Location:
Clubhouse – East Side of Clubhouse Doors

Observation:
Weeds are present within the landscape bed, and the existing Jasmine requires trimming. Additional plant material is needed to fill in the bed.

Recommendation:
Hand pull weeds, trim back Jasmine, and add thirteen (13) 1-gallon Variegated Confederate Jasmine.





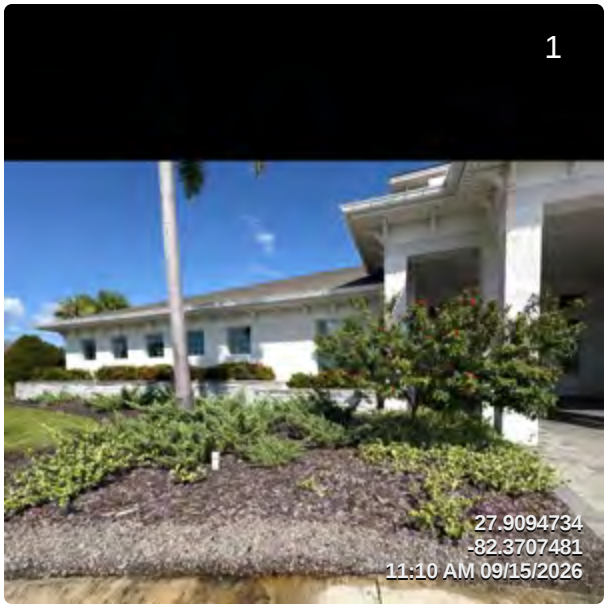
Issue 2

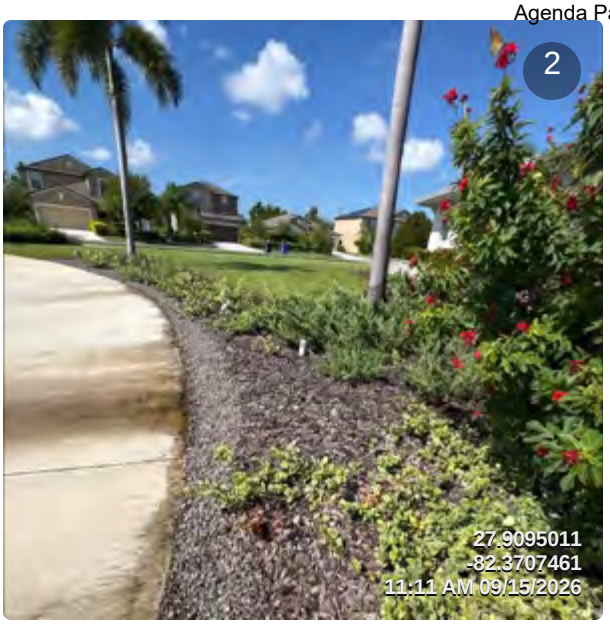
Assigned To: Steadfast

Location:
Clubhouse – West Side

Observation:
Dead and declining Jasmine are present within the landscape bed.

Recommendation:
Remove dead Jasmine and install twenty (20) 1-gallon Variegated Confederate Jasmine.







Issue 3

Assigned To: Steadfast

Location:
Pool Deck

Observation:
Mulch is migrating from the adjacent landscape bed onto the pool deck.

Recommendation:
Consider replacing mulch along the pool deck with a vegetative groundcover such as Jasmine Minima, Mondo Grass, Perennial Peanut, Baby Sunrose, Sunshine Mimosa or Inch Plant.

Issue 4

Assigned To: Steadfast

Location:
Clubhouse Roundabout

Observation:
Dead branches are present within the Croton plantings, and one Croton has died.

Recommendation:
Remove dead branches and replace the dead Croton.





Issue 5

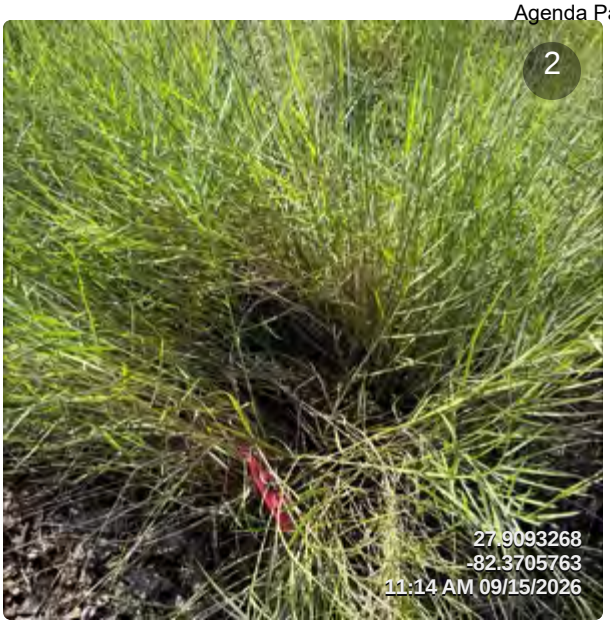
Assigned To: Steadfast

Location:
Amenity Center – South of Roundabout

Observation:
Torpedo grass is growing within the ornamental grasses. Ant activity was also observed within the planting area.

Recommendation:
Treat Torpedo grass and address ant activity.







Issue 6

Assigned To: Steadfast

Issue 6

Location:
Amenity Center – Southeastern Portion of Bed South of Roundabout

Observation:
Confederate Jasmine within this portion of the landscape bed requires replacement.

Recommendation:
Install twenty (20) 1-gallon Confederate Jasmine.

Issue 7

Assigned To: Steadfast/ Inframark Maintenance

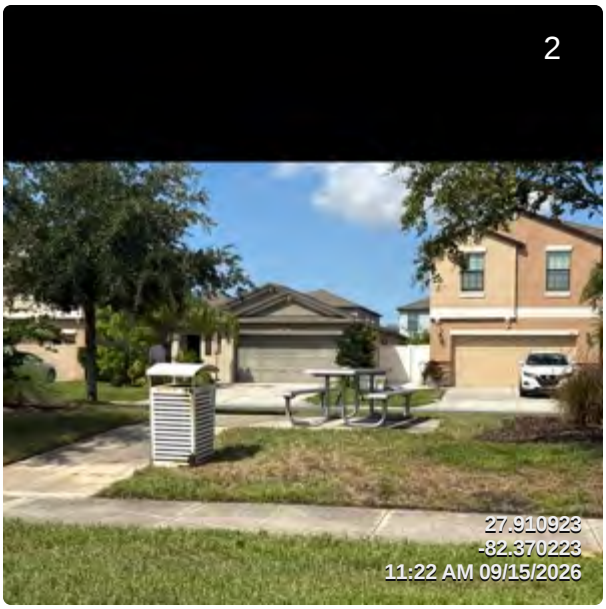
Location:
Pocket Park – Wild Senna Boulevard & French Marigold

Observation:
Turf condition at the pocket park requires evaluation. The trash cans also

requires repainting.

Recommendation:
Evaluate the turf and repaint the trash can.







Issue 8

Assigned To: Steadfast

Location:
Pocket Park – Corner of Wild Senna Boulevard & French Marigold

Observation:
A dead tree limb was observed on the left side of the pocket park.

Recommendation:
Remove the dead tree limb.

Issue 9

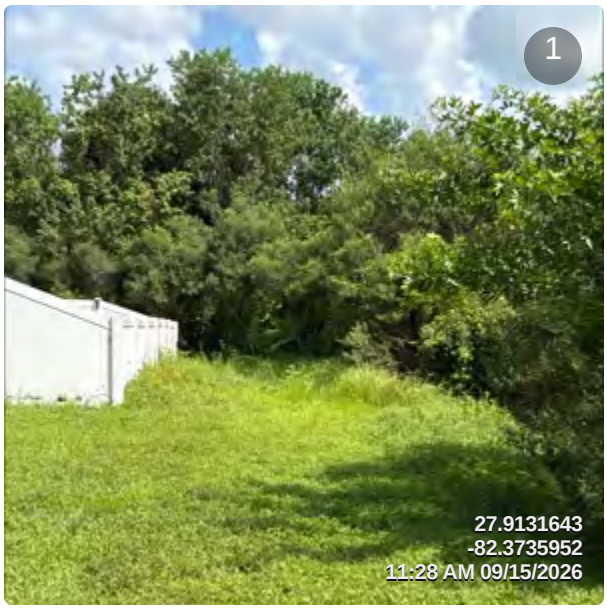
Assigned To: Steadfast

Location:
CDD Easement – Behind 3720 & 3714 Daisy Bloom Place

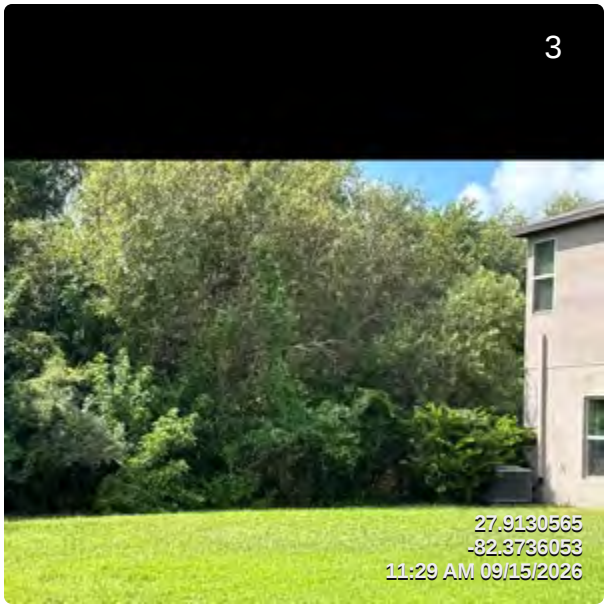
Observation:
The CDD easement behind the homes on Daisy Bloom Place is not being cut.

Woodland vegetation is encroaching toward the adjacent homes, particularly behind 3720 and 3714 Daisy Bloom Place. The extent of the overgrowth is documented in the photos on pages 5–6.

Recommendation:
Restore maintenance within the CDD easement and cut back encroaching vegetation.

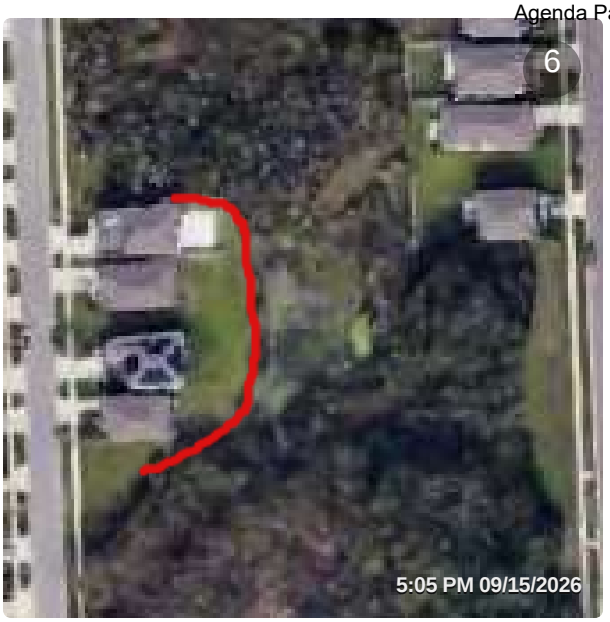












Issue 10

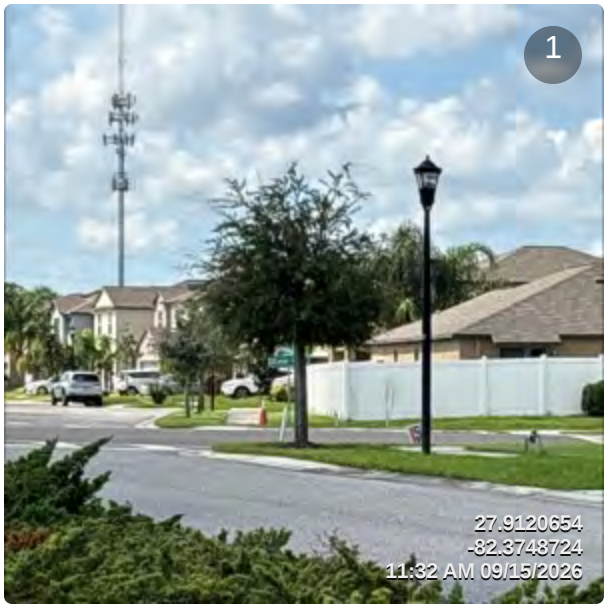
Immediate

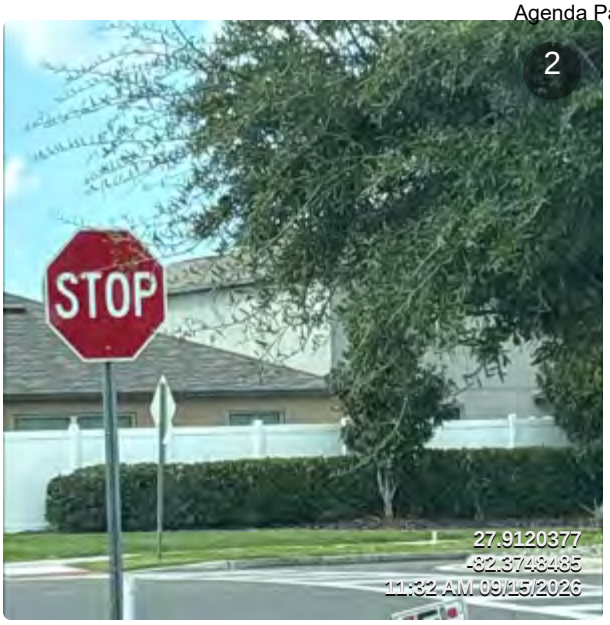
Assigned To: Steadfast

Location:
Corner of Camden Field Parkway & Romeo Basiglio

Observation:
Vegetation is creating a significant line-of-sight obstruction at the intersection, limiting visibility near the stop sign.

Recommendation:
Correct the line-of-sight obstruction immediately.





Issue 11

Assigned To: Steadfast Aquatics/Steadfast

Location:
Pond 4

Observation:
Trash and algae are present at Pond 4. No evidence of Hydrilla treatment is apparent, the hydrilla is covering a vast of the pond, and mowing service was missed.

Recommendation:
Remove trash, address algae and Hydrilla, and complete mowing.







Issue 12

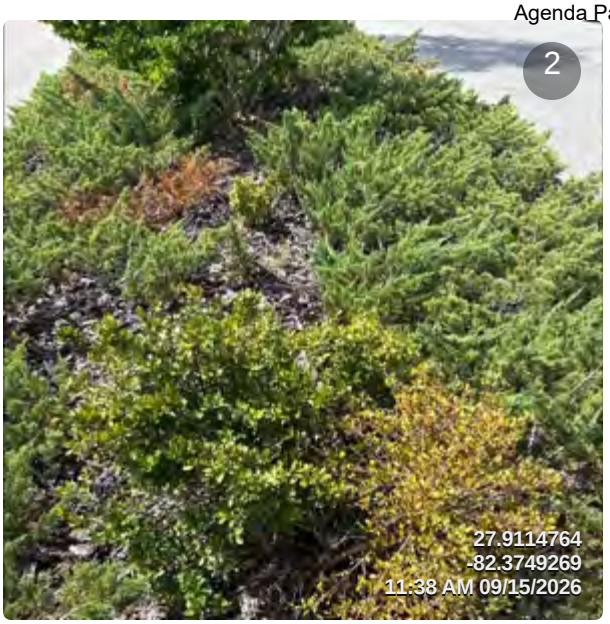
Assigned To: Steadfast

Location:
Center Island – Romano Busciglio Street at Samuel Ivy Drive

Observation:
Areas of decline were observed within the Juniper and surrounding shrubs.

Recommendation:
Evaluate the declining plant material.









Issue 13

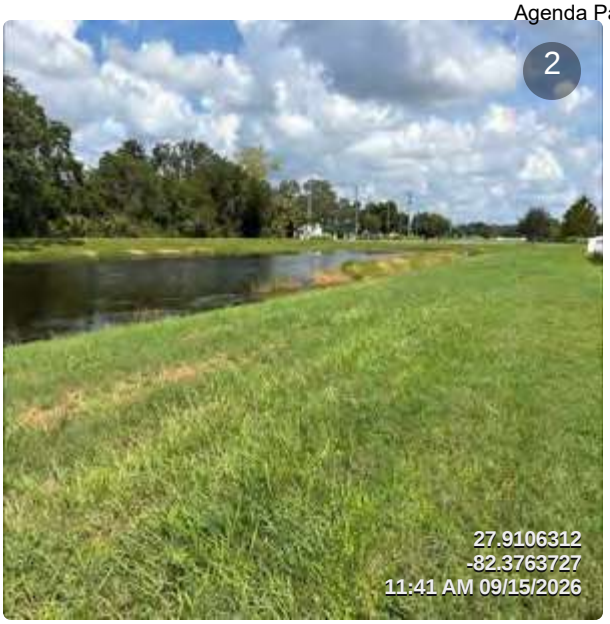
Assigned To: Steadfast Aquatics/Steadfast

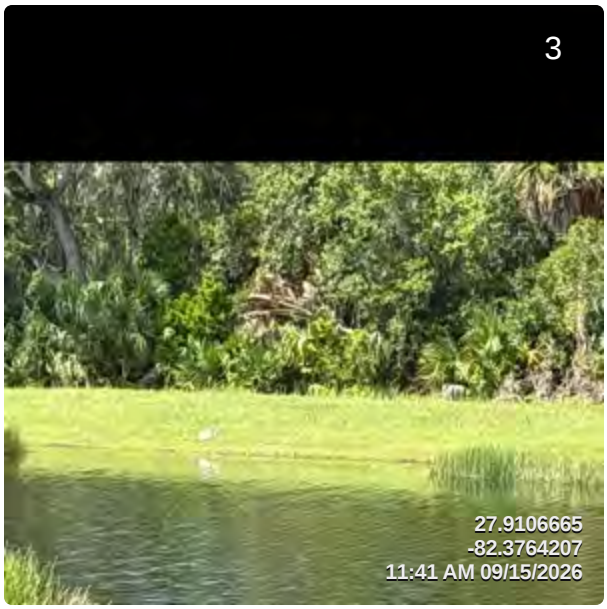
Location:
Pond 4

Observation:
A different location of Pond 4 shows Invasive Hydrilla is present throughout the pond.

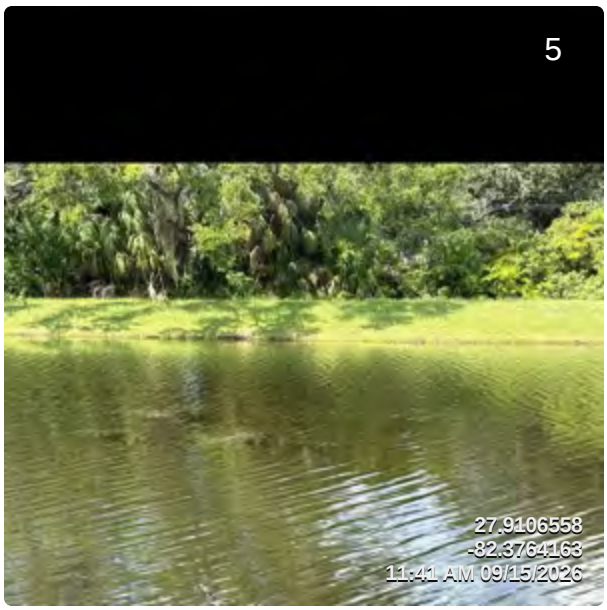
Recommendation:
Complete mowing and treat invasive Hydrilla.


1
27.9106365
-82.3762201
11:40 AM 09/15/2026


2
27.9106312
-82.3763727
11:41 AM 09/15/2026


3
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-82.3764207
11:41 AM 09/15/2026


4
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5
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Issue 14

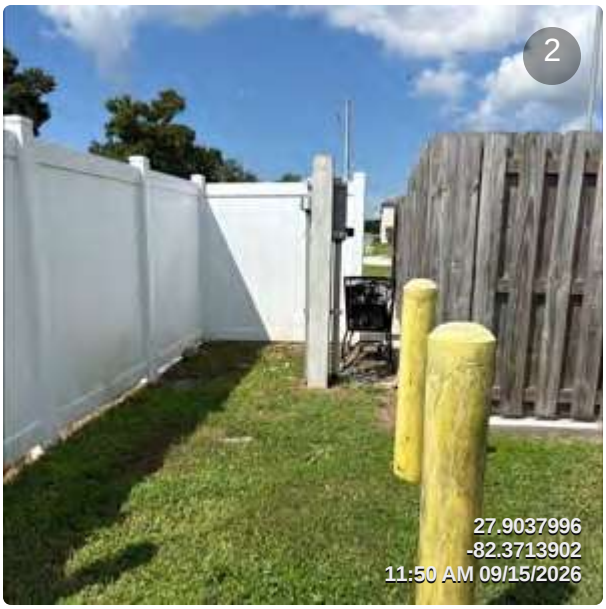
Assigned To: Inframark Maintenance

Location:
Near Pond 9

Observation:
The vinyl fence requires pressure washing. A shopping cart containing debris is also present in the area.

Recommendation:
Pressure wash the fence and remove the shopping cart and debris.





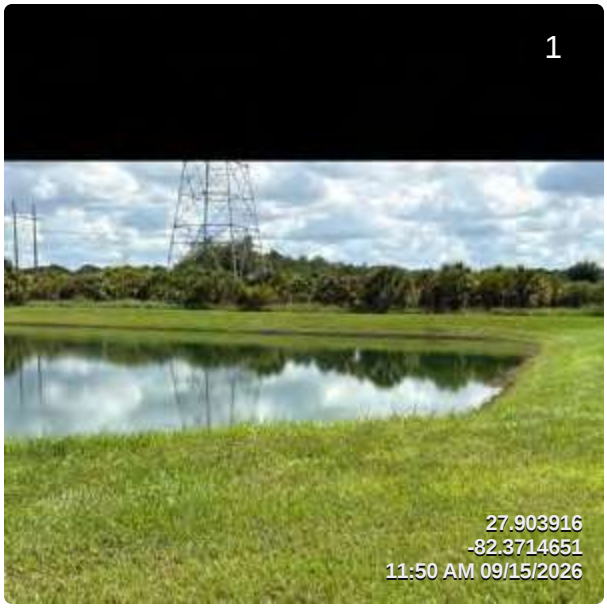
Issue 15

Assigned To: Steadfast

Location:
Pond 9

Observation:
Mowing was missed at Pond 9. The contract specifies weekly mowing during the growing season.

Recommendation:
Complete mowing in accordance with the contracted service frequency.





Issue 16

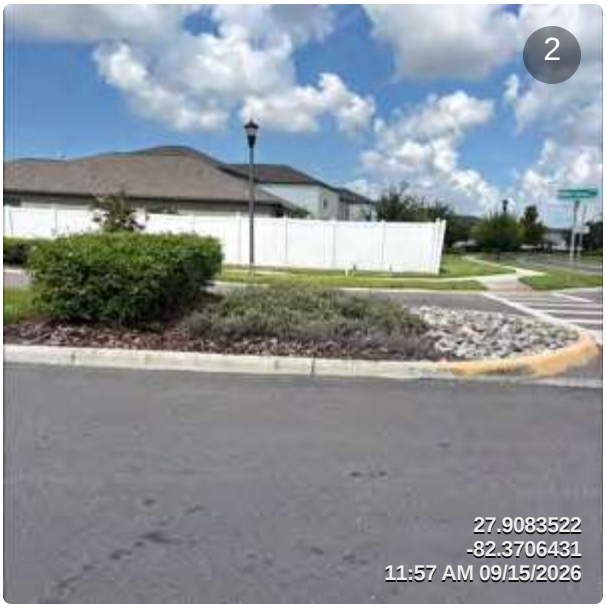
Assigned To: Steadfast

Location:
Center Island – Wild Senna Boulevard & Camden Field Parkway

Observation:
Blue Daze within the center island is not thriving.

Recommendation:
Remove or perform a rejuvenation cut on the Blue Daze.







Issue 17

Assigned To: Steadfast

Location:
Front Monument Areas

Observation:
Agapanthus within the front monument landscape beds have dead shoots that require removal.

Recommendation:
Remove dead shoots from the Agapanthus.



Touchstone CDD October 2026

Field Inspection Report

Tuesday, October 13 2026

Prepared For Board Of Supervisors

19 Issues Identified

19 Issues Incomplete

Christy Fowler

Inframark

Issue 1

Assigned To: Board

Amenity Center – East Sidewalk

Observation: Standing water and accumulated debris are present along the sidewalk east of the amenity center, creating a potential slip hazard.

Recommendation: Remove debris and evaluate the source of standing water. Correct drainage conditions to prevent recurrence. May need to add a drain along the sidewalk due to the slope of the ground.



Issue 2

Assigned To: Onsite

Amenity Center – Bike Rack

Observation: Dirt and staining are present on the concrete surrounding the bike rack.

Recommendation: Pressure wash the concrete around the bike rack.



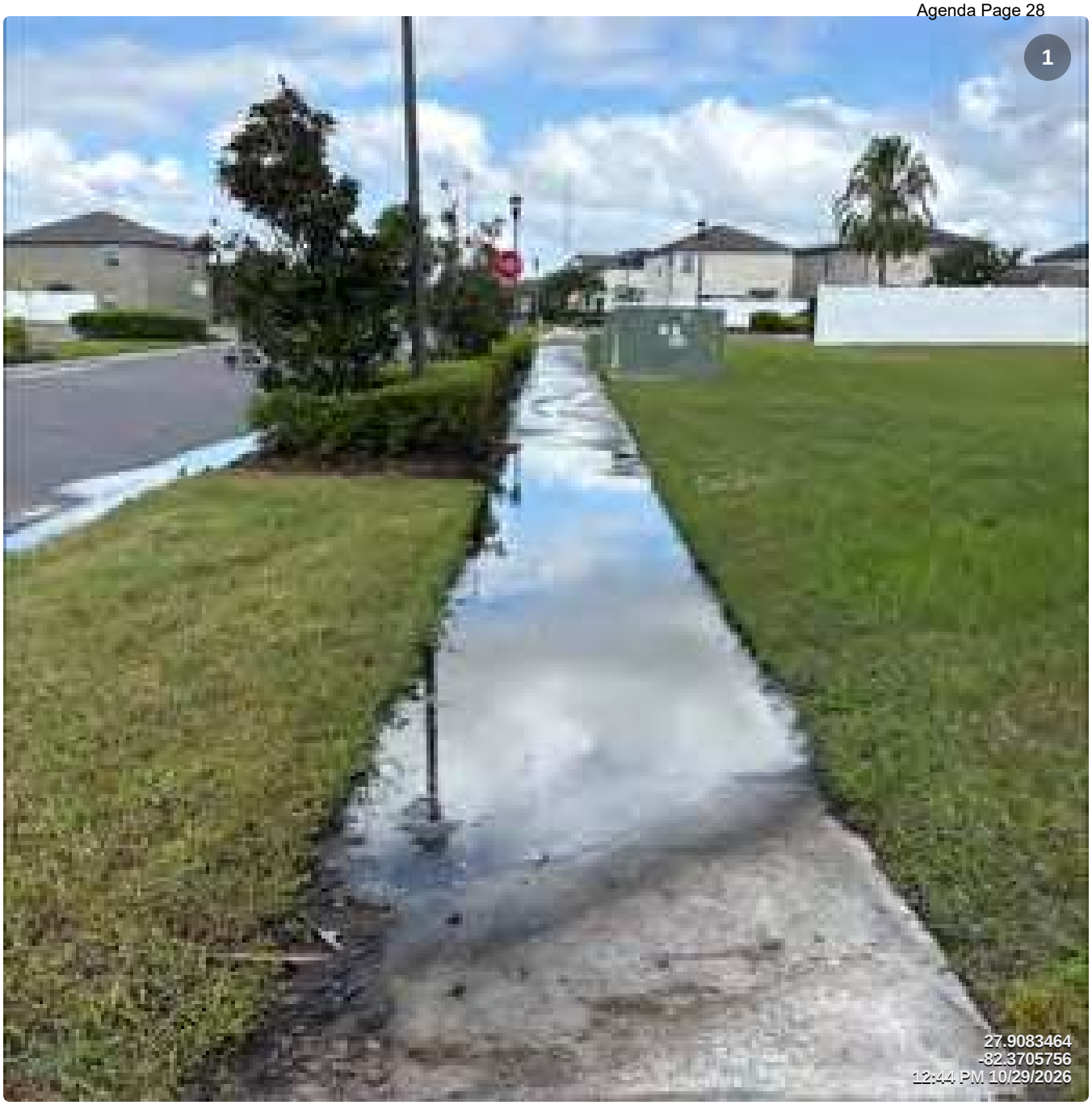
Issue 3

Assigned To: Steadfast

Camden Fields Parkway & Wild Senna Boulevard – Intersection

Observation: An irrigation break is causing excessive water accumulation along the sidewalk and adjacent landscape areas.

Recommendation: Repair the irrigation break and verify proper system operation. Clean the affected sidewalk after repairs are completed.


1
27.9083464
-82.3705756
12:44 PM 10/29/2026



Issue 4

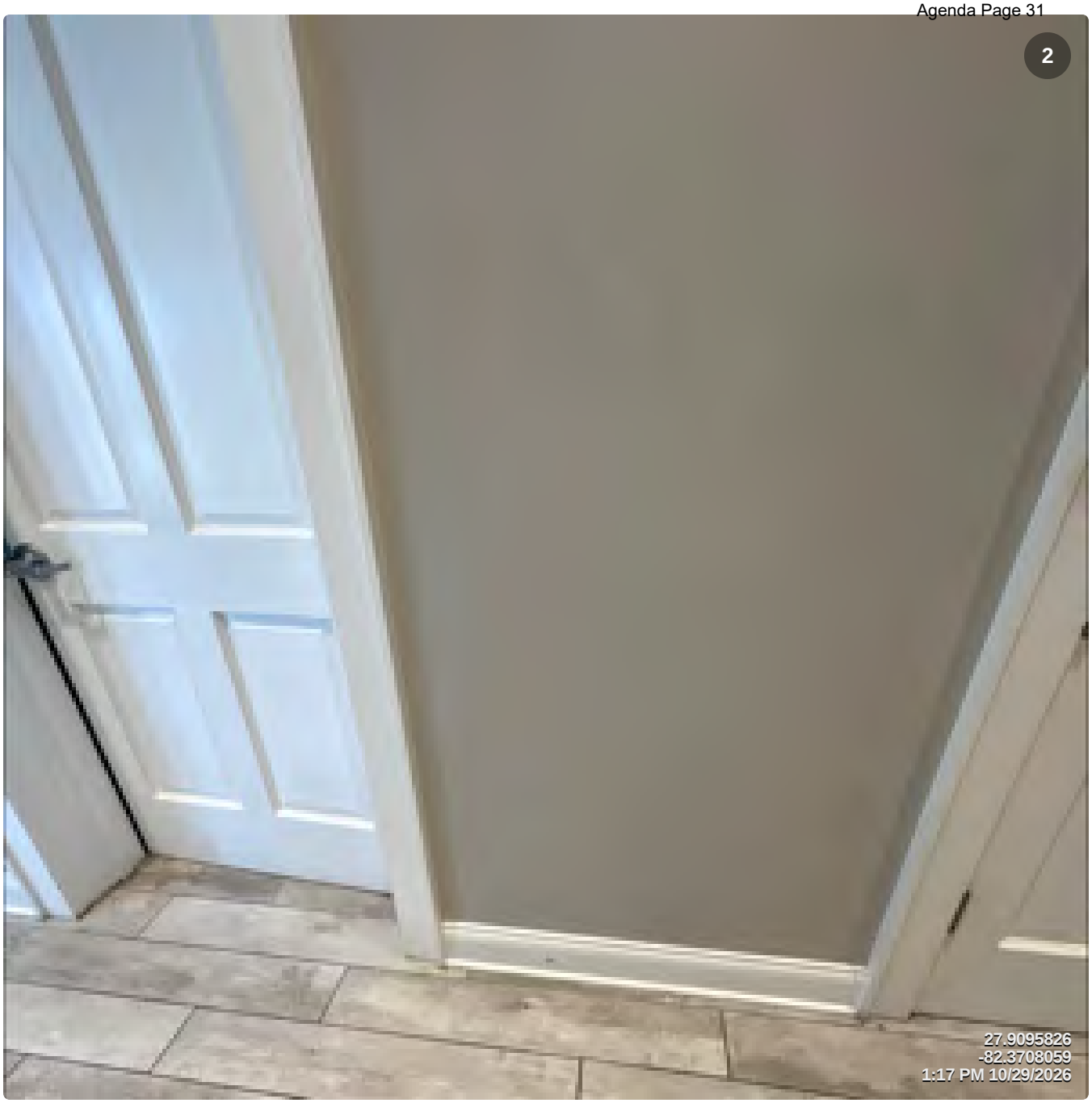
Assigned To: Inframark Maintenance

Amenity Center – Onsite Office Door

Observation: Damaged trim is present outside the onsite office door.

Recommendation: Repair or replace the damaged trim.


1
27.9094551
-82.3709388
1:17 PM 10/29/2026



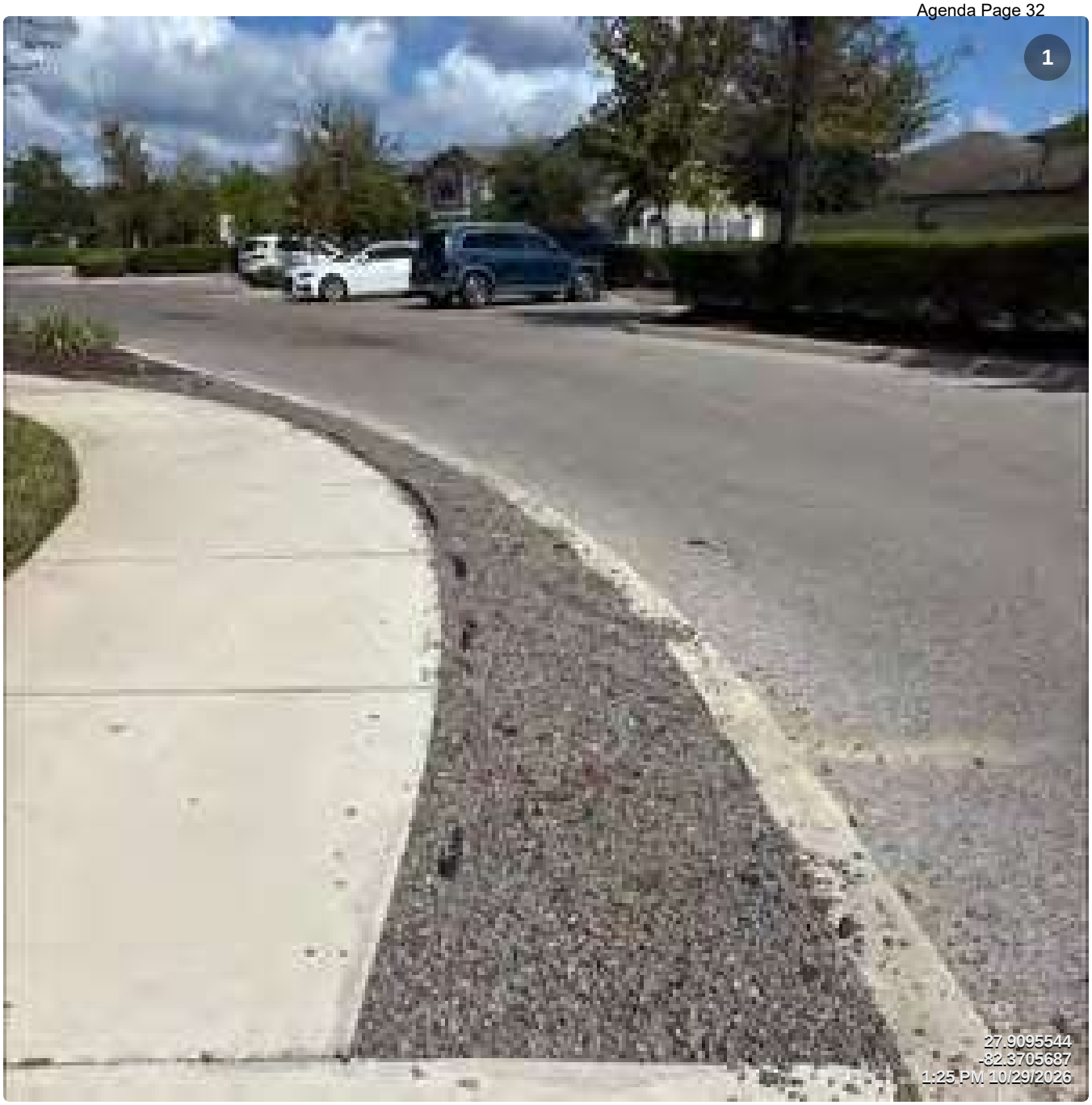
Issue 5

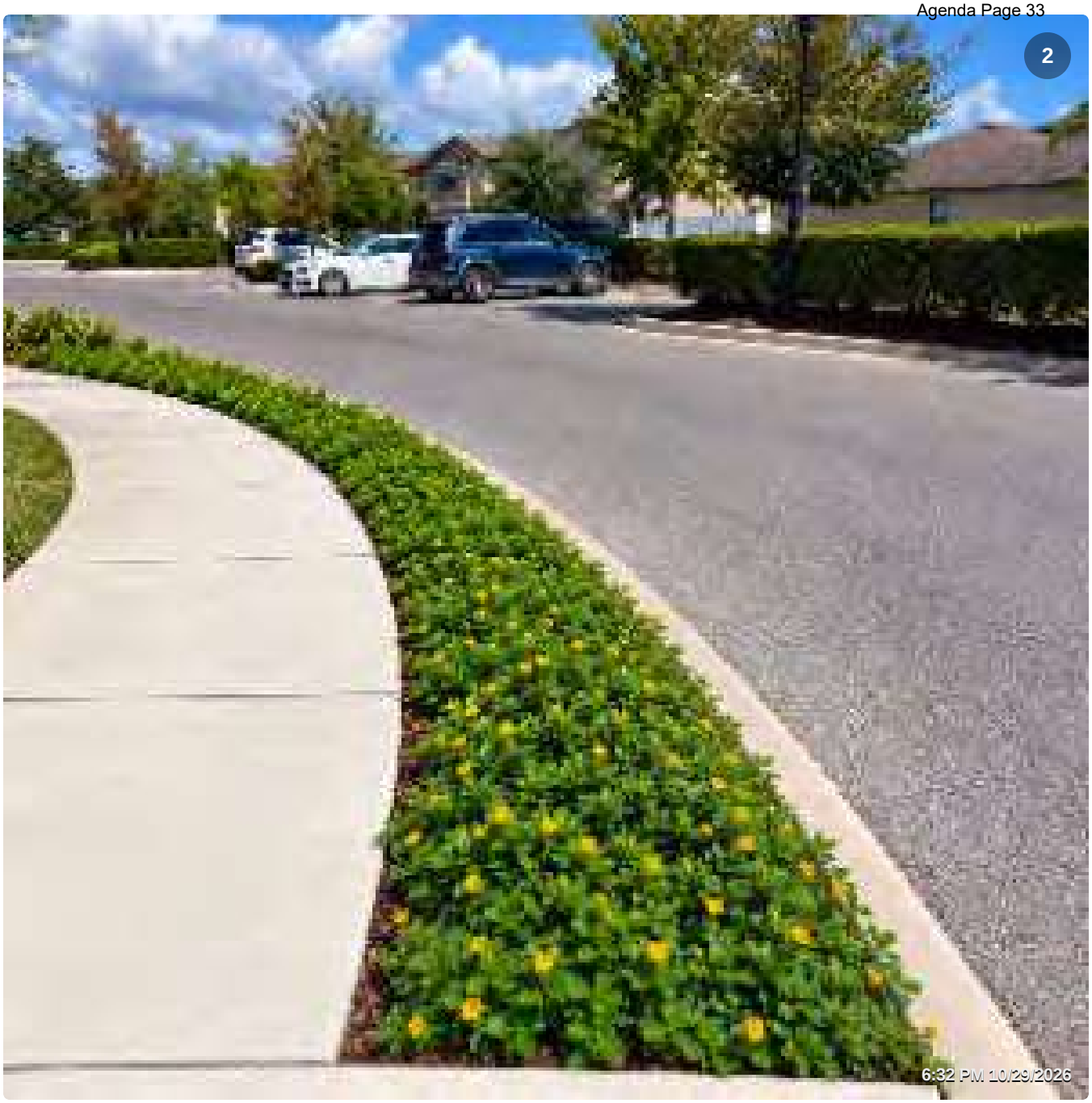
Assigned To: Steadfast

Amenity Center – Former Gravel Area

Observation: The gravel area adjacent to the sidewalk and roadway has been an ongoing issue.

Recommendation: Remove the gravel and install perennial peanut to improve the landscape appearance.


1
27.9095544
-82.3705687
1:25 PM 10/29/2026



Issue 6

Assigned To: Steadfast

Amenity Center – Mailbox Area

Observation: Recent shrub pruning was incomplete, leaving portions of the hedge extending beyond the desired uniform shape.

Recommendation: Complete pruning of the missed sections to maintain a consistent appearance.



Issue 7

Assigned To: Steadfast

Playground – Perimeter Tree

Observation: Tree limbs are obstructing the security camera's line of sight toward the picnic table.

Recommendation: Raise and selectively prune tree limbs to restore visibility from the security camera.



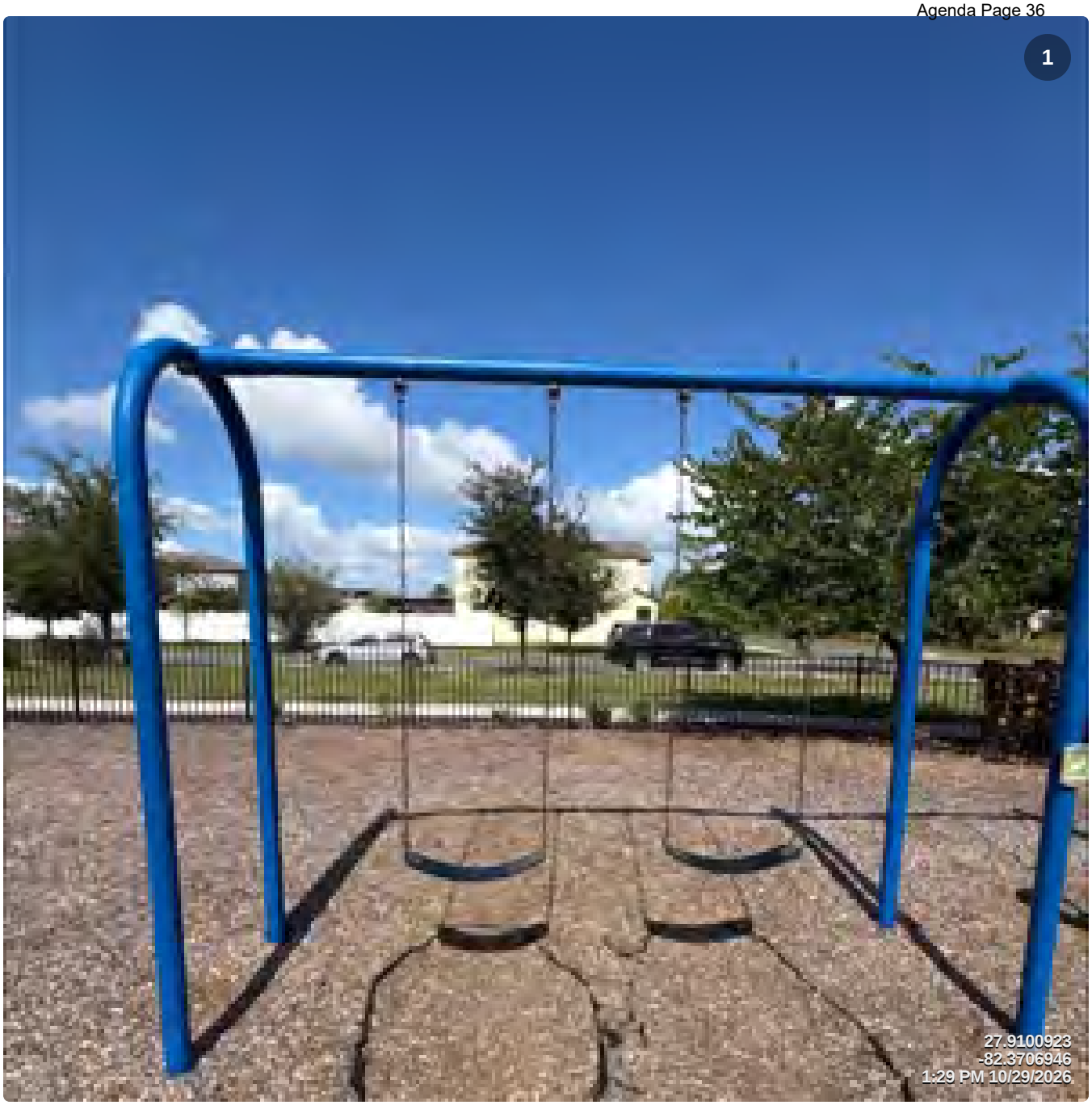
Issue 8

Assigned To: Inframark Maintenance

Playground – Swing Set

Observation: Playground mulch beneath the swings has become displaced, leaving areas of reduced protective surfacing. Installation of protective swing mats has been proposed.

Recommendation: Evaluate the proposed swing mats and replenish playground mulch as needed to maintain appropriate protective surfacing depths.


1
27.9100923
-82.3706946
1:29 PM 10/29/2026



Issue 9

Assigned To: Inframark Maintenance

Amenity Center – Perimeter Fence

Observation: Four metal fence post caps are missing from the amenity center fence.

Recommendation: Replace the four missing fence post caps.


1
27.9100117
-82.3705998
1:32 PM 10/29/2026



Issue 10

Assigned To: Steadfast

Pool Area – Palm Trees

Observation: Seed pods and dead fronds are present within the palm canopies surrounding the pool.

Recommendation: Remove seed pods and prune dead palm fronds during scheduled palm maintenance.


1
27.909893
-82.371304
1:36 PM 10/29/2026


2
27.9098381
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1:36 PM 10/29/2026


3
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1:36 PM 10/29/2026



Issue 11

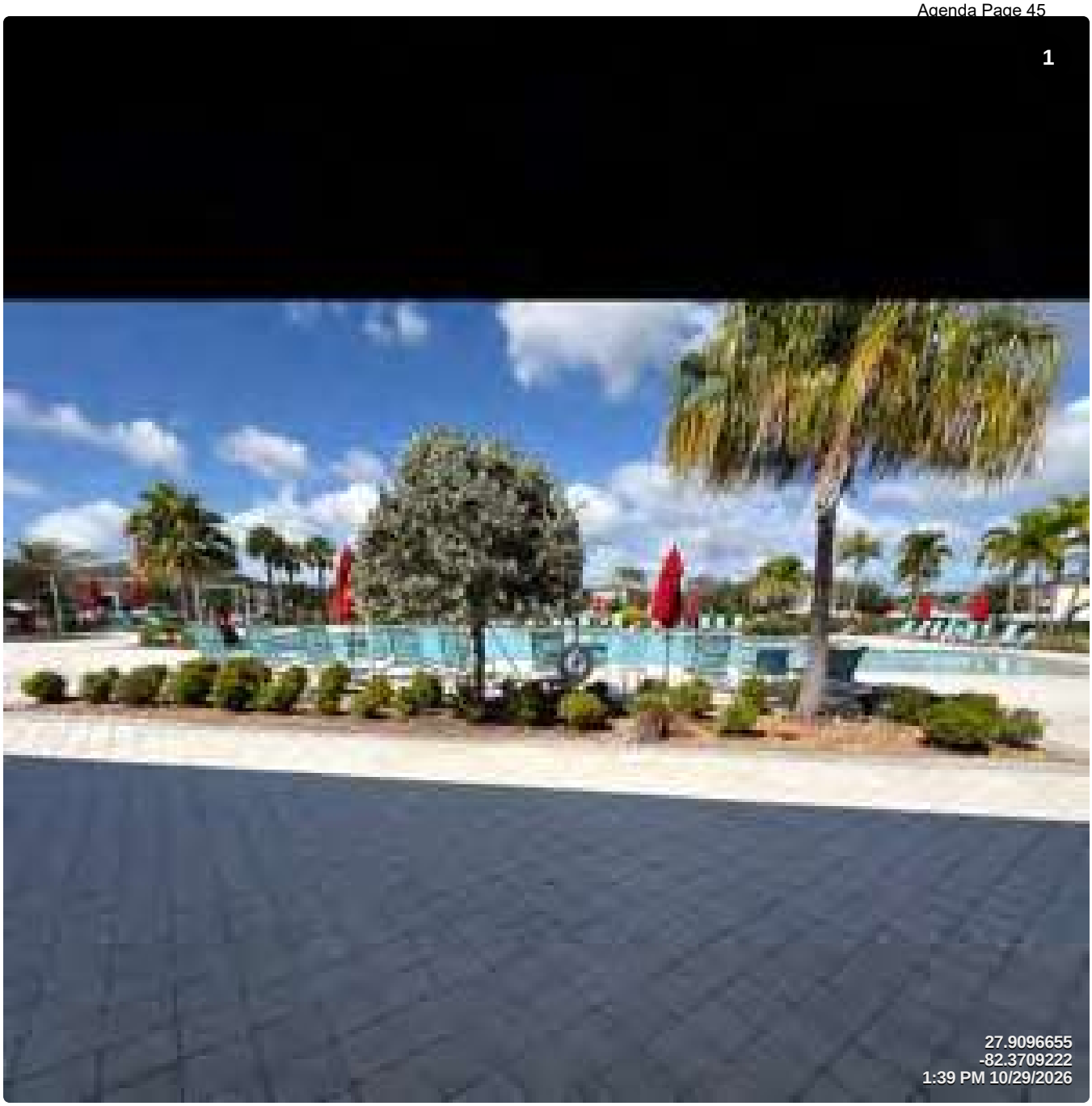
Assigned To: Steadfast

Pool Area – Landscape Beds

Observation: Existing landscape plantings contribute to debris entering the pool and require redesign to reduce maintenance while improving aesthetics. Proposed plant selections include perennial peanut groundcover, Red Sister Ti, Coontie, and Spider Lily.

Recommendation: Consider landscape renovations utilizing the proposed plant

selections to minimize debris entering the pool and improve the overall appearance.


1
27.9096655
-82.3709222
1:39 PM 10/29/2026



Issue 12

Assigned To: Onsite/Pest Control

Amenity Center – Rear Exterior

Observation: A wasp nest was identified at the rear of the amenity center. Kush applied an initial treatment; additional pest control follow-up is needed.

Recommendation: Have the pest control vendor inspect and treat the affected area during the next scheduled service, or arrange an earlier visit if necessary.



Issue 13

Assigned To: Steadfast

Wild Senna Boulevard – East Side Pocket Park Near Cactus Dahlia Avenue

Observation: Turf damage and rutting are present along the roadside landscape strip near the pocket park.

Recommendation: Evaluate restore affected areas as needed.


1
27.9106369
-82.3702338
2:02 PM 10/29/2026



Issue 14

Assigned To: Inframark Maintenance

Wild Senna Boulevard – East Side Pocket Park

Observation: The existing trash receptacle is deteriorating and requires replacement.

Recommendation: Replace the damaged trash receptacle.



Issue 15

Assigned To: Steadfast

Wild Senna Boulevard – Pocket Park

Observation: Copperleaf shrubs have developed a leggy, uneven growth habit, affecting the overall landscape appearance.

Recommendation: Selectively prune Copperleaf to encourage fuller growth and maintain a uniform appearance.



Issue 16

Assigned To: Steadfast

Community Roadways & Sidewalks – Tree Canopies

Observation: Tree canopies throughout the community require raising, particularly where limbs extend over sidewalks and roadways.

Recommendation: Assess tree pruning needs throughout the community and provide a scheduled completion date for canopy raising.



Issue 17

Assigned To: Steadfast

Community Intersections – Line of Sight

Observation: Vegetation and tree canopies are restricting visibility at multiple intersections, creating potential line-of-sight concerns. Areas identified include:
- Catmint Street & Wild Senna Boulevard
- Catmint Street & French Marigold Avenue
- Catmint Street & Clary Sage Avenue
- Catmint Street & Cactus Dahlia Avenue

- Cactus Dahlia Avenue & Wild Senna Boulevard
- Globe Thistle Street & Blue Iris Lane
- Blue Iris Lane & Wild Senna Boulevard
- Pearly Everlasting Avenue & Globe Thistle Street

Recommendation: Obtain a proposal for removal or selective pruning of vegetation obstructing visibility. Include necessary tree canopy raising to restore clear sightlines at intersections.


1
27.9131845
-82.3711749
2:06 PM 10/29/2026



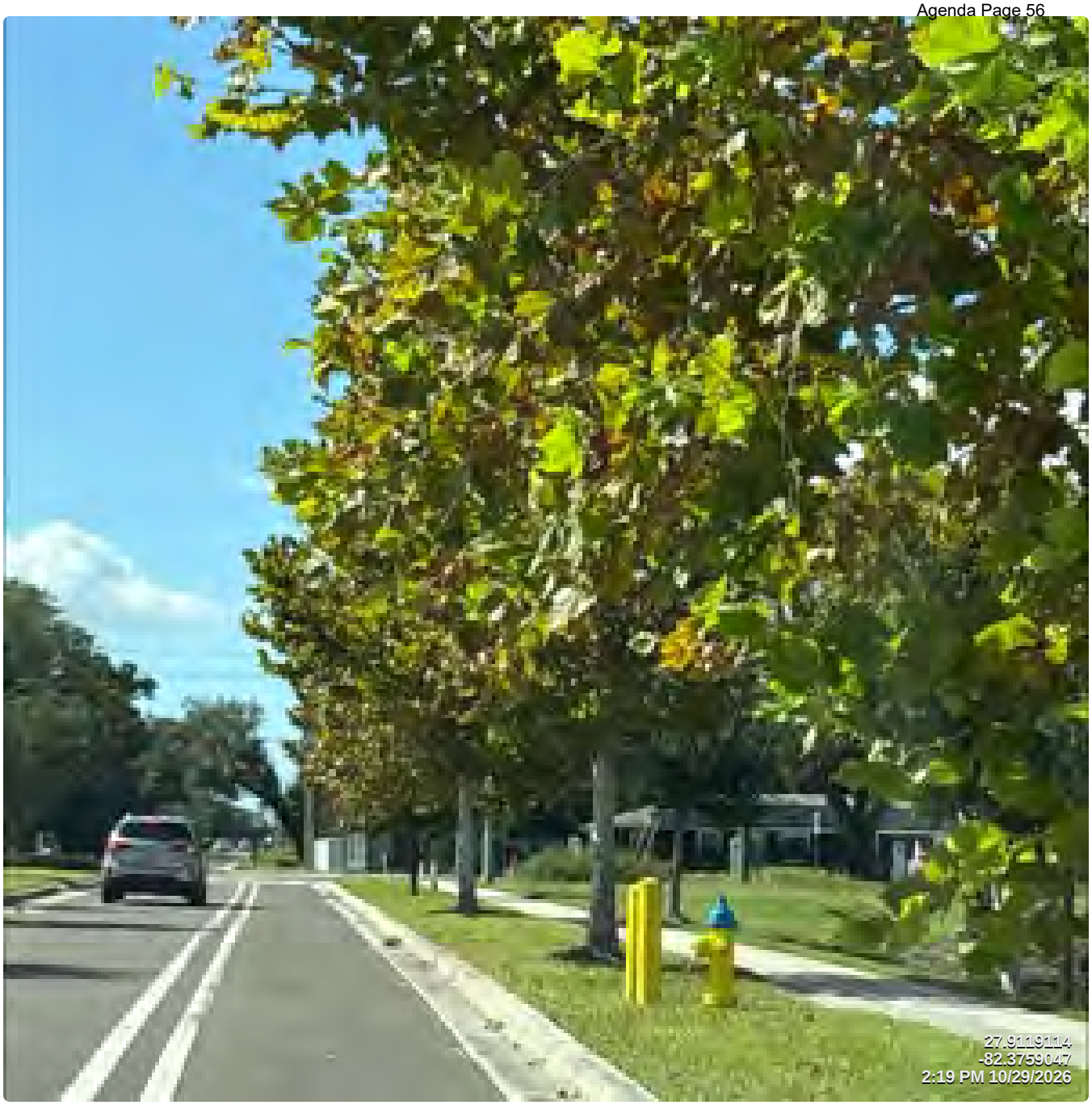
Issue 18

Assigned To: Steadfast

Camden Field Parkway – Bike Lane

Observation: Maple tree limbs are extending over the bike lane, reducing clearance for cyclists.

Recommendation: Raise Maple tree canopies to provide adequate clearance over the bike lane.



Issue 19

Assigned To: Steadfast

Amenity Center – Sidewalks

Observation: Weed growth is present within sidewalk expansion joints and cracks surrounding the amenity center.

Recommendation: Treat and remove weeds from sidewalk cracks and expansion joints.


5:59 PM 10/29/2026



Touchstone CDD Aquatics Report

Inspection Date:

10/1/2026 3:40 PM

Prepared by:

Lee Smith

Account Manager

STEADFAST OFFICE:
WWW.STEADFASTENV.COM
813-836-7940

Inspection Report

SITE: 1

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

New and old grasses present along the shoreline in some areas. Will be addressed during the next visit. Great condition overall.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

SITE: 2

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Decaying grass is also present around the perimeter of this pond. Technician will continue to treat accordingly.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

Inspection Report

SITE: 3

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Decaying grasses present around the edge of this pond. Finger looks to be mostly clear. Routine maintenance and monitoring will occur here.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

SITE: 4

Condition: Excellent Great Good Poor ✓Mixed Condition Improving





Comments:

Amount of Hydrilla has definitely decreased in this pond. Treatments are proving to be effective. Decaying algae was also noted. Technician will continue to apply the proper treatments here to combat this growth.

WATER: ✕Clear Turbid Tannic
ALGAE: N/A ✕Subsurface Filamentous ✕Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
Torpedo Grass Pennywort Babytears Chara ✕Hydrilla Slender Spikerush Other:

Inspection Report

SITE: 5

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Decaying grasses present around the edge. Some trash noted. Pond is in great condition otherwise.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

SITE: 6

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Grasses that were previously present along the shoreline have been cleared out. Very minor decaying left. Pond looks in great condition otherwise.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

Inspection Report

SITE: 7

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Very minor algae growth noted along the edge. Previous grasses that were present have been cleared out. Routine maintenance and monitoring will occur here.

WATER: Clear Turbid Tannic
ALGAE: N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

SITE: 8

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Only thing to note was minor presence of Planktonic algae. Pond is in excellent condition otherwise.

WATER: ✕Clear Turbid Tannic
ALGAE: N/A Subsurface Filamentous Surface Filamentous ✕Planktonic Cyanobacteria
GRASSES: ✕N/A Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

Inspection Report

SITE: 9

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Decaying grasses present around the perimeter. Routine treatments and monitoring will continue.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

SITE: Ditch

Condition: Excellent Great Good Poor ✓Mixed Condition Improving





Comments:

Lots of grasses present within the ditch. Duck weed is also present in a part of it. Torpedo grass and baby tears are the main culprits. Some decaying and some new growth. Technician will target these areas during the next maintenance event.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A Minimal ✕Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort ✕Babytears Chara Hydrilla Slender Spikerush ✕Other: Duckweed

Inspection Report

MANAGEMENT SUMMARY



Summer is coming to a close and ponds are definitely feeling it. This is typically one of the most difficult times of year for aquatic management. Temperatures are still high, but slowly declining. Algal growth will continue to benefit off these conditions for a few more weeks. Daily rain is keeping things interesting as well. Bad news: it's going to feed vegetative and algal growth with new nutrients flushed into the ponds. Good news: water levels are slowly returning to were they should be and clearing terrestrial growth. All this means is pond conditions can change in a few days; improving or declining. Technicians are putting in efforts toward one last push to finish the season strong and set us up for an easy winter.

The Touchstone ponds are in pretty good condition for the time of year that it is. No major algae blooms have occurred. A lot of the torpedograss growth that was previously present around some of the perimeters has been cut back. The biggest issue currently is the Hydrilla present in Pond 4. Luckily, it looks like treatments are working and the amount has decreased since last visit.

Keep in mind that new growth can pop up quick during this time of year. Our technician has all problem areas on his radar for next visit and will be prepared to treat any new growth that pops up.

RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along exposed shorelines and within beneficial plants.

Continue to apply treatment to overgrown littoral areas.

Avoid over treating ponds, to prevent fish kills or toxic blooms.

Stay alert for debris items that find their way to the pond’s shore.

Thank you for choosing Steadfast Environmental!

Inspection Report

MAINTENANCE AREA

STEADFAST ENVIRONMENTAL

TOUCHSTONE CDD

4205 Wild Senna Blvd, Tampa, FL 36619

Gate Code:





Touchstone CDD Aquatics Report

Inspection Date:

10/30/2026 11:13 AM

Prepared by:

Lee Smith

Account Manager

STEADFAST OFFICE:
WWW.STEADFASTENV.COM
813-836-7940

Inspection Report

SITE: 1

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Some nuisance grasses were observed along parts of the shoreline. Technician will target these areas during the next visit. Pond is in great condition otherwise.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

SITE: 2

Condition: ✓Excellent Great Good Poor Mixed Condition Improving





Comments:

No nuisance vegetation observed. This pond is in excellent condition.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: ✕N/A Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

Inspection Report

SITE: 3

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Some minor grasses were present in a few areas, but pond looks to be in great condition otherwise. Routine maintenance and monitoring will occur here.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

SITE: 4

Condition: Excellent Great Good Poor ✓Mixed Condition Improving





Comments:

Hydrilla still present here along some parts of the shoreline. Special treatments will continue here to combat this growth. Minor grasses also present.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
Torpedo Grass Pennywort Babytears Chara ✕Hydrilla Slender Spikerush Other:

Inspection Report

SITE: 5

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Very minor torpedograss growth along parts of the perimeter. Pond is in great condition otherwise.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

SITE: 6

Condition: ✓Excellent Great Good Poor Mixed Condition Improving





Comments:

This pond is in excellent condition. Routine maintenance and monitoring will occur here.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: ✕N/A Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

Inspection Report

SITE: 7

Condition: ✓Excellent Great Good Poor Mixed Condition Improving





Comments:

Excellent condition here as well. Beneficial plants are in healthy condition.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous
Planktonic Cyanobacteria
GRASSES: ✕N/A Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
Torpedo Grass Pennywort Babytears Chara
Hydrilla Slender Spikerush Other:

SITE: 8

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Green tint indicates the presence of planktonic algae. Technician will treat accordingly.

WATER: ✕Clear Turbid Tannic
ALGAE: N/A Subsurface Filamentous Surface Filamentous
✕Planktonic Cyanobacteria
GRASSES: ✕N/A Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
Torpedo Grass Pennywort Babytears Chara
Hydrilla Slender Spikerush Other:

Inspection Report

SITE: 9

Condition: Excellent ✓Great Good Poor Mixed Condition Improving





Comments:

Minor grass growth along the shoreline here. No other nuisance vegetation observed. Technician will target during next maintenance event.

WATER: ✕Clear Turbid Tannic
ALGAE: ✕N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A ✕Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

SITE: Ditch

Condition: Excellent Great Good Poor ✓Mixed Condition Improving





Comments:

Some grass and algae growth was present throughout the ditch. These areas will be treated accordingly.

WATER: ✕Clear Turbid Tannic
ALGAE: N/A Subsurface Filamentous ✕Surface Filamentous Planktonic Cyanobacteria
GRASSES: N/A Minimal ✕Moderate Substantial
NUISANCE SPECIES OBSERVED:
✕Torpedo Grass Pennywort Babytears Chara Hydrilla Slender Spikerush Other:

Inspection Report

MANAGEMENT SUMMARY



The final days of growing season are here. Daytime temperatures are hovering around 80°F which is still enough for algal blooms to rapidly appear. Other key factors will be the driving force for growth moving forward; mainly rain events and residential runoff. It's been an odd season; right now we're seeing pond conditions typically for July. Grass growth has accelerated as algal growth has slowed. I'm curious to see if this winter will be as unprecedented as predicted and how that will affect stormwater systems. Efforts made by technicians now will be crucial to prepare ponds for what may come in the following months. As the temperatures decrease, growth in the ponds will decrease and we will hopefully see healthy, nuisance-free ponds in the near future.

Ponds are in great shape as we head into winter. Algae is practically non existent. Grasses are the main target currently and still are present in minor amounts along some shorelines. Technicians can shift into more of a maintenance-focused approach rather that trying to keep up with growth. They can take this month to clear up any of the stubborn ponds that have needed more attention all season then start more specialized treatments for floating or submersed growth. Combatting the Hydrilla in Pond 4 will be one of our main focuses this next month. Conditions have been good all year, so I think we'll use the same methods and products as last winter to set up for success again next year.

RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along exposed shorelines and within beneficial plants.

Continue to apply treatment to overgrown littoral areas.

Avoid over treating ponds, to prevent fish kills or toxic blooms.

Stay alert for debris items that find their way to the pond’s shore.

Thank you for choosing Steadfast Environmental!

Inspection Report

MAINTENANCE AREA

STEADFAST ENVIRONMENTAL

TOUCHSTONE CDD

4205 Wild Senna Blvd, Tampa, FL 36619

Gate Code:



STEADFAST

ESTIMATE

Steadfast Alliance
San Antonio FL 33576 US

DATE	DUE	ESTIMATE #
9/23/2026	9/23/2026	EST-SCA5105

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

SHIP TO
SM1028 (401)
Touchstone Amenity
4223 Globe Thistle Drive
Tampa FL 33619 USA

DESCRIPTION	QTY	RATE	AMOUNT
This is the requested proposal to remove the current rock path located behind the playground and install a sidewalk to connect it to the sidewalk on Cactus Dalia Ave.	1.00	4,475.00	4,475.00

I HEREBY CERTIFY that I am the Client/Owner of record of the property which is the subject of this proposal and hereby authorize the performance of the services as described herein and agree to pay the charges resulting thereby as identified above.

I warrant and represent that I am authorized to enter into this Agreement as Client/Owner.

TOTAL **4,475.00**

Accepted this _____ day of _____, 20____.

Signature: _____

Printed Name and Title: _____

Representing (Name of Firm): _____

STEADFAST

ESTIMATE

Steadfast Alliance
San Antonio FL 33576 US

DATE	DUE	ESTIMATE #
9/22/2026	9/22/2026	EST-SCA5100

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

SHIP TO
SM1028 (401)
Touchstone Amenity
4223 Globe Thistle Drive
Tampa FL 33619 USA

DESCRIPTION	QTY	RATE	AMOUNT
This is a proposal from the request generated in the September Touchstone CDD field inspection report.	1.00	0.00	0.00
Jasmine, Confederate Var 1gal - Issues # 1, 2, and 6 - to be used as fill ins for the Jasmine beds.	53.00	9.00	477.00
Pine Fines - by the cubic yard- to be installed as a ground cover in the newly planted Jasmine beds.	4.00	60.00	240.00
Croton, Mamie 3gal - to fill in the roundabout at the Amenity center.	14.00	18.00	252.00
Maintenance Labor	16.00	60.00	960.00
Juniper, Parsoni 3gal - to fill in the bare spots of the Center Island on Romano Busciglio Street.	31.00	18.00	558.00
Cedar, Southern Red 45 G - to replace the dead/declined trees near the lift station on Wild Senna Blvd.	5.00	525.00	2,625.00

STEADFAST

ESTIMATE

Steadfast Alliance
San Antonio FL 33576 US

DATE	DUE	ESTIMATE #
9/22/2026	9/22/2026	EST-SCA5100

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

SHIP TO
SM1028 (401)
Touchstone Amenity
4223 Globe Thistle Drive
Tampa FL 33619 USA

DESCRIPTION	QTY	RATE	AMOUNT
Irrigation parts and labor to accommodate the newly planted material	1.00	400.00	400.00

I HEREBY CERTIFY that I am the Client/Owner of record of the property which is the subject of this proposal and hereby authorize the performance of the services as described herein and agree to pay the charges resulting thereby as identified above.

I warrant and represent that I am authorized to enter into this Agreement as Client/Owner.

TOTAL **5,512.00**

Accepted this _____ day of _____, 20____.

Signature: _____

Printed Name and Title: _____

Representing (Name of Firm): _____

Memorandum

To: Board of Supervisors

From: District Management

Date: November 10, 2026

RE: HB7013 – Special Districts Performance Measures and Standards

---

To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during its 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2026), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2026 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals and objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance its commitment to the accountability and transparency of the District.

Exhibit A:

Goals, Objectives, and Annual Reporting Form

Touchstone Community Development District ("District")
Performance Measures/Standards & Annual Reporting Form

October 1, 2025 – September 30, 2026

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least four regular Board of Supervisor ("Board") meetings per year to conduct District-related business and discuss community needs.
Measurement: Number of public Board meetings held annually as evidenced by meeting minutes and legal advertisements.
Standard: A minimum of four Board meetings were held during the fiscal year.
Achieved: Yes ☒ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting in accordance with Florida Statutes, using at least two communication methods.
Measurement: Timeliness and method of meeting notices as evidenced by posting to the District's website, publishing in local newspaper of general circulation, and or via electronic communication.
Standard: 100% of meetings were advertised in accordance with Florida Statutes on at least two mediums (e.g., newspaper, District website, electronic communications).
Achieved: Yes☒ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly District website checks.
Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.
Standard: 100% of monthly website checks were completed by District Management or third party vendor.
Achieved: Yes ☒ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections Objective: Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.
Measurement: Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager's reports, notes or other record keeping method.
Standard: 100% of site visits were successfully completed as described within District Management services agreement
Achieved: Yes ☒ No ☐

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.
Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to District's infrastructure and related systems.
Standard: Minimum of one inspection was completed in the fiscal year by the District's engineer.
Achieved: Yes ☒ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on the District's website and/or within District records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the District's website.

Achieved: Yes ☒ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the District's website the most recent versions of the following documents: Florida Auditor General link (https://flauditor.gov/) to obtain current and past Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Florida Auditor General link (https://flauditor.gov/) to the Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the District's website.

Standard: District's website contains 100% of the following information: Department of Financial Services link to obtain Annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☒ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the Florida Auditor General link (https://flauditor.gov/) to the results to the District's website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing Board approval and annual audit is available on the District's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the District's website and transmitted to the State of Florida.

Achieved: Yes ☒ No ☐

SIGNATURES:

Chair/Vice Chair: _____ Date: _____

Printed Name: _____

Touchstone Community Development District

District Manager: _____ Date: _____

Printed Name: _____

Touchstone Community Development District

TOUCHSTONE CDD

Amenity Manager Report – October 2026

Prepared by: Kushamaal Franklin
Position: On-Site Amenity Manager

1. Daily Operations

- Opened and closed amenity facilities according to scheduled operating hours.
- Conducted routine inspections of the pool, parking lot, splash pad, fitness center, and clubhouse.
- Monitored facility cleanliness, appearance, and resident compliance with community rules and policies.
- Assisted residents with questions, key fob requests, and clubhouse rental arrangements.
- Reviewed staff checklists and reinforced the importance of completing assigned duties accurately and honestly.
- Inspected bathroom facilities and checked toilets to ensure they were flushing properly.

2. Operations & Maintenance

- Followed up on pool entrance staining and drainage concerns. The drain was repaired; however, the stain near the pool entrance could not be completely removed despite cleaning efforts.
- Monitored pool deck maintenance, including loose and damaged tiles along the pool edge.
- On October 5, 2026, the pool was closed after a young boy vomited in the water. The pool remained closed until the pool technician arrived to clean and address the issue.
- Closed off a sidewalk due to algae buildup that created a slippery and potentially hazardous walking surface. The area remained closed until cleaning was completed approximately four days later.
- Continued monitoring fitness center equipment. A technician inspected the equipment, removed parts for mechanical checks, and replaced a component on one machine. Additional monitoring will help ensure all equipment operates properly.
- Continued monitoring maintenance needs throughout the clubhouse and amenity facilities.

3. Vendor Site Visits & Services

- Coordinated with Greenleaf Pressure Washing regarding pool entrance staining and drainage concerns.
- Confirmed that the drainage issue was repaired, although the pool entrance stain could not be completely removed.
- Followed up on the exterior clubhouse light pole, which was repaired.

- Confirmed that the clubhouse office was repainted.
- Monitored pool tile maintenance. The pool company is addressing tiles along the pool edge and replacing tiles marked for repair or replacement.
- Continued communicating with vendors and management regarding outstanding maintenance concerns and follow-up inspections.

4. Facility Maintenance & Administrative Improvements

- Continued reviewing staff checklists and reinforcing the importance of completing all assigned tasks accurately and honestly.
- Monitored clubhouse rental cleanup procedures to ensure furniture was returned to its proper arrangement and glass tables were wiped down after events.
- Documented maintenance concerns and communicated updates to management.
- Reinforced staff accountability, teamwork, and consistent facility cleanliness throughout daily operations.

5. Facility Usage & Resident Services

- Assisted residents with clubhouse rental questions, event arrangements, and applicable facility policies.
- Processed 4 clubhouse rentals during October 2026.
- Issued 14 key fobs during the reporting period.
- Followed up with management and accounting regarding outstanding security deposit refunds associated with previous clubhouse rentals.
- Continued addressing resident questions and concerns regarding amenity access, clubhouse rentals, and community facility rules.

2002 West Grand Parkway North | Suite 100 | Katy, Texas 77449
6562473501 | nmontagna@infraMark.com |
www.inframark.com/maintenance

RECIPIENT:

Christina Fowler
Touchstone CDD
4205 Wild Senna Boulevard
Tampa, Florida 33619

Estimate #519

Sent on	Aug 27, 2026
Total	**$425.00**

Product/Service	Description	Qty.	Unit Price	Total
Labor and Material	Touchstone CDD – Back Gate Repair at Spring Snowflake (Pond 9) Repair the damaged gate latch, gate post, and gate panel at the rear access gate located at Spring Snowflake by Pond 9. The cost includes mobilization, labor, materials, and all necessary components required to complete the repairs and restore proper gate operation.	1	$425.00	$425.00

Total **$425.00**

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Signature: _____ **Date:** _____

2002 West Grand Parkway North | Suite 100 | Katy, Texas 77449
6562473501 | nmontagna@infraMark.com |
www.inframark.com/maintenance

RECIPIENT:

Alba Sanchez
Touchstone CDD
4205 Wild Senna Blvd
Tampa, Florida 33619

Estimate #472

Sent on	Aug 10, 2026
Total	**$125.00**

Product/Service	Description	Qty.	Unit Price	Total
Labor and Material	Provide and install owner-supplied curtains and curtain rods at the specified window locations. A minimum charge of $125.00 will apply for the first hour of service. If the project exceeds one hour, additional labor will be billed at $105.00 per hour after the first hour until the installation is completed. Cost includes: Mobilization Labor All necessary fasteners and mounting hardware required to complete the installation All work will be performed in a professional manner to ensure the curtains and curtain rods are securely installed and properly functioning.	1	$125.00	$125.00

Total **$125.00**

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RECIPIENT:

Christina Fowler
Touchstone CDD
4205 Wild Senna Boulevard
Tampa, Florida 33619

Estimate #577

Sent on	Sep 21, 2026
Total	**$475.00**

Product/Service	Description	Qty.	Unit Price	Total
Labor and Material	Scope of Work: Pressure Washing and Debris Removal – Pond 9, Spring Snowflake Rd Provide labor, equipment, materials, and mobilization to perform the following services at Pond 9 on Spring Snowflake Road: Pressure wash approximately 150 linear feet of vinyl fencing to remove dirt, algae, mildew, staining, and other surface contaminants. Remove and properly dispose of one abandoned shopping cart located within the work area. Remove and dispose of miscellaneous debris and trash located around the pond and fence line. Leave the area clean and free of all project-related debris upon completion. Proposal Includes: Labor Equipment Materials Disposal fees Mobilization	1	$475.00	$475.00

Total **$475.00**

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Signature: _____ **Date:** _____

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RECIPIENT:

Alba Sanchez
Touchstone CDD
4205 Wild Senna Blvd
Tampa, Florida 33619

Estimate #596

Sent on	Sep 29, 2026
Total	**$295.00**

Product/Service	Description	Qty.	Unit Price	Total
Bench cleaning and painting	Sand the white bench to remove loose paint and smooth the surface. Clean away sanding dust, prime exposed areas as needed and apply two coats of white exterior paint for a clean, uniform finish.	1	$250.00	$250.00
14 in. x 14 in. White Return Air Grille	Replacing old existing one with 14 in. x 14 in. Return Air Grille. It features a stamped steel construction with powder coated finish.	1	$45.00	$45.00

Total **$295.00**

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Signature: _____ **Date:** _____

MINUTES OF MEETING
TOUCHSTONE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Touchstone Community Development District was held on Tuesday, September 8, 2026, at 8:00 a.m. at the Touchstone Clubhouse located at 4205 Wild Senna Boulevard, Tampa, FL 33619.

Present and constituting a quorum were:

Anson Angail	Chairperson (via Teams)
Gregory Elliot	Vice Chairperson
Timothy Fisher	Assistant Secretary
Kelly Hanlon	Assistant Secretary
Corliss Ball	Assistant Secretary

Also present either in person or via electronic telecommunications were:

Alba Sanchez	District Manager
Cari Webster	District Counsel
Chrity Fowler	Field Inspection Coordinator
Kushamaal Johnson-Franklin	On-site Manager

This is not a certified or verbatim transcript but rather represents the context and summary of the meeting. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Ms. Sanchez called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS **Approval of Agenda**

> On MOTION by Ms. Ball, seconded by Mr. Fisher, with all in favor, the September 8, 2026, agenda was approved as presented.

THIRD ORDER OF BUSINESS **Audience Comments**

No audience comments.

FOURTH ORDER OF BUSINESS **Staff Reports**

A. Field Inspection Report

The Field Inspection Report was read into the record. There were no questions from the Board.

B. Steadfast Waterway Inspection Report

The Steadfast Waterway Inspection Report was presented. Sporadic algae blooms were noted; however, conditions remain under control.

C. Landscape Report

i. Steadfast Estimate – Replacement of the Declined Ixora

The Steadfast estimate to replace the declined dwarf ixora plants for $539.20 was tabled until November, pending resolution of the splash pad flooding issue.

ii. Steadfast Estimate – Trimming of the Palm Trees

Steadfast provided a high-level overview of the inspection report for both the pond and landscaping.

> On MOTION by Mr. Elliot, seconded by Mr. Hanlon with all in favor, to revise the palm trimming proposal to include only the pool area at a cost of $60.00 per palm for 22 palms, for a total amount not to exceed $1,320 was approved.

D. District Engineer

None.

E. District Counsel

Ms. Webster reminded the Board that the required Ethics training begins next month The training will be divided into two separate two-hour sessions, with each session held immediately following the CDD meeting.

F. District Manager

Ms. Sanchez read her report into the record.

G. On-site Manager Report

The On-site Manager read his report into the record. The Board had no questions.

FIFTH ORDER OF BUSINESS Business Items

A. Consideration of Cooper Pools Inc. Quote #1207 – Splash Pad Dump Bucket Repair

> On MOTION by Mr. Elliot, seconded by Mr. Hanlon, with all in favor, with Mr. Elliot, Mr. Hanlon, Mr. Fisher and Mr. Angail voted AYE, and Ms. Ball voted NAY, the Cooper Pools Inc. Option 2 of Quote #1207 to repair the splash pad dump bucket was approved.

B. Consideration of Elite Fence of Tampa Bay Estimate #107611 - Installation of Fence

The Board tabled the Elite Fence of Tampa Bay Estimate #107611 to the November meeting.

C. Ratification of Grau & Associates Audit Engagement Letter for Fiscal Year 2206

> On MOTION by Mr. Elliot, seconded by Ms. Ball, with all in favor, the Grau & Associates Fiscal Year 2026 Audit Engagement Letter was ratified.

SIXTH ORDER OF BUSINESS **Business Administration**

A. Consideration of Minutes from the Meeting held on August 11, 2026

> On MOTION by Mr. Angail, seconded by Mr. Fisher, with all in favor, the Minutes of the Meeting held on August 11, 2026, were approved as presented.

B. Financial Snapshot and Cash Flow Analysis as of August 26, 2026

> On MOTION by Mr. Angail, seconded by Mr. Fisher, with all in favor, the Financial Snapshot and Cash Flow Analysis as of August 26, 2026, was accepted.

SEVENTH ORDER OF BUSINESS **Board of Supervisors Requests and Comments**

None.

EIGHTH ORDER OF BUSINESS **Adjournment**

There being no further business,

> On MOTION by Mr. Fisher, seconded by Mr. Angail, with all in favor, the meeting was adjourned at 8:54 a.m.

_____ _____

Secretary/Assistant Secretary Chairperson/Vice Chairperson

TOUCHSTONE
COMMUNITY DEVELOPMENT DISTRICT

Financial Snapshot
September 30, 2026

- **Current Cash Balances:**
  - Valley National Bank Operating account balance: $44,801.
  - Reserve Fund Balance: $469,872.

- **Assessment collections:**
  - Touchstone CDD is 100% collected on the tax roll.

- **Expenses:**
  - Current expenses make up 119% of the annual budget through the end of September 30, 2026

    Total expenses for the first 12 months are approximately $1,232,624 Touchstone will need a budget amendment at the end of the fiscal year.

Touchstone CDD

Cash Flow Projection

9/30/2026

	Balances	Interest Rate
Operating Account - Valley National Bank	44,801.00	3.56%
Reserve Account - Valley National Bank	468,872.00	3.56%
Less: Current Outstanding AP	-	
Estimated Cash Available Today	513,673.00	
Outstanding FY26 Tax Roll	-	
Estimated Total Cash Available with Tax Roll	513,673.00	
Projections:		
Monthly Average Spend (October - September)	*102,718.67*	
Expected Cash Flow at YE (9/30/26)	**513,673.00**	
Average Spend 1st QTR FY27 (2 mos avg spend)	205,437.33	
Expected Need through 1st QTR FY27	**308,235.67**	

**tax roll revenue for the new FY is received in December*